

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

August 10, 2011

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Wednesday, August 10, 2011**, 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 (5):
DN-1020-10/11 DN-1001-11/12
- Closed session with legal counsel concerning anticipated litigation pursuant to GC §54956.9 as cited in the Brown Act (1 case). (25)
- Public Employee, to consider appointment, employment, performance evaluation, or dismissal of employee pursuant to GC§54957, as cited in the Brown Act (Employee #ND0687668, Speech Pathologist) (50)
- Closed Session, Superintendent's performance evaluation pursuant to GC §54954.5 as cited in the Brown Act. (10)

IV. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (5)

- *Barona Education Grant awarded to Olympic High School – Presented by Assemblywoman Brownley*

V. APPROVAL OF THE AGENDA

VI. APPROVAL OF MINUTES

July 20, 2011
July 23, 2011
July 27, 2011

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
A.03	Conference and Travel Approval/Ratification.....	3-4
A.04	Textbooks.....	5
A.05	Supplemental Textbooks.....	6
A.06	Approval of Special Education Contracts – 2010-2011	7-10
A.07	Approval of Special Education Contracts – 2011-2012	11-13

Business and Fiscal

A.8	Award of Purchase Orders – 2011-2012.....	14-14h
A.9	Acceptance of Gifts – 2010-2011	15-19
A.10	Approval to Reorganize Facility Permit and Theater Operations Department and Add New Positions to Support Samohi Master Facilities Agreement	21-23

Measure “BB”

A.11	Change Order #1 – Bid #12.01BB – Purchase of HP PC Computer Products, Services, and Related Components – Phase III Technology Upgrades – GST Information Technology Solutions – Measure BB.....	24
A.12	Contract Amendment #16 for Increased Architectural Construction Administrative Services in Support of the Synthetic Turf Project, the First Improvement of the Athletic, Physical Education and Outdoor Performance Facilities (APEOP) – Santa Monica High School – RL Binder FAIA, Architects, LLP	25-26
A.13	Contract Amendment #4 for Project Management and Parking Design Plan of temporary Parking on 7 th Street – Santa Monica High School Science and Technology Building and Site Improvements Project – AECOM – Measure BB.....	27
A.14	Contract Amendment #10 for Geotechnical Observation and Testing Services – Modernization of Bldg. E – Lincoln Middle School – Converse Consultants – Measure BB	28-29
A.15	Contract Amendment #19 for Environmental Testing, Monitoring, and Reporting Services Modernization of Bldg. E – Lincoln Middle School – ATC Associates – Measure BB	30-31
A.16	Contract Amendment #4 for Extended Inspection Services – Relocatables and Fire Water Main Project (Package 1A) – Lincoln Middle School – The IOR Group, Inc. – Measure BB.....	32
A.17	Contract Amendment #7 for Testing and Special Inspection Services – Malibu Middle and High School – Campus-wide Fire Alarm Replacement Project – BTC Labs – Measure BB	33
A.18	Award of Bid #10.39.BB.R1 for Blois Construction – Malibu Merrit Dr. and Busch Dr. 12-Inch Water Main and Reducing Station for the Malibu High School Campus Improvement Project – Lowest Responsive, Responsible Bidder – Measure BB.....	34-35
A.19	Contract Amendment #2 for Architectural Services – Webster Elementary School – DSA Compliance Project – Jubany-NAC – Measure BB.....	36

Personnel

A.20	Certificated Personnel – Elections, Separations	37-48
A.21	Classified Personnel – Merit	49-67
A.22	Classified Personnel – Non-Merit	68

General

A.23	Appoint Members to the Measure BB Advisory Committee	69
A.24	Revise BP 1240 – Volunteer Assistance	70-73

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 (15)

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**
- 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)**

X. SUPERINTENDENT'S REPORT (5)

MAJOR and DISCUSSION Items

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

XI. MAJOR ITEMS (15)

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	Increase in Staffing (FTE) – McKinley Elementary School (5)	74
A.26	Increase in Staffing (FTE) – Special Education (5)	75
A.27	Increase in Staffing (FTE) – Student Services (5)	76

XII. DISCUSSION ITEMS (105)

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

D.01	Report and Discussion Regarding the Head Start Programs (20)	77
D.02	Update from the Santa Monica-Malibu Education Foundation, Including its New Strategic Plan (45)	78-78c
D.03	Consider Revising BP 3270 – Sale and Disposal of Books, Equipment, and Supplies (5)	79-81
D.04	Consider Revising BP 3280 – Sale or Lease of District-Owned Real Property (5)	82-85
D.05	Consider Revising BP 3314.2 – Revolving Funds (5)	86-87

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|------|--|---------|
| D.06 | Consider Revising BP 3320 – Claims and Actions Against the District (5)..... | 88-90 |
| D.07 | Consider Revising BP 3515.2 – Disruptions (5)..... | 91-93 |
| D.08 | Consider Revising BP 3516.5 – Emergency Schedules (5)..... | 94-95 |
| D.09 | Consider Adopting BP 3555 – Nutrition Program Compliance (5) | 96-99 |
| D.10 | Consider Revising BP 3580 – District Records (5)..... | 100-102 |
- XIII. INFORMATIONAL ITEMS (0)**
- | | | |
|------|--|---------|
| I.01 | Revision to AR 3320 – Claims and Actions Against the District..... | 103-107 |
| I.02 | Revision to AR 3515.2 – Disruptions..... | 108-110 |
| I.03 | Revision to AR 3516.2 – Bomb Threats | 111-113 |
- XIV. BOARD MEMBER ITEMS (0)**
These items are submitted by individual board members for information or discussion, as per Board Policy 9322.
- XV. REQUESTS BY MEMBERS OF THE PUBLIC OR DISTRICT ADVISORY COMMITTEES TO ADDRESS THE BOARD OF EDUCATION**
A board member or member of the public may request that a matter within the jurisdiction of the board be placed on the agenda of a regular meeting, as per Board Policy 9322. The request shall be in writing and be submitted to the superintendent or designee with supporting documents and information, if any, at least one week before the scheduled meeting date. Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue. The board president and superintendent shall decide whether a request is within the subject matter jurisdiction of the board. Items not within the subject matter jurisdiction of the board may not be placed on the agenda. In addition, the board president and superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.
- XVI. CONTINUATION OF PUBLIC COMMENTS**
A continuation of Section VIII, as needed. (If the number of persons wishing to address the Board of Education exceeds the time limit in section VIII, additional time will be provided in Section XVI, **CONTINUATION OF PUBLIC COMMENTS**.)
- XVII. BOARD MEMBER COMMENTS**
Board Member Comments is the section where a Board member may make a brief announcement or report on his/her own activities relative to Board business. There can be no discussion under “BOARD MEMBER COMMENTS.”
- XVIII. FUTURE AGENDA ITEMS**
Items for future consideration will be listed with the projected date of consideration. The Board of Education will be given any backup information available at this time.
- XIV. CLOSED SESSION**
The Board of Education will, if appropriate, adjourn to Closed Session to complete discussion on items listed under Section III (Closed Session) following the regular business meeting.
- XX. ADJOURNMENT**
This meeting will adjourn to the next regular meeting, which is scheduled for **Wednesday, August 24, 2011**, at 6:00pm at the district office: 1651 16th Street, Santa Monica, 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.

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		
November	11/3 M		11/17 DO		Thanksgiving: 11/24-25
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

**Santa Monica-Malibu Unified School District
Board of Education
August 10, 2011**

I. CALL TO ORDER

A. Roll Call

Jose Escarce – President
Ben Allen – Vice President
Oscar de la Torre
Maria Leon-Vazquez
Laurie Lieberman
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
08/10/11

RECOMMENDATION NO. A.01

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

July 20, 2011
July 23, 2011
July 27, 2011

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

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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 and Associates 7/1/11 to 7/31/12 Not to exceed: \$88,000 (approved on 7/20/11)	Project coordinator for development of documents associated to communications. **Change to funding lines only**	Measure BB/Capital Improvements & CCJUP	\$58,000: 21-90500-0-00000-85000-5802-050-2600 \$30,000: 40-90602-0-00000-85000-5802-015-2600

Contractor/ Contract Dates	Description	Site	Funding
Travis Ross 8/26/11 to 10/28/11 Not to exceed: \$3,500	To assist St. Anne's, St. Monica, and Our Lady of Malibu School will curriculum mapping and identification of focus standards.	St. Anne's School	01-40350-0-11100-21000-5802-036-1300 (Title II)
Lights, Camera, Learn! (Frank Guttler) 8/10/11 to 8/11/11 Not to exceed:\$500	To deliver a 1 hour basic visual literacy and film making training and to deliver 2 three hour sessions of iMovie.	Educational Services	01-90120-0-19100-10000-5890-030-1300 (Ed Technology)
Marjaneh Moghimi 7/1/10 – 6/30/11 <i>Amend contract amount: \$1,300 \$1,633 (Original BOE approval date 8/18/10)</i>	To provide additional services to preschool children in Head Start	Child Development Services	12-52101-0-85000-31400-5802-070-2700

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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.)

AME SITE Account Number Fund – Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>BRADFORD, Maureen</u> Ed Services 01-00000-0-19510-31600-5220-030-1300 General Fund- Function: Pupil Testing Services	Assessment and Accountability Directors Network Meeting Downey, CA August 10, 2011	\$55
<u>CROMARTIE, Lanette</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services	How to Communicate with Tact And Professionalism Burbank, CA August 22 – 23, 2011	\$380
<u>HYATT, Virginia</u> Purchasing Department 01-00000-0-00000-75300-5220-055-2550 General Fund- Function: Purchasing	Contract Management for a New Era 7 th Annual Riverside County Purchasing Seminar Riverside, CA September 21, 2011	\$175
<u>TANIOS, Elhamy</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services	User Group Meeting for Interface Districts Downey, CA July 19, 2011	\$30

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>CROMARTIE, Lanette</u> <u>TANIOS, Elhamy</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services	2011/2012 State Budget Act Briefings Downey, CA July 12, 2011	\$60
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Out-of-State Conferences: Individual		
NONE		

Out-of-State Conferences: Group		
NONE		

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

FROM: SANDRA LYON / CHIUNG-SALLY CHOU / PEGGY HARRIS

RE: TEXTBOOKS

RECOMMENDATION NO. A.04

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

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

Environment, by Peter H. Raven, Linda R. Berg and David M. Hassenzahl for grades 11 and 12 AP Environmental Science at Malibu High School. Adoption requested by John Cary.

Living in the Environment, by G. Tyler Miller and Scott E. Spoolman for grades 11 and 12 AP Environmental Science at Malibu High School. Adoption requested by John Cary.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

FROM: SANDRA LYON / CHIUNG-SALLY CHOU / PEGGY HARRIS

RE: SUPPLEMENTAL TEXTBOOKS

RECOMMENDATION NO. A.05

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

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

Preparing for the AP Environmental Science Examination, by David Hong and Karen K. Lionberger for AP Environment Science grades 11 and 12 at Malibu High School. Adoption requested by John Cary.

