

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

January 19, 2012

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, January 19, 2012**, in the **District Administrative Offices**: 1651 16th Street, Santa Monica, CA. The Board of Education will call the meeting to order at 4:30 p.m. in the Board Conference Room at the District Offices, at which time the Board of Education will move to Closed Session regarding the items listed below. The public meeting will reconvene at 6:00 p.m. in the Board Room.

The public meeting will begin at 6:00 p.m.

Persons wishing to address the Board of Education regarding an item that is scheduled for this meeting must submit the "Request to Address" card prior to discussion of that item. Persons wishing to address the Board of Education regarding an item that is not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the Request to Address card at the beginning of the meeting. The same card is used for either option and is printed in both Spanish and English. Cards are located with meeting materials just outside the meeting room. Completed cards should be submitted to the Recording Secretary.

Time Certain Items: Those items listed for a specified time (marked in the margin) are so noted to give the public an indication of when the Board will hear that item. However, if it is prudent to do so, the Board may adjust the time stamp to complete an item currently on the floor, but will not delay the time stamped item for more than 15 minutes.

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 *(15)*:
DN-1002-11/12 DN-1003-11/12
- 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. *(5)*
- 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. *(5)*
- Closed session with legal counsel concerning anticipated litigation pursuant to GC §54956.9(b)(3)(E) as cited in the Brown Act (1 case). *(30)*
- Public Employee, to consider appointment, employment, performance evaluation, or dismissal of employee pursuant to GC§54957, as cited in the Brown Act (Certificated Employees: ID #AP4678763, #ZZ2016127, #US4954650) *(20)*
- Closed Session, Superintendent's performance evaluation pursuant to GC §54957, as cited in the Brown Act. *(15)*

IV. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS *(35)*

- Reverend Martin Luther King, Jr. Day Celebration *(15)*
- National Board Certified Teachers *(20)*

V. APPROVAL OF THE AGENDA

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

Board of Education Meeting AGENDA: January 19, 2012

VI. APPROVAL OF MINUTES

None

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.

Curriculum and Instruction

A.02	Approval of Independent Contractors.....	2-3
A.03	Conference and Travel Approval Ratification.....	4-5
A.04	Approval of the 2010-11 School Accountability Report Cards (SARC) for Elementary, Middle, and High Schools	6
A.05	Approval of Local Education Agency (LEA) Plan Addendum for Program Improvement (PI).....	7
A.06	Program Improvement Plan – Head Start Program.....	8-9
A.07	Head Start Collaboration with the Los Angeles County Office of Education (LACOE).....	10-11
A.08	Approval of Special Education Contracts – 2011-2012	12-14

Business and Fiscal

A.09	Award of Purchase Orders – 2011-2012.....	15-15g
A.10	Acceptance of Gifts – 2011-12	16-20
A.11	Authorization to Use Western States Contracting Alliance (WASC) RFP/Contract No. 1523 and Sprint Solutions, Inc. for Telecommunications.....	21

Measure BB

A.12	Contract Amendment #3 for Santa Monica High School – New South Gym and Greek Theater Improvement Project – Leighton, Inc. – Civic Center Joint Use Project (CCJUP).....	22-23
A.13	Contract for Kroner Environmental Services for Phase I Environmental Site Assessment Services – Santa Monica High School – Civic Center Joint Use Project (CCJUP)	24
A.14	Contract Amendment #1 – Historical Resource Studies, Draft EIR, and Final EIR – In Support of the Environmental Impact Report to Ensure Compliance with the California Environmental Quality Act (CEQA) – AECOM – Civic Center Joint Use Project (CCJUP).....	25
A.15	Contract Amendment #8 for Additional Architectural Services for Seismic Reinforcement Design – Olympic High School Modernization Project – Harley Ellis Devereaux – Measure BB Title Line II.....	26-27
A.16	Amendment to Contract for Bid #10.40.BB-03-113674 – McKinley Elementary School – Entry and Main Office Reconfiguration Project – Fast Track Construction Corporation – Measure BB.....	28-29
A.17	Amendment to Contract for Bid #10.40.BB-03-113674 – McKinley Elementary School – Entry and Main Office Reconfiguration Project – Fast Track Construction Corporation – Measure BB Title Line II	30-31
A.18	Approval of Budget Allocation – Malibu High School – Stadium Lighting Project – Capital Facilities Fund	32-33
A.19	Change Order #22 – Additional Services to Prepare an Addendum to the Approved Mitigated Negative Declaration (MND) – Malibu HS Stadium Lighting Project – Atkins – Capital Facilities Fund	34-35

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

Personnel

A.20 Certificated Personnel – Elections, Separations 36-41
A.21 Classified Personnel – Merit..... 42-46
A.22 Classified Personnel – Non-Merit..... 47-48
A.23 Student Teaching Agreement – University of Southern California 49

General

A.24 Consider Appointment to Measure BB Advisory Committee 50

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.**

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)

- Caroline Huber – Santa Monica High School
- Yasi Afsharnive – Malibu High School
- Chynna Summers – Olympic High School

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

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

D. PTA Council – Kelly McMahon Pye (5)

- Joan Krenik – John Adams Middle School PTSA President

X. SUPERINTENDENT’S REPORT (5)

MAJOR and DISCUSSION Items

As a general rule, items under MAJOR and DISCUSSION will be listed in an order 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 (60)

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.

A.25 Appointment of Personnel Commissioners – Michael Sidley and
Barbara Inatsugu (10)..... 51
A.26 Adopt Resolution No. 11-05 – Commemorating Martin Luther
King, Jr. Day (10)..... 52-54
A.27 Approval of 2010-11 Annual Financial Audit Report (30) 55
A.28 Assignment of Board of Education Liaisons to District Advisory
Committees, Financial Oversight Committee, Measure BB
Advisory and Citizens’ Oversight Committees, PTA Council,
and Education Foundation (20) 56

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

A.29	Approval of Job Description – Teacher on Special Assignment (TOSA) – Child Development Services (5).....	57-59
A.30	Revise BP and Adopt AR 5131.61 – Controlled Substance (15).....	60-73
XII.	DISCUSSION ITEMS (**)	
	These items are submitted for information (FIRST READING) and discussion. Action will generally be considered at the next regularly scheduled meeting of the Board.	
D.01	Report on New Student Information System Illuminate (60).....	74
D.02	Consider Replacing BP 4020 and Adopting 4020 – Drug and Alcohol Free Workplace (20).....	75-79
D.03	2012-13 State Budget Update (30).....	80-83
XIII.	INFORMATIONAL ITEMS (0)	
I.01	Quarterly Report on Williams Uniform Complaints.....	84-84a
I.02	Disability Harassment Reporting.....	85
I.03	Resignation and Termination of Memberships from District Advisory Committees.....	86
I.04	Resignation of Membership from Measure BB Advisory Committee.....	87
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.	

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

XX. ADJOURNMENT

This meeting will adjourn to the next regular meeting, which is scheduled for **Thursday, February 2, 2012**, in the **Malibu City Council Chambers**: 23825 Stuart Ranch Road, Malibu, CA.

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.

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

Board of Education Meeting AGENDA: January 19, 2012

SMMUSD Board of Education Meeting Schedule 2011-2012

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

July through December 2011					
Month	1 st Thursday	2 nd Thursday	3 rd Thursday	4 th Thursday	Special Note:
July			7/20* DO	7/23* DO 7/26* DO	*Wednesday, 7/20 *Saturday, 7/23: retreat *Wednesday, 7/26: special mtg
August		8/10* DO		8/24* DO	*Wednesday, 8/10 *Wednesday, 8/24 First day of school: 8/30
September	9/8 DO			9/22 DO	
October	10/6 M		10/20 DO	10/22* DO	*Saturday, 10/22: retreat
November	11/3 M		11/17 DO	11/29* DO	Thanksgiving: 11/24-25 *Tuesday, 11/29: special mtg
December			12/15 DO	winter break	
Winter Break: December 21 – January 3					
January through June 2012					
Winter Break: December 21 – January 3					
January			1/19 DO		
February	2/2 M		2/16 DO		
March	3/1 DO		3/15 DO	3/29* DO	*3/22 & 3/23: Stairway *3/29: 5 th Thursday
Spring Break: April 2 – April 13					
April	spring break	spring break	4/19 DO		
May	5/3 M		5/17 DO		
June	6/7 DO			6/27* DO	Last day of school: 6/15 *Wednesday: 6/27

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

If you will require accommodation to participate in the Board meeting, please notify the Superintendent's Office at vi@smusd.net least one day prior to the meeting.
 Board of Education Meeting AGENDA: January 19, 2012

**Santa Monica-Malibu Unified School District
Board of Education
January 19, 2012**

I. CALL TO ORDER

A. Roll Call

Ben Allen – President
Laurie Lieberman – Vice President
Oscar de la Torre
Jose Escarce
Maria Leon-Vazquez
Ralph Mechur
Nimish Patel

Student Board Members

B. Pledge of Allegiance

II. CLOSED SESSION

TO: BOARD OF EDUCATION
FROM: SANDRA LYON
RE: APPROVAL OF MINUTES

ACTION
01/19/12

RECOMMENDATION NO. A.01

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

NONE

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

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / 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 2011-2012 budget.

Contractor/ Contract Dates	Description	Site	Funding (Measure BB)
Jane Buelow & Associates 6/30/11 to 7/31/12 Contract Amendment #2: \$51,200 (Original Contract \$88,000: 08/10/11)	Project Coordination Communications & Presentations	Measure BB	21-90500-0-00000-85000- 5802-XXX-2600

Contractor/ Contract Dates	Description	Site	Funding
Chance to Dance (Kathy Cass) 8/30/11 to 6/15/12 Not to exceed: \$2,400	Dance therapy for special needs students	McKinley	01-90150-0-11100-10000- 5802-004-4040 (PTA)
Lucky Lynch 1/4/12 to 6/30/12 Not to exceed: \$2,000 (\$100 per hour)	To provide training and resources for professional development in the area of diversity in the workplace for district administrators.	Educational Services	01-40350-0-11100-21000- 5802-035-1300 (Title II)
Diane Burbie 1/4/12 to 6/30/12 Not to exceed: \$2,000 (\$100 per hour)	To provide training and resources for professional development in the area of diversity in the workplace for district administrators.	Educational Services	01-40350-0-11100-21000- 5802-035-1300 (Title II)
Angela Chan 1/4/12 to 6/30/12 Not to exceed: \$2,000	To provide professional development for elementary teachers in the area of mathematics.	Educational Services	01-90180-0-11100-10000- 5802-030-1300 (RGK)
STAR, Inc. 1/19/12 to 4/26/12 Not to exceed: \$11,899.80	To provide hands-on supplemental science programming (physical, life & earth sciences) for grades 4 and 5.	Franklin	\$9,000 : 01-90150-0- 11100-10000-5802-002- 1300 (PTA) \$2,899.80 : 01-00010-0- 11100-10000-5802-002- 1300 (Tier III)

The Artist Collective 11/28/11 to 1/11/12 Not to exceed: \$2,625	Student workshops in dance.	John Adams	01-90830-0-17000-10000-5802-011-4110 (SMMEF-Dream Winds)
Reading Partners 9/2/11 to 9/15/12 Not to exceed: \$10,000 (Amended to split funding – BOE 11/17/11)	Provide students with additional individualized reading intervention.	Muir	<u>\$5,000</u> : 01-90150-0-11100-10000-5802-005-4050 (PTA) <u>\$5,000</u> : 01-30100-0-11100-10000-5802-005-4050 (Title I)
Irma Maldonado-Enriquez, PsyD. 3/1/12 to 6/30/12 Not to exceed:\$900	To provide educational presentations to Title I parents	St. Anne's School	01-30100-0-11100-10000-5802-036-1300 (Title I)
Cathy Cass 9/1/11 to 6/18/12 Not to exceed:\$3,200 (Amend object code – BOE 8/24/11)	Dance instruction on an ongoing basis for various grades levels	Roosevelt	01-90150-0-11100-10000- 2917 5802-007-1501 (PTA)
Venice Family Clinic 7/1/11 to 6/30/12 Not to exceed: \$24,000	To provide medical services to uninsured High School students and confidential services related to family planning to any student requesting these services	Special Education	01-56400-0-00000-39000-5802-043-1400
STAR, INC 1/31/12 to 5/09/12 Not to exceed: \$8,730	To provide afterschool GATE classes to all GATE students. Classes include neuroscience, inventions, filmmaking, iPad music and sketching.	Franklin	01-90150-0-11100-10000-5802-002-4020 (PTA)
David Fisher 8/25/11 to 6/30/12 Not to exceed: \$8,000	To perform specialized technical theatre support for Theatre Operations rentals in Barnum Hall and other District Theaters.	Bus. Svcs.: Theater Operations & Facility Permits	01-91180-0-81000-54000-5802-046-2460
Greville Kellett 7/1/11 to 6/30/12 Not to exceed: \$8,000	To perform specialized technical theatre support for Theatre Operations rentals in Barnum Hall and other District Theaters.	Bus. Svcs.: Theater Operations & Facility Permits	01-91180-0-81000-54000-5802-046-2460
Lucas Capra 7/1/11 to 6/30/12 Not to exceed: \$12,000	To perform specialized technical theatre support for Theatre Operations rentals in Barnum Hall and other District Theaters.	Bus. Svcs.: Theater Operations & Facility Permits	01-91180-0-81000-54000-5802-046-2460

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.03

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

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

<u>AME</u> <u>SITE</u> Account Number Fund – Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>ALLEN, Ben</u> District Office 01-00000-0-00000-71500-5220-020-1200 General Fund- Function: Superintendent	CSBA The Brown Act and Board Presidents Workshop Garden Grove, CA January 27 - 28, 2012	\$500
<u>BRADFORD, Maureen</u> Ed Services 01-00000-0-19510-31600-5220-030-1300 General Fund- Function: Pupil Testing Services	Instructional Technology Outreach Workshop Long Beach, CA December 7, 2011	\$35
<u>CHU, Rebecca</u> Rogers Elementary 01-40350-0-11100-27000-5220-035-1300 General Fund- Resource: Title II	LACOE Administrative Training Program Downey, CA Various dates	\$3,800
<u>HYATT, Virginia</u> Purchasing 01-00000-0-00000-75300-5220-055-2550 General Fund- Function: Purchasing	School Starters-Seize The Day Los Angeles, CA January 12, 2012	\$39
<u>LAWTON, Marvin</u> Lincoln Middle 01-40350-0-11100-21000-5220-035-1300 General Fund- Resource: Title II	CAAASA 2012 Conference Sacramento, CA February 22 – 24, 2012	\$750
<u>MANNING, Marlynn</u> District Office 01-56400-0-00000-39000-5220-043-1400 General Fund- Resource: Medi-Cal	Community Intervention for Young Children with Autism Spectrum Disorders Sherman Oaks, CA December 8, 2011	\$265
<u>VEGAS, Kris</u> District Office 01-56400-0-00000-39000-5220-043-1501 General Fund- Resource: Medi-Cal	Functional Analysis Methodology Garden Grove, CA December 14 – 15, 2011	\$455

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>ABDO, Judy</u> Child Development Services 12-00000-0-85000-10000-5220-070-2700 Child Development Fund- Function: Instruction	2012 Child Care and Development State Budget Policy Workshops Carson, CA January 26, 2012	\$400
<u>LYON, Sandra</u> <u>+2 Additional Staff</u> District Office 01-00000-0-00000-71500-5220-020-1200 01-00000-0-00000-73100-5220-051-2510 01-00000-0-00000-73000-5220-050-1550 General Fund- Function: Superintendent/Fiscal/Business	Governor's Budget Workshop Orange County, CA January 18, 2012	\$575
<u>MANSOUR, Carolyn</u> <u>+10 Additional Staff</u> District Office 01-56400-0-00000-39000-5220-043-1400 General Fund- Resource: Medi-Cal	57 th Annual Speech Language Study Conference Lakewood, CA January 27, 2012	\$330
<u>WOLVERTON, Sara</u> <u>+2 Additional Staff</u> District Office 01-56400-0-00000-39000-5220-043-1400 General Fund- Resource: Medi-Cal	2012 Symposium New Challenges, New Opportunities "Every Child Counts Symposium" Monterey, CA January 11 – 13, 2012	\$3,300

Out-of-State Conferences: Individual		
NONE		

Out-of-State Conferences: Group		
<u>DONOHUE, Mary</u> <u>GOLMAN, Jennifer</u> Roosevelt Elementary 01-90180-0-11100-21000-5220-030-1300 General Fund- Resource: RGK Foundation	7 th Annual Coaching Institute: A Focus on Implementing the Common Core State Standards in Reading Columbia University, NY	\$3,800 +2 SUBS

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/19/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU / MAUREEN BRADFORD

RE: APPROVAL OF 2010-11 SCHOOL ACCOUNTABILITY REPORT CARDS
(SARC) FOR ELEMENTARY, MIDDLE, AND HIGH SCHOOLS

RECOMMENDATION NO. A.04

It is recommended that the Board of Education approve the 2010 -2011 School Accountability Report Cards for the following sites:

- Edison Language Academy
- Franklin Elementary School
- Grant Elementary School
- John Muir Elementary School
- Juan Cabrillo Elementary School
- McKinley Elementary School
- Point Dume Marine Science School
- Roosevelt Elementary School
- Webster Elementary School
- Will Rogers Elementary School
- Santa Monica Alternative School House (SMASH)
- John Adams Middle School
- Lincoln Middle School
- Malibu High School
- Olympic High School
- Santa Monica High School

COMMENT: The School Accountability Report Cards (SARC) are mandated by California law and fulfill a reporting requirement of the No Child Left Behind Act of 2001. Each school's SARC must contain specific, discrete pieces of information mandated by the State of California, including test score results, demographic information, descriptions of professional development, and information about elements of Williams compliance, such as sufficiency of textbooks and facilities maintenance. Upon Board approval, the 2010-2011 SARCs will be posted on our website for public viewing.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR
01/19/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU / MAUREEN BRADFORD

RE: APPROVAL OF LEA PLAN ADDENDUM FOR PROGRAM IMPROVEMENT

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the LEA Plan Addendum in order to meet state and federal requirements as part of Year One of Program Improvement under Title I of the Elementary and Secondary Education Act (ESEA). Upon Board approval, the plan will be submitted to the California Department of Education for review.

COMMENTS: Santa Monica-Malibu Unified School District did not meet all ESEA criteria in Adequate Yearly Progress for two consecutive years (2010 and 2011). Therefore, the district has been identified as a Program Improvement (PI) LEA for the current school year. As part of the Program Improvement process, SMMUSD notified all parents of our PI status and began the process of developing an addendum to our LEA Plan for student achievement.

A District and School Leadership Team comprised of teachers, principals, district administrators and community members, was formed in August 2011. The team conducted four state-required needs assessments: The District Assistance Survey, the Academic Program Survey, the English Learner Subgroup Self-Assessment and the Inventory of Services and Supports for Students with Disabilities. The data gathered from these instruments, along with our district's strategic planning process, and our student achievement data, were analyzed and synthesized to formulate four improvement initiatives that are included in the addendum:

- A systematic model for Response to Intervention (RtI)
- Monitoring of consistent, daily instruction in English Language Development (ELD) for English learners
- Differentiation of mathematics curriculum and instructional approaches
- District-wide professional development in Common Core standards and best practices for instruction

These initiatives are aimed at increasing the percentage of students meeting proficiency in English language arts and mathematics overall, while narrowing the achievement gap for students of color, low-income student, English learners and students with disabilities.

The full LEA Plan Addendum is available on the district's website:
www.smmusd.org.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / SALLY CHOU / JUDY ABDO

RE: PROGRAM IMPROVEMENT PLAN (PIP) – HEAD START PROGRAM

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the attached Program Improvement Plan for Los Angeles County Office of Education to correct the areas of non-compliance in children dental treatment. The Goal is to get to 100% in dental treatment.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

PROGRAM IMPROVEMENT PLAN (PIP) FOR: Santa Monica-Malibu Unified School District

Date: 4/26/11

DA Personnel Responsible for Monitoring Correction: Maya Lindemann RN Health Coordinator

LACOE Personnel Responsible for Monitoring Correction: Jolene Middlestat

Due in Grantee Office by: 4/30/11

Core Question:

PERFORMANCE STANDARDS/ AREAS OF NON-COMPLIANCE	ACTIVITIES TO CORRECT NON-COMPLIANCE	TIMELINE FOR COMPLETION	DOCUMENTATION TO BE SUBMITTED	STAFF RESPONSIBLE
<p>Increase percentage of children documented to have received or be in progress of dental follow up treatment.</p> <p>The goal is to get to 100% in dental treatment.</p> <p>Add visuals of decaying teeth and healthy teeth (posting)</p> <p>Flyers illustrations for all families (3-facts attached)</p>	<ol style="list-style-type: none"> 1. Based on dental reports, children requiring dental follow up will be identified by the nurse 2. Family Advocates will follow up with families and remind them of appointments if necessary 3. Family Advocates will report to the nurse if encountering difficulties 4. Parents refusing treatment will sign a document that will state they decline access to treatment 5. If parent refuse treatment for their child who has been identified as needing service such as stage 3 and above, a meeting with a parent will be requested 6. The protocol will be added to the Head Start handbook 	<p>Ongoing</p>	<p>Tracking forms and ChildPlus tracking</p>	<p>Maya Lindemann</p>

For Grantee Office Use Only DO NOT WRITE BELOW THIS LINE

- PIP is approved with additions recommended
- PIP is not approved for the following reasons: _____

Typed Name and Title

Signatures

Date

* SMMUSD Parent Group approved on July 19, 2011

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU / JUDY ABDO

RE: HEAD START COLLABORATION WITH THE LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE)

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the refunding application and budget for fiscal year 2012-2013 with Los Angeles County Office of Education (LACOE) for the purpose of providing Head Start Services to eligible families effective July 1, 2012, through June 30, 2013. This agreement is to be executed between the Superintendent of Public Instruction, LACOE, and the Santa Monica-Malibu Unified School District, wherein LACOE agrees to pay Santa Monica-Malibu Unified School District Child Development Fund an amount not to exceed \$2,243,554 / \$2,219,929 for the Head Start-Basic Program and \$10,282 for the Head Start Training and Technical Assistance. LACOE Grantee has requested approval of two budgets in anticipation of a possible federal budget cut of 1.053% across the nation for all Head Start Programs. These are reflected on the next page as Scenario 1 and Scenario 2.