Laboratory Investigations: AP Environmental Science, by William Molnar for AP Environmental Science grades 11 and 12 at Malibu High School. Adoption requested by John Cary.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2010-2011

RECOMMENDATION NO. A.06

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

NPS

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

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
DMH - Alpine Academy	3119528597	Residential	#1DMH-SPED11185	\$ 50,271
DMH - Provo Canyon	3038625527	Residential	#2DMH-SPED11186	\$ 19,194
DMH - Devereux Texas	600136	Residential	#3DMH-SPED11187	\$ 60,945
DMH - Heritage Center	9103131371	Residential	#4DMH-SPED11188	\$ 19,305
DMH - Eastwood Center	8103132988	Residential	#5DMH-SPED11189	\$ 37,434
DMH - Heritage Center	3103110527	Residential	#6DMH-SPED11190	\$ 45,246
DMH - Heritage Center	4103159850	Residential	#7DMH-SPED11191	\$ 45,246
DMH - The Learning Clinic	7103131716	Residential	#8DMH-SPED11192	\$ 35,220
DMH - Heritage Center	3102157067	Residential	#9DMH-SPED11193	\$ 45,246
DMH - Provo Canyon	9103159181	Residential	#10DMH-SPED11194	\$ 260
DMH - Vista Del Mar	9103159181	Residential	#11DMH-SPED11195	\$ 42,647
DMH - Hillside Home for Children	6103157804	Residential	#12DMH-SPED11196	\$ 43,223
DMH - Eastwood Center	5104332202	Residential	#13DMH-SPED11197	\$ 37,434
DMH - Alpine Academy	1104342513	Residential	#14DMH-SPED11198	\$ 50,271
DMH - Devereux Texas	8104352488	Residential	#15DMH-SPED11199	\$ 60,945
DMH - Project Six	4055049360	Residential	#16DMH-SPED11200	\$ 43,223
DMH – multiple providers	Various	Outpatient	#17DMH-SPED11201	\$ 116,761
Vista School – contract increase	6101549414	Transportation	#66-SPED11159	\$ 1,800
Alpine Academy – contract increase	3119528597	Basic educ	#46-SPED11103	\$ 1,280
Cathedral Home for Children – contract increase	590264	Room & Board	#26-SPED11043	\$ 6,665

Amount Budgeted NPS 10/11		\$ 1,450,000
Prior Board Authorization as of 07-20-11		<u>\$ 1,746,624</u>
	Balance	\$ - 296,624
Positive Adjustment (See Below)		<u>\$ 0</u>
		\$ - 296,624
Total Amount for these Contracts		<u>\$ 762,616</u>
	Balance	\$-1,059,240

Adjustment					
NPS Budget 01-65000-0-57500-11800-5125-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2010-2011 in the amount of \$11,230 as of 8/10/11					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

NPA

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

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
WAPADH – contract increase	2983493507	FC consultation	#18-SPED11081	\$ 600
Autism Spectrum Therapies – contract increase	5183843152	Behavior Intervention	#35-SPED11146	\$ 8,148

Amount Budgeted NPA 10/11		\$ 650,000
Prior Board Authorization as of 07-20-11		<u>\$ 918,734</u>
	Balance	\$ -268,734
Positive Adjustment (See Below)		<u>\$ 0</u>
		\$ - 268,734
Total Amount for these Contracts		<u>\$ 8,748</u>
	Balance	\$ -277,482

Adjustment					
NPA Budget 01-65000-0-57500-11800-5126-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2010-2011 in the amount of \$ 0 as of 8/10/11					
NPA	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Instructional Consultants

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

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Total Recall Captioning	Various	Realtime Captioning	#34-SPED11201	\$ 365

Amount Budgeted Instructional Consultants 10/11		\$ 450,000
Prior Board Authorization as of 07-20-11		<u>\$ 646,005</u>
	Balance	\$ -196,005
Positive Adjustment (See Below)		<u>\$ 0</u>
		-196,005
Total Amount for these Contracts		<u>\$ 365</u>
	Balance	\$ -196,370

Adjustment					
Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400					
There has been a reduction in authorized expenditures of Instructional Consultants contracts for FY 2010-2011 in the amount of \$0 as of 8/10/11.					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Non-Instructional Consultants

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

Non-Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Parent Reimbursement – contract increase	7145847516	Compensatory speech hours, mileage	#31-SPED11165	\$ 796
Accommodating Ideas – contract increase	Various	Translation services	#15-SPED11085	\$ 6,145
Pawar Transportation	8091955978	Transportation	#37-SPED11202	\$ 2,670

Amount Budgeted Non-Instructional Consultants 10/11		\$ 200,000
Prior Board Authorization as of 07-20-11		\$ 397,671
	Balance	\$ -197,671
Positive Adjustment (See Below)		\$ 0
		\$ -197,671
Total Amount for these Contracts		\$ 9,611
	Balance	\$ -207,282

Adjustment					
Non-Instructional Consultants Budget 01-65000-0-57500-11900-5890-043-1400					
There has been a reduction in authorized expenditures of Non-Instructional Consultants contracts for FY 2010-2011 in the amount of \$ 0 as of 8/10/11.					
Non- Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Legal

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

Legal Contractor	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Legal Services 10/11		\$ 200,000
Prior Board Authorization as of 07-20-11		200,000
	Balance	\$ 200,000
Adjustments for this period		\$ 0
		200,000
Total Amount for these Contracts		\$ 0
	Balance	\$ 0

Adjustment				
Legal Services Budget 01-65000-0-57500-11900-5820-043-1400				
There has been a reduction in authorized expenditures of Legal Services contracts for FY 2010-2011 in the amount of \$ 0 as of 8/10/11.				
Legal Contractor	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

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

The recommendations for these severely handicapped students are made by the District IEP Teams in accordance with State and Federal laws. The mandates of IDEA require non-public school services be provided at no expense to parents if there is not an appropriate public school program available. Funding to come from a SELPA-wide non-public school/non-public agency reserve account.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2011-2012

RECOMMENDATION NO. A.07

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
Alpine Academy	6101549414	NPS	#13-SPED12022	\$ 35,120

Amount Budgeted NPS 11/12			\$ 1,700,000
Prior Board Authorization as of 07-20-11			\$ 486,896
	Balance		\$ 1,213,104
Positive Adjustment (See Below)			\$ 0
			\$ 1,213,104
Total Amount for these Contracts			\$ 35,120
	Balance		\$ 1,177,984

Adjustment					
NPS Budget 01-65000-0-57500-11800-5125-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2011-2012 in the amount of \$ 0 as of 8/10/11					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

NPA

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

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Staffing Options & Solutions	Various	SLP staffing	#1-SPED12017	\$ 110,700
Autism Spectrum Therapies	570019	Behavior intervention & supervision	#2-SPED12021	\$ 12,028
Milestones Therapeutic	9109056881	Math education	#3-SPED12023	\$ 12,720

Amount Budgeted NPA 11/12			\$ 900,000
Prior Board Authorization as of 07-20-11			\$ 0
	Balance		\$ 900,000
Positive Adjustment (See Below)			\$ 0
			\$ 900,000
Total Amount for these Contracts			\$ 135,448
	Balance		\$ 764,552

Adjustment					
NPA Budget 01-65000-0-57500-11800-5126-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2011-2012 in the amount of \$ 0 as of 8/10/11					
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
Century City Optometric Center	9155041301	Vision Therapy Assessment	#1-SPED12016	\$ 510
JBA Institute	2983493507	Behavior Intervention	#2-SPED12018	\$ 119,850

Amount Budgeted Instructional Consultants 11/12	\$ 200,000
Prior Board Authorization as of 07-20-11	\$ 0
Balance	\$ 200,000
Positive Adjustment (See Below)	\$ 0
	200,000
Total Amount for these Contracts	\$ 120,360
Balance	\$ 79,640

Adjustment					
Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400					
There has been a reduction in authorized expenditures of Instructional Consultants contracts for FY 2011-2012 in the amount of \$0 as of 8/10/11.					
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	3103110527	Travel Reimbursements	#1-SPED12015	\$ 1,200
Parent Reimbursement	6101549414	Travel Reimbursements	#2-SPED12020	\$ 1,200

Amount Budgeted Non-Instructional Consultants 11/12	\$ 300,000
Prior Board Authorization as of 07-20-11	\$ 0
Balance	\$ 300,000
Positive Adjustment (See Below)	\$ 0
	\$ 300,000
Total Amount for these Contracts	\$ 2,400
Balance	\$ 297,600

Adjustment					
Non-Instructional Consultants Budget 01-65000-0-57500-11900-5890-043-1400					
There has been a reduction in authorized expenditures of Non-Instructional Consultants contracts for FY 2011-2012 in the amount of \$ 0 as of 8/10/11.					
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 07-20-11		0
	Balance	\$ 200,000
Adjustments for this period		\$ 0
		200,000
Total Amount for these Contracts		\$ 200,000
	Balance	\$ 0

Adjustment				
Legal Services Budget 01-65000-0-57500-11900-5820-043-1400				
There has been a reduction in authorized expenditures of Legal Services contracts for FY 2011-2012 in the amount of \$ 0 as of 8/10/11.				
Legal Contractor	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

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

The recommendations for these severely handicapped students are made by the District IEP Teams in accordance with State and Federal laws. The mandates of IDEA require non-public school services be provided at no expense to parents if there is not an appropriate public school program available. Funding to come from a SELPA-wide non-public school/non-public agency reserve account.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: AWARD OF PURCHASE ORDERS – 2011-12

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from July 12, 2011, through August 2, 2011, for fiscal /12.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF AUGUST 10, 2011

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	
*** NEW PURCHASE ORDERS ***					
120551	A & R WHOLESALE DISTRIBUTORS	SNACK ITEMS	FOOD SERVICES	155,000.00	F
120659	A Z BUS SALES INC	Open order for repair parts	TRANSPORTATION	5,000.00	R
120786	A Z BUS SALES INC	Open order for bus parts	TRANSPORTATION	4,000.00	R
120765	A. G. LAYNE INC	Open order for oil/coolant	TRANSPORTATION	3,000.00	R
120874	AAHS ENGRAVING	SUPPLIES	PERSONNEL SERVICES	300.00	U
121023	ABDO, JUDY	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	160.82	CD
120709	ABLENET	ASSISTIVE TECHNOLOGY EQUIP	SPECIAL EDUCATION REGULAR YEAR	376.83	R
120953	ABLENET	ASSISTIVE TECH EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	501.38	R
120688	ACORN NEWSPAPER, THE	ADVERTISING	BOE/SUPERINTENDENT	270.20	U
120655	ADDISON-WESLEY-LONGMAN/PEARSON	TEXTBOOKS	ADULT EDUCATION CENTER	470.20	A
120884	ADT SECURITY SERVICES INC	ARMED RESPONSE FOR ALL SITES	FACILITY MAINTENANCE	16,000.00	U
120722	ADVANCE LANDAU TOPS	Open order/seat cover rep.	TRANSPORTATION	500.00	R
120658	ADVANCED BATTERY SYSTEMS	Open order for parts & batt.	TRANSPORTATION	1,000.00	R
120785	ADVANCED BATTERY SYSTEMS	Open order for batteries	TRANSPORTATION	500.00	R
120738	ADVANCED ELECTRONICS	Open order for mo. site rent	TRANSPORTATION	9,981.00	R
120740	ADVANCED ELECTRONICS	Open order for 2 way radio rep	TRANSPORTATION	1,000.00	R
120827	ADVANCED ELECTRONICS	Open order for repeater aggr.	TRANSPORTATION	1,548.00	R
120756	AGENCIES TOOL CENTER	open order for shop tools	TRANSPORTATION	1,500.00	R
120741	ALL STAR GLASS	Open order for glass repl.	TRANSPORTATION	1,000.00	R
121042	ALTA ENVIRONMENTAL	WASTE PICK UP & DISPOSAL	FACILITY MAINTENANCE	4,788.00	U
120751	AMBER RESOURCES LLC	Open order for oil	TRANSPORTATION	2,000.00	R
120528	AMERICAN REPROGRAPHICS CO	REPROGRAPHIC SERVICES	EDISON ELEMENTARY SCHOOL	122,400.00	BB
120562	AMFRO INC	PIZZA FOR MALIBU SITES	FOOD SERVICES	15,000.00	F
120486	AMTECH ELEVATOR SERVICES	ELEVATOR AGREEMENT	FACILITY MAINTENANCE	33,000.00	R
120653	AMTECH ELEVATOR SERVICES	SAMOH ELEVATOR REPAIR	FACILITY MAINTENANCE	1,237.50	R
120882	AMTECH ELEVATOR SERVICES	AMTECH ELEVATOR REPAIRS	FACILITY MAINTENANCE	1,500.00	R
121020	ANIXTER BROS INC	PHONE HEADSET	PERSONNEL SERVICES	99.86	U
120736	APPLE COMPUTER CORP	LAPTOP COMPUTERS	WILL ROGERS ELEMENTARY SCHOOL	2,040.07	R
120772	APPLE COMPUTER CORP	SP ED STAFF COMPUTERS/IPADS	SPECIAL EDUCATION REGULAR YEAR	7,302.20	R
120743	ARGO FLEET SERVICES	Open order for starters & alt.	TRANSPORTATION	1,500.00	R
120744	ARIYA ENTERPRISES INC	Open order for bus radios	TRANSPORTATION	500.00	R
120627	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CHILD DEVELOPMENT CENTER	250.00	CD
120628	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CHILD DEVELOPMENT CENTER	1,300.00	CD
120629	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CHILD DEVELOPMENT CENTER	475.00	CD
120630	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CHILD DEVELOPMENT CENTER	650.00	CD
120633	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CDC: CCTR	825.00	CD
120634	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CHILD DEVELOPMENT CENTER	175.00	CD
120635	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CHILD DEVELOPMENT CENTER	400.00	CD
120636	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CHILD DEVELOPMENT CENTER	180.00	CD
120637	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CDC: CCTR	175.00	CD
120973	ASSOC OF SCH ADMINISTRATORS	ADVERTISING	PERSONNEL SERVICES	800.00	U
120631	AT&T	DISTANCE LEARNING EQUIPMENT	STATE AND FEDERAL PROJECTS	6,678.34	R
120728	AT&T	TELEPRESENCE TRAINING	STATE AND FEDERAL PROJECTS	4,248.00	R
120979	ATKINSON ANDELSON LOYA RUDD	LEGAL SERVICES	EMPLOYEE RELATIONS	299,729.33	U
121095	ATKINSON ANDELSON LOYA RUDD	LEGAL SERVICES	SPECIAL EDUCATION REGULAR YEAR	199,979.05	R
121097	ATKINSON ANDELSON LOYA RUDD	LEGAL SERVICES	BOE/SUPERINTENDENT	5,000.00	U
121040	AWARDS PLUS	RETIREMENT PLAQUE ELECTRICIAN	FACILITY MAINTENANCE	144.32	R
120554	BAGELWORKS CAFE	BAGELS	FOOD SERVICES	11,250.00	F
120665	BARNES & NOBLE/SANTA MONICA	PD BOOKS	STATE AND FEDERAL PROJECTS	375.38	R

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF AUGUST 10, 2011

PAGE 2

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
120794	BARNES & NOBLE/SANTA MONICA	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	102.70	U
120879	BARNES & NOBLE/SANTA MONICA	REFERENCE BOOKS	LINCOLN MIDDLE SCHOOL	92.86	U
121007	BAVCO	PLUMBING SUPPLIES	FACILITY MAINTENANCE	200.00	R
120811	BAY CITIES	RATERS SUPPLY	PERSONNEL COMMISSION	400.00	U
120555	BERKELEY STREET BEVERAGE CO	FREEZIES	FOOD SERVICES	18,000.00	F
121082	BISHOP, SHANNON	ESY 2011 REIMBURSEMENT: BISHOP	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120850	BON AIR INC	TRANSPORTATION DEPT AC	FACILITY MAINTENANCE	10,500.00	R
120745	BUSY BEE HARDWARE	Open order for Hardware & Supp	TRANSPORTATION	200.00	R
120774	C.O.D.E.S.P.	C.O.D.E.S.P.	PERSONNEL COMMISSION	1,850.00	U
120861	CAL STATE DEPT OF JUSTICE	FINGERPRINTING	PERSONNEL SERVICES	27,000.00	U
120951	CALIFORNIA DEPT OF EDUCATION	GED PROCESSING FEES	ADULT EDUCATION CENTER	940.00	A
120620	CALIFORNIA OFFICE SYSTEMS INC	CLASSROOM SUPPLIES	OLYMPIC CONTINUATION SCHOOL	301.57	U
120823	CALIFORNIA OFFICE SYSTEMS INC	OPEN ORDER/ADMIN SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	500.00	U
120856	CALIFORNIA OFFICE SYSTEMS INC	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	259.47	U
120867	CALIFORNIA OFFICE SYSTEMS INC	OFFICE SUPPLIES	PERSONNEL SERVICES	3,500.00	U
120888	CALIFORNIA OFFICE SYSTEMS INC	CONFERENCE ROOM CHAIRS	LINCOLN MIDDLE SCHOOL	2,152.77	R
120980	CALIFORNIA OFFICE SYSTEMS INC	FURNITURE FOR RELOCATABLES	JOHN ADAMS MIDDLE SCHOOL	1,775.06	BB
121019	CALIFORNIA OFFICE SYSTEMS INC	OFFICE SUPPLIES	MALIBU HIGH SCHOOL	1,676.00	U
120831	CALIFORNIA SCHOOL PERSONNEL	CSPCA - ANNUAL MEMBERSHIP	PERSONNEL COMMISSION	776.00	U
120949	CALIFORNIA STATE CONSORTIUM	ADVERTISING	ADULT EDUCATION CENTER	293.00	A
120650	CAMPBELL, L. COLETTE	REFUND/STUDENT TUITION	ADULT EDUCATION CENTER	109.00	A
120257	CANON BUSINESS SOLUTIONS	CANON COPIER IR3245I	OLYMPIC CONTINUATION SCHOOL	6,090.15	U
120700	CANON BUSINESS SOLUTIONS-WEST	COPIER OVERAGE CHARGES	OLYMPIC CONTINUATION SCHOOL	1,740.24	U
120720	CANON BUSINESS SOLUTIONS-WEST	Maint. Agreement - Copier	TRANSPORTATION	464.76	R
120723	CANON BUSINESS SOLUTIONS-WEST	ANNUAL MAINTENANCE AGREEMENT	WILL ROGERS ELEMENTARY SCHOOL	3,286.80	U
120725	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE AGRMT	CABRILLO ELEMENTARY SCHOOL	2,700.00	R
120726	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE CONTRACT	CABRILLO ELEMENTARY SCHOOL	875.16	R
120727	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE AGREEMENT	CHILD DEVELOPMENT CENTER	2,359.50	CD
120907	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE AGRMT	OLYMPIC CONTINUATION SCHOOL	540.00	R
120933	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE AGRMT	OLYMPIC CONTINUATION SCHOOL	450.00	R
121013	CANON BUSINESS SOLUTIONS-WEST	STAPLES FOR CANON COPIERS	MALIBU HIGH SCHOOL	1,098.13	U
121024	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE AGREEMENT	CDC: CCTR	655.20	CD
121025	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE AGREEMENT	CDC: CCTR	315.00	CD
121026	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE AGREEMENT	CHILD DEVELOPMENT CENTER	2,295.72	CD
120804	CHAMPION CHEMICAL	CUSTODIAL SUPPLIES	MALIBU HIGH SCHOOL	128.24	U
120601	CHENG & TSUI COMPANY INC	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	2,021.30	U
120606	CHEVRON U.S.A. INC.	OPEN ORDER OPERATIONS GASOLINE	GROUND MAINTENANCE	4,900.00	R
120645	CHEVRON U.S.A. INC.	OPERATIONS GASOLINE	GROUND MAINTENANCE	2,600.00	R
120830	CHEVRON U.S.A. INC.	Open order for fuel	TRANSPORTATION	3,000.00	R
121045	CHEVRON U.S.A. INC.	Open order for fuel purchases	TRANSPORTATION	15,000.00	R
120746	CINTAS CORPORATION	Open order for uniform clean	TRANSPORTATION	3,500.00	R
120596	CINTAS DOCUMENT MANAGEMENT	SHREDDING	SANTA MONICA HIGH SCHOOL	700.00	U
120695	CINTAS DOCUMENT MANAGEMENT	CERTIFIED DOCUMENT DESTRUCTION	FISCAL SERVICES	800.00	U
120863	CITIZENS MEDICAL GROUP	EMPLOYEE PHYSICALS	PERSONNEL SERVICES	10,000.00	U
120944	CITIZENS MEDICAL GROUP	FIRST AID CLAIMS	INSURANCE SERVICES	2,000.00	U
120829	CITY OF SANTA MONICA	Open order for fuel costs	TRANSPORTATION	12,000.00	R
121064	COGAN, LISA	ESY 2011 REIMBURSEMENT: COGAN	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120820	COMPLETE BUSINESS SYSTEMS	MAIN CONTRACT-COPIERS	JOHN ADAMS MIDDLE SCHOOL	2,250.00	U
121027	COMTRONICS	SOUND SYSTEM REPAIR	CURRICULUM AND IMC	285.00	U
120845	CONTEMPORARY BOOKS/MCGRAW-HILL	TEXTBOOKS	ADULT EDUCATION CENTER	769.82	A

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
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PAGE 3