COMMENT: Head Start is a federal grant program with a long history of providing comprehensive child development and support services to young children and families with incomes at or below the poverty level. The contract operates on a minimum of 200/180 days, provides for the operation of 14 Head Start classes – approximately 276 children in a full day setting in partnership with State Preschool Funds.

GOALS (2012-2013)

1. To enhance the quality of school readiness services for preschool children in an effort to support the school district's focus on closing the achievement gap. Children will demonstrate an awareness they can manipulate the sounds in the spoken language such as words syllables and portions of words.

Objectives:

- 100% of the classrooms will increase scores on the CLASS observation of a minimum of one point in categories of instructional support.
- All classroom staff will implement four strategies from the GLAD model.
- By June 2013 the final outcomes report will reflect an increase of five percent of the children achieving the level of integrating on the phonological awareness indicator.

2. To reach out to eligible children and families to promote involvement in receiving comprehensive school readiness service

Objectives:

- To translate selected documents into new languages such as Farsi and Amharic, to assist in recruitment and enrollment. Having documents in other languages, reflect the diversity of Santa Monica and Venice community.

- To promote family involvement in establishing life long preventative health practice to ensure readiness related to physical health.

Objectives:

- To establish a partnership with Venice Family clinic through parent and staff participation in the Dental Health Innovation Project.
- To offer family fitness events by June 2013.
- To provide four health events by June 2013.

- To establish standardized information that is accurate and allows the organization to function in an efficient and effective manner.

Objectives:

- Complete training by June 2013 for new fiscal supervisor, to maintain compliance with Head Start Regulations
- Achieve 100% compliance with LACOE plan for the implementation of ChildPlus information management system

BUDGET 2012 - 2013		
	Scenario 1	Scenario 2*
Personnel	\$1,442,623	\$1,439,008
Fringe Benefits	537,020	506,595
Travel	3,500	3,500
Equipment	0	0
Supplies	49,336	59,751
Contractual	25,000	25,000
Construction	0	0
Other	186,075	186,075
TOTAL	\$2,243,554	\$2,219,929

** Reduction of (1.053% or \$23,625)*

A copy of the 2012-13 Budget is available for the public at the district office.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDY LYON / CHIUNG-SALLY CHOU / SARA WOOLVERTON

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2011-2012

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2011-2012 as follows:

NPS

2011-2012 Budget 01-65000-0-57500-11800-5125-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Westview School	6103157804	NPS	#88-SPED12141	\$20,226
Westview School	1103197353	NPS	#90-SPED12144	\$21,065.
Heritage Center	03/10/1997	Residential	#90-SPED12145	\$13,125
Devereux Texas Treatment Center	06/09/1994	Residential	#92-SPED12148	\$32,685
Bridgeport School	05/08/1991	NPS	#72-SPED12120	Increase: \$3,625 Total: \$25,280
The HELP Group	5103151852	NPS	#93-SPED12150	\$44,188
Kayne Eras	2049448375	NPS	#49-SPED12076	Increase: \$7,170 Total: \$11,550

Amount Budgeted NPS 11/12		\$ 1,700,000
Prior Board Authorization as of 12/15/2011		\$ 2,131,783
	Balance	\$ -362,554
Positive Adjustment (See Below)		\$ 25,135
		\$ -337,419
Total Amount for these Contracts		\$ 142,084
	Balance	\$ -479,503

Adjustment					
NPS Budget 01-65000-0-57500-11800-5125-043-1400					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Hillsides Educational Center	Residential	#54-SPED12093	(Reduce)	Reduce by: \$20,800	Change in Placement
Carousel School	3145846847	#52-SPED12090	(Reduce)	Reduce by: \$4,335	Reduction in 1:1 support

NPA

2011-2012 Budget 01-65000-0-57500-11800-5126-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Bilingual Therapies, Inc.	Various	SLP	#89-SPED12143	\$42,670.
Soliant Health Solutions	Various	Physical Health Therapist	#17-SPED12064	Increase: \$5,000 **Total: \$26,760**
Autism Spectrum Therapies, Inc	5183843152	Behavior Therapy	#5-SPED12026	Increase: \$8,930 Total: \$94,000
Autism Spectrum Therapies, Inc	4103152560	Behavior Therapy	#68-SPED12112	Increase: \$2,633 Total: \$87,750.
Julia Hobbs Speech Pathology	4119528780	Speech Therapy	#70-SPED12115	\$12,000
Kim Scott	Various	Speech Therapy	#94-SPED12151	\$16,065

Lindamood-Bell Learning Processes	3103139327	Educational Therapy	#43-SPED12152	\$43,076
Lindamood-Bell Learning Processes	2104334515	Educational Therapy	#44-SPED12153	\$39,160
WAPADH	2104353235	Facilitated Consult	#95-SPED12156	\$3,445
Autism Spectrum Therapies, Inc	04/28/2006	Behavior Therapy & Supervision	#96-SPED12157	\$40,385
Augmentative Communication Therapies	5136290212	Augmentative Communication	#97-SPED12158	\$2,970
United Cerebral Palsy	5104329862	Educational Adult Program	#98-SPED12162	\$4,246

Amount Budgeted NPA 11/12		\$	900,000
Prior Board Authorization as of 12/15/2011		\$	936,021
	Balance	\$	-36,021
Positive Adjustment (See Below)		\$	0
		\$	-36,021
Total Amount for these Contracts		\$	220,580
	Balance	\$	-256,601

Adjustment					
NPA Budget 01-65000-0-57500-11800-5126-043-1400					
NPA	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Instructional Consultants

2011-2012 Budget 01-65000-0-57500-11900-5802-043-1400

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Auditory Processing Center of Pasadena	8174629438	IEE	#39-SPED12142	\$1,450
Dr Trang Nguyen	7104332856	IEE: Vision	#46-SPED12155	\$465
Dr Trang Nguyen	7119533046	IEE: Vision	#48-SPED12160	\$465

Amount Budgeted Instructional Consultants 11/12		\$	200,000
Prior Board Authorization as of 12/15/2011		\$	-378,875
	Balance	\$	-178,875
Positive Adjustment (See Below)		\$	0
		\$	-178,875
Total Amount for these Contracts		\$	23,080
	Balance	\$	-181,255

Adjustment					
Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Non-Instructional Consultants

2011-2012 Budget 01-65000-0-57500-11900-5890-043-1400

Non-Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Parent Reimbursement	03/10/1997	Travel Reimbursement	#40-SPED12146	\$1,200

Parent Reimbursement	03/10/1997	Travel Reimbursement	#41-SPED12147	\$1,200
Parent Reimbursement	04/01/1998	Mileage Reimbursement	#45-SPED12154	\$1,500
Parent Reimbursement	7119533046	Educational Costs	#47-SPED12159	\$13,000
A2Z Educational Advocates	7119533046	Attorney Fees	#49-SPED12161	\$12,000
Parent Reimbursement	5104329862	Mileage Reimbursement	#50-SPED12163	\$540
Woodsmall Law Group	5104329862	Attorney Fees	#51-SPED12164	\$3,500

Amount Budgeted Non-Instructional Consultants 11/12		\$ 300,000
Prior Board Authorization as of 12/15/2011		\$ 318,033
	Balance	\$ -18,033
Positive Adjustment (See Below)		\$ 0
		\$ -18,033
Total Amount for these Contracts		\$ 32,940
	Balance	\$ -50,973

Adjustment					
Non-Instructional Consultants Budget 01-65000-0-57500-11900-5890-043-1400					
Non- Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Legal

2011-2012 Budget 01-65000-0-57500-11900-5820-043-1400

Legal Contractor	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Legal Services 11/12		\$ 200,000
Prior Board Authorization as of 12/15/2011		200,000
	Balance	\$ 0
Adjustments for this period		\$ 0
		0
Total Amount for these Contracts		\$ 0
	Balance	\$ 0

Adjustment				
Legal Services Budget 01-65000-0-57500-11900-5820-043-1400				
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:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: AWARD OF PURCHASE ORDERS – 2011-12

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from December 6, 2011, through January 10, 2012, for fiscal /12.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JANUARY 19, 2012

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>					
123670	(ASCD)ASSN FOR SUPERVISION &	ASCD ANNUAL MEMBERSHIP DUES	MALIBU HIGH SCHOOL	985.00	U
123581	A-G SOD FARMS INC.	SOD	SANTA MONICA HIGH SCHOOL	28,822.50	BB
123526	A. G. LAYNE INC	VEHICLE OIL	FACILITY MAINTENANCE	1,000.00	R
123648	A.J. FISTES CORPORATION	RENOVATION FOR TRANS BLDG	FACILITY MAINTENANCE	1,700.00	R
123771	AAA ELECTRIC MOTOR SALES	MOTOR SALES & SERVICES	FACILITY MAINTENANCE	1,500.00	R
123548	ABLENET	POWER LINK/SWITCHES	SPECIAL EDUCATION REGULAR YEAR	404.10	R
123433	ACADEMIC SUPERSTORE	MS OFFICE LICENSES	LINCOLN MIDDLE SCHOOL	2,648.23	BB
123640	ACADEMIC SUPERSTORE	MS OFFICE LICENSES	JOHN ADAMS MIDDLE SCHOOL	72.43	R
123638	ACE ATTORNEY SERVICE INC	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	900.00	U
123575	ACTION LOGOS LLC	SPIRIT HATS & SCARVES	SAMOHI STUDENT STORE	648.00	U
122914	ADT SECURITY SERVICES INC	ADDT'L ALARM RESPONSES	FACILITY MAINTENANCE	380.42	R
123716	ALLEN, BEN	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	1,000.00	U
123705	AMECI PIZZA & PASTA	FOOD FOR STUDENTS/PARENTS	SANTA MONICA HIGH SCHOOL	200.00	R
123228	AMERICAN FUTURE SYSTEMS INC.	LAW MAGAZINE	SPECIAL EDUCATION REGULAR YEAR	164.00	R
123666	AMERICAN OUTLETS INC.	MASTER LOCKS	MALIBU HIGH SCHOOL	244.94	U
123145	AMTECH ELEVATOR SERVICES	INSPECT.SERVICES FOR DSA C/O	MALIBU HIGH SCHOOL	1,200.00	BB
123426	AMTECH ELEVATOR SERVICES	ELEVATOR AGREEMENT	FACILITY MAINTENANCE	33,000.00	R
123521	AMTECH ELEVATOR SERVICES	ELEVATOR PIT - SAMOHI LANGUAGE	FACILITY MAINTENANCE	1,400.00	R
123672	APPERSON PRINT MANAGEMENT SVCS	SCANTRON FORMS	MALIBU HIGH SCHOOL	136.64	U
123268	APPLE COMPUTER CORP	COMPUTERS	INSURANCE SERVICES	18,505.14	U
123349	APPLE COMPUTER CORP	REPLMNT MAC FOR ENGLISH DEPT	MALIBU HIGH SCHOOL	1,547.29	R
123364	APPLE COMPUTER CORP	LAPTOPS FOR CLASSROOMS	LINCOLN MIDDLE SCHOOL	72,360.55	BB
123565	APPLE COMPUTER CORP	iMAC COMPUTER	JOHN ADAMS MIDDLE SCHOOL	1,327.31	R
123569	APPLE COMPUTER CORP	IPAD 2	SPECIAL EDUCATION REGULAR YEAR	2,520.63	R
123317	APPLE COMPUTER INC.	TRACKPAD	CURRICULUM AND IMC	75.38	R
123483	APPLE COMPUTER INC.	TECH SUPPLIES FOR CLASSROOMS	EDISON ELEMENTARY SCHOOL	860.89	R
123484	APPLE COMPUTER INC.	COMPUTER SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	761.69	U
123512	APPLE COMPUTER INC.	CLASSROM COMPUTER SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	126.73	U
123603	APPLE COMPUTER INC.	INSTRUCTIONAL SUPPLIES	R O P	653.32	R
123631	ARGO FLEET SERVICES	Repair Parts - Transp.	TRANSPORTATION	202.11	R
123466	ART SUPPLY WAREHOUSE	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	1,310.13	R
123435	AT&T	TELEPHONES	LINCOLN MIDDLE SCHOOL	953.97	BB
123624	AT&T	DISTANCE LEARNING EQUIP PHASE2	CURRICULUM AND IMC	42,567.21	U
123393	ATLANTIC EXPRESS OF LA INC	CHARTER-GRIFFITH OBSERVATORY	SMASH SCHOOL	371.45	R
123449	ATLANTIC EXPRESS OF LA INC	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	430.00	U
123617	ATLANTIC EXPRESS OF LA INC	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	407.50	U
123671	ATLANTIC EXPRESS OF LA INC	ATHLETIC TRANSPORTATION	MALIBU HIGH SCHOOL	441.25	U
123394	AVON CAR RENTAL	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	2,000.00	U
123588	BARNES & NOBLE/SANTA MONICA	BOOKS FOR CATCHING READERS	JOHN MUIR ELEMENTARY SCHOOL	682.08	R
123590	BARNES & NOBLE/SANTA MONICA	BOOKS-PROF DEV/TIER III	JOHN ADAMS MIDDLE SCHOOL	390.85	U
123441	BICYCLE AMBULANCE	REPAIR SECURITY BICYCLES	SANTA MONICA HIGH SCHOOL	300.00	U
123720	BOURGET BROS	OPEN ORDER OPERATIONS SUPPLIES	GROUNDS MAINTENANCE	1,500.00	R
123223	CALIFORNIA OFFICE SYSTEMS INC	INST SUP/GIFT/PE	JOHN ADAMS MIDDLE SCHOOL	134.37	R
123346	CALIFORNIA OFFICE SYSTEMS INC	DESK PRINTER/FAX STD BLK	MALIBU HIGH SCHOOL	69.64	R
123487	CALIFORNIA OFFICE SYSTEMS INC	KEYBOARD	BUSINESS SERVICES	289.51	R
123510	CALIFORNIA OFFICE SYSTEMS INC	PARTS FOR MEAS. R FILE CABINET	BUSINESS SERVICES	94.67	U
123593	CALIFORNIA OFFICE SYSTEMS INC	INSTRUCTIONAL SUPPLIES	R O P	750.00	R
123605	CALIFORNIA OFFICE SYSTEMS INC	AP TESTING SUPPLIES	SANTA MONICA HIGH SCHOOL	497.80	R
123704	CALIFORNIA OFFICE SYSTEMS INC	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	177.33	R

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JANUARY 19, 2012

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	
123707	CALIFORNIA OFFICE SYSTEMS INC	OPEN ORDER/INST SUP/SCIENCE	JOHN ADAMS MIDDLE SCHOOL	50.00	U
123718	CALIFORNIA OFFICE SYSTEMS INC	CLASSROOM/OFFICE SUPPLIES	OLYMPIC CONTINUATION SCHOOL	191.56	U
122993	CANON BUSINESS SOLUTIONS	COPIER FOR LIBRARY/STUDENT USE	MALIBU HIGH SCHOOL	5,584.31	R
123354	CANON BUSINESS SOLUTIONS	COPIER MAINTENANCE AGREEMENT	MALIBU HIGH SCHOOL	80.58	R
123513	CDW-G COMPUTING SOLUTIONS	OFFICE SUPPLIES	SANTA MONICA HIGH SCHOOL	166.97	U
123587	CDW-G COMPUTING SOLUTIONS	CLASSROOM SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	1,165.48	U
123601	CDW-G COMPUTING SOLUTIONS	INSTRUCTIONAL SUPPLIES	R O P	137.41	R
123687	CDW-G COMPUTING SOLUTIONS	COMPUTER SUPPLIES	SANTA MONICA HIGH SCHOOL	78.05	U
123703	CHENG & TSUI COMPANY INC	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	726.18	U
123310	CHEVRON U.S.A. INC.	MAINT. VEHICLE GAS	FACILITY MAINTENANCE	5,000.00	R
123719	CHEVRON U.S.A. INC.	OPERATIONS VEHICLES GASOLINE	FACILITY OPERATIONS	5,000.00	U
123674	CHOURA EVENTS	RENTAL OF TABLES/CHAIRS CASHEE	MALIBU HIGH SCHOOL	1,318.85	U
123465	CITIZENS MEDICAL GROUP	FIRST AID CLAIMS	INSURANCE SERVICES	3,000.00	U
123479	CITY OF SANTA MONICA	OFF SITE STAFF PARKING PERMITS	SANTA MONICA HIGH SCHOOL	8,250.00	BB
123425	COLLEGE BOARD	PROFESSIONAL DVLPMT US HISTORY	STATE AND FEDERAL PROJECTS	6,750.00	R
123431	COLLEGE BOARD	MEMBERSHIP-COLLEGE BOARD	STATE AND FEDERAL PROJECTS	325.00	R
123628	COMMUNITY CARE LICENSING	ANNUAL LICENSING FEE	CHILD DEVELOPMENT CENTER	1,180.00	CD
123722	COMPLETE BUSINESS SYSTEMS	COPIER REPAIR	SANTA MONICA HIGH SCHOOL	1,000.00	U
123627	COMTRONICS	WEBSTER AUDITORIUM PROJECTOR	THEATER OPERATIONS&FACILITY PR	10,999.74	R
123315	CONSTRUCT 1 ONE CORP.	BUDGET VALIDATION REPORT	LINCOLN MIDDLE SCHOOL	7,500.00	BB
123226	CPI/CRISIS PREVENTION INST INC	HYBRID TRAINING PORTFOLIO	SPECIAL EDUCATION REGULAR YEAR	3,165.75	R
123477	CRABTREE PUBLISHING CO	LIBRARY BOOKS	EDISON ELEMENTARY SCHOOL	298.99	R
123675	CROWN DISPOSAL CO INC	CONTRACT TRASH EXTRA ROLL OFF	FACILITY MAINTENANCE	239.54	U
123542	CRUCIAL TECHNOLOGY	COMPUTER MEMORY	SANTA MONICA HIGH SCHOOL	30.58	U
123353	CULVER NEWLIN	KINDERGARTEN PICNIC TABLES	ROOSEVELT ELEMENTARY SCHOOL	2,890.53	U
123503	CUSTOM GUIDE INC	Maintenance	INFORMATION SERVICES	4,950.00	U
123343	DEESE, RACHEL BRESSLER	REIMBURSEMENT TO NURSE	WILL ROGERS ELEMENTARY SCHOOL	159.00	U
123488	DEMCO INC	LIBRARY MATERIALS	WILL ROGERS ELEMENTARY SCHOOL	89.37	R
123458	DICK BLICK	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	1,219.37	R
123313	DIRECT SOURCE COMMUNICATIONS	INSTALLATION-NETWORK STATION	BUSINESS SERVICES	468.00	R
123570	DIRECT SOURCE COMMUNICATIONS	install network cabling	THEATER OPERATIONS&FACILITY PR	4,186.90	R
123625	DIRECT SOURCE COMMUNICATIONS	CONSTRUCTION	SANTA MONICA HIGH SCHOOL	2,600.00	R
123329	DISCOUNT SCHOOL SUPPLY	WINTER BREAK	CHILD DEVELOPMENT CENTER	64.17	CD
123339	DISCOUNT SCHOOL SUPPLY	WINTER BREAK/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	132.27	CD
123622	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	70.16	CD
123623	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	301.73	CD
123730	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	190.98	CD
123230	DON JOHNSTON INC	INTERFACE SWITCH	SPECIAL EDUCATION REGULAR YEAR	319.88	R
123347	DURHAM TRANSPORTATION	ATHLETIC TRANSPORTATION	MALIBU HIGH SCHOOL	5,776.00	U
123664	DURHAM TRANSPORTATION	ATHLETIC TRANSPORTATION	MALIBU HIGH SCHOOL	10,000.00	R
123421	ECKHARTS TRAILER HITCH &	OPEN ORDER OPERATINS VEHICLES	FACILITY OPERATIONS	150.00	U
123497	EDITORIAL PROJECTS IN ED INC	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	49.00	U
123763	EDUCATIONAL INNOVATIONS INC	OWL PELLETS AND BONE SORTING	WEBSTER ELEMENTARY SCHOOL	75.86	R
123755	EVALUMETRICS INC	FITGRAM SCANTRON TESTING	CURRICULUM AND IMC	1,344.42	U
123418	EWING IRRIGATION PRODUCTS	OPERATIONS GROUNDS SUPPLIES	GROUNDS MAINTENANCE	7,500.00	R
123358	FISHER, CAROLINE	MILEAGE REIMBURSEMENT: FISHER	SPECIAL EDUCATION REGULAR YEAR	275.00	R
123724	GALE CENGAGE LEARNING	SUBSCRIPTION	SANTA MONICA HIGH SCHOOL	50.00	U
123301	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	3,696.04	U
123368	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	406.41	CD
123410	GALE SUPPLY CO	CUSTODIAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	672.49	R
123450	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	804.90	CD