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
120887	CPI/CRISIS PREVENTION INST INC	CRISIS PREVENTION TRAINING	SPECIAL EDUCATION REGULAR YEAR	502.52	R
121029	CROWN DISPOSAL CO INC	DISTRICT TRASH COLLECTION	FACILITY MAINTENANCE	489.27	U
121033	CROWN DISPOSAL CO INC	DEMO & CONST. WASTE REMOVAL	EDISON ELEMENTARY SCHOOL	138,400.00	BB
120865	CRS	SUBFINDER	PERSONNEL SERVICES	9,900.00	U
120536	CSSS INC	MONITERING SERVICES DISTRICT	FACILITY MAINTENANCE	2,500.00	R
120612	CULVER NEWLIN	Lunch Benches	FRANKLIN ELEMENTARY SCHOOL	19,346.48	R
120661	CUMMINS CAL PACIFIC INC	Open order for parts	TRANSPORTATION	2,000.00	R
121034	CURRICULUM ASSOC INC	CLASSROOM RESOURCE MATERIAL	STATE AND FEDERAL PROJECTS	227.45	R
120747	DANIELS TIRE SERVICE	Open order for tire purchases	TRANSPORTATION	5,000.00	R
121073	DAVIES, MIKE	ESY 2011 REIMBURSEMENT: DAVIES	SPECIAL EDUCATION REGULAR YEAR	75.00	R
121081	DEGREGORIO, DANA	ESY 2011 STIPEND: DEGREGORIO	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120609	DELTA T CORPORATION	Fans for Cafeteria	FRANKLIN ELEMENTARY SCHOOL	10,732.78	R
120971	DEPT OF GENERAL SERVICES	ADMINISTRATIVE HEARING CHARGES	PERSONNEL SERVICES	5,000.00	U
121066	DESHAUTELLE, ANNA	ESY 2011 STIPEND: DESHAUTELLE	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120532	DISCOUNT SCHOOL SUPPLY	COASTAL KIDS/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	196.54	CD
120704	DISCOUNT SCHOOL SUPPLY	OCCUPATIONAL THERAPY SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	86.88	R
120956	DISCOUNT SCHOOL SUPPLY	PRESCHOOL SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	99.68	R
121090	DOALL INDUSTRIAL SUPPLY	OPERATIONS CUSTODIAL SUPPLIES	FACILITY OPERATIONS	1,000.00	U
120929	DON JOHNSTON INC	ASSISTIVE TECHNOLOGY SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	8,469.59	R
120558	DRIFTWOOD DAIRY	DAIRY PRODUCTS	FOOD SERVICES	200,000.00	F
120969	DRIFTWOOD DAIRY	DAIRY PRODUCTS	FOOD SERVICES	10,701.88	F
121014	DURHAM TRANSPORTATION	ATHLETIC TRANSPORTATION	MALIBU HIGH SCHOOL	5,000.00	U
120955	DYNAVOX SYSTEMS LLC	EDUCATIONAL SOFTWARE	SPECIAL EDUCATION REGULAR YEAR	3,547.35	R
120670	EAST BAY RESTAURANT SUPPLY INC	Stainless Steel Table	FRANKLIN ELEMENTARY SCHOOL	218.50	R
120950	EDUCATIONAL TESTING SERVICE	GED CORRECTION FEES	ADULT EDUCATION CENTER	1,480.00	A
120926	EDUCATORS PUBLISHING COMPANY	TEXTBOOKS	STATE AND FEDERAL PROJECTS	1,037.07	R
120591	ELY JR'S PUMPING	MALIBU POOL BACKWASH PUMPING	FACILITY MAINTENANCE	7,000.00	R
120847	EMC PUBLISHING	TEXTBOOKS	ADULT EDUCATION CENTER	304.64	A
120770	ENABLING DEVICES/TOYS FOR	STUDENT ASST TECH EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	240.45	R
120749	ENGLER BROS MOTOR PARTS	Open order for repair parts	TRANSPORTATION	1,000.00	R
120679	EWING IRRIGATION PRODUCTS	OPERATIONS GROUNDS SUPPLIES	GROUNDS MAINTENANCE	822.65	R
121094	EWING IRRIGATION PRODUCTS	OPEN ORDER GROUNDS SUPPLIES	GROUNDS MAINTENANCE	5,000.00	R
120694	FEDERAL EXPRESS	OPEN ORDER/DOCUMENT DELIVERY	FISCAL SERVICES	600.00	U
120866	FEDERAL EXPRESS	SHIPPING COSTS	PERSONNEL SERVICES	400.00	U
121060	FEDERAL EXPRESS	FEDERAL EXPRESS OPEN PO: SP ED	SPECIAL EDUCATION REGULAR YEAR	500.00	R
120675	FEDEX	TRACEABLE MAIL DELIVERY SERVIC	CURRICULUM AND IMC	750.00	U
120717	FLEETPRIDE	Open order for repair parts	TRANSPORTATION	1,000.00	R
121061	FLIEGEL, LOIS	ESY 2011 STIPEND: FLIEGEL	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120642	FOLLETT EDUCATIONAL SERVICES	TEXTBOOK	ADULT EDUCATION CENTER	52.20	A
120891	FOLLETT EDUCATIONAL SERVICES	PO INCREASE	ADULT EDUCATION CENTER	25.92	A
121076	FRANKLIN, JUDY	ESY 2011 STIPEND: FRANKLIN	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120862	G2SOLUTIONS INC	FINGERPRINTING	PERSONNEL SERVICES	700.00	U
120646	GALE SUPPLY CO	SUMMER CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	264.33	U
120666	GALE SUPPLY CO	Open order for clean. & Janit.	TRANSPORTATION	500.00	R
120739	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	603.06	U
120977	GALE SUPPLY CO	CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	3,199.16	U
121069	GALE SUPPLY CO	CUSTODIAL SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	2,115.08	U
121093	GALE SUPPLY CO	OPEN ORDER CUSTODIAL SUPPLIES	FACILITY OPERATIONS	5,000.00	U
120030	GBC/EDUCATION DEPARTMENT	MAINTENANCE AGRMT: LAMINATOR	LINCOLN MIDDLE SCHOOL	614.60	U
120733	GENERAL BINDING CORP	INSERVICE SUPPLIES	SAINT ANNE'S PRIVATE SCHOOL	201.20	R
120559	GOLD STAR FOODS	FROZEN FOOD & BAKERY ITEMS	FOOD SERVICES	625,000.00	F

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
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PAGE 4

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
120974	GOLDEN STAR TECHNOLOGY INC	COMPUTERS	PERSONNEL SERVICES	1,796.88	U
120995	GOLDEN STAR TECHNOLOGY INC	HP LAPTOPS FOR NURSES	HEALTH SERVICES	2,798.04	U
120859	GOLDEN WEST INDUSTRIAL SUPPLY	MAINT SUPPLIES	FACILITY MAINTENANCE	300.00	R
121071	GONZALEZ, GABRIELA	ESY 2011 STIPEND: GONZALEZ	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120815	GOVERNMENTJOBS.COM INC	RECRUITMENT&APPLICANT DATABASE	PERSONNEL COMMISION	7,200.00	U
120937	HANDWRITING WITHOUT TEARS INC	ELA WRITING	STATE AND FEDERAL PROJECTS	1,586.03	R
120608	HASLER INC	POSTAL METER RENTAL	PURCHASING/WAREHOUSE	856.05	U
120960	HILLYARD FLOOR CARE SUPPLY	CUSTODIAL SUPPLIES	MALIBU HIGH SCHOOL	508.50	U
120993	HOUGHTON MIFFLIN	Workbooks	CABRILLO ELEMENTARY SCHOOL	2,593.82	R
120917	HOUGHTON MIFFLIN HARCOURT	TEXTBOOKS	STATE AND FEDERAL PROJECTS	8,406.55	R
120918	HOUGHTON MIFFLIN HARCOURT	TEXTBOOKS	STATE AND FEDERAL PROJECTS	3,752.08	R
120919	HOUGHTON MIFFLIN HARCOURT	TEXTBOOKS	STATE AND FEDERAL PROJECTS	12,334.04	R
120921	HOUGHTON MIFFLIN HARCOURT	TEXTBOOKS	STATE AND FEDERAL PROJECTS	4,839.88	R
120922	HOUGHTON MIFFLIN HARCOURT	TEXTBOOKS	STATE AND FEDERAL PROJECTS	9,694.11	R
120923	HOUGHTON MIFFLIN HARCOURT	TEXTBOOKS	STATE AND FEDERAL PROJECTS	449.37	R
120924	HOUGHTON MIFFLIN HARCOURT	TEXTBOOKS	STATE AND FEDERAL PROJECTS	991.35	R
120925	HOUGHTON MIFFLIN HARCOURT	TEXTBOOKS	STATE AND FEDERAL PROJECTS	5,127.75	R
120689	IMED	VIDEO PARTS DISTANCE LEARNING	STATE AND FEDERAL PROJECTS	890.58	R
120931	INFOGRIP INC	ASSISTIVE TECHNOLOGY	SPECIAL EDUCATION REGULAR YEAR	363.32	R
120787	INSTA-TUNE	Open Order for smog cert.	TRANSPORTATION	200.00	R
120892	INSTA-TUNE	OPEN ORDER VEHICLE REPAIR V#63	PURCHASING/WAREHOUSE	100.00	U
120593	INTELLI-TECH	COMPUTER FOR ORLANDO & DONA	FOOD SERVICES	1,903.22	F
120109	INTERNATIONAL PAPER	COPY PAPER	SANTA MONICA HIGH SCHOOL	4,182.09	U
120600	INTERNATIONAL PAPER	RECYCLED COPY PAPER	FOOD SERVICES	300.00	F
120693	INTERNATIONAL PAPER	RECYCLED COPIER PAPER	FISCAL SERVICES	2,500.00	U
120771	INTERNATIONAL PAPER	OFFICE SUPPLY	PERSONNEL COMMISION	500.00	U
121009	INTERNATIONAL PAPER	OPEN ORDER FOR COPIER PAPER	MALIBU HIGH SCHOOL	4,000.00	U
120076	JAMES PUBLISHING	REFERRAL GUIDE	ADULT EDUCATION CENTER	81.59	A
120885	JOSTENS/CAP & GOWNS	CAP AND GOWN	OLYMPIC CONTINUATION SCHOOL	1,085.05	U
120649	KEYWEST LOCK & SAFE	REPAIR OF SAFE AT SAMOHI	FOOD SERVICES	143.50	F
121079	KILPATRICK, GENEVIEVE	ESY 2011 STIPEND: KILPATRICK	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120841	KING RELOCATION SERVICES	RELOCATION OF ADMIN STAFF	LINCOLN MIDDLE SCHOOL	8,790.00	BB
121080	KITTEL, GINA	ESY 2011 REIMBURSEMENT: KITTEL	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120541	KORADE & ASSOCIATE BUILDERS	HANDRAIL FOR ADA RAMP	EDISON ELEMENTARY SCHOOL	5,192.00	BB
120729	KORADE & ASSOCIATE BUILDERS	ASPHALT REPAIR AT MALIBU HIGH	FACILITY MAINTENANCE	637.00	R
120881	L A HYDRO-JET & ROOTER SER INC	PLUMBING SERVICES	FACILITY MAINTENANCE	7,000.00	R
120667	L.A. FLEET MONITORING SYSTEM	Open order for repair parts	TRANSPORTATION	1,000.00	R
120833	LAB SAFETY SUPPLY INC	OPERATIONS CUSTODIAL SUPPLIES	FACILITY OPERATIONS	172.66	U
120702	LAKESHORE CURRICULUM	OCCUPATIONAL THERAPY SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	317.00	R
120632	LANDPORT SYSTEMS INC	MAINTENANCE WORK ORDER SYSTEM	FACILITY MAINTENANCE	3,600.00	R
120927	LINGUI SYSTEMS INC	PSYCH & SLP TEST PROTOCOLS	SPECIAL EDUCATION REGULAR YEAR	247.78	R
120975	LOS ANGELES CNTY OFFICE OF ED.	EASE PROGRAM	EMPLOYEE RELATIONS	10,200.00	U
120672	LYNTON'S UNIFORMS INC	Open order for driver shirts	TRANSPORTATION	2,300.00	R
120718	LYNTON'S UNIFORMS INC	Open order for driver shirts	TRANSPORTATION	2,300.00	R
120651	M & M PAPER CO.	PAPER	SANTA MONICA HIGH SCHOOL	181.39	U
120896	M & M PAPER CO.	INCREASE PO 120651	SANTA MONICA HIGH SCHOOL	36.71	U
121067	MARSHALL, SUSAN	ESY 2011 STIPEND: MARSHALL	SPECIAL EDUCATION REGULAR YEAR	71.92	R
121011	MASUNE/MEDCO SCHOOL FIRST AID	ATHLETIC TRAINER SUPPLIES	MALIBU HIGH SCHOOL	2,000.00	U
120889	MCQUAY SERVICE	MCQUAY AGREEMENT	FACILITY MAINTENANCE	9,148.00	R
120893	METRO TRUCK BODY INC	OPEN ORDER VEHICLE REPAIR #V63	PURCHASING/WAREHOUSE	100.00	U
121018	MICRO BIO-MEDICS/ORDERS	NURSE OFFICE SUPPLIES	MALIBU HIGH SCHOOL	750.00	U

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF AUGUST 10, 2011

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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	
120712	MOORE, JUDY	MAA REIMBURSEMENT: 10/11	SPECIAL EDUCATION REGULAR YEAR	90.00	R
120910	MULTI-HEALTHY SYSTEMS INC.	PSYCH PROTOCOLS FOR SY 11/12	SPECIAL EDUCATION REGULAR YEAR	11,784.21	R
120914	NAPA AUTO PARTS	Open order for parts	TRANSPORTATION	1,000.00	R
120870	NELI'S INC	IN-SERVICE SUPPLIES	PERSONNEL SERVICES	800.00	U
120872	NELI'S INC	IN-SERVICE SUPPLIES	EMPLOYEE RELATIONS	1,000.00	U
120676	NESS COUNSELING CENTER	Open order for Breath/Alcohol	TRANSPORTATION	100.00	R
120719	NESS COUNSELING CENTER	Open order for breath/alcohol	TRANSPORTATION	100.00	R
120864	NORTON MEDICAL CLINICS	ALCOHOL/DRUG TESTING	PERSONNEL SERVICES	1,600.00	U
120589	OLIVER WORLDCLASS LABS INC	SMART INTRACTIVE RESPONSE SYS	JOHN ADAMS MIDDLE SCHOOL	14,692.38	R
120613	OLIVER WORLDCLASS LABS INC	SmartBoards	FRANKLIN ELEMENTARY SCHOOL	34,085.06	R
120952	OTTER PRODUCTS, LLC	ASSISTIVE TECH SUPPLIES/ACCESS	SPECIAL EDUCATION REGULAR YEAR	643.59	R
120564	P & R PAPER SUPPLY CO	PAPER PRODUCTS	FOOD SERVICES	80,000.00	F
120561	PAPA JOHNS	PIZZA	FOOD SERVICES	86,000.00	F
120300	PATTON STEEL SUPPLY	METAL SHOP SUPPLIES	FACILITY MAINTENANCE	1,000.00	R
120906	PCASC/TREASURER	PCASC ANNUAL MEMBERSHIP	PERSONNEL COMMISION	40.00	U
120707	PEARSON ASSESSMENTS	OCCUPATIONAL THERAPY TESTING	SPECIAL EDUCATION REGULAR YEAR	884.60	R
120911	PEARSON ASSESSMENTS	PSYCH PROTOCOLS FOR SY 11-12	SPECIAL EDUCATION REGULAR YEAR	10,934.94	R
120958	PEARSON ASSESSMENTS	SPEECH PROTOCOLS/TEST MATERIAL	SPECIAL EDUCATION REGULAR YEAR	2,363.34	R
120849	PEARSON EDUCATION	INCREASE PO FOR LIBRARY BOOKS	STATE AND FEDERAL PROJECTS	297.33	R
120846	PEARSON EDUCATION #3	TEXTBOOKS	ADULT EDUCATION CENTER	2,527.40	A
121004	PEARSON EDUCATION #1	Workbooks	CABRILLO ELEMENTARY SCHOOL	5,445.43	U
120963	PIONEER CHEMICAL CO	CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	282.96	U
121070	PIONEER CHEMICAL CO	OPERATIONS CUSTODIAL SUPPLIES	FACILITY OPERATIONS	5,000.00	U
121012	POSTMASTER-MALIBU	BULK MAIL POSTAGE	MALIBU HIGH SCHOOL	2,500.00	U
120696	PRIORITY MAILING SYSTEMS INC	MAINTENANCE AGREEMENT/INSERTER	FISCAL SERVICES	994.00	U
120903	PRIORITY MAILING SYSTEMS INC	POSTAGE MCHN MAINT AGREEMENT	PRINTING SERVICES	610.00	U
120930	PRO-ED	SPEECH AND OT PROTOCOLS	SPECIAL EDUCATION REGULAR YEAR	360.14	R
120537	RAYCOM/MOBILE RELAY ASSOCIATES	EMERGENCY RADIO MONTHLY FEES	FACILITY MAINTENANCE	13,000.00	R
120902	RAYCOM/MOBILE RELAY ASSOCIATES	EMERGENCY RADIO PARTS	FACILITY MAINTENANCE	426.08	R
120703	REALLY GOOD STUFF INCORP	OCCUPATIONAL THERAPY SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	138.33	R
120941	REDWOOD PRESS INC	ENVELOPES FOR PAYROLL AND AP	FISCAL SERVICES	2,104.16	U
120682	REES ELECTRONICS OFFICE	COPIER REPAIR	SANTA MONICA HIGH SCHOOL	85.00	U
120821	REGENCY ENTERPRISES INC.	CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	612.89	U
120909	REGENCY ENTERPRISES INC.	flourescent lamps	PT DUME ELEMENTARY SCHOOL	72.43	U
120699	REHABMART LLC	Student Equipment/Accessory	SPECIAL EDUCATION REGULAR YEAR	98.43	R
121062	REILLY MAUREEN	ESY 2011 REIMBURSEMENT: REILLY	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120697	REISS-WOZNAC MEDICAL CLINIC	OPEN ORDER/FIRST AID	INSURANCE SERVICES	2,000.00	U
120730	RENAISSANCE LEARNING INC	RENAISSANCE SOFTWARE RENEWAL	SAINT ANNE'S PRIVATE SCHOOL	1,399.00	R
120773	RESEARCH PRESS	PSYCH MATERIALS: MAA INCENTIVE	SPECIAL EDUCATION REGULAR YEAR	118.65	R
120131	RICOH BUSINESS SOLUTIONS	maintenance agreement/mp9000	GRANT ELEMENTARY SCHOOL	3,924.04	U
120737	RICOH BUSINESS SOLUTIONS	maintenance agreement/duplicat	GRANT ELEMENTARY SCHOOL	1,437.00	U
120761	RICOH BUSINESS SOLUTIONS	MAINTENANCE RENEWAL	SAINT ANNE'S PRIVATE SCHOOL	143.36	R
120858	RICOH BUSINESS SOLUTIONS	RICOH COPIER AFICIO MP8001SP	WEBSTER ELEMENTARY SCHOOL	18,357.88	R
120899	RICOH BUSINESS SOLUTIONS	MAINTENANCE FOR RICOH MP8001SP	WEBSTER ELEMENTARY SCHOOL	2,750.00	R
120916	RICOH BUSINESS SOLUTIONS	PRINTING CHARGES	PRINTING SERVICES	2,182.95	U
120998	RICOH BUSINESS SOLUTIONS	PRINT SHOP TEMP CONTRACT	PRINTING SERVICES	15,000.00	U
120603	RICOH U.S.	MAINTENANCE AGREEMENT-COPIER	EDISON ELEMENTARY SCHOOL	1,267.80	R
120819	RICOH U.S.	MAIN CONTRACT-COPIER	JOHN ADAMS MIDDLE SCHOOL	3,161.08	U
120942	RICOH U.S.	MAINTENANCE AGREEMENT COPIER	FISCAL SERVICES	474.22	U
121084	RIEDMILLER, JILL	ESY 2011 STIPEND: RIEDMILLER	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120760	RIFTON EQUIPMENT	STUDENT EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	373.96	R