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JANUARY 19, 2012

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	
123478	GALE SUPPLY CO	custodial supplies	GRANT ELEMENTARY SCHOOL	137.66	U
123492	GALE SUPPLY CO	Custodial Supplies	CABRILLO ELEMENTARY SCHOOL	494.57	U
123493	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	406.41	U
123514	GALE SUPPLY CO	CUSTODIAL SUPPLIES	ROOSEVELT ELEMENTARY SCHOOL	326.11	U
123535	GALE SUPPLY CO	custodial supplies	GRANT ELEMENTARY SCHOOL	897.05	U
123567	GALE SUPPLY CO	CUSTODIAL SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	689.09	U
123604	GALE SUPPLY CO	CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	6,683.97	R
123620	GALE SUPPLY CO	TRASH CANS	CHILD DEVELOPMENT CENTER	241.22	CD
123661	GALE SUPPLY CO	CUSTODIAL SUPPLY NON CHEMICAL	MALIBU HIGH SCHOOL	2,000.00	U
123662	GALE SUPPLY CO	TRASH CANS	MALIBU HIGH SCHOOL	94.07	U
123721	GALE SUPPLY CO	OPEN ORDER GROUNDS SUPPLIES	FACILITY OPERATIONS	2,000.00	U
123731	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	798.02	CD
123417	GEORGE'S HARDWARE	OPEN ORDER GROUNDS SUPPLIES	GROUNDS MAINTENANCE	1,000.00	R
123365	GOLDEN STAR TECHNOLOGY INC	LAPTOPS FOR TEACHERS/STUDENTS	LINCOLN MIDDLE SCHOOL	13,986.16	BB
123751	GOLDEN STAR TECHNOLOGY INC	SMARTBOARD SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	381.28	U
123539	HAWTHORNE EDUCATION SERVICE	PRESCHOOL EVAL KIT	SPECIAL EDUCATION REGULAR YEAR	277.50	R
123391	HAZELDEN EDUC MAT	OLWEUS RESOURCE BOOK	JOHN MUIR ELEMENTARY SCHOOL	199.37	U
123699	HEARTLAND PAYMENT SYSTEM	ANNUAL RENEWAL FOR HARDWARE	FOOD SERVICES	1,500.00	F
123591	HEINEMANN EDUCATIONAL	CLASSROOM SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	34.31	U
123680	HERTZ EQUIPMENT RENTAL CORP.	SISSORLIFT RENTAL-ATHLETICS	SANTA MONICA HIGH SCHOOL	34.59	R
123439	HILLYARD FLOOR CARE SUPPLY	GYM FLOOR SEAL	THEATER OPERATIONS&FACILITY PR	5,670.81	R
123356	HOME DEPOT- L.A.	Open requisition for supplies	THEATER OPERATIONS&FACILITY PR	1,500.00	R
123727	HOME DEPOT- L.A.	OPEN ORDER/SCIENCE	CHILD DEVELOPMENT CENTER	100.00	CD
123564	ICON WEST INC.	VALIDATION REPORT	LINCOLN MIDDLE SCHOOL	7,500.00	BB
123696	INDUSTRIAL ELECTRIC SERVICE	PARTS FOR MCKINLEY STEAM TABLE	FOOD SERVICES	78.87	F
123773	INFOGRIP INC	ASSISTIVE TECH, STUDENT EQUIP.	SPECIAL EDUCATION REGULAR YEAR	118.06	R
123352	INTELLI-TECH	TOUCHSMART HP FOR IS ROOM	MALIBU HIGH SCHOOL	1,248.61	R
123571	INTELLI-TECH	LAPTOP	SPECIAL EDUCATION REGULAR YEAR	2,041.50	R
123608	INTELLI-TECH	HP TOUCH LOANER: MALIBU	SPECIAL EDUCATION REGULAR YEAR	1,041.94	R
123639	INTELLI-TECH	COMPUTERS	SANTA MONICA HIGH SCHOOL	16,663.80	R
123694	INTELLI-TECH	COMPUTERS FOR OFFICE ADMIN	PT DUME ELEMENTARY SCHOOL	3,213.65	R
123340	INTERNATIONAL PAPER	OPEN ORDER/PAPER SUPPLY	CHILD DEVELOPMENT CENTER	1,000.00	CD
123341	INTERNATIONAL PAPER	OPEN ORDER/PAPER SUPPLY	CHILD DEVELOPMENT CENTER	1,000.00	CD
123412	INTERNATIONAL PAPER	COPY PAPER	PT DUME ELEMENTARY SCHOOL	375.17	R
123597	INTERNATIONAL PAPER	INSTRUCTIONAL SUPPLIES	R O P	500.00	R
123636	INTERNATIONAL PAPER	RECYCLED COPY PAPER	WILL ROGERS ELEMENTARY SCHOOL	1,479.69	U
123660	INTERNATIONAL PAPER	COPIER PAPER	MALIBU HIGH SCHOOL	2,000.00	U
123321	JW PEPPER OF LOS ANGELES	SHEET MUSIC FOR STAIRWAY	CURRICULUM AND IMC	3,000.00	R
123360	KELEHER,DARCI	MILEAGE REIMBURSEMENT: KELEHER	SPECIAL EDUCATION REGULAR YEAR	230.62	R
123578	KING RELOCATION SERVICES	CLASSROOM MOVES	LINCOLN MIDDLE SCHOOL	9,292.25	BB
123355	KORADE & ASSOCIATE BUILDERS	BLIND FOR ROOM 4	WEBSTER ELEMENTARY SCHOOL	198.00	R
123408	KORADE & ASSOCIATE BUILDERS	BLINDS FOR MAIN OFFICE	WEBSTER ELEMENTARY SCHOOL	497.00	R
123467	KORADE & ASSOCIATE BUILDERS	Repair of shelves	THEATER OPERATIONS&FACILITY PR	2,280.00	R
123568	KORADE & ASSOCIATE BUILDERS	Renovation of storage room	THEATER OPERATIONS&FACILITY PR	9,920.00	R
123577	KORADE & ASSOCIATE BUILDERS	INVESTIGATION & VCT REPAIRS	LINCOLN MIDDLE SCHOOL	3,863.00	BB
123429	L & J AUTO BODY AND PAINT	Bus Repairs/db	TRANSPORTATION	730.88	R
123324	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	375.00	CD
123325	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	500.00	CD
123326	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	300.00	CD
123327	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	150.00	CD
123378	LAKESHORE	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	3,336.52	CD

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JANUARY 19, 2012

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	
123380	LAKESHORE	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	4,501.12	CD
123389	LAKESHORE	OPEN ORDER/WINTER BREAK	CHILD DEVELOPMENT CENTER	200.00	CD
123452	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	150.00	CD
123650	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	300.00	CD
123651	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	150.00	CD
123725	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	75.00	CD
123436	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	1,562.32	CD
123444	LAKESHORE CURRICULUM	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	221.43	CD
123447	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	838.28	CD
123454	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	154.07	CD
123654	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	303.47	CD
123656	LAKESHORE CURRICULUM	CARPET	CHILD DEVELOPMENT CENTER	237.67	CD
123312	LOS ANGELES COUNTY FIRE DEPART	MALIBU HAZARDOUS WASTE PROGRAM	FACILITY MAINTENANCE	639.00	R
123455	LOS ANGELES FIRE SYSTEMS	SPRINKLER SYSTEM REPAIR	FACILITY MAINTENANCE	165.00	R
123563	LUNCHBYTE SYSTEMS INC	INVENTORY PRODUCTION MODULE	FOOD SERVICES	1,207.21	F
123641	MAILROOM FINANCE INC.	POSTAGE	SANTA MONICA HIGH SCHOOL	3,208.58	U
123702	MAILROOM FINANCE INC.	POSTAGE	SANTA MONICA HIGH SCHOOL	5,240.42	U
123538	MARKERS INC	PORTABLE BENCHES	THEATER OPERATIONS&FACILITY PR	2,490.25	U
123607	MARTINEZ, EMILIO	REIMBURSEMENT - FIRST AID	TRANSPORTATION	70.00	R
123592	MICRO BIO-MEDICS/ORDERS	NURSE SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	192.32	R
123306	MOREY'S MUSIC STORE	MUSICAL INSTRUMENTS	LINCOLN MIDDLE SCHOOL	2,025.50	R
123361	MORGAN, JENNIFER	MILEAGE REIMBURSEMENT: MORGAN	SPECIAL EDUCATION REGULAR YEAR	114.00	R
123443	MOWRY, KRISTEN	REIMBURSEMENT	MCKINLEY ELEMENTARY SCHOOL	1,000.00	R
123540	MULTI-HEALTHY SYSTEMS INC.	PSYCH. ITEMS	SPECIAL EDUCATION REGULAR YEAR	1,121.17	R
123635	NEPTUNE-BENSON LLC	REGENERATIVE MEDIA POOL FILTER	FACILITY MAINTENANCE	119,557.36	DF
123561	NEWS 2 YOU INC	ONLINE NEWSPAPER LICENSE RENEW	LINCOLN MIDDLE SCHOOL	140.00	R
123322	NEXTEL OF CALIFORNIA INC	MOBILE HOTSPOT UNITS	INFORMATION SERVICES	2,128.58	U
123579	NICK RAIL MUSIC	MUSIC INSTRUMENT SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	1,338.12	R
123667	NICK RAIL MUSIC	CONCERT&WIND ENSEMBLE SUPPLIES	MALIBU HIGH SCHOOL	312.81	R
123357	OCKNER, SARI	MILEAGE REIMBURSEMENT: OCKNER	SPECIAL EDUCATION REGULAR YEAR	250.00	R
123504	OCLC FOREST PRESS	Library Maintenance	INFORMATION SERVICES	2,277.00	U
123390	ON THE CAPITOL DOORSTEP	SUBSCRIPTION RENEWAL	CHILD DEVELOPMENT CENTER	170.00	CD
123451	ONAMI, JANICE	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	300.18	CD
123642	ONAMI, JANICE	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	116.02	CD
123264	PALI MOUNTAIN RETREAT AND	5TH GRADE TRIP	MCKINLEY ELEMENTARY SCHOOL	12,250.00	R
123574	PARADIGM SERVICES INC	MEDI CAL BILLING SERVICES	SPECIAL EDUCATION REGULAR YEAR	52,000.00	R
123362	PATTONS PHARMACY	TB SOLUTION AND SYRINGES	HEALTH SERVICES	973.86	U
123551	PEARSON ASSESSMENTS	PROTOCOLS AND TESTING MATERIAL	SPECIAL EDUCATION REGULAR YEAR	79.39	R
123552	PEARSON ASSESSMENTS	TEACHERS MANUAL	SPECIAL EDUCATION REGULAR YEAR	433.08	R
123553	PEARSON ASSESSMENTS	SOFTWARE	SPECIAL EDUCATION REGULAR YEAR	422.65	R
123554	PEARSON ASSESSMENTS	MATERIALS FOR PSYCH	SPECIAL EDUCATION REGULAR YEAR	977.86	R
123698	PLUMBMASTER INC	PLUMBING REPAIR PARTS	FACILITY MAINTENANCE	500.00	R
123668	POSTMASTER-MALIBU	FIRST CLASS POSTAGE STAMPS	MALIBU HIGH SCHOOL	495.00	U
123669	POSTMASTER-MALIBU	POSTAGE - BULK MAILING	MALIBU HIGH SCHOOL	855.48	U
122377	PRO-ED	TESTING MATERIALS	SPECIAL EDUCATION REGULAR YEAR	221.81	R
123531	PRO-ED	READING MATERIAL/ LRC KITTEL	SPECIAL EDUCATION REGULAR YEAR	894.70	R
123533	PRO-ED	GORT-4 PROFILE EX. RECORDS	SPECIAL EDUCATION REGULAR YEAR	203.37	R
123537	PSYCHOLOGICAL ASSESS	PSYCHOLOGICAL FORMS	SPECIAL EDUCATION REGULAR YEAR	199.63	R
123224	Pocket Full of Therapy	OT SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	173.32	R
123618	QUARTERMASTER	SECURITY UNIFORMS	SANTA MONICA HIGH SCHOOL	175.81	U
123372	RALPH'S	INSERVICE SUPPLIES	STATE AND FEDERAL PROJECTS	500.00	R

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 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	
123416	RAYVERN LIGHTING	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	1,565.33	U
123400	REDWOOD PRESS INC	Envelopes	INFORMATION SERVICES	2,084.49	U
123350	REGENCY ENTERPRISES INC.	LIGHT BULBS	ROOSEVELT ELEMENTARY SCHOOL	235.98	U
123673	REGENCY ENTERPRISES INC.	REPLACEMENT LIGHTS	MALIBU HIGH SCHOOL	253.50	R
123299	RIVAS PLUMBING	BACKFLOW DEVICE TESTING	FACILITY MAINTENANCE	2,279.49	R
123633	SANTA MONICA BAY PHYSICIANS	Open order for Physicals	TRANSPORTATION	500.00	R
123424	SANTA MONICA FORD	OPEN ORDER OPERATIONS VEHICLES	FACILITY OPERATIONS	1,000.00	U
123370	SANTA MONICA MUN BUS LINES	BUS PASSES	STUDENT SERVICES	2,000.00	U
123700	SANTA MONICA MUN BUS LINES	Big Blue Bus	STUDENT SERVICES	3,000.00	U
123686	SANTA MONICA POLICE DEPT-ALARM	FALSE ALARM FINE	SANTA MONICA HIGH SCHOOL	400.14	U
123384	SANTA MONICA-MALIBU EDUCATION	STUDENT TUTOR STIPENDS/VAL YTH	JOHN ADAMS MIDDLE SCHOOL	13,000.00	R
123684	SCHOLASTIC INC	Textbooks	FRANKLIN ELEMENTARY SCHOOL	140.39	R
123715	SCHOLASTIC INC	PERIODICALS	LINCOLN MIDDLE SCHOOL	52.09	R
123555	SCHOOL NURSE SUPPLY INC	NURSE SUPPLIES	EDISON ELEMENTARY SCHOOL	210.06	R
123630	SCHOOL NURSE SUPPLY INC	NURSES SUPPLY	WEBSTER ELEMENTARY SCHOOL	66.01	R
123541	SCHOOL SPECIALTY INC	Open PO for office supplies	FRANKLIN ELEMENTARY SCHOOL	400.00	U
123060	SEHI COMPUTER PRODUCTS	AV SUPPLIES	SANTA MONICA HIGH SCHOOL	69.63	U
123330	SEHI COMPUTER PRODUCTS	INK/TONER	CHILD DEVELOPMENT CENTER	1,360.70	CD
123344	SEHI COMPUTER PRODUCTS	PRINTER CARTRIDGES & SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	1,223.17	U
123363	SEHI COMPUTER PRODUCTS	CLASSROOM PRINTERS	LINCOLN MIDDLE SCHOOL	1,868.18	BB
123404	SEHI COMPUTER PRODUCTS	LASER PRINTER FOR MAIN OFFICE	MALIBU HIGH SCHOOL	315.94	R
123594	SEHI COMPUTER PRODUCTS	INSTRUCTIONAL SUPPLIES	R O P	2,731.25	R
123701	SEHI COMPUTER PRODUCTS	FLASH DRIVES	WILL ROGERS ELEMENTARY SCHOOL	87.94	U
123359	SHEKHTMEYSTER, ZHANNA	MILEAGE REIMBURSEMENT: SHEKHT	SPECIAL EDUCATION REGULAR YEAR	250.00	R
123677	SHELL FLEET CARD SERVICES	Open order for fuel purchases	TRANSPORTATION	6,000.00	R
123643	SIMON-CAIN, MONICA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	150.00	CD
123600	SIMS WELDING SUPPLY COMPANY	INSTRUCTIONAL SUPPLIES	R O P	400.00	R
123456	SIR SPEEDY PRINTING #0245	PRINTING	SANTA MONICA HIGH SCHOOL	28.41	U
123506	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	GRANT ELEMENTARY SCHOOL	28.41	U
123657	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	CHILD DEVELOPMENT CENTER	28.41	CD
123663	SIR SPEEDY PRINTING #0245	SPIRIT TICKETS FOR MS RAFFLE	MALIBU HIGH SCHOOL	316.83	U
123508	SIRSIDYNIX	Library barcodes	MCKINLEY ELEMENTARY SCHOOL	435.61	U
123614	SIRSIDYNIX	LIBRARY ITEM BAR CODES	MALIBU HIGH SCHOOL	708.49	R
123328	SMART & FINAL	OPEN ORDER/SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
123332	SMART & FINAL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	200.00	CD
123333	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	75.00	CD
123334	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	75.00	CD
123388	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	150.00	CD
123546	SMART & FINAL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	100.00	CD
123580	SMART & FINAL	SAT SCHOOL SNACKS/EQUITY	JOHN ADAMS MIDDLE SCHOOL	300.00	R
123619	SMART & FINAL	FOOD	SANTA MONICA HIGH SCHOOL	400.00	R
123652	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
123655	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	100.00	CD
123613	SMITH, BRADFORD	INSTRUCTIONAL SUPPLIES	ADULT EDUCATION CENTER	450.00	A
123266	SOUTH BAY LANDSCAPING	SWING SPACE/TURF REVITAL.	SANTA MONICA HIGH SCHOOL	29,900.00	SR
123729	SOUTHERN CALIFORNIA DISPOSAL	WASTE DISPOSAL	FACILITY MAINTENANCE	2,000.00	U
123290	SOUTHWEST SCHOOL SUPPLY	classroom supplies	GRANT ELEMENTARY SCHOOL	93.28	U
123307	SOUTHWEST SCHOOL SUPPLY	classroom supplies	GRANT ELEMENTARY SCHOOL	156.52	U
123373	SOUTHWEST SCHOOL SUPPLY	FLAGS	SANTA MONICA HIGH SCHOOL	51.95	U
123679	SOUTHWEST SCHOOL SUPPLY	classroom supplies	GRANT ELEMENTARY SCHOOL	142.64	U
123743	SOUTHWEST SCHOOL SUPPLY	classroom supplies	GRANT ELEMENTARY SCHOOL	45.00	U

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
123308	SOUTHWEST STRINGS	OPEN ORDER/INST MUSIC/GIFT	JOHN ADAMS MIDDLE SCHOOL	2,000.00	R
123434	SPEEDO ELECTRIC CO	Tac Charts/Transp. Dept.	TRANSPORTATION	182.36	R
123632	SPEEDO ELECTRIC CO	Tack Charts - Trans. Dept.	TRANSPORTATION	49.59	R
123545	SRA/MCGRAW HILL	SRA BOOKS	SPECIAL EDUCATION REGULAR YEAR	94.49	R
123371	STAPLES BUSINESS ADVANTAGE	INSERVICES SUPPLIES	CURRICULUM AND IMC	1,500.00	U
123386	STAPLES BUSINESS ADVANTAGE	OPEN ORDER - SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	1,000.00	U
123397	STAPLES BUSINESS ADVANTAGE	Office and school supplies	FRANKLIN ELEMENTARY SCHOOL	500.00	R
123598	STAPLES BUSINESS ADVANTAGE	INSTRUCTIONAL SUPPLIES	R O P	400.00	R
123621	STAPLES BUSINESS ADVANTAGE	CLASSROOM SUPPLIES	CHILD DEVELOPMENT CENTER	230.00	CD
123309	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	42.42	U
123405	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
123457	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	1,000.00	CD
123549	STAPLES/P-U/VENICE/LINCOLN BL	MATERIALS FOR VI DEPT.	SPECIAL EDUCATION REGULAR YEAR	150.00	R
123717	STATE OF CALIFORNIA	CEU Provider Renewal	HEALTH SERVICES	200.00	U
123414	SUPERFAST COPYING & BINDING	LITERARY MAGAZINE/ASB/EQUITY	JOHN ADAMS MIDDLE SCHOOL	500.91	R
123459	TARGET STORES	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	1,000.00	CD
123665	TARGET STORES	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	85.00	CD
123331	TEENNOW CALIFORNIA INC	GRADSTAR EVALUATION	CHILD DEVELOPMENT CENTER	250.00	CD
123314	THE SYNTHESIS MIDI WORKSHOP	MUSIC SOFTWARE	CURRICULUM AND IMC	1,553.70	R
123427	THYSSENKRUPP ELEVATOR	MALIBU SITES ELEVATOR AGREEMNT	FACILITY MAINTENANCE	11,000.00	R
123376	TUMBLEWEED TRANSPORTATION	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	741.50	U
123747	TUMBLEWEED TRANSPORTATION	TRANSPORTION	SANTA MONICA HIGH SCHOOL	401.00	U
123396	U S BANK (GOVT CARD SERVICES)	PIPE THREADER RENTAL	FACILITY MAINTENANCE	226.50	R
123496	U S BANK (GOVT CARD SERVICES)	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	5,000.00	U
123498	U S BANK (GOVT CARD SERVICES)	INSERVICE SUPPLIES	CURRICULUM AND IMC	1,000.00	U
123505	U S BANK (GOVT CARD SERVICES)	Credfi Card Purchases	INFORMATION SERVICES	189.19	U
123712	U S BANK (GOVT CARD SERVICES)	Supplies for Meeting	INFORMATION SERVICES	15.06	U
123649	U S CARGO CONTROL	FURNITURE DOLLIES	THEATER OPERATIONS&FACILITY PR	275.46	R
123406	U S GAMES - WEST	PHYSICAL ED SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	506.38	U
123438	U.S. GAMES	PE SUPPLIES	CURRICULUM AND IMC	774.50	U
123336	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	75.00	CD
123453	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	75.00	CD
123586	VONS MARKET-SANTA MONICA	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	100.00	CD
123726	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	100.00	CD
123419	W.W. GRAINGER INC.	OPEN ORDER OPERATION SUPPLIES	FACILITY OPERATIONS	1,000.00	U
123637	W.W. GRAINGER INC.	SHELVING MATERIALS-TUFF SHED	SANTA MONICA HIGH SCHOOL	4,583.82	BB
123746	WALKER MOTOR CO.	MAINT. DEPT VEHICLE REPAIR	FACILITY MAINTENANCE	1,500.00	R
123387	WAXIE SANITARY SUPPLY	CUSTODIAL	CHILD DEVELOPMENT CENTER	59.98	CD
123402	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	419.43	U
123494	WAXIE SANITARY SUPPLY	Green Cleaning Supplies	CABRILLO ELEMENTARY SCHOOL	52.43	U
123536	WAXIE SANITARY SUPPLY	custodial supplies	GRANT ELEMENTARY SCHOOL	396.91	U
123547	WAXIE SANITARY SUPPLY	CUSTODIAL	CHILD DEVELOPMENT CENTER	206.96	CD
123562	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	285.03	U
123678	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	1,576.26	U
123534	WEST PUBLISHING COMPANY	SUBSCRIPTION/ANNUAL	SPECIAL EDUCATION REGULAR YEAR	197.52	R
123222	WHIZZ EDUCATION INC	MATH WHIZZ TUTORING PLUS	SPECIAL EDUCATION REGULAR YEAR	5,937.50	R
123420	WILSON & VALLELY TOWING	TOWING VEHICLES/OPEN PO	FACILITY OPERATIONS	225.00	U
123732	WILSON, DIEDRA L	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	92.00	CD
123706	WOODWIND & THE BRASSWIND, THE	OPEN ORDER/SUPPLIES/GIFT/MUSIC	JOHN ADAMS MIDDLE SCHOOL	3,000.00	R
123516	WORLD BOOK ENCYCLOPEDIA INC	LIBRARY REFERENCE BOOKS	GRANT ELEMENTARY SCHOOL	424.98	U
123253	XEROX CORPORATION	COPIER MAINTENANCE AGREEMENT	SANTA MONICA HIGH SCHOOL	112.00	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JANUARY 19, 2012