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF AUGUST 10, 2011

PAGE 6

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DF-DEFERRED MAINTENANCE SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
120985	S & S RENT A FENCE INC	FENCE RENTAL EDISON	EDISON ELEMENTARY SCHOOL	403.00	BB
120990	S & S RENT A FENCE INC	FENCE INSTAL/RENTAL ROGERS	FACILITY MAINTENANCE	403.00	R
120806	S C A Q M D	AIR QUALITY EMISSIONS FEES	FACILITY MAINTENANCE	416.41	R
120750	SANTA MONICA BAY PHYSICIANS	Open order for driver physical	TRANSPORTATION	700.00	R
121056	SANTA MONICA DAILY PRESS	ADVERTISEMENTS	OLYMPIC CONTINUATION SCHOOL	149.20	U
120789	SANTA MONICA FORD	Open order for repair parts	TRANSPORTATION	2,000.00	R
120894	SANTA MONICA FORD	OPEN ORDER VEHICLE REPAIR #V63	PURCHASING/WAREHOUSE	200.00	U
120790	SANTA MONICA RADIATOR	Open order for bus rad. repair	TRANSPORTATION	1,500.00	R
120812	SCANTRON CORPORATION	MAINTENANCE AGREEMENT-SCANBOOK	PERSONNEL COMMISION	195.00	U
120813	SCANTRON CORPORATION	MAINTENANCE AGREEMENT-888P+	PERSONNEL COMMISION	481.00	U
120814	SCANTRON CORPORATION	MAINTENANCE AGREEMENT-225048CH	PERSONNEL COMMISION	719.00	U
121077	SCHNEIDER, RHONDA	ESY 2011 STIPEND: SCHNEIDER	SPECIAL EDUCATION REGULAR YEAR	74.84	R
120783	SCHOOL BUS PARTS CORP	Open order for repair parts	TRANSPORTATION	500.00	R
120708	SCHOOL SPECIALTY INC	OCCUPATIONAL THERAPY SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	638.04	R
120762	SCHOOL SPECIALTY INC	STUDENT EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	205.29	R
120777	SCHOOL SPECIALTY INC	INSTR SUP-PE	JOHN ADAMS MIDDLE SCHOOL	191.08	R
121016	SCHOOL SPECIALTY INC	OUTDOOR FLAGS	MALIBU HIGH SCHOOL	127.68	U
120832	SEHI COMPUTER PRODUCTS	INK CARTRIDGES	SANTA MONICA HIGH SCHOOL	3,000.00	U
120987	SEHI COMPUTER PRODUCTS	PRINTER INK	PERSONNEL SERVICES	801.39	U
120734	SEMBER, JUDY	REIMBURSEMENT	WILL ROGERS ELEMENTARY SCHOOL	246.94	U
120828	SHELL FLEET CARD SERVICES	Open order for fuel purchases	TRANSPORTATION	6,000.00	R
120838	SIMON-CAIN, MONICA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	213.20	CD
120839	SIMON-CAIN, MONICA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	75.00	CD
120860	SIMON-CAIN, MONICA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	150.00	CD
120077	SIR SPEEDY PRINTING #0245	OFFICE SUPPLIES	ADULT EDUCATION CENTER	86.00	A
120617	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	LINCOLN MIDDLE SCHOOL	28.54	U
120618	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	GRANT ELEMENTARY SCHOOL	28.54	U
120619	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	WILL ROGERS ELEMENTARY SCHOOL	28.54	U
120621	SIR SPEEDY PRINTING #0245	OPEN ORDER/PRINTING	CHILD DEVELOPMENT CENTER	5,000.00	CD
120622	SIR SPEEDY PRINTING #0245	OPEN ORDER/PRINTING	CHILD DEVELOPMENT CENTER	2,000.00	CD
120638	SIR SPEEDY PRINTING #0245	sir speedy open po for assessm	CURRICULUM AND IMC	1,500.00	U
120648	SIR SPEEDY PRINTING #0245	PRINTING	SANTA MONICA HIGH SCHOOL	28.41	U
120671	SIR SPEEDY PRINTING #0245	PRINTING SERVICES	CURRICULUM AND IMC	2,185.00	U
120680	SIR SPEEDY PRINTING #0245	OPEN ORDER: OUTSIDE PRINTING	LINCOLN MIDDLE SCHOOL	600.00	U
120776	SIR SPEEDY PRINTING #0245	BUSINESS CARDS FOR A.P.	JOHN ADAMS MIDDLE SCHOOL	28.41	U
120869	SIR SPEEDY PRINTING #0245	PRINTING COSTS	PERSONNEL SERVICES	800.00	U
121010	SIR SPEEDY PRINTING #0245	MIDDLE SCHOOL SPIRIT TICKETS	MALIBU HIGH SCHOOL	316.83	U
121015	SIR SPEEDY PRINTING #0245	MALIBU HIGH STATIONARY	MALIBU HIGH SCHOOL	386.75	U
121021	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	CHILD DEVELOPMENT CENTER	28.41	CD
120623	SMART & FINAL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	3,000.00	CD
120835	SMART & FINAL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	200.00	CD
120868	SMART & FINAL	IN-SERVICE SUPPLIES	PERSONNEL SERVICES	500.00	U
120586	SMART SOURCE OF CALIFORNIA LLC	ENVELOPES	FOOD SERVICES	223.53	F
121074	SO CAL TRACTOR SALES	OPEN ORDER GROUNDS VEHICLES	GROUNDS MAINTENANCE	100.00	R
120540	SOUTH BAY LANDSCAPING	TREE REMOVAL	EDISON ELEMENTARY SCHOOL	1,425.00	BB
120245	SOUTHWEST SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	661.50	U
120852	SPECTRA/SHAW CONTRACT FLOORING	ROOSEVELT FLOOR INSTALL	FACILITY MAINTENANCE	605.90	R
120643	STAPLES BUSINESS ADVANTAGE	staples for assessment	CURRICULUM AND IMC	1,500.00	U
120686	STAPLES BUSINESS ADVANTAGE	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	900.00	U
120753	STAPLES BUSINESS ADVANTAGE	INSERVICE SUPPLIES	SAINT ANNE'S PRIVATE SCHOOL	1,420.25	R
120780	STAPLES BUSINESS ADVANTAGE	INSTRUCTIONAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	1,092.50	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF AUGUST 10, 2011

PAGE 7

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
120781	STAPLES BUSINESS ADVANTAGE	SPECIAL ED INSTRUCTIONAL SUPPL	JOHN MUIR ELEMENTARY SCHOOL	150.00	R
120809	STAPLES DIRECT	OFFICE SUPPLY	PERSONNEL COMMISION	300.00	U
120691	STAPLES INC & SUBSIDIARIES INC	OPEN ORDER FOR OFFICE SUPPLIES	FISCAL SERVICES	5,462.50	U
120692	STAPLES INC & SUBSIDIARIES INC	OPEN ORDER FOR OFFICE SUPPLIES	INSURANCE SERVICES	546.25	U
120757	STAPLES INC & SUBSIDIARIES INC	Open order for supplies	TRANSPORTATION	1,500.00	R
120947	STAPLES INC & SUBSIDIARIES INC	GENERAL SUPPLIES & MATERIALS	ADULT EDUCATION CENTER	150.00	A
120240	STAPLES/P-U/SANTA MONICA/WILSH	GENERAL OFFICE SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	385.88	U
120624	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/SUPPLIES	CDC: CCTR	1,400.00	CD
120625	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	2,800.00	CD
120626	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	1,500.00	CD
120836	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	200.00	CD
120878	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
120970	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM/OFFICE SUPPLIES	OLYMPIC CONTINUATION SCHOOL	300.00	U
120844	STATE OF CALIFORNIA	DSA COMPLIANCE FEES	JOHN ADAMS MIDDLE SCHOOL	4,365.76	BB
120897	STATE OF CALIFORNIA	ST OF CA ELEVATOR INSPECTIONS	FACILITY MAINTENANCE	3,000.00	R
120647	STEVEN ORI JR	BROCHURE / FALL 2011	ADULT EDUCATION CENTER	1,191.63	A
120677	STOVER SEED CO	OPERATIONS GROUNDS SUPPLIES	GROUNDS MAINTENANCE	4,042.25	R
121072	STOVER SEED CO	OPERATIONS GROUNDS SUPPLIES	GROUNDS MAINTENANCE	1,037.88	R
120590	STRESS LESS ENVIRONMENTAL LLC	WASTE REMOVAL & DISPOSAL	FACILITY MAINTENANCE	1,369.00	U
120954	SUNBURST TECHNOLOGY CORP	ASSISTIVE TECHNOLOGY SOFTWARE	SPECIAL EDUCATION REGULAR YEAR	216.59	R
120582	SUNRISE PRODUCE COMPANY	PRODUCE	FOOD SERVICES	95,000.00	F
120875	SURVEYMONKEY.COM LLC	SURVEY SERVICES	PERSONNEL SERVICES	200.00	U
120563	TACO BELL	BURRITOS	FOOD SERVICES	12,000.00	F
120851	TANDUS US INC	ROOSEVELT FLOORING MATERIALS	FACILITY MAINTENANCE	1,614.78	R
120585	TARGET SPECIALTY PRODUCTS	OPERATIONS GROUNDS SUPPLIES	GROUNDS MAINTENANCE	853.99	R
120992	TARGET STORES	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	1,000.00	CD
120759	TCI - BERLIN TIRE CENTERS LLC	Open order for tire purchases	TRANSPORTATION	1,000.00	R
120945	THE BELL GROUP	INSTRUCTIONAL MATERIALS	ADULT EDUCATION CENTER	420.44	A
120778	THE PROPHET CORP	INST SUP-PE	JOHN ADAMS MIDDLE SCHOOL	743.55	R
120705	THERAPE SHOPPE INC	OCCUPATIONAL THERAPY SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	107.74	R
120886	THYSSENKRUPP ELEVATOR	MALIBU SITES ELEVATOR AGREEMNT	FACILITY MAINTENANCE	11,000.00	R
120807	TOSHIBA	OFFICE SUPPLY	PERSONNEL COMMISION	1,000.00	U
120673	TRACTION HEAVY DUTY PARTS	Open order for parts & supp.	TRANSPORTATION	2,000.00	R
120788	TRACTION HEAVY DUTY PARTS	Open order for parts & supp.	TRANSPORTATION	300.00	R
120610	TUFF SHED	Shed	FRANKLIN ELEMENTARY SCHOOL	1,659.40	R
121078	TURF STAR INC	OPEN ORDER GROUNDS VEHICLES	GROUNDS MAINTENANCE	200.00	R
120715	U S BANK (GOVT CARD SERVICES)	PO INCREASE 116092	BOE/SUPERINTENDENT	159.73	U
120716	U S BANK (GOVT CARD SERVICES)	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	5,000.00	U
120871	U S BANK (GOVT CARD SERVICES)	BUSINESS EXPENSES	PERSONNEL SERVICES	1,000.00	U
120639	U S GAMES - WEST	PE SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	673.50	U
120876	U.S. POSTAL SERVICE	MAIL MACHINE POSTAGE	PURCHASING/WAREHOUSE	10,000.00	U
120674	UNITED TRANSMISSION EXCHANGE	Open order for repair parts	TRANSPORTATION	2,000.00	R
120808	UNIVERSAL AWNING INC	FURNISH AND INSTALL 5 AWNINGS	FRANKLIN ELEMENTARY SCHOOL	10,800.00	R
120660	VESOFT	Maintenance	INFORMATION SERVICES	2,028.23	U
121083	VONDERLEITH, JADEANE	ESY 2011 STIPEND: VONDERLIETH	SPECIAL EDUCATION REGULAR YEAR	75.00	R
120644	VONS STORE #2262	open po for assessment	CURRICULUM AND IMC	500.00	U
120784	W.A.S.T.E.C.	WASTE DISPOSAL AT MALIBU SITES	FACILITY MAINTENANCE	12,000.00	U
120791	WALKER MOTOR CO.	Open order for bus rep. & supp	TRANSPORTATION	5,000.00	R
120678	WARREN DISTRIBUTING INC.	Open order For repair parts	TRANSPORTATION	1,500.00	R
120792	WARREN DISTRIBUTING INC.	Open order for parts & rep.	TRANSPORTATION	4,000.00	R
120895	WARREN DISTRIBUTING INC.	OPEN ORDER VEHICLE REPAIR #V63	PURCHASING/WAREHOUSE	200.00	U