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	
123583	XEROX CORPORATION	COPIER REPAIR	SANTA MONICA HIGH SCHOOL	377.00	U
123448	YALE/CHASE MATERIALS HANDLING	CUSTODIAL CART REPAIR	SANTA MONICA HIGH SCHOOL	288.14	U
123728	YOUNG PS ACQUISITIONS LLC	TOOTH BRUSH/PASTE	CHILD DEVELOPMENT CENTER	336.79	CD
				** NEW PURCHASE ORDERS	805,815.77

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

123523	KORADE & ASSOCIATE BUILDERS	REPAIRS MCKINLEY ELEM.	MCKINLEY ELEMENTARY SCHOOL	2,601.00	BB
123141	NETWORLD SOLUTIONS INC	DATA CENTER CONSULTING	INFORMATION SERVICES	37,500.00	BB
123522	SOUTH BAY LANDSCAPING	IRRIGATION & PLANTING	MCKINLEY ELEMENTARY SCHOOL	3,300.00	BB
				** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES	43,401.00

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO
RE: ACCEPTANCE OF GIFTS – 2011/2012

ACTION/CONSENT
01/19/12

RECOMMENDATION NO. A.10

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$49,187.35 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 2011-2012 income and appropriations by \$49,187.35 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:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

School/Site Account Number		Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
JAMS 01-90120-0-00000-00000-8699-011-0000	\$ 13,470.00 \$ 4,568.43 \$ 1,884.00	\$ - \$ - \$ -		Santa Monica Science Magnet Various Various	Field Trip General Supplies and Materials General Supplies and Materials
Adult Education 11-90120-0-00000-00000-8699-090-0000					
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000					
Cabrillo 01-90120-0-00000-00000-8699-017-0000	\$ 583.00 \$ 370.00	\$ - \$ -		Various Various	Field Trip Field Trip
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	\$ 8,294.00 \$ 8,471.00 \$ 47.60	\$ 360.00 \$ 175.00 \$ 8.40		Various Parents Various Parents Maria Estigarrivia	General Supplies and Materials General Supplies and Materials General Supplies and Materials
Malibu High School 01-90120-0-00000-00000-8699-010-0000	\$ 280.00 \$ 120.00 \$ 88.00	\$ - \$ - \$ -		Various Students Katherine Shaw Various Students	General Supplies and Materials General Supplies and Materials General Supplies and Materials
McKinley 01-90120-0-00000-00000-8699-004-0000	\$ 4,282.00 \$ 550.00 \$ 425.00 \$ 180.00	\$ - \$ - \$ 75.00 \$ -		Various Various Radiabeam Technologies Nadia Ocambela	Field Trip Field Trip General Supplies and Materials Field Trip
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 1,056.92	\$ -		Active Network	Field Trip
Olympic HS 01-90120-0-00000-00000-8699-014-0000	\$ 275.00	\$ -		Various	General Supplies and Materials
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 786.00 \$ 350.00	\$ - \$ -		Various California Community Foundation	Field Trip General Supplies and Materials
Roosevelt 01-90120-0-00000-00000-8699-007-0000					

Current Gifts and Donations 2011/2012

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 2,018.00	\$ -		Various	General Supplies and Materials
Barnum Hall 01-91150-0-00000-00000-8699-000-0000					
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	\$ 245.00	\$ -		Various Music Parents	General Supplies and Materials
	\$ 225.00	\$ -		Various Music Parents	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	\$ 48,568.95	\$ 618.40	\$ -		

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	\$ 14,772.41	\$ 19,922.43	\$ -	\$ 34,694.84			\$ -
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	\$ 7,406.01	\$ 953.00	\$ -	\$ 8,359.01			\$ -
CDS 12-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
Edison 01-90120-0-00000-00000-8699-001-0000	\$ 820.36			\$ 820.36			\$ -
Franklin 01-90120-0-00000-00000-8699-002-0000	\$ 405.49			\$ 405.49			\$ -
Grant 01-90120-0-00000-00000-8699-003-0000				\$ -			\$ -
Lincoln 01-90120-0-00000-00000-8699-012-0000	\$ 2,233.23	\$ 16,812.60	\$ 543.40	\$ 19,589.23			\$ -
Malibu High School 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i>	\$ 22,578.69	\$ 488.00	\$ -	\$ 23,066.69			\$ -
McKinley 01-90120-0-00000-00000-8699-004-0000	\$ 10,035.13	\$ 5,437.00	\$ 75.00	\$ 15,547.13			\$ -
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 1,187.93	\$ 1,056.92	\$ -	\$ 2,244.85			\$ -
Olympic HS 01-90120-0-00000-00000-8699-014-0000	\$ 6,250.00	\$ 275.00	\$ -	\$ 6,525.00			\$ -
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 1,593.56	\$ 1,136.00	\$ -	\$ 2,729.56			\$ -
Roosevelt 01-90120-0-00000-00000-8699-007-0000	\$ 3,841.00			\$ 3,841.00			\$ -
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 17,170.73	\$ 2,018.00	\$ -	\$ 19,188.73	\$ 11,185.69		\$ 11,185.69
Barnum Hall 01-91150-0-00000-00000-8699-000-0000	\$ 100,000.00			\$ 100,000.00			
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000				\$ -			\$ -

BOE Date: 01/19/12

Current Gifts and Donations 2011/2012

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:							
Webster 01-90120-0-00000-00000-8699-008-0000	\$ 5,000.00			\$ 5,000.00			\$ -
Superintendent's Office 01-90120-0-00000-00000-8699-020-0000							
Educational Services 01-90120-0-00000-00000-8699-030-0000	\$ 15,390.01	\$ 470.00		\$ 15,860.01	\$ 2,350.00		\$ 2,350.00
Student and Family Support Services 01-90120-0-00000-00000-8699-041-0000				\$ -			\$ -
Special Education 01-90120-0-00000-00000-8699-044-0000				\$ -			\$ -
Information Services 01-90120-0-00000-00000-8699-054-0000				\$ -			\$ -
District 01-90120-00000-0-00000-8699-090-0000				\$ -			\$ -
Food & Nutrition Services 01-90120-0-00000-00000-8699-070-0000				\$ -	\$ 379.90		\$ 379.90
TOTAL GIFTS	\$ 208,684.55	\$ 48,568.95	\$ 618.40	\$ 257,871.90	\$ 13,915.59	\$ -	\$ 13,915.59
Total Cash Gifts for District:		\$ 48,568.95	\$ 618.40		Total In-Kind Gifts:	\$ -	

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYONS / JAN L. MAEZ / VIRGINIA HYATT

RE: AUTHORIZATION TO USE WESTERN STATES CONTRACTING ALLIANCE
(WASC) RFP/CONTRACT NO. 1523 STATE WITH SPRINT SOLUTIONS INC.
FOR TELECOMMUNICATIONS

RECOMMENDATION NO. A.11

It is recommended that the Board of Education authorize the use of Western States Contracting Alliance (WASC) RFP/Contract No. 1523 to Sprint Solutions Inc. for the use of cell phone (push to talk) and Air Phone services under the terms and conditions of the public agency's contract in the annual amount of \$3,900 per year, through the extended contract period of June 30, 2013.

COMMENTS: The District is eligible for E-Rate reimbursements through the School and Library Consortium (SLC) Program. In order to receive our grant, all contracts must be board of education approved.

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / STUART A. SAM

RE: CONTRACT AMENDMENT #3 FOR SANTA MONICA HIGH SCHOOL – NEW SOUTH GYM AND GREEK THEATER IMPROVEMENT PROJECT – LEIGHTON, INC. – CIVIC CENTER JOINT USE (CCJUP)

RECOMMENDATION NO. A.12

It is recommended that the Board of Education approve Contract Amendment No. 3 to Leighton Consulting, Inc. to prepare an amendment to the soils report prepared for the CCJUP project that incorporates additional borings and analysis needed for the New South Gym and Greek Theater Improvements Project. Contract Amendment #1 is for \$23,800 for a total contract amount for the CCJUP project of \$86,030.

Funding Information

Budgeted: Yes

Fund: 40

Source: CCJUP – MOU 1

Account Number 40-90601-0-00000-85000-5802-015-2600

Budget Category: Environmental Tests \ Geotechnical & Soils

COMMENTS: In 2009, the City of Santa Monica Redevelopment Agency (RDA) budgeted \$57 million for the Civic Center Joint Use Project (CCJUP). The District and the City have entered into two Memorandums of Understanding for the Civic Center Joint Use Projects (CCJUP). On 1/13/2011 the Board approved a contract with Leighton Consulting, Inc in the amount of \$40,300 for geotechnical studies for the project and in support of the Environmental Impact Report (EIR) for the project.

Contract Amendment #3 provides additional fees for Leighton Consulting Inc. to prepare an amendment to the soils report previously completed. The amendment will provide additional analysis and recommendations specific to the final location and configuration of the New South Gymnasium and Greek Theater Improvements Project. These recommendations and analysis are needed by the Design consultants during the design of the project. The soils report amendment will incorporate new borings in the footprint of the new South Gym and analysis of the soils for the proposed project.

Leighton Consulting, Inc. is one of the three (3) pre-qualified geotechnical consultants for District projects. The firms are being assigned projects as the need arises and depending on their familiarity with and availability for the assignment. These geotechnical consulting costs have been budgeted and are listed in the MOUs with the City of Santa Monica.

(Continued on next page)

ORIGINAL CONTRACT (Soils report for CCJUP project design & EIR preparation)	\$40,300
CONTRACT AMENDMENT #1 (Samohi CCJUP Synthetic Field)	13,200
CONTRACT AMENDMENT #2 (Samohi CCJUP Synthetic Field)	8,730
<u>CONTRACT AMENDMENT #3 (Soils report amendment for the New South Gym)</u>	<u>23,800</u>
TOTAL CONTRACT AMOUNT	\$86,030

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / STUART SAM

RE: CONTRACT FOR KRONER ENVIRONMENTAL SERVICES FOR PHASE I ENVIRONMENTAL SITE ASSEMENT SERVICES – SANTA MONICA HIGH SCHOOL – CIVIC CENTER JOINT USE PROJECT (CCJUP)

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve a Contract with Kroner Environmental Services, Inc. (KES), is to provide Phase I Environmental Assessment services for Santa Monica High School in support of the Civic Center Joint Use Project (CCJUP), in the amount of \$4,000.

Funding Information:

Budgeted: Yes
Fund: 40
Source: CCJUP - MOU 1
Account Number: 40-90601-0-00000-85000-5802-015-2600
Budget Category: CEQA Site Environmental
Description: Consultant Services

COMMENTS: The Phase I ESA will be completed following the guidelines in ASTM E-1527-05 (“Standard Practice for Environmental Site Assessments: Phase I Environmental Assessment Process”). The scope of the Phase I ESA will include a review of agency records and aerial photographs, a site inspection and the preparation of a Phase I ESA report.

There is available budget as this scope was anticipated.

This will be a new contract to Kroner for the CCJUP project in the amount of \$4,000.

ORIGINAL CONTRACT AMOUNT

\$4,000

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / STUART A. SAM

RE: CONTRACT AMENDMENT #1 – HISTORICAL RESOURCE STUDIES, DRAFT EIR, AND FINAL EIR – IN SUPPORT OF THE ENVIRONMENTAL IMPACT REPORT TO ENSURE COPMPLIANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) – AECOM – CIVIC CENTER JOINT USE PROJECT (CCJUP)

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve Contract Amendment #1 with AECOM Design + Planning for Programming and Planning Studies, to ensure compliance with the California Environmental Quality Act (CEQA) for the Civic Center Joint Use Project (CCJUP) work at Santa Monica High School, in the amount of \$295,918, for a new contract total of \$506,918.

Funding Information

Budgeted: Yes
Fund: 40
Source: CCJUP – MOU 2
Account Number 40-90602-0-00000-85000-5802-015-2600
Budget Category: CEQA – EIR Consultants
Description: Independent Contractor/Consultant

COMMENTS: In 2007, the Measure BB program was initiated. During the early planning for the Santa Monica High School project, the Board approved development of an overall siting study by RL Binder Architects. The siting study concepts were reviewed with the Board in 2008, and a preferred concept was advanced both as a basis for the Measure BB project (new Science and Technology Building) and a potential joint use opportunity with the City of Santa Monica. In 2009, the City of Santa Monica Redevelopment Agency (RDA) budgeted \$57 million for the Civic Center Joint Use Project (CCJUP). To advance the CCJUP, the City in June 2010 budgeted \$1,084,423 to begin the first year of the required Environmental Impact Report (EIR) to ensure compliance with the CEQA for the Full Buildout (Scope 3: \$234 million).

This Contract Amendment #1 will continue and complete the Draft EIR and Final EIR Study for Santa Monica High School in the amount of \$295,918, for a new contract total of \$506,918.

There is available budget as this scope was anticipated.

ORIGINAL CONTRACT (INITIATE DRAFT EIR)	\$211,000
CONTRACT AMENDMENT #1 (COMPLETE EIR)	295,918
TOTAL CONTRACT AMOUNT	\$506,918

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / STUART A. SAM

RE: CONTRACT AMENDMENT #8 FOR ADDITIONAL ARCHITECTURAL SERVICES
FOR SEISMIC REINFORCEMENT DESIGN – OLYMPIC HIGH SCHOOL
MODERNIZATION PROJECT – HARLEY ELLIS DEVEREAUX – MEASURE BB

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve Contract Amendment #8 with Harley Ellis Devereaux (HED) to complete seismic reinforcement design for the Olympic High School Modernization project in an amount not to exceed \$44,342, for a total contract amount of \$1,161,675.

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Numbers: 21-00000-0-00000-85000-5802-014-2600
Budget Category: Design \ Architects

COMMENTS: During DSA review of the Modernization Project, DSA informed the District that non-conforming seismic conditions existed at Olympic High School. DSA advised that these existing conditions be reviewed for potential upgrades to meet current California Building Codes.

On July 20, 2011 the Board approved Contract Amendment #7 for HED to complete the DSA-recommended investigations. This scope included initial structural investigation, site visits, review of conditions with DSA and development of construction budget for voluntary construction upgrades.

The work of CA #7 has been completed. Contract Amendment #8 is for HED to design the structural upgrades for the current Modernization project, acquire DSA approval of the design, and provide construction administration services for that work.

Contract Amendment #8, is in the amount of \$44,342, for a total contract amount of \$1,161,675. On December 15, 2011, the Board approved an increase in the budget for this project that included budget for these additional design costs.

(Continued on next page)

ORIGINAL CONTRACT AMENDMENT	\$171,750
CONTRACT AMENDMENT #1 (DD/CD/CA Olympic, Wash. CDS)	818,597
CONTRACT AMENDMENT #2 (As-builts Oly., Wash.)	13,225
CONTRACT AMENDMENT #3 (Landscape at NW)	22,000
CONTRACT AMENDMENT #4 (elec. as-builts Olympic)	19,339
CONTRACT AMENDMENT #5 (elec. as-builts Wash.)	18,322
CONTRACT AMENDMENT #6 (Washington CDS revised scope)	28,000
CONTRACT AMENDMENT #7 (Olympic Seismic Investigation)	26,100
CONTRACT AMENDMENT #8 (Olympic Seismic Design, DSA, CA)	44,342
<u>TOTAL CONTRACT AMOUNT</u>	<u>\$1,161,675</u>

A Friday memo accompanies this item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / STUART A. SAM

RE: AMENDMENT TO CONTRACT FOR BID #10.40.BB-03-113674 – MCKINLEY
ELEMENTARY SCHOOL – ENTRY AND MAIN OFFICE RECONFIGURATION
PROJECT – FAST TRACK CONSTRUCTION CORPORATION – MEASURE BB

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve Change Order No. 1 for Bid #10.40.BB-03-113674 – McKinley Elementary School – Entry and Main Office Reconfiguration Project, to Fast Track Construction Corporation in the amount of \$5,521.12 for a total contract amount of \$467,021.12

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-90500-0-00000-85000-6200-004-2600
Budget Category: Construction Contracts
Project Name: Entry and Main Office Reconfiguration Project

COMMENTS: At the June 2, 2011, meeting of the Board of Education, Bid #10.40.BB-03-113674 – McKinley Elementary School – Entry and Main Office Reconfiguration was approved to Fast Track Construction Corporation, in the amount of \$461,500.

Change Order No. 1 includes the following changes to the terms of the contract:

Original Contract Amount:	\$461,500.00
<u>Change Order No. 1:</u>	<u>5,521.12</u>
Total Contract Amount:	\$467,021.12

Original Contract Duration	120 days
<u>Change Order No. 1:</u>	<u>0 days</u>
Total Contract Duration:	120 days

(Continued on next page)

Change Order No. 1 includes the cost for all labor and materials to accommodate additional required scope, \$672.43, and differing site conditions, \$4,848.69, not included in the contract documents, for a total of \$5,521.00. The revised contract total will be \$467,021.12. Additional funding allocated from project contingency.

1. \$672.43: Required for ADA Compliance – additional asphalt overlay outside of door #131
2. \$699.86: Differing Site Conditions – install new box for buried sewer clean out access
3. \$323.74: Differing Site Conditions – provide additional subfloor reinforcing with wood blocking at principal's office, west door area
4. \$2,405.26: Differing Site Conditions – install arcade fence posts, walkway gates, and fence post footing with new support design
5. \$1,419.83: Differing Site Conditions – patch concrete holes in slab at arcade area at the suspended walkway

A Friday memorandum will accompany this item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / STUART A. SAM

RE: AMENDMENT TO CONTRACT FOR BID #10.40.BB-03-113674 – MCKINLEY
ELEMENTARY SCHOOL– ENTRY AND MAIN OFFICE RECONFIGURATION
PROJECT – FAST TRACK CONSTRUCTION CORPORATION – MEASURE BB

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve Change Order No. 2 for Bid #10.40.BB-03-113674 – McKinley Elementary School – Entry and Main Office Reconfiguration Project, to Fast Track Construction Corporation in the amount of \$13,128.29 for a total contract amount of \$480,149.41

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-90500-0-00000-85000-6200-004-2600
Budget Category: Construction Contracts
Project Name: Entry and Main Office Reconfiguration Project

COMMENTS: At the June 2, 2011, meeting of the Board of Education, Bid #10.40.BB-03-113674 – McKinley Elementary School – Entry and Main Office Reconfiguration was approved to Fast Track Construction Corporation, in the amount of \$461,500.

At the January 19, 2012, meeting of the Board of Education, Change Order No. 1 was presented in the amount of \$5,521.12

Change Order No. 2 includes the cost for all labor and materials for the additional required scope not included in the contract documents for a total add of \$13,128.29.00 and 1 non-compensable contract day extension on the McKinley Elementary School – Entry and Main Office Reconfiguration Project. The revised contract total will be \$480,149.41. The revised contract duration is 121 days. Additional funding allocated from project contingency.

Change Order No. 2 includes the following changes to the terms of the contract:

Original Contract Amount:	\$461,500.00
Change Order No. 1: A.16	5,521.12
<u>Change Order No. 2:</u>	<u>13,128.29</u>
Total Contract Amount:	\$480,149.41

Original Contract Duration	120 days
Change Order No. 1: (non-compensable) A.16	0 days
<u>Change Order No. 2: (non-compensable)</u>	<u>1 day</u>
Total Contract Duration:	121 days

(Continued on next page)

1. \$4,101.86 – Unforeseen Conditions – Above ceiling work for ducting and conduit relocation due to changed ceiling elevation
2. \$2,947.00 – Unforeseen Condition – Installation of new 11' high head mounted display frame at opening # 131
3. \$1,459.57 – Unforeseen Conditions – Install four (4) new electrical outlets to meet plan layout
4. \$384.10 – Not indicated in documents – Remove two (2) existing PA / Clock Panels and associated conduit
5. \$246.92 – Not indicated in documents – Remove existing electrical outlet at new door opening
6. \$2,405.96 – Not indicated in documents – Provide radar service to locate existing reinforcement at exterior walls
7. \$3,582.88 – Not indicated in documents – Infill existing window transoms at west wall of main office to accommodate new t-bar ceiling height
8. (\$2,000.00) – Credit – Delete ceramic tile accent color pattern at restroom walls. Use single color instead.

A Friday memorandum will accompany this item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / STUART SAM

RE: APPROVAL OF BUDGET ALLOCATION – MALIBU HIGH SCHOOL – STADIUM LIGHTING PROJECT – CAPITAL FACILITIES FUND

RECOMMENDATION NO. A.18

It is recommended that the Board of Education approve a budget allocation for the proposed Malibu High School Stadium Lighting Project in the amount of \$225,760. This budget is for the estimated soft costs which include Design, CEQA, Project Management, Agency Fees, and other soft costs.

Funding Information

Budgeted: No
Fund: 25
Source: Capital Facilities Fund
Account Number: 25-90124-0-00000-85000-XXXX-010-2600
Project: Stadium Lighting Project
Budget Category: Various

COMMENTS: On October 5, 2011, the California Coastal Commission (CCC) approved an amendment to the Malibu Local Coastal Plan, presented by the City of Malibu, allowing lighting at the Malibu High School athletic field. The Malibu HS community has organized a Field Lighting Committee and will be raising funds for this project.

The Facility Improvements Project staff has prepared a preliminary estimate of the project costs and is requesting that the Board approve a budget allocation for the estimated soft costs in the amount of \$225,760. This allocation will allow the project planning and design to move forward immediately.

The total project costs, including the soft costs and hard costs, are estimated to be \$665,000. A subsequent Board Item will be submitted requesting a budget allocation for the hard costs at a future meeting. A more accurate estimate of the hard costs will be prepared after the planning and design is complete.