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF AUGUST 10, 2011

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	
120395	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	112.59	U
120580	WAXIE SANITARY SUPPLY	AutoScrubber	THEATER OPERATIONS&FACILITY PR	5,909.10	R
120587	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	1,603.56	U
120657	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	1,458.56	U
120799	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	MALIBU HIGH SCHOOL	1,474.79	U
120822	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	1,000.38	U
120668	WESTERN FENCE & SUPPLY CO	Fence for lunch area	FRANKLIN ELEMENTARY SCHOOL	936.70	R
121006	WESTERN FENCE & SUPPLY CO	ROOSEVELT CHAIN LINK REPLACE	FACILITY MAINTENANCE	11,089.00	R
120706	WESTERN PSYCHOLOGICAL	OCCUPATIONAL THERAPY TESTING	SPECIAL EDUCATION REGULAR YEAR	200.34	R
120905	WESTERN PSYCHOLOGICAL	PSYCH PROTOCOLS FOR SY 11/12	SPECIAL EDUCATION REGULAR YEAR	5,200.30	R
121002	WRIGHT, CAMPBELL	ID CARD MACHINE SUPPLIES	PERSONNEL SERVICES	792.73	U
120988	XEROX CORP/SUPPLIES	XEROX TONER	PERSONNEL SERVICES	1,780.52	U
120816	XEROX CORPORATION	XEROX MAINTENANCE AGREEMENT	PERSONNEL COMMISSION	396.00	U
120912	XEROX CORPORATION	MAINTENANCE AGREEMENT SY 11-12	SPECIAL EDUCATION REGULAR YEAR	1,000.00	R
120769	YOUNG, DR. WILBERT	RATERS' SUPPLY	PERSONNEL COMMISSION	1,200.00	U
120687	ZONAR SYSTEMS INC.	Open order for service renewal	TRANSPORTATION	5,997.00	R

** NEW PURCHASE ORDERS 2,928,380.19

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

120834	CANON BUSINESS SOLUTIONS	LEASE AGREE.FOR LOANER COPIER	MALIBU HIGH SCHOOL	170.60	BB
120843	CDW-G COMPUTING SOLUTIONS	NETWORK EQUIPMENT	INFORMATION SERVICES	568.76	BB
120991	GOLDEN STAR TECHNOLOGY INC	TEACHER/STUDENT PC LAPTOPS	MALIBU HIGH SCHOOL	109,180.46	BB
120996	GOLDEN STAR TECHNOLOGY INC	PC LAPTOPS FOR TEACH./STUDENTS	LINCOLN MIDDLE SCHOOL	111,597.37	BB
121000	GOLDEN STAR TECHNOLOGY INC	TEACHER/STUDENT PC LAPTOPS	SANTA MONICA HIGH SCHOOL	135,560.37	BB
121001	GOLDEN STAR TECHNOLOGY INC	TEACHER/STUDENT PC LAPTOPS	INFORMATION SERVICES	8,095.48	BB
120842	KORADE & ASSOCIATE BUILDERS	SEISMIC SURVEY & INVESTIGATION	OLYMPIC CONTINUATION SCHOOL	20,000.00	BB
121035	LOS ANGELES COUNTY DEPARTMENT	FLOOD PERMIT APPLICATION	WEBSTER ELEMENTARY SCHOOL	5,000.00	BB
120594	RICOH U.S.	OPEN PO FOR SUPPLIES	BUSINESS SERVICES	3,000.00	BB
120597	RICOH U.S.	MAINTENANCE AGREEMENT RENEWAL	BUSINESS SERVICES	2,700.00	BB
120547	SIR SPEEDY PRINTING #0245	PRINTING & PHOTOCOPYING	BUSINESS SERVICES	5,000.00	BB
120545	STAPLES INC & SUBSIDIARIES INC	OPEN PO FOR OFFICE SUPPLIES	BUSINESS SERVICES	5,000.00	BB
121032	STATE OF CALIFORNIA	RE-EXAMIN.FEE FRO PRIOR CERT.	CABRILLO ELEMENTARY SCHOOL	500.00	BB

** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATION/NEW CONSTRUCTION/DEVELOPER FEES 406,373.04

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: ACCEPTANCE OF GIFTS – 2011/2012

RECOMMENDATION NO. A.09

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$7,273.14 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 \$7,273.14 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:

BOE Date: 08/10/11

Current Gifts and Donations 2011/2012

School/Site Account Number		Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
JAMS 01-90120-0-00000-00000-8699-011-0000	\$ 2,900.00 \$ 900.00 \$ 428.14	\$ - \$ - \$ -		Various Parents Various Parents Pinkberry, Inc.	Field Trip Field Trip 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					
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					
Malibu High School 01-90120-0-00000-00000-8699-010-0000	\$ 480.00 \$ 133.00	\$ - \$ -		Various Students Various Students	General Supplies and Materials General Supplies and Materials
McKinley 01-90120-0-00000-00000-8699-004-0000					
Muir 01-90120-0-00000-00000-8699-005-0000					

BOE Date: 08/10/11

Current Gifts and Donations 2011/2012

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
Olympic HS 01-90120-0-00000-00000-8699-014-0000	\$ 1,000.00	\$ -		Miriam Schulman	General Supplies and Materials
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 300.00	\$ -		Heal The Bay	Field Trip
Roosevelt 01-90120-0-00000-00000-8699-007-0000					
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 1,132.00	\$ -		Various	General Supplies and Materials
Barnum Hall 01-91150-0-00000-00000-8699-015-0000					
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000					
Webster 01-90120-0-00000-00000-8699-008-0000					
Others:					
<u>Superintendent's Office</u> 01-90120-0-00000-00000-8699-020-0000					
<u>Educational Services</u> 01-90120-0-00000-00000-8699-030-0000					
<u>Student & Family Services</u> 01-90120-0-00000-00000-8699-040-0000					
<u>Special Education</u> 01-90120-0-00000-00000-8699-044-0000					
<u>Information Services</u> 01-90120-0-00000-0000-8699-054-0000					
<u>Food and Nutrition Services</u> 01-90120-0-00000-0000-8699-057-0000					
<u>District</u> 01-90120-0-00000-00000-8699-090-0000					
TOTAL	\$ 7,273.14	\$ -	\$ -		

BOE Date: 08/10/11

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
JAMS 01-90120-0-00000-00000-8699-011-0000		\$ 4,228.14		\$ 4,228.14			\$ -
Adult Education 11-90120-0-00000-00000-8699-090-0000				\$ -			\$ -
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000				\$ -			\$ -
Cabrillo 01-90120-0-00000-00000-8699-017-0000				\$ -			\$ -
CDS 12-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
Edison 01-90120-0-00000-00000-8699-001-0000				\$ -			\$ -
Franklin 01-90120-0-00000-00000-8699-002-0000				\$ -			\$ -
Grant 01-90120-0-00000-00000-8699-003-0000				\$ -			\$ -
Lincoln 01-90120-0-00000-00000-8699-012-0000				\$ -			\$ -
Malibu High School 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i>		\$ 613.00		\$ 613.00			\$ -
McKinley 01-90120-0-00000-00000-8699-004-0000				\$ -			\$ -
Muir 01-90120-0-00000-00000-8699-005-0000				\$ -			\$ -
Olympic HS 01-90120-0-00000-00000-8699-014-0000		\$ 1,000.00	\$ -	\$ 1,000.00			\$ -
Rogers 01-90120-0-00000-00000-8699-006-0000		\$ 300.00		\$ 300.00			\$ -
Roosevelt 01-90120-0-00000-00000-8699-007-0000		\$ 1,132.00		\$ 1,132.00			\$ -
Samohi 01-90120-0-00000-00000-8699-015-0000				\$ -			\$ -
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000				\$ -			\$ -
Webster 01-90120-0-00000-00000-8699-008-0000				\$ -			\$ -

BOE Date: 08/10/11

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:							
Superintendent's Office 01-90120-0-00000-00000-8699-020-0000				\$ -			\$ -
Educational Services 01-90120-0-00000-00000-8699-030-0000				\$ -			\$ -
Student and Family Support Services 01-90120-0-00000-00000-8699-041-0000				\$ -			\$ -
Special Education 01-90120-0-00000-00000-8699-044-0000				\$ -			\$ -
Information Services 01-90120-0-00000-00000-8699-054-0000				\$ -			\$ -
District 01-90120-00000-0-00000-8699-090-0000				\$ -			\$ -
Food & Nutrition Services 01-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
TOTAL GIFTS	\$ -	\$ 7,273.14	\$ -	\$ 7,273.14	\$ -	\$ -	\$ -
Total Cash Gifts for District:		\$ 7,273.14	Total Equity Fund 15% Contribs. \$ -		Total In-Kind Gifts:	\$ -	

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

FROM: SANDRA LYONS / JANECE L. MAEZ / CAREY UPTON

RE: APPROVAL TO REORGANIZE FACILITY PERMIT AND THEATER
OPERATIONS DEPARTMENT AND ADD NEW POSITIONS TO SUPPORT
SAMOHI MASTER FACILITIES AGREEMENT

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve a reorganization of the Theater Operations and Facility Permit Department with the addition new staff and positions to support the Samohi Master Facilities Agreement with the City of Santa Monica.

The new positions to be approved are:

Position	FTE	Funding	Supervision
Swim Instructor/ Lifeguard	0.5 FTE, 10m	Facility Permit Fees	Fac. Perm
Accounting Assistant II	0.5 FTE, 12m	Facility Permit Fees	Fac. Perm
Sports Facility Attendant 1	0.75 FTE, 12m	Facility Permit with City Permit fees	Fac. Perm
Sports Facility Attendant 2	0.75 FTE, 12m	Facility Permit with City Permit fees	Fac. Perm
Facility Permit Supervisor	1.0 FTE, 12m	50% Facility Permit/ %50 General Fund	Fac. Perm
Custodian – Samohi JUA	1.0 FTE, 12m	Gen. Fund	M&O
Equip. Op. – Sports Fac.	1.0 FTE, 12m	Gen. Fund (abolish 0.5 FTE Equip. Op.)	M&O

COMMENT: The Theater Operations and Facility Permit Department (TOFP) continues to assume greater responsibilities in the management of outside use of facilities. Lease Agreements and the new Samohi Master Facilities Agreement (Measure YY) have been added to the management of Facility Permits, Theater Operations and the existing Joint Use Agreements. All outside uses of District property are now under one office. A reorganization and increase in staff is required to support the additional workload.

Facility Permit Positions

Swimming Instructor/Lifeguard: will support existing afterschool permits in the Lincoln Pool. The work has been done as overtime assignments with greater cost and overextension of the full time lifeguards. This position is fully funded by labor chargebacks and is cost neutral.

FTE: 0.5 FTE, 10 month, 4 hours Mon.-Fri.
Budget: Facility Permit
Funding: Facility Permit Labor Chargeback
Salary w/benefits \$17,924

Accounting Assistant II: will provide accounting support for the Facility Permit Office. The primary tasks will be Accounts Receivables, Purchasing and Budget management. This work has been done by the Administrative Assistant, Sports Facility Coordinator and Director. Revenues and permits have grown requiring more expertise. Having a person handle the accounting will free the other positions to attain and manage permits. Position will be funded through facility permit fees.