(Continued on next page)

Summary of Estimated Project Costs

TOTAL COSTS		\$662,280	
Hard Costs (not in request)	\$436,520		
Total Soft Costs	\$225,760		Total Allocation Request

Breakdown of Estimated Project Costs

Hard Costs		\$436,520	
Construction	\$350,000		
Construction Contingency	\$35,000		
Construction Management	\$51,520		
Soft Costs (<i>Project Specific</i>)		\$186,500	Allocation Request
Design	\$75,000		
Entitlements	\$50,000		
Permits & Agency Fees	\$15,000		
Test & Inspection	\$33,500		
Bid Prep & Procurement	\$13,000		
Soft Costs (<i>Programmatic</i>)		\$39,260	Allocation Request
Management	\$30,760		
Program Management	\$25,760		
District Management	\$5,000		
Communications, Printing	\$8,500		

A Friday Memo accompanies this item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT
01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / STUART A. SAM

RE: CONTRACT AMENDMENT #22 – ADDITIONAL SERVICES TO PREPARE AN
ADDENDUM TO THE APPROVED MITIGATED NEGATIVE DECLARATION
(MND) – MALIBU HS STADIUM LIGHTING PROJECT – ATKINS – CAPITAL
FACILITIES FUND

RECOMMENDATION NO. A.19

It is recommended that the Board of Education approve Contract Amendment #22 with Atkins North America, Inc. for additional services to prepare an Addendum to the approved Mitigated Negative Declaration (MND) for the proposed Stadium Lighting project at Malibu HS in the amount of \$44,886 for a total contract amount of \$1,112,651.

Funding Information

Budgeted: Yes
Fund: 25
Source: Capital Facilities Fund
Account Number: 25-90124-0-00000-85000-5802-010-2600
Project: Stadium Lighting Project
Budget Category: Entitlements \ CEQA Consultants

COMMENTS: On July 1, 2009 the Board of Education adopted Resolution 8-49, finding that the mitigated Malibu High School Football Lighting Project will not have a significant effect on the environment, adopting the Proposed Project MND, and approved the Project. The approved MND was based on the analysis of a temporary lighting system. However, in October of 2009 the California Coastal Commission (CCC) did not approve an amendment to an existing CCC permit that would have allowed the use of temporary lighting at the site. Their reason for the disapproval was that the approved Malibu Local Coastal Plan (LCP) did not allow the lighting.

On October 5, 2011, the California Coastal Commission (CCC) approved an amendment to the Malibu Local Coastal Plan, presented by the City of Malibu, allowing lighting at the Malibu High School athletic field. The project being proposed is to install permanent lighting at the athletic field. The California Environmental Quality Act (CEQA), Section 15164 requires that the differences between the approved Project (temporary lights) and the proposed project (permanent lights) must be analyzed and any new impacts not addressed in the approved MND must be mitigated. Contract Amendment #22 is for Atkins to complete an analysis of all 17 CEQA issues analyzed in the approved MND, and prepare an Addendum to the approved MND.

If the completed analysis determines that the proposed project introduces new impacts and mitigations, not addressed in the approved MND, a supplemental MND process would be required to allow public review and comment on the new impacts and mitigations.

Approval of Contract Amendment #22, in the amount of \$44,886 would result in a total contract amount of \$1,112,651.

ORIGINAL CONTRACT AMOUNT	\$ 152,745
CONTRACT AMENDMENT #1 (Public Outreach)	70,150
CONTRACT AMENDMENT #2 (CEQA, 6 Schools)	281,809
CONTRACT AMENDMENT #3 (Arch. Survey)	9,146
CONTRACT AMENDMENT #4 (Lighting Study)	10,913
CONTRACT AMENDMENT #5 (CEQA Add Service)	44,949
CONTRACT AMENDMENT #6 (CEQA, 5 Schools)	102,005
CONTRACT AMENDMENT #7 (Malibu, Traffic)	63,706
CONTRACT AMENDMENT #8 (Malibu, EIR)	61,873
CONTRACT AMENDMENT #9 (Malibu Football)	4,200
CONTRACT AMENDMENT #10 (Lincoln MS Shade & Shadow Study)	3,755
CONTRACT AMENDMENT #11 (Malibu HS Temp Football Lighting, Viewpoint Luminescence Study)	2,200
CONTRACT AMENDMENT #12 (Lincoln MS Lighting study)	3,173
CONTRACT AMENDMENT #13 (John Adams Additional historic review)	1,100
CONTRACT AMENDMENT #14 (Lincoln Additional coordination and revisions)	23,215
CONTRACT AMENDMENT #15 (Lincoln NOD filing fees)	2,284
CONTRACT AMENDMENT #16 (John Adams additional coordination and revisions; NOD filing fees)	9,023
CONTRACT AMENDMENT #17 (Malibu Additional coordination and revisions)	113,549
CONTRACT AMENDMENT #18 (Malibu Off-Site Traffic engineering and Grant application)	45,665
CONTRACT AMENDMENT #19 (Contract Extension to 2010)	0
CONTRACT AMENDMENT #20 (Contract Extension to 2010)	0
CONTRACT AMENDMENT #21 (Malibu EIR responses & Cumulative Impact Analysis)	62,305
CONTRACT AMENDMENT #22 (Malibu Stadium Lighting MND Amendment – Non Measure BB)	44,886
TOTAL CONTRACT AMOUNT	\$1,112,651

There is available budget in the Entitlements portion of the Campus Improvement Project budget for these expenditures, with the fund reimbursed by the Parent Lighting Committee at Malibu HS.

A Friday memorandum accompanies this item.

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

TO: BOARD OF EDUCATION
 FROM: SANDRA LYON / DEBRA MOORE WASHINGTON
 RE: CERTIFICATED PERSONNEL – Elections, Separations

ACTION/CONSENT
 01/19/12

RECOMMENDATION NO. A.20

Unless otherwise noted, all items are included in the 2011-2012 approved budget.

ADDITIONAL ASSIGNMENTS

ADAMS MIDDLE SCHOOL

Milwe, Cindy	607 hrs @\$40.46	11/21/11-6/15/12	<u>Est Hrly/\$24,559</u>
		TOTAL ESTABLISHED HOURLY	\$24,559

Comment: Language Arts/GATE Academic Coach
 01-Gifts – Equity Fund - 50%
 01-Economic Impact Aid/SCE - 50%

CHILD DEVELOPMENT SERVICES

Alidina, Jamila	48 hrs @\$31.18	12/21/11-1/3/12	Own Hrly/\$1,497
Foo, Angela	48 hrs @\$24.09	12/21/11-1/3/12	Own Hrly/\$1,156
Iboko, Filippia	48 hrs @\$19.42	12/21/11-1/3/12	Own Hrly/\$ 932
Leventhal, Norma	48 hrs @\$27.33	12/21/11-1/3/12	Own Hrly/\$1,312
Munoz, Sara	48 hrs @\$28.08	12/21/11-1/3/12	Own Hrly/\$1,348
Proctor, Valerii	48 hrs @\$28.05	12/21/11-1/3/12	Own Hrly/\$1,346
Rosas-Lopez, Cecelia	48 hrs @\$25.78	12/21/11-1/3/12	Own Hrly/\$1,237
Samadzadeh, Sahar	48 hrs @\$27.68	12/21/11-1/3/12	<u>Own Hrly/\$1,329</u>
		TOTAL OWN HOURLY	\$10,157

Comment: Winter Break Assignment
 12-CA State Preschool Prog - 44%
 12-Head Start – Basic - 56%

Barba, Yesenia	48 hrs @\$26.61	12/21/11-1/3/12	Own Hrly/\$1,277
Martinez, Emelita	48 hrs @\$35.52	12/21/11-1/3/12	Own Hrly/\$1,705
Norodom, Pachapor	48 hrs @\$29.17	12/21/11-1/3/12	Own Hrly/\$1,400
Rodriguez, Claudia	48 hrs @\$31.18	12/21/11-1/3/12	Own Hrly/\$1,497
Sanchez-Aviles, Johanna	48 hrs @\$26.65	12/21/11-1/3/12	<u>Own Hrly/\$1,279</u>
		TOTAL OWN HOURLY	\$7,158

Comment: Winter Break Assignment
 12-CA State Preschool Prog

EDISON ELEMENTARY SCHOOL

Ipina, Elizabeth	2 hrs @\$40.46	12/5/11	<u>Est Hrly/\$81</u>
		TOTAL ESTABLISHED HOURLY	\$81

Comment: Data Team Follow-up Meeting
 01-IASA: Title I Basic-LW Inc/Neg

EDUCATIONAL SERVICES

Mowry, Kristen	3.5 hrs @\$40.46	12/7/11	<u>Est Hrly/\$142</u>
		TOTAL ESTABLISHED HOURLY	\$142

Comment: Sustainability Planning Meeting
 01-HMC Design

Mowry, Kristen	3 hrs @\$40.46	1/17/12	<u>Est Hrly/\$121</u>
		TOTAL ESTABLISHED HOURLY	\$121

Comment: Sustainability Grant Meeting
 01-HMC Designing Futures Foundation

De la Rosa, Mary	15 hrs @\$40.46	12/1/11-6/15/12	<u>Est Hrly/\$607</u>
		TOTAL ESTABLISHED HOURLY	\$607

Comment: Academic Conference for Instructional leadership Team
 01-RGK Foundation

Alexopoulos, Ashley	4 hrs @\$40.46	12/14/11-6/23/12	Est Hrly/\$162
Bon, Nancy	4 hrs @\$40.46	12/14/11-6/23/12	<u>Est Hrly/\$162</u>
		TOTAL ESTABLISHED HOURLY	\$324
Comment:	Mathematics Professional Development 01-IASA: Title II Teacher Quality		
Chi, Ah Young	6 hrs @\$40.46	12/10/11	Est Hrly/\$243
Vo, Cam-An	6 hrs @\$40.46	12/10/11	<u>Est Hrly/\$243</u>
		TOTAL ESTABLISHED HOURLY	\$486
Comment:	Illuminate Training 01-IASA: Title II Teacher Quality		
Cueva, Martha	2 hrs @\$40.46	12/5/11	Est Hrly/\$81
Naranjo, Rocio	2 hrs @\$40.46	12/5/11	Est Hrly/\$81
Rankin, Nancy	2 hrs @\$40.46	12/5/11	Est Hrly/\$81
Rodriguez, Judith	2 hrs @\$40.46	12/5/11	Est Hrly/\$81
Williams, Alma	2 hrs @\$40.46	12/5/11	<u>Est Hrly/\$81</u>
		TOTAL ESTABLISHED HOURLY	\$405
Comment:	Data Team Meeting 01-RGK Foundation		
Audet, Amanda	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Check, Laura	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Cowgill, Elizabeth	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Dahm, Katie	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
DeHope, Kathryn	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Garrido, Jessica	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Gatell, Frank	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Gonzalez, Maricela	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Hinojosa, Judith	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Holland, Brandi	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Honda, Julie	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Pulido, Maribel	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Roman, Bertha	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Sferra, Luke	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Simone, Laura	6 hrs @\$40.46	12/10/11-12/20/11	Est Hrly/\$243
Stauffer, Aimee	6 hrs @\$40.46	12/10/11-12/20/11	<u>Est Hrly/\$243</u>
		TOTAL ESTABLISHED HOURLY	\$3,888
Comment:	Advisors/Counselors Illuminate Training 01-IASA: Title II Teacher Quality		
Bon, Nancy	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Brown, Daniel	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Chang, Carol	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Check, Laura	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Daws, Tracy	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Duran-Contreras, Martha	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Drosdick, Danielle	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Franklin, Judy	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Garcia, Veronica	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Gonzalez, Gabriella	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Gooden, Akiko	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Hart, Sharon	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Hunt, Mark	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Hwang, Genie	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Joyce-West, Jennifer	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Light, Lindsay	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Marks, Jamie	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Mendelson, Karen	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Mendinueto, Darwin	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Moazzez, Rosita	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Murphy, Letitia	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Murphy, Nancy	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
O'Brien, Marianna	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81

Ostrom, Mike	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Saling, David	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Sanschagrin, Marc	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Scholder, Holly	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Scotland, Alva	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Stivers, Susan	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Suomu, Susan	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Talbott, Debbie	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Taslimi, Laila	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Wetmore, Elayne	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Whaley, Joseph	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Whitley, Ann	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Woo, Angela	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Wyse, Chrysta	2 hrs @\$40.46	11/1/11-11/23/11	Est Hrly/\$81
Zagor, Maura	2 hrs @\$40.46	11/1/11-11/23/11	<u>Est Hrly/\$81</u>
TOTAL ESTABLISHED HOURLY			\$3,078

Comment: Academic Program Survey
01-IASA: Title I Basci-LW Inc/Neg

LINCOLN MIDDLE SCHOOL

O'Brien, Marianna	6 hrs @\$40.46	12/9/11-6/15/12	Est Hrly/\$243
Oseguera, Christian	6 hrs @\$40.46	12/9/11-6/15/12	Est Hrly/\$243
Valenzuela, Amanda	6 hrs @\$40.46	12/9/11-6/15/12	<u>Est Hrly/\$243</u>
TOTAL ESTABLISHED HOURLY			\$729

Comment: ASB Dance Supervision
01-Reimbursed by ASB

SANTA MONICA HIGH SCHOOL

Contreras, Luis	2 hrs @\$40.46	9/27/11	<u>Est Hrly/\$81</u>
TOTAL ESTABLISHED HOURLY			\$81

Comment: After-School Tutoring
01-Tier III Programs Cat Flex

Collins, Katherine	0.75 hr @\$40.46	11/29/11	Est Hrly/\$30
Fairchild, Lauren	0.75 hr @\$40.46	11/29/11	Est Hrly/\$30
Louria, Meredith	0.75 hr @\$40.46	11/29/11	Est Hrly/\$30
Pust, Jennifer	0.75 hr @\$40.46	11/29/11	Est Hrly/\$30
Walker, Megan	0.75 hr @\$40.46	11/29/11	<u>Est Hrly/\$30</u>
TOTAL ESTABLISHED HOURLY			\$150

Comment: English Department Meeting
01-Economic Impact Aid – SCE

SPECIAL EDUCATION

Proctor, Valerii	35 hrs @\$28.05	10/1/11-6/30/12	<u>Own Hrly/\$982</u>
TOTAL OWN HOURLY			\$982

Comment: IEP Meetings/Hearing
01-Special Education

Gonzalez, Gabriela	30 hrs @\$40.46	9/1/11-6/18/12	<u>Est Hrly/\$1,214</u>
TOTAL ESTABLISHED HOURLY			\$1,214

Comment: Assessments and IEP Meetings
01-Special Education

WEBSTER ELEMENTARY SCHOOL

Cook, Kristina	30 hrs @\$40.46	1/4/12-6/30/12	Est Hrly/\$1,214
Harris, Stacy	30 hrs @\$40.46	1/4/12-6/30/12	Est Hrly/\$1,214
Rose, Lori	30 hrs @\$40.46	1/4/12-6/30/12	<u>Est Hrly/\$1,214</u>
TOTAL ESTABLISHED HOURLY			\$3,642

Comment: After-School Homework Club
01-Gifts

HOURLY TEACHERS

EDUCATIONAL SERVICES

Pawling, Sean 104 hrs @\$40.46 12/1/11-6/18/12 Est Hrly/\$4,208
TOTAL ESTABLISHED HOURLY \$4,208

Comment: Brass Coach
01-Santa Monica Arts Parents Assoc

Duran, Amanda 360 hrs @\$40.46 11/1/11-6/18/12 Est Hrly/\$14,566
TOTAL ESTABLISHED HOURLY \$14,566

Comment: ELD Coach
01-ESEA: Title III LEP

Lopez, Felicia 350 hrs @\$40.46 11/1/11-6/18/12 Est Hrly/\$14,161
TOTAL ESTABLISHED HOURLY \$14,161

Comment: English Language Learners Teacher
01-Economic Impact Aid LEP

Zagor, Maura 1100 hrs @\$40.46 11/1/11-6/18/12 Est Hrly/\$44,506
TOTAL ESTABLISHED HOURLY \$44,506

Comment: English Language Development
01-Economic Impact Aid LEP

SMASH

Lopez, Felicia 174 hrs @\$40.46 10/31/11-6/15/12 Est Hrly/\$7,040
TOTAL ESTABLISHED HOURLY \$7,040

Comment: Reading Intervention
01-Gifts – Equity Fund -70%
01-Tier III Programs Cat Flex -30%

SPECIAL EDUCATION

Tanzer, Arlene 92 hrs @\$69.41 1/4/12-6/30/12 Own Hrly/\$6,386
TOTAL OWN HOURLY \$6,386

Comment: Speech Language Therapy
01-Special Education

ADULT EDUCATION

Boskovich, Giovanni 132 hrs @\$45.34 1/9/12-6/30/12 Est Hrly/\$5,985
Oyman, Deniz 69 hrs @\$45.34 1/9/12-6/30/12 Est Hrly/\$3,128
TOTAL ESTABLISHED HOURLY \$9,113

Comment: ESL Classes
11-Unrestricted Resource

STUDENT SERVICES

Evans, Elaine \$40.46, as needed 1/1/12-6/15/12 Est Hrly/\$----
Marsden, Theresa \$40.46, as needed 1/1/12-6/15/12 Est Hrly/\$----
Singh, Kiran \$40.46, as needed 1/1/12-6/15/12 Est Hrly/\$----
TOTAL ESTABLISHED HOURLY \$----

Comment: Home Instructor
01-Unrestricted Resource

ADDITIONAL ASSIGNMENT – EXTRA DUTY UNITS

SANTA MONICA HIGH SCHOOL – Academic, 1st Semester

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Aiello, Jason	6 EDU	Orchestra	8/11-1/12	\$1,536
Boyd, Bryn	5 EDU	Senior Advisor	8/11-1/12	\$1,280
Chapman, Amy	6 EDU	Yearbook Advisor	8/11-1/12	\$1,536
Corrigan, Michael	13 EDU	Band	8/11-1/12	\$3,328
Escalera, Daniel	12 EDU	Athletic Director	8/11-1/12	\$3,072
Faas, Kathleen	6 EDU	Newspaper Advisor	8/11-1/12	\$1,536
Forrer, Brooke	3 EDU	Senior Advisor	8/11-1/12	\$ 768

Garcia-Hecht, Veronica	12 EDU	Students Activities	8/11-1/12	\$3,072
Gatell, Frank	4 EDU	Scholarship Advisor	8/11-1/12	\$1,024
Honda, Julie	5 EDU	Scholarship Advisor	8/11-1/12	\$1,280
Huls, Jeffe	13 EDU	Vocal Music	8/11-1/12	\$3,328
Kariya, Emily	3 EDU	Senior Advisor	8/11-1/12	\$ 768
Meadors, Amy	12 EDU	Pep Squad Advisor	8/11-1/12	\$3,072
Mejia, Rosa	4 EDU	Scholarship Advisor	8/11-1/12	\$1,024
Reardon, Marybeth	3 EDU	Junior Advisor	8/11-1/12	\$ 768
Sakow, Terry	6 EDU	Band	8/11-1/12	\$1,536
Soller, Katheryne	13 EDU	Drama	8/11-1/12	\$3,328
Swenson, Joni	13 EDU	Orchestra	8/11-1/12	<u>\$3,328</u>
			TOTAL EDUS	\$35,584

SANTA MONICA HIGH SCHOOL – Athletics, Winter Season

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Battung, Jason	8 EDU	Asst. Girls Basketball	11/11-2/12	\$2,048
Black, Mark	13 EDU	Var. Wrestling	11/11-2/12	\$3,328
Chapman, James	13 EDU	Var. Soccer	11/11-2/12	\$3,328
Flanders, Matt	13 EDU	Var. Girls Water Polo	11/11-2/12	\$3,328
Gomez, Tony	12 EDU	Asst. Wrestling	11/11-2/12	\$3,072
Hecht, James	13 EDU	Var Boys Basketball	11/11-2/12	\$3,328
Kim, Doug	12 EDU	Asst. Boys Basketball	11/11-2/12	\$3,072
Verdugo, Marty	13 EDU	Var. Girls Basketball	11/11-2/12	<u>\$3,328</u>
			TOTAL EDUS	\$24,832

TOTAL ESTABLISHED HOURLY, OWN HOURLY AND EXTRA DUTY UNITS = \$ 218,200

ELECTIONS

TEMPORARY CONTRACTS

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Lindemann, Maya/Nurse Student Services	100%	12/15/11-6/18/12
Tafi, Mary/3 rd Grade Webster Elementary	100%	12/19/11-6/18/12

SUBSTITUTE TEACHERS

LONG-TERM SUBSTITUTES

(@\$210.00 Daily Rate)

	<u>Effective</u>
Lizotte, Jeanine	12/2/11

PREFERRED SUBSTITUTES

(@\$162.00 Daily Rate)

Dixon, Carla	11/21/11
Green, Michael	12/12/11
Hyziak, Michael	12/9/11
Kelly, Brenda	12/1/11
Padilla, Adriana	11/30/11
Soriano, Joanne	11/29/11

REGULAR DAY-TO-DAY SUBSTITUTES

(@\$138.00 Daily Rate)

Marshall, Kimberly	11/21/11
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LEAVE OF ABSENCE (with pay)

<u>Name/Location</u>	<u>Effective</u>
Chenik, Mara Roosevelt Elementary	10/17/11-11/10/11 [medical]
Cook Morris, Kelly-Ann Webster Elementary	1/4/12-2/29/12 [maternity]
Cook Morris, Kelly-Ann Webster Elementary	3/1/12-3/30/12 [CFRA]
Dunn, Glenda Child Develop Svcs	11/4/11-12/18/11 [medical]
Hoffman, Beth Lincoln MS	1/30/12-3/27/12 [maternity]
La Duke, Stacy John Adams MS	12/5/11-1/23/12 [medical]
Maynard, Elizabeth Santa Monica HS	11/28/11-3/1/12 [medical]
Ransom, Barbara John Adams MS	1/4/12-2/15/12 [maternity]

LEAVE OF ABSENCE (without pay)

<u>Name/Location</u>	<u>Effective</u>
Baum, Rena Santa Monica HS	1/4/12-4/2/12 [CFRA]
Cook Morris, Kelly-Ann Webster Elementary	4/16/12-6/18/12 [CFRA]

RESIGNATION

<u>Name/Location</u>	<u>Effective</u>
Verdugo, Martin Santa Monica High School	1/20/12

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

TO: BOARD OF EDUCATION
 FROM: SANDRA LYON / WILBERT YOUNG
 RE: CLASSIFIED PERSONNEL – MERIT

ACTION/CONSENT
 01/19/12

RECOMMENDATION NO. A.21

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>
Aldama, Monica Student Services	Health Office Specialist 3.5 Hrs/SY/Range: 25 Step: A	12/14/11
Chevalier, Crispin Cabrillo Elementary	Inst Asst – Special Ed 6 Hrs/SY/Range: 20 Step: D	12/12/11
Cowen, Lauren Special Education	Physical Therapist 8 Hrs/11 Month/Range: 61 Step: A	12/8/11
Del Rocio Cosio, Maria Food Services	Cafeteria Worker I 3 Hrs/SY/Range: 11 Step: A	12/7/11
Fuentes, Jaqueline Child Develop Svcs	Children Center Asst 3.5 Hrs/SY/Range: 18 Step: A	12/15/11
Funderburk, Rosemary Webster Elementary	Inst Asst – Special Ed 5 Hrs/SY/Range: 20 Step: D	12/5/11
Ivanova, Anya Lincoln Middle School	Accompanist 5 Hrs/SY/Range: 31 Step: F	12/7/11
Ramirez, Armida Child Develop Svcs	Children Center Asst 3.5 Hrs/SY/Range: 18 Step: A	12/15/11
<u>PROVISIONAL ASSIGNMENT</u>		<u>EFFECTIVE DATE</u>
Beruman, Theodore Purchasing	Senior Buyer [extension of assignment]	11/1/11-2/29/12
<u>PROMOTION</u>		<u>EFFECTIVE DATE</u>
Llosa, Silvia Edison Elementary	Inst Asst – Special Ed 5 Hrs/SY/Range: 20 Step: D Fr: Inst Asst – Classroom, Olympic HS	12/7/11
<u>TEMP/ADDITIONAL ASSIGNMENTS</u>		<u>EFFECTIVE DATE</u>
Aldana, Monica Student Services	Health Office Specialist [additional hours, training]	12/14/11
Batley, Leticia Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Boston, Kimberly Special Education	Inst Asst – Special Ed [additional hours, meeting]	11/17/11

Britt, Medina Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Campos, Andhia Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Casillas, Veronica Santa Monica HS	Student Outreach Specialist [overtime, Illuminate training]	12/10/11
Fajardo, Angela Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Fuentes, Evelyn Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Fuentes, Jaqueline Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Garcia, Sara Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Gardea-Perez, Guadalupe Student Services	Bilingual Community Liaison [additional hours, translation]	1/1/12-6/15/12
Godinez, Octavio Malibu High School	Gardener [overtime, as needed]	8/31/11-6/30/12
Gonzalez, Arturo Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Gordon-Johnson, Robin Rogers Elementary	Sr. Office Specialist [overtime, Illuminate data entry]	11/4/11-12/31/11
Hardin, Tamara Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
James, Carolin Special Education	Administrative Asst [overtime, as needed]	12/1/11-1/13/12
Jones, Mashawnda Student Services	Health Office Specialist [additional hours, training]	12/14/11
Lombera, Julio Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Minca, Robin Lincoln MS	Administrative Asst [overtime, ASB events]	12/9/11-6/15/12
Monte, Peri Webster Elementary	Webster Elementary [additional hours, Homework Club]	1/4/12-6/30/12
Muhammad, Baheerah Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Nydell, Amanda Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Nyden, Diane Lincoln MS	Sr. Office Specialist [overtime, ASB events]	12/9/11-6/15/12

Paddock, Lori Lincoln MS	Sr. Office Specialist [overtime, ASB events]	12/9/11-6/15/12
Payton, Tawny Special Education	Inst Asst – Specialized [additional hours, student needs]	10/1/11-6/18/12
Ramirez, Armida Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Rams, Florencia Grant Elementary	Bilingual Community Liaison [additional hours, translation]	9/14/11-1/27/12
Rodriguez, Cecilia Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Rubio, Ana Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
Savage, Stephanie Lincoln MS	Sr. Office Specialist [overtime, ASB events]	12/9/11-6/15/12
Skowlund, Carol Educational Svcs	Sr. Administrative Asst [overtime, Illuminate training]	12/10/11
Thompson, Raquel Child Develop Svcs	Children Center Asst	12/1/11-6/15/12
Zullo, Kirstin Child Develop Svcs	Children Center Asst [additional hours, as needed]	12/1/11-6/15/12
<u>SUBSTITUTES</u>		<u>EFFECTIVE DATE</u>
Bosque, Genet Child Develop Svcs	Children Center Asst	12/7/11-6/30/12
Fleming, Darnell Operations	Custodian	12/14/11-6/15/12
Flores, Maria Special Education	Inst Asst – Specialized	11/1/11-6/30/12
Gardner, Danielle Personnel Commission	Office Specialist	12/14/11-6/15/12
Garduno, Alejandro Operations	Custodian	12/14/11-6/15/12
Gilbertson Kelley Webster Elementary	Inst Asst – Classroom	12/3/11-6/15/12
Gutierrez, Melissa Personnel Commission	Inst Asst – Physical Ed	12/14/11-6/15/12
Jones, Victoria Personnel Commission	Office Specialist	12/14/11-6/15/12
Jorgenson, Stephanie Personnel Commission	Office Specialist	12/14/11-6/15/12
Kane, Marybeth Food Services	Cafeteria Worker I	12/14/11-6/18/12

Macon, Phillip Operations	Custodian	12/14/11-6/15/12
Marotta, Michele Personnel Commission	Office Specialist	12/14/11-6/15/12
Sanchez, Lucas Food Services	Cafeteria Worker I	12/14/11-6/30/12
Sandoval, Sylvia Food Services	Cafeteria Worker I	12/14/11-6/18/12
Stowell, Amanda Food Services	Cafeteria Worker I	12/14/11-6/18/12
White, Roosevelt Operations	Custodian	12/14/11-6/15/12
Williams, Steven Food Services	Stock Delivery Clerk	12/1/11-6/30/12
Williams, Steven Food Services	Cafeteria Worker II	12/1/11-6/30/12
Zachery, April Food Services	Cafeteria Worker I	12/14/11-6/30/12

LEAVE OF ABSENCE (PAID)

EFFECTIVE DATE

Anderson, Amanda John Adams MS	Inst Asst – Special Ed Medical	12/6/11-1/31/12
Davis, Anthony Transportation	Bus Driver Medical	12/19/11-1/31/12
De Almeida, Suzanne Lincoln MS	Inst Asst – Special Ed Medical (revised dates from 12/15/11 Agenda)	11/7/11-12/24/11
Gold, Kathy Information Svcs	Technology Support Asst Medical	12/16/11-12/30/11
Hernandez, Diane Fiscal Services	Accounting Tech Medical (partial leave)	12/1/11-12/30/11
Hernandez, Maira Child Develop Svcs	Children Center Asst Maternity	12/13/11-1/24/12
Hills, Kevin Santa Monica HS	Inst Asst – Special Ed Medical	11/1/11-1/1/12
Holloway, Shirlene Food Services	Cafeteria Worker I Medical	11/7/11-11/23/11
Yates-Lomax, Kathy Transportation	Bus Driver Medical	12/16/11-1/16/12

LEAVE OF ABSENCE (UNPAID)

Ciccarello, Nicole
Rogers Elementary

Inst Asst – Classroom
Personal

EFFECTIVE DATE

1/4/12-3/31/12

PROFESSIONAL GROWTH

Larios, Carmen
Human Resources

Human Resource Specialist

EFFECTIVE DATE

1/1/12

Marmolejo, David
Information Svcs

Network Engineer

2/1/12

Martinez, Isabel
Franklin Elementary

Inst Asst – Special Ed

1/1/12

WORKING OUT OF CLASS

James, Carolin
Special Education

Administrative Asst
Fr: Sr. Office Specialist

EFFECTIVE DATE

12/1/11-1/31/12

RESIGNATION

Diaz, Corina
Child Develop Svcs

Administrative Asst.

EFFECTIVE DATE

1/31/12

Kleisley, Susan
Child Develop Svcs

Children Center Asst

12/9/11

Martin, Italo
Food Services

Cafeteria Worker I

12/20/11

RETIREMENT

De Almeida, Suzanne
Lincoln Middle School

Inst Asst – Special Ed

EFFECTIVE DATE

2/15/12

McCrea, Kathy
Malibu High School

Sr. Office Specialist

12/17/11

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / WILBERT YOUNG

RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.22

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.

COACHING ASSISTANT

COOKE, TERRY	SANTA MONICA HS	12/15/11-6/30/12
GARCIA, CHRISTOPHER	SANTA MONICA HS	12/1/11-6/30/12
GRAY, CARLOS	MALIBU HIGH SCHOOL	11/1/11-6/30/12
HUMPHREY, REGENCE	MALIBU HIGH SCHOOL	11/1/11-6/30/12
KINNEAR, LLOYD	MALIBU HIGH SCHOOL	7/1/11-6/30/12
MAHON, JOE	MALIBU HIGH SCHOOL	11/1/11-6/30/12
PARKER, TERAH	MALIBU HIGH SCHOOL	11/1/11-6/30/12
PART, BRIAN	SANTA MONICA HS	12/13/11-6/30/12
QUINTANILLA, ALBERT	MALIBU HIGH SCHOOL	11/1/11-6/30/12
ROCK, ANDREW	SANTA MONICA HS	12/13/11-6/30/12
RODRIGUEZ, SERAFIN	SANTA MONICA HS	12/5/11-3/31/12
TENORIO, ROBERT	MALIBU HIGH SCHOOL	7/1/11-6/30/12

NOON SUPERVISION AIDE

ALVAREZ, MARYKE	MCKINLEY ELEMENTARY	1/4/12-6/15/12
GOMEZ, NOELIA	MCKINLEY ELEMENTARY	1/4/12-6/15/12
GRANT, CAROLYN	JOHN ADAMS MS	12/1/11-6/15/12
LUCAS, RALPH	MCKINLEY ELEMENTARY	1/4/12-6/15/12
MARION, ROSA	MCKINLEY ELEMENTARY	1/4/12-6/15/12
OSAKI, BRENDA	MCKINLEY ELEMENTARY	1/4/12-6/15/12
REYES, MODESTA	MCKINLEY ELEMENTARY	1/4/12-6/15/12
RIVERA, JENNIFER	MCKINLEY ELEMENTARY	12/1/11-6/15/12
SOTOJ, MARIA	MCKINLEY ELEMENTARY	1/4/12-6/15/12

TECHNICAL SPECIALIST – LEVEL II

CLOUD, LINDSEY	ED SVCS/GRANT AND ROGERS [Vocal Music Coach] - Funding: Gifts	12/1/11-5/31/12
GONZALEZ, JUAN	ED SVCS/SANTA MONICA HS [Band Coach – Color Guard] - Funding: Santa Monica Arts Parents Assoc	12/3/11-6/30/12

ADMINISTRATIVE SPECIALIST – LEVEL II

RIVERA, NANCY	CHILD DEVELOP SVCS [Fiscal Supervisor Transition/Training] - Funding: Head Start Basic - 75% LA Universal Preschool – 25%	12/1/11-6/30/12
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STUDENT WORKER – WORKABILITY

JONES, SEAN	SPECIAL EDUCATION	11/1/11-6/30/16
O’CONNOR, JACKSON	SPECIAL EDUCATION	12/5/11-6/30/12
SHAW, JIBRIL	SPECIAL EDUCATION	12/1/11-6/30/16

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: STUDENT TEACHING AGREEMENT – UNIVERSITY OF SOUTHERN CALIFORNIA

RECOMMENDATION NO. A.23

It is recommended that the Board of Education enter into a Student Teaching Agreement between the University of Southern California and the Santa Monica-Malibu Unified School District.

INSTITUTION: University of Southern California
EFFECTIVE: December 1, 2011 through June 30, 2015
PAYMENT: The University shall pay the District \$350 per Guiding Teacher.

COMMENT: The District participates with university teacher training institutions in providing classroom teaching situations under the supervision of a master teacher.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / STUART SAM

RE: CONSIDER APPOINTMENT TO MESAURE BB ADVISORY COMMITTEE

RECOMMENDATION NO. A.24

It is recommended that the Board of Education appoint Karen Ginsberg to the Measure BB Advisory Committee.

COMMENT: Karen Ginsberg is the new Director of Community and Cultural Services for the City of Santa Monica, following the retirement of Barbara Stinchfield in December 2011. Ms. Stinchfield had served as the city representative on the Measure BB Advisory Committee, but resigned when she retired. It is recommended that Ms. Ginsberg take her place on the committee.

Following this appointment, and in addition to Ms. Stinchfield's resignation (Item No, I.04 in this agenda), the MBBAC roster is as follows:

Ted Bardacke
Donna Clandening
Dennis Crane
Don Girard
Ben Garbuio
Craig Hamilton
Karen Ginsberg
William Jepson
David Kaplan
Judith Meister
Elaine René-Weissman
David Reznick
Michael Sidley
Bob Stallings

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

MAJOR ITEMS

TO: BOARD OF EDUCATION ACTION/MAJOR
01/19/12
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / WILBERT YOUNG
RE: APPOINTMENT OF PERSONNEL COMMISSIONERS – MICHAEL SIDLEY
AND BARBARA INATSUGU

RECOMMENDATION NO. A.25

It is recommended that the Board of Education approve the selection of the following Personnel Commissioners, as recommended by the Personnel Commission Selection Committee, and forward the nominations to the State Superintendent of Public Instruction for appointment. The term of appointment is to begin immediately upon appointment by the State Superintendent of Public Instruction for the following terms:

<u>NAME</u>	<u>TERM ENDING</u>
Michael Sidley	December 1, 2014 (fills open position)
Barbara Inatsugu	December 1, 2012 (completes vacant position)

COMMENTS: The application period for the Personnel Commissioner positions was from August 2011 to December 2011. The recruitment process was widely publicized by a variety of media including on-line postings, press releases and mailings. During this time period, eight (8) applications were received.

The Personnel Commission Selection Committee comprised Ms. Rebel Harrison, SEIU Representative, Mr. Ben Allen, Board of Education Representative, Mr. Barry Snell, Community Representative, and Mr. Shane McCloud, Personnel Commission Representative. It is the unanimous recommendation of the Personnel Commission Selection Committee that Mr. Michael Sidley and Ms. Barbara Inatsugu be appointed to fill the open Personnel Commissioner positions.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/19/12

FROM: SANDRA LYON

RE: ADOPT RESOLUTION NO. 11-05 – COMMEMORATING DR. MARTIN LUTHER KING, JR. DAY

RECOMMENDATION NO. A.26

It is recommended that the Board of Education adopt Resolution No. 11-05 – Commemorating Dr. Martin Luther King, Jr. Day.

This resolution is to honor Dr. Martin Luther King, Jr.'s birthday, which is officially observed this year on January 16, 2012. Attached is the resolution.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**Santa Monica-Malibu Unified School District
Board of Education**

**Resolution No. 11-05
Commemorating Dr. Martin Luther King, Jr. Day**

Whereas, Dr. Martin Luther King, Jr. was born in 1929 in Atlanta Georgia;

Whereas, the young Martin Luther King attended segregated public schools and graduated from high school at age 15;

Whereas, Dr. King received his B.A. degree from Morehouse College in Georgia, the alma mater of both his father and grandfather and earned his B.D. from Crozer Theological Seminary. Later, in 1955, he received a Ph.D. from Boston University;

Whereas, Dr. King was committed to equal rights for African-Americans in this country from an early age and was an active member of the NAACP;

Whereas, Dr. King led the boycott of Montgomery's segregated buses for over a year after Rosa Parks refused to give up her seat in a bus in 1955, and eventually, the Supreme Court outlawed discrimination in public transportation and Dr. King emerged a prominent leader of the civil rights movement;

Whereas, Dr. King began organizing protest demonstrations and marches in such cities as Birmingham, Alabama, St. Augustine, Florida and Selma, Alabama. The marches were for the right to vote, desegregation, labor rights and other basic civil rights.

Whereas, between 1957 and 1968, Dr. King canvassed the country and appeared more than 2500 times to speak in protest against injustices toward his race;

Whereas, Dr. King wrote five books and numerous articles drawing on his experience as a preacher to galvanize and inspire an audience. Dr. King was arrested and jailed on several occasions;

Whereas, on August 28, 1963, Dr. King led the great march in Washington, DC, that culminated with his famous "I Have a Dream" speech at the Lincoln Memorial. More than a quarter million people of all ethnicities attended the event.

Whereas, at the height of Dr. King's influence, the Civil Rights Act of 1964 and the Voting Rights Act of 1965 were passed.

Whereas, Dr. King was awarded the Nobel Peace Prize in 1964, at the age of 35.

Whereas, Dr. King continued his work to attack discrimination in other parts of the North and broadened his criticism against the Vietnam War;

Whereas, Dr. King advocated for government compensatory program seeking restitution of wages lost to slavery which in turn, demanded aid for the poorest communities and sought an economic bill of rights that provided for massive government job programs to reconstruct society;

Whereas, Dr. King continued to participate in the movement by supporting black city workers striking for higher wages and better treatment in Memphis, Tennessee where he was assassinated;

Whereas, in 1986, Congress established the Martin Luther King Day as a United States holiday and in 1994, King Day of Service was built on the teachings of nonviolence and social justice to promote community service. The aim is to make the holiday a day ON, where people of all ages and backgrounds come together to improve lives, bridge social barriers, and move our nation closer to the “Beloved Community” that Dr. King envisioned.

Therefore, let it be resolved, that the Santa Monica-Malibu Unified School District celebrates the life and legacy of a man who brought hope and healing to America. We commemorate the timeless values he taught us through his example – the values of courage, truth, justice, compassion, dignity, humility and service that so radiantly defined Dr. King’s character and empowered his leadership. On this holiday, we commemorate the universal, unconditional love, forgiveness and nonviolence that empowered his revolutionary spirit, and speaks to the best of who we are as human beings.

Passed and Adopted this 19th day of January 2012 by the Santa Monica-Malibu Unified School District Board of Education by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Ben Allen
Board President

Sandra Lyon
Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO

RE: APPROVAL OF 2010-11 ANNUAL FINANCIAL AUDIT REPORT

RECOMMENDATION NO. A.27

It is recommended that the Board of Education accept the 2010-11 Annual Financial Audit Report and approve management discussion and analysis/the administrative responses to the "Findings" & "Recommendations" as contained in the Subject audits.

COMMENTS: In response to California Education Code mandate, the 2010-11 financial audit has been completed by the audit firm of Christy White Accountancy Corporation. The Board of Education and the Financial Oversight Committee have previously received copies of the audit report and an information copy is available for public review in the Office of the Superintendent.

A section of the audit report contains a series of "Findings" and "Recommendations" and "District Responses" for Board consideration.

A representative from Christy White Accountancy will be available at the meeting to answer questions.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/15/12

FROM: SANDRA LYON

RE: ASSIGNMENT OF BOARD OF EDUCATION LIAISONS TO DISTRICT ADVISORY COMMITTEES, FINANCIAL OVERSIGHT COMMITTEE, MEASURE BB ADVISORY AND CITIZENS' OVERSIGHT COMMITTEES, PTA COUNCIL, AND EDUCATION FOUNDATION

RECOMMENDATION NO. A.28

It is recommended that the Board of Education approve the following assignments as board liaisons to the District Advisory Committees (DACs).

DACs	Board Liaison
Childcare and Development	Ben Allen Oscar de la Torre
Community Health and Safety	Oscar de la Torre Jose Escarce
English Learners (DELAC)	Oscar de la Torre Jose Escarce
Intercultural Equity and Excellence	Oscar de la Torre Jose Escarce Maria Leon-Vazquez
Special Education (SEDAC)	Ben Allen Ralph Mechur
Visual and Performing Arts (VAPA)	Maria Leon-Vazquez Nimish Patel

Other Committees/Organizations	Board Liaison
Education Foundation	Maria Leon-Vazquez Laurie Lieberman Nimish Patel
Financial Oversight (FOC)	Jose Escarce Laurie Lieberman Nimish Patel
Measure BB Advisory Committee	Laurie Lieberman Ralph Mechur
Measure BB Citizens' Bond Oversight Committee (was Prop 39)	Maria Leon-Vazquez Ralph Mechur
PTA Council	Ben Allen Laurie Lieberman

Note: Board President Allen will serve as an alternate when the assigned liaison is unable and to attend a committee. Also, meeting of each at least once throughout his year as Board President.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/19/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / JUDY ABDO

RE: APPROVAL OF JOB DESCRIPTION – TEACHER ON SPECIAL ASSIGNMENT
(TOSA) – CHILD DEVELOPMENT SERVICES

RECOMMENDATION NO. A.29

It is recommended that the Board of Education approve the job description for the new classification of Teacher on Special Assignment (TOSA) – Child Development Services.

COMMENTS: At the May 19, 2011 Board Meeting, the Board approved a reduction of services for Child Development Services. This reduction of services included the elimination of the Lead Teacher position. The incumbent Lead Teachers were provided the opportunity to work four (4) hours per day in the classroom and to serve the remainder of the day as a Teacher on Special Assignment (TOSA) providing administrative assistance to the program.

Child Development Services, Human Resources and SMMCTA representatives have worked together to develop a job description for the CDS Teacher on Special Assignment, based on current Teacher on Special Assignment job descriptions existing in the district. This job description is attached for the Board's review and approval.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**CERTIFICATED JOB DESCRIPTION
TEACHER ON SPECIAL ASSIGNMENT – CHILD DEVELOPMENT SERVICES**

DEFINITION:

Under the direction of the Director, Child Development Services with general supervision by the Multi-site Supervisors, this position is responsible for teaching a minimum of four (4) hours per day, and will perform designated tasks during the pupil-free portion of the work day. In general, the CDS TOSA will split pupil-free time between Head Start and other CDS programs. For example, during pupil-free work hours, the CDS TOSA will assist other teachers in site-specific tasks and activities. These will include orientation for new learners, record keeping, modeling classroom lessons, assisting in communication at the site level, and logging health data for pre-school students. The Child Development Services Director has the discretion to vary the portion of the work day spent in pupil-free activities to best serve the needs of the program. The CDS TOSA will also be responsible for the planning, developing and coordinating the use of technology and data collection.

DISTINGUISHING CHARACTERISTICS

This position classification requires knowledge, experience, and skill in the area of child development instruction and programs, record-keeping for Child Development programs and the use of technology in Child Development programs. The position requires modeling for classroom teachers and providing training in the various facets of child development education. The Child Development Services TOSA meets regularly with students, teachers, CDS administrators and other staff.

EXAMPLES OF DUTIES:

- Home visits
- Gather mail for pick-up and distribute delivered mail to classrooms
- Assist with gathering height/weight data on students
- Log student health data
- Log ASQ data
- Write bills and distribute sign-in sheets
- Provide professional development/training for CDS staff in the use of DRDPs
- Model classroom lessons
- Model classroom recordkeeping for CDS teachers
- Enter site attendance, when needed
- Train CDS staff on use of and attendance entry on mini-netbook computers
- Provide orientation for new CDS staff members
- Gather teacher supply lists at sites
- Plan winter, spring and summer breaks
- Attend TOSA Meetings, when scheduled
- Perform other related duties as assigned

QUALIFICATIONS:

Knowledge of:

- Expertise in child development instructional techniques
- Current instructional and record-keeping technology used in Child Development

Ability to:

- Understand and apply regulations, policies and procedures of Child Development programs
- Communicate effectively in oral and written form
- Establish and maintain effective working relationships with others

EXPERIENCE AND EDUCATION:

- Bachelor of Arts degree in Child Development or related field
- Three or more years successful school-age or pre-school teaching experience
- Child Development Director permit or Child Development Site Supervisor permit

CERTIFICATION, LICENSES AND CONDITIONS:

Certification Requirements

Hold or be eligible for a valid California Child Development Director Permit or Child Development Site Supervisor Permit

Condition of Employment

Insurability by the District's liability insurance carrier

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:

- Candidates must be able to perform essential duties with or without reasonable accommodation
- This is a sedentary position classification with light work that involves sitting a portion of the time, and includes walking and standing for extended periods
- Requires the mobility to stand, stoop, balance, reach, kneel and bend. Requires mobility or arms to reach and dexterity of hands and fingers needed to operate a computer keyboard
- May require the need to push, pull or lift up to 20 pounds
- The job also requires the accurate perceiving of sound, near and far vision, depth perception, handling and working with educational materials and objects, and providing oral information and direction.

12/8/11

Approved
Board of Education:

TO: BOARD OF EDUCATION ACTION/MAJOR
01/19/12
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN
RE: REVISE BP 5131.61 AND ADOPT AR 5131.61 – CONTROLLED SUBSTANCES

RECOMMENDATION NO. A.30

It is recommended that the Board of Education revise BP 5131.61 – Controlled Substances. It is also recommended that the board adopt a new AR 5131.61 to accompany BP 5131.61.

COMMENTS: At the May 5, 2011, board meeting, Board Member Lieberman requested that a discussion regarding BP 5131.61 be placed on the May 9, 2011, special meeting agenda. On May 9 (Item No. D.02), the board discussed Ms. Lieberman's proposed changes, the philosophy of discipline, and agreed to take action to temporarily revise the policy (that action was postponed to June 6, 2011).

On June 6, 2011, the board took action (Item No. A.20) to temporarily revise BP 5131.61. The board requested that staff review and revise the current policy. As a result of this direction, Marolyn Freedman, Director of Student Services, researched CSBA recommendations on a controlled substance BP and AR, as well as controlled substance policies other school districts have in place. She also worked with principals, PTA Council members, and members from the Health and Safety District Advisory Council on policy and administrative regulation content.

On September 8, 2011, this item came to the board as a discussion item. Board members made recommendations regarding the number of days for suspension and other discipline consequences related to academic probation. The board also recommended that staff and principals meet to review the board recommendations. Secondary principals, the Superintendent, and three board members met to review and enhance the draft of the revised policy.

The following changes have been made to the board policy:

- States the board's philosophy regarding discipline in this matter.
- Acknowledges that there are psycho-educational implications related to the possession/substance abuse at school.
- Includes responsibility of the school site to provide drug prevention education curriculum and multiple interventions.
- Administrative Regulations were developed.

The following changes have been included in a new administrative regulation:

- Suspension consequences have been revised with consideration to developmental level in accordance with the board policy. It is proposed that consequences be different for elementary, middle, and high school students. The current policy indicates suspension consequences for three to five days. This revision recommends that elementary students and middle school students be suspended for 3 days for the initial incident and high school students would be suspended for 5 days.
- Elementary school students and middle school students shall receive a behavior plan contract instead of academic probation but instead of community service, they may do either community or school service. The current policy requires that any violation of the policy would result in a student being placed on academic probation.

- High school students shall receive academic probation for four weeks instead of the ten weeks of academic probation as stated in the current policy.
- Students on academic probation may not participate in extracurricular or co-curricular activities during the probation period. Students on academic probation shall be considered excused from their co-curricular activities so his/her academic record is not impacted by discipline consequences.
- Students are no longer automatically excluded from graduation or promotion ceremonies if they violate this policy in the months prior to graduation or promotion, but they must provide proof of progress toward compliance with the academic probation/behavior contract in order to participate.
- Students with a second offense are no longer required to be put up for expulsion, but expulsion may be considered if the principal believes it is appropriate.

The attached BP and AR are the result of these discussions, research and feedback.

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

CONTROLLED SUBSTANCE

Possession or use of drugs or alcohol on a school campus represents a significant risk factor for any student. The Board desires to keep District schools free of alcohol, intoxicants and other drugs and believes that every effort should be made to inform students of risk factors inherent in controlled substance use.

A student possessing, using or selling, being under the influence of, or otherwise furnishing to others a controlled substance, alcohol, intoxicant of any kind, or related paraphernalia at school, any school event, activity, field trip or on any school district property or adjacent public property shall be subject to disciplinary procedures including suspension or expulsion in accordance with law, Board policy and administrative regulations. The student shall also be placed on academic probation or a behavior contract and referred to a counseling program. The student may also be transferred to an alternative placement. High School students shall be restricted from co-curricular and extracurricular activities. The student may also be transferred to another school or an alternate educational setting.

School administrators shall use a variety of developmentally appropriate interventions and discipline to address substance abuse, such as drug prevention education, counseling, parent meetings, loss of privileges, community service, suspension and expulsion.

The Board desires to keep District schools free of controlled substances, alcohol, intoxicants of any kind, or, related paraphernalia, and believes that every effort should be made to inform students of the risks inherent in substance use.

Drug and alcohol education is a critical aspect of prevention. The school administrator and/or designee shall implement curriculum and supports to prevent, discourage and eliminate the use or possession of drugs, alcohol or tobacco and related paraphernalia at school, at any school event, activity, field trip or on any school district property or adjacent public property. These programs should be based on student needs and educationally sound and legally acceptable educational practices. Additionally, these programs should be developmentally and culturally appropriate instruction.

All secondary schools should include substance abuse support for students along with their drug prevention education program. The student support program should identify, assist and when appropriate, refer students with substance abuse problems to counseling and/or community resources.

The initial administrative response to drug offenses shall be to address the psychoeducational needs of the students. Interventions should include parent conferences, Student Study Team, referrals to school-based or community-based programs shall be considered.

The principal or designee shall notify law enforcement of any student violating this policy. This notification shall be made within one school day after suspension or expulsion(Education Code 48902).

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.

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 elementary school students in the fourth and fifth grades and 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

revised: June 2, 2011 (temporarily)

CONTROLLED SUBSTANCE

Possessing, using, selling, being under the influence of or otherwise furnishing to others a controlled substance, alcohol, intoxicant or related paraphernalia, at school, at any school event, activity, field trip or on any school district property or adjacent public 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 academic probation or a behavior contract, an obligation to complete the district counseling requirement, community service, prohibition from participation in co-curricular and extracurricular school activities, suspension, transfer to another school, and expulsion.

The school administrator and/or designee shall implement curriculum and supports to prevent, discourage and eliminate the use or possession of controlled substances, drugs, or alcohol on campus and at school activities. School administrators shall use a variety of interventions to address substance abuse such as research-based drug prevention education, counseling intervention and discipline.

All secondary schools should include substance abuse support for students along with their drug education program. This student support program should identify, assist, and when appropriate, refer students with substance abuse problems to counseling and/or community resources.

Alcohol and Drug Prevention Instruction

The curriculum of all elementary and secondary schools shall include instruction on the effects upon the human body, as determined by science, of alcohol, narcotics, dangerous drugs and other dangerous substances as defined in Health and Safety Code [11032](#). Instruction shall be sequential in nature and suited to meet the needs of students at their respective grade level. (Education Code [51203](#), [51260](#))

In grades 1-6, instruction in drug education should be given in health courses required by Education Code [51210](#). (Education Code [51260](#))

In grades 7-12, instruction in drug education shall be conducted in health courses and in any other appropriate area of study required by Education Code [51220](#). (Education Code [51260](#))

Secondary school instruction shall also include a study of the effects of alcohol and other drugs upon prenatal development. (Education Code [51203](#))

Intervention

District staff shall intervene whenever students use a controlled substance, alcohol, intoxicant or related paraphernalia, at school, at any school activity or on any school district or adjacent property. Staff members who have reasonable suspicion that a student may be under the influence of alcohol or drugs shall immediately notify the principal or designee.

If the principal or designee observes or suspects that a student may be under the influence of alcohol or drugs, he/she shall notify the parent/guardian. (Education Code [44049](#))

School staff shall not disclose confidential information provided during counseling by a student 12 years of age or older. A school counselor may report such information to the principal or

parent/guardian only when he/she believes that disclosure is necessary to avert a clear and present danger to the health, safety or welfare of the student or other persons living in the school community. The school counselor shall not disclose such information to the parent/guardian if he/she believes that the disclosure would result in a clear and present danger to the student's health, safety or welfare. (Education Code 44049, 49602)

Schools shall provide developmentally appropriate intervention and counseling support for any student in possession of or using a controlled substance, alcohol, intoxicant or related paraphernalia, at any school activity or on any school district or adjacent property.

The initial administrative response to drug offenses shall be to address the psychoeducational needs of the student. Discipline and interventions should be developmentally appropriate and include parent conferences, student counseling, and Student Study Team. Referrals to school-based or community-based programs shall also be considered.

Discipline and Intervention Procedures Governing Use, Possession, Being Under the Influence of a Controlled Substance Alcohol, Intoxicant or Related Paraphernalia at School (Grades 1-12)

Students possessing, using or selling a controlled substance, alcohol, intoxicant or related paraphernalia at school, at any school activity or on any school district or adjacent property shall be subject to disciplinary procedures including suspension or expulsion in accordance with law, Board policy and administrative regulations.

The principal or designee shall notify law enforcement of any student violating this policy. This notification shall be made within one school day after suspension or expulsion (Education Code 48902).

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 may be allowed to complete assignments and tests missed during a suspension.

1. Elementary School – First Offense:

If the Superintendent or designee determines, in the presence of hard evidence, that the student possessed, used, or was under the influence of a controlled substance, alcohol, intoxicant or related paraphernalia, the following steps shall be taken.

a. A student in possession of a controlled substance, alcohol, intoxicant or related paraphernalia, shall be suspended for three days.

b. The student shall be placed on a behavior contract.

(1) Students shall complete 24 hours of a drug prevention education program or substance abuse counseling program offered by the district. If a parent/guardian would like his/her child to participate in an alternate program, the program must be preapproved by the administrator or designee. If a parent/guardian would like his/her child to attend private counseling or a private drug prevention education program, he/she must get the administrator or designee's preapproval. Private programs will not be funded by the District. Parent/guardian shall attend 12 hours of substance abuse counseling designed for parents.

- (2) The student shall complete 15 hours of school or community service. If community service is determined the community agency must be preapproved by the school.
- (3) To be eligible to participate in the end of the school year promotion ceremony, the student shall provide documentation showing that he/she has satisfactorily complied with all requirements of the behavior contract.
If a student has been on a behavior contract for a period of time not long enough to have complied with all requirements the behavior contract, then he/she shall provide documentation showing that he/she has made satisfactory progress towards compliance with all requirements of the behavior contract that could have been completed prior to the promotion ceremony.
- (4) If the student does not complete and provide documentation for all of the above measures, he/she will remain on behavior contract with loss of privileges until all are completed.

2. Elementary School – Second or Subsequent Offense:

If the Superintendent or designee determines, in the presence of hard evidence, that for a second time the student possessed, used, or was under the influence of a controlled substance, alcohol, intoxicant or related paraphernalia the following steps shall be taken:

- a. The student shall be suspended for five days.
- b. The principal may 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 or an alternate school placement will be provided.
- c. 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 shall be revoked and the student directed to enroll in his/her neighborhood school.

3. Middle School – First Offense:

If the Superintendent or designee determines, in the presence of hard evidence, that the student possessed, used, was under the influence of a controlled substance, alcohol, intoxicant or related paraphernalia, the following steps shall be taken.

- a. A student in possession of a controlled substance, alcohol, intoxicant or related paraphernalia, shall be suspended for three days.
- b. The student shall be placed on a behavior contract.
 - (1) The student shall complete 24 hours of a drug prevention education program or substance abuse counseling program offered by the district. If a parent/guardian would like his/her child to participate in an alternate program, the program must be preapproved by the administrator or designee. If a parent would like his/her child to attend private counseling

or a private drug prevention education, he/she must get the administrator or designee's preapproval. Private programs will not be funded by the District. Parent/guardian shall attend 12 hours of substance abuse counseling designed for parents.

(2) The student shall complete 15 hours of school or community service. If community service is determined the community agency must be preapproved by the school.

(3) To be eligible to participate in the culmination/promotion ceremony, a student on a behavior contract shall provide documentation showing that he/she has satisfactorily complied with all requirements of the contract.

If a student has been on a behavior contract for a period of time not long enough to have complied with all requirements of the behavior contract, then he/she shall provide documentation showing that he/she has made satisfactory progress towards compliance with all requirements that could have been completed prior to the ceremony.

(4) If the student does not complete and provide documentation for all of the above measures, he/she will remain on the behavior contract with loss of privileges until all requirements are completed.

4. Middle School – Second or Subsequent Offense:

If the Superintendent or designee determines, in the presence of hard evidence, that for a second time the student possessed, used, or was under the influence of a controlled substance, alcohol, intoxicant or related paraphernalia, the following steps shall be taken:

a. The student shall be suspended for five days.

b. The principal may 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 or an alternate school placement will be provided.

c. 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 shall be revoked and the student directed to enroll in his/her neighborhood school.

5. High School – First Offense:

If the Superintendent or designee determines, in the presence of hard evidence, that the student possessed, used, or was under the influence of a controlled substance, alcohol, intoxicant or related paraphernalia, the following steps shall be taken.

a. A student in possession of a controlled substance, alcohol, intoxicant or related paraphernalia, shall be suspended for five days. (Enrollment at Saturday School cannot be used in lieu of suspension.)

b. The student shall be placed on academic probation for a period of four weeks. The terms of academic probation include participation in a drug prevention or substance abuse counseling program, community service and the loss of

participation in co-curricular and extracurricular school activities. Students in co-curricular activities shall be considered excused from their co-curricular activities for the duration of academic probation. Teachers may assign an alternate assignment in lieu of participation, but students shall not be penalized or lose academic credits for non-participation related to academic probation requirements.

(1) The student shall complete 24 hours of a drug prevention education program or substance abuse counseling in a program offered by the district. If a parent/guardian would like his/her child to participate in an alternate program, the program must be preapproved by the administrator or designee. If a parent/guardian would like his/her child to attend private counseling or a private drug prevention education, he/she must get the administrator or designee's preapproval. Private programs will not be funded by the District. Parent/guardian shall attend 12 hours of substance abuse counseling designed for parents.

(2) The student shall complete 40 hours of community service from a community agency preapproved by the school.

(3) At the end of the four week academic probation period, the student must submit documentation to demonstrate satisfactory effort to comply with the requirements of academic probation. If the student is unable to provide documentation of appropriate effort toward fulfillment of academic probation requirements, the student shall remain on academic probation with loss of privileges until the academic probation contract is complete.

To be eligible to participate in the graduation ceremony, the student on academic probation shall provide documentation showing that he/she has satisfactorily complied with all requirements of the probation contract.

If a student has been on academic probation for a period of time not long enough to have complied with all requirements of academic probation, then he/she shall provide documentation showing that he/she has made satisfactory progress towards compliance with all requirements of academic probation that could have been completed prior to the graduation ceremony.

(4) If the student fails to complete all of the above by the last day of the semester in which the probation was scheduled to end, 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 if the student has completed the terms of probation requirements.

If a student has been on academic probation for a period of time not long enough to have complied with all requirements of academic probation by the last day of the semester, then he/she shall provide documentation showing that he/she has made satisfactory progress towards compliance with all requirements of academic probation that could have been complied with prior to the semester end.

6. High School – Second or Subsequent Offense:

If the Superintendent or designee determines, in the presence of hard evidence, that for a second time, the student possessed, used, or was under the influence of a controlled

substance, alcohol, intoxicant or related paraphernalia, the following steps shall be taken:

- a. The student shall be suspended for five days. The rights and responsibilities section of the district suspension form shall be observed by the principal or designee. Parent will be notified of the allegation and evidence. 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 may be allowed to complete all assignments and tests missed during the suspension.
- b. The principal may 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 or an alternate school placement will be provided.
- c. 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 shall be revoked and the student directed to enroll in his/her neighborhood school.

Discipline and Procedures for Governing Sales of a Controlled Substance Alcohol, or Intoxicant (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, alcohol, or intoxicant to others, the following steps shall be taken:

1. The student shall be suspended for 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 deemed inappropriate under the terms of a Special Education student's Manifestation Determination meeting. During the period when the student is awaiting the expulsion hearing, make-up work or an alternate school placement will be provided.

Definitions of Evidence

1. Hard Evidence:
 - a. An admission by the student of possessing, using, selling, being under the influence of, or otherwise furnishing to others a controlled substance, alcohol, intoxicant or related paraphernalia
 - b. Discovery of the controlled substance, alcohol, intoxicant or related paraphernalia in 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 possession, sale, use or furnishing to others.
- d. Eyewitness testimony of two or more students of the actual possession, sale, use or furnishing to others.

2. Soft Evidence:

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

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 shall consult with the school nurse and may require the completion of the Behavioral Observation Form shown in the Discipline Handbook to determine safety needs of the student.

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 fourth and fifth graders, 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:

BUSINESS AND PROFESSIONS CODE

25608 Alcohol on school property; use in connection with instruction

EDUCATION CODE

44049 Known or suspected alcohol or drug abuse by student

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking or use of tobacco prohibited

48901.5 Prohibition of electronic signaling devices

48902 Notification of law enforcement authorities; civil or criminal immunity

48909 Narcotics or other hallucinogenic drugs

48915 Expulsion; particular circumstances

49423 Administration of prescribed medication

49480 Notice to school by parent or guardian; consultation with physician

49602 Confidentiality of pupil information

51202 Instruction in personal and public health and safety

51203 Instruction on alcohol, narcotics and restricted dangerous drugs

51210 Areas of study

51220 Areas of study, grades 7 to 12

51260 Elementary and secondary school instruction in drug education by appropriately trained instructors

51262 Use of anabolic steroids; legislative finding and declaration

51264 CDE assistance for inservice training

51265 Gang violence and drug and alcohol abuse prevention inservice

51268 Collaboration to avoid duplication of effort

HEALTH AND SAFETY CODE

11032 Narcotics, restricted dangerous drugs and marijuana; construction of terms used in other divisions

11053-11058 Standards and schedules
11353.6 Juvenile Drug Trafficking and Schoolyard Act
11357 Unauthorized possession of marijuana; punishment; prior conviction; possession in school or on school grounds
11361.5 Destruction of arrest or conviction records
11372.7 Drug program fund; uses
11802 Joint school-community alcohol abuse primary education and prevention program
11966-11969 The School-Community Primary Prevention Program
11998-11998.3 Drug and Alcohol Abuse Master Plans
11999-11999.3 Alcohol and drug program funding; no unlawful use
124175-124200 Adolescent family life program (Department of Health Services)
PENAL CODE
13864 Comprehensive alcohol and drug prevention education
VEHICLE CODE
13202.5 Drug and alcohol related offenses by person under age of 21, but aged 13 or over; suspension, delay, or restriction of driving privileges
WELFARE AND INSTITUTIONS CODE
828 Disclosure of information re minors
828.1 Disclosure of criminal records; protection of vulnerable staff & students
UNITED STATES CODE, TITLE 20
5812 National education goals
7101-7184 Safe and Drug-Free Schools and Communities Act

**Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: Santa Monica, California**

DISCUSSION ITEMS

TO: BOARD OF EDUCATION

DISCUSSION

01/19/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / RUTHY MANGLE

RE: REPORT ON NEW STUDENT INFORMATION SYSTEM: ILLUMINATE

DISCUSSION ITEM NO. D.01

This presentation will address questions the Board of Education has had regarding the new student information system called Illuminate, which was rolled out throughout the district this current school year.

Representatives from Illuminate will present information on three of the program's features: Gradebook, access to transcripts, and Parent and Student Portal. They will also give an update as to the progress so far regarding implementation of the information system.

TO: BOARD OF EDUCATION

DISCUSSION

11/17/11

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: CONSIDER REPLACING BP 4020 AND ADOPTING AR 4020 – DRUG AND ALCOHOL-FREE WORKPLACE

DISCUSSION ITEM NO. D.02

It is recommended that the Board of Education consider revising BP 4020 and adopting AR 4020 – Drug and Alcohol Free Workplace.

COMMENT: This item first came forward for board discussion on October 6, 2011. During that discussion, Board Member Lieberman said she would work with Ms. Washington to reorder the paragraphs before it came back for discussion again. During this revision process, it was determined that the CSBA sample policy should replace SMMUSD's policy.

This mandated policy revision from CSBA more accurately reflects the assurances that districts must make to the CDE, including the provision of a drug-free workplace, notifications to employees about the district's policy, action that will be taken in the event an employee has violated the prohibition, and the requirement that employees abide by the policy and notify the district if convicted. Deleted language regarding specific discipline that will be taken against an employee has been deleted, as this material is covered in other policies.

DRUG AND ALCOHOL-FREE WORKPLACE

The Board of Education believes that the maintenance of a drug- and alcohol-free workplace is essential to staff and student safety and to help ensure a productive and safe work and learning environment. An employee shall not unlawfully manufacture, distribute, dispense, possess, or use any controlled substance in the workplace. (Government Code 8355; 41 USC 701)

Employees are prohibited from being under the influence of controlled substances or alcohol while on duty. For purposes of this policy, *on duty* means while an employee is on duty during both instructional and noninstructional time in the classroom or workplace, at extracurricular or cocurricular activities, or while transporting students or otherwise supervising them. *Under the influence* means that the employee's capabilities are adversely or negatively affected, impaired, or diminished to an extent that impacts the employee's ability to safely and effectively perform his/her job.

The Superintendent or designee shall notify employees of the district's prohibition against drug use and the actions that will be taken for violation of such prohibition. (Government Code 8355; 41 USC 701)

In accordance with law and the district's collective bargaining agreements, the Superintendent or designee shall take appropriate disciplinary action, up to and including termination, against an employee for violating the terms of this policy and/or shall require the employee to satisfactorily participate in and complete a drug assistance or rehabilitation program approved by a federal, state, or local public health or law enforcement agency or other appropriate agency.

~~The Board of Education believes that the maintenance of drug- and alcohol-free workplaces is essential to school and district operations.~~

~~No employee shall unlawfully manufacture, distribute, dispense, possess, use or be under the influence of any alcoholic beverage, drug or controlled substance as defined in 21 USC 81 at any school-district workplace. These prohibitions apply before, during and after school hours. A school-district workplace is any place where school-district work is performed, any school-owned or school-approved vehicle used to transport students to and from school or school activities; any off-school sites when accommodating a school-sponsored or school-approved activity or function where students are under district jurisdiction; or during any period of time when an employee is supervising students on behalf of the district or otherwise engaged in district business.~~

~~The Superintendent or designee shall notify employees of these prohibitions. (Government Code 8355; 41 USC 702)~~

~~An employee shall abide by the terms of this policy and notify the district, within five days, of any criminal drug or alcohol statute conviction which he/she receives for a violation occurring in the workplace. (41 USC 702)~~

~~The Superintendent or designee shall notify the appropriate federal granting or contracting agencies within 10 days after receiving notification, from an employee or otherwise, of any conviction for a violation occurring in the workplace. (41 USC 701)~~

~~The Board may not employ or retain in employment persons convicted of a controlled substance offense as defined in Education Code 44011. If any such conviction is reversed and the person~~

~~acquitted in a new trial or the charges dismissed, his/her employment is no longer prohibited. A plea or verdict of guilty, a finding of guilt by a court in a trial without a jury, or a conviction following a plea of nolo contendere shall be deemed to be a conviction. (Education Code 44836, 45123)~~

~~A classified employee may be reemployed after conviction of such an offense if the Board determines, from the evidence presented, that the person has been rehabilitated for at least five years. (Education Code 45123)~~

~~The Board may take appropriate disciplinary action, up to and including termination, or require the employee to satisfactorily participate in and complete a drug assistance or rehabilitation program approved by a federal, state or local health, law enforcement or other appropriate agency.~~

~~The Superintendent or designee shall establish a drug and alcohol free awareness program to inform employees about: (Government Code 8355)~~

- ~~1. The dangers of drug and alcohol abuse in the workplace~~
- ~~2. The district policy of maintaining drug and alcohol free workplaces~~
- ~~3. Any available drug and alcohol counseling, rehabilitation, and employee assistance programs~~
- ~~4. The penalties that may be imposed on employees for drug and alcohol abuse violations~~

Legal Reference:

EDUCATION CODE

44011 Controlled substance offense

44425 Conviction of controlled substance offenses as grounds for revocation of credential

44836 Employment of certificated persons convicted of controlled substance offenses

44940 Compulsory leave of absence for certificated persons

44940.5 Procedures when employees are placed on compulsory leave of absence

45123 Employment after conviction of controlled substance offense

45304 Compulsory leave of absence for classified persons

GOVERNMENT CODE

8350-8357 Drug-free workplace

UNITED STATES CODE, TITLE 20

7111-7117 Safe and Drug Free Schools and Communities Act

UNITED STATES CODE, TITLE 21

812 Schedule of controlled substances

UNITED STATES CODE, TITLE 41

701-707 Drug-Free Workplace Act

CODE OF FEDERAL REGULATIONS, TITLE 21

1308.01-1308.49 Schedule of controlled substances

COURT DECISIONS

Cahoon v. Governing Board of Ventura USD, (2009) 171 Cal.App.4th 381

Ross v. RagingWire Telecommunications, Inc., (2008) 42 Cal.4th 920

Management Resources:

WEB SITES

California Department of Alcohol and Drug Programs: <http://www.adp.ca.gov>

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

U.S. Department of Labor: <http://www.dol.gov>

**Policy CSBA MANUAL MAINTENANCE SERVICE
adopted: November 2010**

DRUG AND ALCOHOL-FREE WORKPLACE

It is a violation of district policy and/or state law for any employee, while on duty and/or on district property, to possess, use, or be under the influence of any illegal drugs, illegal narcotics, marijuana or alcohol.

Supervisors and managers have an obligation to monitor employees to ensure that district policy and state laws are enforced.

The following procedures are a guide for supervisors and managers to effectively address suspected alcohol and/or drug use by district employees:

1. If any supervisor or manager has reasonable suspicion to believe that an employee is inhibited in the proper and/or safe performance of his/her job because he or she is under the influence of either drugs or alcohol, the employee shall immediately be relieved of duty and the supervisor(s) or manager(s) shall immediately notify the Assistant Superintendent of Human Resources for further direction. Reasonable suspicion is a belief based on objective fact sufficient to lead a supervisor(s) or manager(s) to suspect that staff is under the influence of drugs and/or alcohol. Observations that may lead to reasonable suspicion include, but are not limited to, the following: slurred speech, alcohol odor on breath, unsteady walking and movement, an accident involving district property, serious accident causing injury, physical or verbal altercation, unusual behavior, possession of alcohol and/or drugs, or failure to pass field sobriety test. Reasonable suspicion may also be based on reports from reliable witnesses.
2. When employees are relieved of duty, the appropriate supervisor or manager shall make certain that arrangements for their transportation home are made. Examples of appropriate transportation are spouse or other family member, friend, or taxi. If the employee refuses transportation home and indicates he/she plans to drive his/her motor vehicle, the supervisor shall give the employee a direct order to accept the transportation. If the employee continues to refuse transportation and the supervisor shall contact law enforcement.
3. When employees are relieved of duty because of their inability to properly and/or safely perform the duties of their job as a result of probable alcohol or drug use, the absence shall be charged to accumulated sick leave, if available. If sick leave is not available, the absence shall be charged as leave without pay.
4. If any employee suspected of alcohol or drug use refuses to leave district property as directed or becomes abusive or combative, a Campus Security Office shall be immediately called for assistance.
5. If alcoholic beverages are found on district property and/or are being used on district property, the Assistant Superintendent of Human Resources and/or law enforcement shall be notified immediately.
6. If illegal drugs, narcotics or marijuana are found on district property and/or are being used on district property, the Assistant Superintendent of Human Resources and/or law enforcement shall be notified immediately.
7. The supervisor, appropriate manager, or the Assistant Superintendent of Human Resources, may require any employee suspected of using alcohol and/or drugs or of

having alcohol and/or drugs in their system during working hours or while performing any district function to submit to physical or psychological examination which may include a preliminary presumptive breathalyzer test administered by law enforcement and/or submit to a medical examination, including laboratory tests, conducted by a facility selected by the district.

8. Whenever these procedures are implemented, the supervisor(s) or manager(s) and any witnesses shall file a written report to the Assistant Superintendent of Human Resources. The report shall describe the specific behavior/s exhibited by the employee that suggests there was reasonable suspicion that the employee was unable to properly and/or safely perform the duties of his/her job.

Drug-Free Workplace Act; State Contractors and Grantees – GC 8355

Every person or organization awarded a contract or a grant for the procurement of any property or services from any state agency shall certify to the contracting or granting agency that it will provide a drug-free workplace by doing all of the following:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace and specifying the actions that will be taken against employees for violations of the prohibitions.
2. Establishing a drug-free awareness program to inform employees about all of the following:
 - a. The dangers of drug abuse in the workplace.
 - b. The person's or organization's policy of maintaining a drug-free workplace.
 - c. Any available drug counseling, rehabilitation, and employees assistance programs.
 - d. The penalties that may be imposed upon employees for drug abuse violations.
- 3) Requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

TO: BOARD OF EDUCATION
 FROM: SANDRA LYON / JANECE L. MAEZ
 RE: 2012-13 STATE BUDGET UPDATE

DISCUSSION
 01/19/12

DISCUSSION ITEM NO. D.03

Governor Brown released his proposed State Budget on January 5, 2012, a few days ahead of schedule. Although there have been signs of an economic recovery, it is weak at best. The growth of the economy has been insufficient and has forced another spending plan that reflects California in crisis.

Only a month ago, upon advise of the County Office of Education and professional experts in school finance, staff was presenting the fiscal condition of the district with multi-year projections that included cost-of-living adjustments (COLA) in future years. The current mid-year trigger cuts were described as one-time and were significantly less than had been anticipated. At that time, a structural deficit of between 4.0 and 4.5 million dollars existed. Staff was able to recommend a positive certification of the First Interim Report because the current status and projected future status reflected that the district was able to meet all obligations and maintain a reserve of more than 3%.

The news continued to be positive in December when the anticipated mid-year cuts were much less than expected. The district had reserved 3.0 million dollars for potential cuts in the 2011-12 district budget. The actual reductions were only \$500,000. This allowed the district to release this reserved amount and increase our unappropriated fund balance.

With the release of the State budget last week, it appears that Santa Monica-Malibu Unified will again be fortunate to have a large reserve, allowing us to buffer the immediate reductions and be measured and deliberate as we determine how the district adjusts for the structural deficit we continue to face.

The key components of the State Budget and its impact on SMMUSD are outlined in the following table:

GOVERNOR'S PROPOSAL 2012-13 STATE BUDGET	SMMUSD IMPACT
State Budget dependent on passage of a tax initiative – potential for additional trigger reductions December 2012	Difficulty in planning Future Reductions
Weighted Student Funding – combining non-Federal categorical funds with revenue limit funds to be distributed on the basis student need	Unknown
No Cost of Living Adjustment (COLA)	\$2,200,000
Elimination of Transportation funds – Home-to-School and Special Education	\$800,000
Mandated Costs Reimbursements	\$150,000 (2011-12)
Transitional Kindergarten - November 1 date remains unchanged; no funding to provide TK program	No Funding
Child Care Reductions	Unknown

The loss of a cost of living adjustment and elimination of transportation funding increases the district deficit to over 6.5 million dollars. The threat of another mid-year reduction creates uncertainty and difficulty in planning appropriate actions. Staff is already identifying areas for Board consideration and action. As the next several months unfold, we will learn more about how the legislature will react to this budget. It is not going to get any easier for State legislators to come to a budget agreement with the difficult decision ahead of them. It is always appropriate to remind those who follow State and district budgets that this is only the beginning, not the end of the process. We have a very long road ahead.

Below is the preface of a School Services of California article that provides additional detail as of January 9, 2012. Staff will attend the School Services Budget conference on Wednesday, January 18 and will update their comments with information from those sessions.

The FISCAL REPORT *32* *informational* *update*

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Volume 32

No. 1

Governor's Proposals for the 2012-13 State Budget and Education

Preface

The economic recovery, weak at best, has created the need for yet another crisis spending plan for the state of California. The Governor's Budget Proposal for 2012-13 represents a heroic effort to balance the increasingly heavy demands of an under-employed population with the stark reality that, on the natural, there will be little new revenue available to the state over the next few years.

As a result, this will be the fifth straight year that education cuts will be maintained. Five years ago, California's education spending on a per-student basis was among the lowest in the nation, even before a cut of roughly 15% was imposed. That cut remains the baseline as we enter yet another difficult year.

Even under the most optimistic assumptions, education recovers only a small portion of the ongoing cuts imposed beginning in 2008-09. But at this point, any gain for education would be more than welcome and will be difficult for the state to afford.

Notwithstanding the difficult economic climate, we think the Governor, while facing hard choices, is indeed attempting to avoid further cuts to public education. But the assumption that he will have to rely completely on solutions that can be accomplished with a 50% vote of the Legislature severely limits the options available. Though the Budget can be passed by the existing Democratic majority in each house, tax measures still require a two-thirds vote, which has not been available to this Governor. Recognizing this, the Governor will instead seek a ballot proposal that bypasses the Legislature, allowing state voters to weigh in on his tax proposal directly.

Potential Gains or Midyear Cuts?

While the Governor has proposed increases to education funding, they are contingent on the passage of a major tax initiative in November. This means it will be difficult to plan and budget again this year. The state has not solved its budget problems on a permanent basis. We will,

therefore, continue to recommend that districts plan conservatively and maintain prudent reserves.

What constitutes a prudent reserve? While it is difficult to give a specific number that would apply to all districts, the average district finished 2010-11 with a reserve of about 14%. We see no reason to reduce that amount in 2012-13. Districts will need to assess the risk of a midyear cut, make an informed estimate of the potential exposure, and plan accordingly. We, at SSC, are analyzing the exposure now and will offer our specific recommendations in the revised SSC Education Dashboard that will accompany our Governor's Budget Workshop materials.

Revolutionary Changes

Beyond the very significant financial portrayal offered by the Budget, there are also revolutionary proposals that fundamentally alter the manner in which public education is funded and delivered in California.

Weighted Student Funding—Categorical programs that are not mandated by the federal government (e.g., special education) would be combined with revenue limits and allocated "on a single formula," based on the number of students in a school and the concentration of English learners and pupils eligible for free and reduced-price lunches.

Cost of Living (COLA)—No COLA adjustment is proposed for 2012-13.

Elimination of Home-to-School Transportation—The Budget reaffirms the current-year trigger reduction of \$248 million for transportation and proposes a complete elimination of funding (\$619 million) for the program in 2012-13. No further details are available at this time.

Mandates—The Budget provides \$200 million for a new K-12 and community college mandate incentive block grant and also proposes to eliminate more than half of the existing mandates.

Transitional Kindergarten—No funding is provided for Transitional Kindergarten, but the change of kindergarten eligibility for children turning five in November is retained, resulting in a state savings of \$224 million.

Deferrals—The Governor's Budget proposes to direct \$2.3 billion in Proposition 98 funding to reduce interyear apportionment deferrals for K-12 education and community colleges.

Child Care—Funding for child care is proposed to be reduced by \$447 million in non-Proposition 98 funds and \$70 million in Proposition 98 funds, reflecting reduced reimbursement rates and the alignment of eligibility for state child care services with federal welfare-to-work participation requirements.

Conclusion

We are not going to get a stable and reliable budget until we have a stable and reliable economy. That is not going to happen this year. We have therefore added materials to our Governor's Budget Workshop to help deal with what has become a new reality in California. We depend heavily on our highest earners to fund government operations in California and the nation; a "tax the rich" strategy only works when the rich are doing well. Until the economy recovers, neither the rich nor the poor will do all that well, but you can be assured that the demand for government services, including education, will increase.

We applaud the Governor's tenacious approach in trying to put California's finances on a stable footing. But this year, he is unlikely to get much help; not from the Republicans, the economy, or the Feds. His one, last best hope is some temporary help from the voters. That help will be very difficult to secure.

So, despite the Governor's best hopes and intentions, we believe public education is in for another rough year. Now is the time to keep options open and to plan conservatively. As in past years, public school agencies will need to do it better, do it cheaper, and do it locally. The long term effects on our society and our economy of doing less are unthinkable. We look forward to seeing you at our workshops.

NOTE:

In order to provide our analysis of the Governor's Budget Proposal in the shortest possible time, we have relied on information provided by the Administration and the Department of Finance on Thursday, January 5, 2012. Unfortunately, a copy of the proposed Budget Bill was not yet available, nor were there draft bills for some of the Administration's proposals. In other words, there may be some surprises and later information might be different.

As we gather further information about the Governor's proposal in the coming days, we will provide updates and any necessary corrections on our website. Simply go to www.sscal.com.

INFORMATION ITEMS

TO: BOARD OF EDUCATION

INFORMATION

01/19/12

FROM: SANDRA LYON

RE: QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS

INFORMATION ITEM NO. I.01

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



**Los Angeles County
Office of Education**
Leading Education • Supporting Students
Serving Communities

Valenzuela/CAHSEE Lawsuit Settlement
Quarterly Report on Williams Uniform Complaints

District Name: Santa Monica-Malibu Unified

Date: 1/4/12

Person completing this form: Debra Moore Washington

Title: Asst. Superintendent

Quarter covered by this report (check one below):

- 1st QTR July 1 to September 30 Due 15-Oct
- 2nd QTR October 1 to December 31 Due 15-Jan
- 3rd QTR January 1 to March 31 Due 15-Apr
- 4th QTR April 1 to June 30 Due 15-Jul


Date for information to be reported publicly at governing board meeting: 1/19/12

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0		
Facilities	0		
Teacher Vacancy and Misassignment	0		
CAHSEE Intensive Instruction and Services	0		
TOTAL	0		

Print Name of District Superintendent Sandra Lyon

Signature of District Superintendent  Date 1/4/12

Return the Williams Uniform Complaint Quarterly Summary to:
Williams Legislation Implementation Project
Los Angeles County Office of Education
c/o Renee Jackson, Williams Central
9300 Imperial Highway, EC 236
Downey, CA 90242

Telephone: (562) 803-8227
FAX: (562) 401-5367
E-Mail: Jackson_Renee@lacoed.edu

TO: BOARD OF EDUCATION INFORMATION
11/19/12
 FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN
 RE: QUARTERLY REPORT ON DISABILITY HARASSMENT REPORTING

INFORMATION ITEM NO. I.02

This item is to come before the board as an information item each quarter, as per BP 5145.10 – Disability Harassment.

Quarter covered by this report (check one below):

- 2nd quarter October 1 to December 31 (Reporting in January)
- 3rd quarter January 1 to March 31 (Reporting in April)
- 4th quarter April 1 to June 30 (Reporting in July)

Date for information to be reported publicly at governing board meeting: 1/12/12

Please check the box that applies:

- No reports were filed with any school in the district during the quarter indicated above.
- Reports were filed with schools in the district or district office during the quarter indicated above. The following chart summarizes the reports and resolutions of these reports.

Month	Site	Number of reports	Determined to be Disability Harassment	Resolution
October 2011	Edison ES	1	No	Student discipline; parent conference
November 2011	Santa Monica HS	1	No	Student reported anonymous Internet harassment. Staff investigated, but were unable to locate person who posted message.

Person completing the report: Marolyn Freedman, Director of Student Services

Date: January 6, 2012

TO: BOARD OF EDUCATION

INFORMATION

01/19/12

FROM: SANDRA LYON

RE: RESIGNATION AND TERMINATION OF MEMBERSHIPS FROM DISTRICT ADVISORY COMMITTEE (DAC)

INFORMATION ITEM NO. I.03

The following individuals have either 1) resigned or 2) been removed from DAC membership due to a lack of attendance.

COMMENT: **Neal Abramson** was appointed to the Special Education DAC in July 2010 for a two-year term to expire on June 30, 2012. Mr. Abramson has resigned due to scheduling conflicts.

Colette O’Connell was appointed to the Special Education DAC in July 2010 for a four-year term to expire on June 30, 2014. Ms. O’Connell has missed meetings due to scheduling conflicts. AR 1220 relating to DACs states, “membership shall automatically terminated any member who is absent from all regular meetings for a period of four (4) consecutive meetings or a total of five (5) meetings within the year.”

Following this resignation and termination of memberships, there will be fifteen members on the Special Education DAC. The DAC roster is as follows:

Term Expiration Date			
6/30/2012	6/30/2013	6/30/2014	6/30/2015
Neal Abramson	Chris Chandler	Gina Frazier	Nancy Geshke
Claudia Landis	Meredith Hight	Lee Jones	Rodney Osburn
Monte Perez	Janet McKeithen	Colette O’Connell	Clara Sturak
	Debrah Shepherd	Karen Paris	Heather Zakson
		Leann Levine	Brandi Lockhart

A letter has been sent to these individuals, stating, “In the future, if your schedule permits you to regularly attend these meetings, you are more than welcome to reapply to serve on the committee.”

TO: BOARD OF EDUCATION

INFORMATION

01/19/12

FROM: SANDRA LYON / JANECE L. MAEZ / STUART SAM

RE: RESIGNATION OF MEMBERSHIP FROM MEASURE BB ADVISORY
COMMITTEE (MBBAC)

INFORMATION ITEM NO. I.04

The following individual has resigned from MBBAC membership.

COMMENT: **Barbara Stinchfield** was appointed to the Measure BB Advisory Committee as the representative from the City of Santa Monica. Due to her retirement from her post with the City of Santa Monica, Ms. Stinchfield will no longer be serving on the committee.

Following this resignation of membership, and in addition to the approval of Ms. Stinchfield's replacement (Item No. A.24 in this agenda), the MBBAC roster is as follows:

Ted Bardacke
Donna Clandening
Dennis Crane
Don Girard
Ben Garbuio
Craig Hamilton
Karen Ginsberg
William Jepson
David Kaplan
Judith Meister
Elaine René-Weissman
David Reznick
Michael Sidley
Bob Stallings
~~Barbara Stinchfield~~