FTE: 0.5 FTE, 12 month, 4 hours Mon.-Fri.
Budget: Facility Permit
Funding: Facility Permit Fees
Salary w/benefits \$21,445

The District and the City of Santa Monica entered into the Samohi Master Facilities Agreement this spring. It allows for the joint use of Samohi Athletic Facilities by the city and community when not used by the school. This represents a large increase in the use of these facilities and should be matched by additional personnel support to maintain the facilities. A portion of the joint use funds (Measure YY) need to be used to support the additional use and offset the impact on the Samohi campus. The following new positions are proposed:

Athletic Facility Attendants (2): will support the permit use of the athletic facilities. Similar monitors are required for the use of the Adams field. Samohi will benefit if these positions are supervised by the District. This new classification will monitor the facilities when they are open for community use. All permit groups will be charged a Monitor fee by the City when permits are issued. The District will be reimbursed by the City for these positions. These positions are cost neutral.

FTE:	2 - 0.75 FTE, 12 month, 30 hrs/wk
	#1 – Wed.-Fri. 5:30p-10:30p & Sat.-Sun. 2:30p-10:30p
	#2 – Sat.-Sun. 8:00a-4:00p & Mon.-Fri. 5:30p-10:30p
Budget:	Facility Permit
Funding:	City Monitor Fees
Salary w/benefits	\$25,204 each, \$50,408 total

Custodian – Samohi Joint Use: will support the increased use of Samohi Athletic Facilities by the city and community. This position will be supervised by the Plant Supervisor and work with the Samohi Custodial crew to make sure the facilities are maintained and ready for school the next day. The position will be funded through the General Fund from the Samohi JUA revenues.

FTE:	1.0 FTE, 12 month, 40 hrs/wk, Wed.-Sun. 3:30p-12:00m
Budget:	General Fund Facility Permits
Funding:	General Fund (Samohi JUA)
Salary w/benefits	\$56,753

Equipment Operator – Athletic Facilities: will maintain the athletic facilities at Samohi and other schools in the District. This is a new classification. This position will maintain the synthetic turf fields at Samohi and Adams, line fields for practices, and clean courts. The current part time Equipment Operator (0.375 FTE; \$14,944 salary & benefits) that maintains the Adams' fields will be abolished and the budget from the General Fund will be rolled into the budget for this position. The position will be funded through the General Fund from the Samohi JUA revenues.

FTE:	1.0 FTE, 12 month, 40 hrs/wk, Mon.-Fri.
Budget:	General Fund Facility Permits
Funding:	General Fund (Samohi JUA)
Salary w/benefits	\$49,656 (additional GF Budget: \$34,712)

(Continued on next page)

The Theater Operations & Facility Permit Department has grown every year since it was established in 2007. There has been a steady increase in permits and responsibilities. There is a need to add a second manager to the department to aid in supervision of events and personnel. An additional manager will help the current staff maintain the increase work, provide greater oversight and supervision of permits and personnel working permits, and provide another supervisor during the times when permits occur.

Facility Permit Supervisor: will oversee the issuing, management and oversight of all Facility Permits. The position will supervise the department staff and other classified and certificated staff hired to support permit use. This new classification is on par with the Maintenance or Plant Supervisors in the Maintenance & Operations Department. Half of the funding for this position will come from the Facility Permit budget. The other half will be funded through the General Fund from the Samohi JUA revenues. This will help support the many activities undertaken by the department that are not attached directly to revenues.

FTE:	1.0 FTE, 12 month, 40 hrs/wk
Budget:	Facility Permits
Funding:	50% Facility Permits & 50% General Fund (Samohi JUA)
Salary w/benefits	\$74,038

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: CHANGE ORDER #1 -- BID #12.01BB – PURCHASE OF HP PC COMPUTER PRODUCTS, SERVICES, AND RELATED COMPONENTS – PHASE III TECHNOLOGY UPGRADES – GST INFORMATION TECHNOLOGY SOLUTIONS – MEASURE BB

RECOMMENDATION NO. A.11

It is recommended that the Board of Education approve change order #1, Bid 12.01BB to GST Information Technology Solutions for the purchase of imaging, asset tagging, classroom installation and e-waste service fees in an amount of \$20,730, for a total contract price of \$367,305.33.

COMMENTS: Approval for the award of Bid #12.01, Science and Math Technology upgrades, Phase III, was given by the Board of Education during the meeting on July 20, 2011. The service fees were not calculated into the equipment costs on the bid tally sheets. This increase approves the set-up of the computers for use by teachers and staff.

The total budget for the computer equipment portion of the project is \$954,808. The two orders (Apple and PC) have come in at \$905,080. There remains an order for 77 printers to complete this portion of the budget.

ORIGINAL CONTRACT AWARD	\$346,575.33
<u>CHANGE ORDER #1</u>	<u>\$ 20,730.00</u>
TOTAL CONTRACT AMOUNT	\$367,305.33

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: CONTRACT AMENDMENT #16 FOR INCREASED ARCHITECTURAL CONSTRUCTION ADMINISTRATION SERVICES IN SUPPORT OF THE SYNTHETIC TURF PROJECT, THE FIRST IMPROVEMENT OF THE ATHLETIC, PHYSICAL EDUCATION AND OUTDOOR PERFORMANCE FACILITIES (APEOP) – SANTA MONICA HIGH SCHOOL – RL BINDER FAIA, ARCHITECTS, LLP

RECOMMENDATION NO. A.12

It is recommended that the Board of Education approve Contract Amendment #16 with RL Binder, FAIA, Architects, LLP for Construction Administration services in support of the Synthetic Turf Project, the first improvement of the Athletic, Physical Education, and Outdoor Performance (APEOP) facilities work at Santa Monica High School, in the amount of \$63,486, for a total contract amount of \$7,047,290.

Funding Information

Budgeted: Yes

Fund: 40

Source: CCJUP

Account Number 40-90602-0-00000-85000-5802-015-2600

Description: Consultant Services

COMMENTS: The District entered into a MOU providing \$56 million for the APEOP facilities work at Santa Monica High School. The CCJUP has received the following approvals:

1. On May 12, 2009, the Redevelopment agency approved approximately \$57 million for Phase I of the CCJUP.
2. On January 24, 2011 the Board of Education and the City finalized and approved a Memorandum of Understanding (MOU) which provided SMMUSD \$1.084 million in funding for the initial work for the EIR,
3. On April 6, 2011, the Board of Education approved the project description of the CCJUP design and the proposed scope of work for the \$56 million.
4. On or about June 28, 2011, the City of Santa Monica and the SMMUSD finalized and approved a Memorandum of Understanding (MOU) which provided SMMUSD \$56 million in funding for the remaining work for the EIR, Synthetic Turf Field, CCJUP buildings, athletic fields, outdoor performance facilities and site improvements planned at Santa Monica High School starting September 1, 2011 through September 30, 2016.
5. On July 20, 2011 the Board of Education awarded the Replacement of the Existing Grass with Synthetic Turf project to Hellas Construction.

On January 13, 2011, the Board of Education approved Contract Amendment #15 in the amount of \$429,728 for RL Binder, FAIA, Architects, LLP. This item was to change CA #15 to the amount of \$0 and to create a new funding line and to establish a new contract for the CCJUP scope of work.

This Contract Amendment #16 is for Construction Administration services in support of the CCJUP within the Build-out of the Athletic, Physical Education, and Outdoor Performance (APEOP) facilities work at Santa Monica High School in the amount of \$63,486. The revised total contract amount will be \$7,047,290.

ORIGINAL CONTRACT AMOUNT	\$1,209,688
CONTRACT AMENDMENTS #1 & 2 (Siting Study)	180,000
CONTRACT AMENDMENT #3 (Not issued)	0
CONTRACT AMENDMENT #4 (Programming additional services)	209,244
CONTRACT AMENDMENT #5 (DD/CD/CA)	4,878,954
CONTRACT AMENDMENT #6 (Fire protection design)	36,720
CONTRACT AMENDMENT #7 (Revisions to siting study)	11,000
CONTRACT AMENDMENT #8 (Mechanical cooling design)	25,300
CONTRACT AMENDMENT #9 (Geotech Revisions impacts)	54,720
CONTRACT AMENDMENT #10 (50% CD review comments) Study #1	3,120
CONTRACT AMENDMENT #11 (50% CD review comments) Study #2 & #3	31,333
CONTRACT AMENDMENT #12 (50% CD review comments) Study #4	61,800
CONTRACT AMENDMENT #13 (50% CD review comments) Study #5	127,975
CONTRACT AMENDMENT #14* (Siting Study II)	153,950
CONTRACT AMENDMENT #15* (CCJUP Siting Study 2)	0
CONTRACT AMENDMENT #16* (APEOP Synthetic Turf Field)	63,486
TOTAL CONTRACT AMOUNT	\$7,047,290

*Funded by CCJUP

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: CONTRACT AMENDMENT #4 FOR PROJECT MANAGEMENT AND PARKING DESIGN PLAN OF TEMPORARY PARKING ON 7TH STREET – SANTA MONICA HIGH SCHOOL SCIENCE AND TECHNOLOGY BUILDING AND SITE IMPROVEMENTS PROJECT – AECOM – MEASURE BB

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve Contract Amendment #4 with AECOM for the parking design plan of the temporary parking spaces proposed adjacent for construction of Santa Monica High School Science and Technology Building and Site Improvements Project, in the amount of \$19,225 for a total not to exceed contract amount of \$554,552.

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-90500-0-00000-85000-5802-015-2600
Budget Category: Off Site Transportation
Descriptions: Consultant Services

COMMENTS: As part of the construction phase of the Santa Monica High School Science and Technology Building and Site Improvements Project, the Santa Monica-Malibu Unified School District (SMMUSD) is proposing to provide approximately thirty-five (35) temporary parking spaces along the west side of 7th Street, directly adjacent to the high school campus. The temporary parking spaces would be used by school faculty, staff during daytime hours and local residents evenings and weekends.

This Contract Amendment #4, for a not to exceed amount of \$19,225 is for project management and parking design plan services. The revised total contract amount will be \$554,552.

ORIGINAL CONTRACT AMOUNT	\$180,757
Contract Amendment #1 (Updates due to Construction Schedule)	9,570
Contract Amendment #2 (Samohi CCJUP investigation)	345,000
Contract Amendment #3 (Time extension)	0
Contract Amendment #4 (7 th St Parking Design)	19,225
<u>TOTAL CONTRACT AMOUNT</u>	<u>\$554,552</u>

A Friday Memo will accompany this item.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: CONTRACT AMENDMENT #10 FOR GEOTECHNICAL OBSERVATION AND TESTING SERVICES – MODERNIZATION OF BLDG. E – LINCOLN MIDDLE SCHOOL – CONVERSE CONSULTANTS – MEASURE BB

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve Contract Amendment #10 with Converse Consultants to provide Geotechnical Observation and Testing Services at Lincoln Middle School for the Lincoln Middle Modernization of Bldg. E Project, in the amount of \$2,145. for a total contract amount of \$142,117.

Funding Information

Budgeted: Yes

Fund: 82

Source: Building Fund

Account Number: 82-90500-0-00000-85000-5802-012-2600

Projects: Lincoln Middle Modernization of Bldg. E Project

Budget Category: Materials Lab

COMMENTS: The Board of Education previously approved Converse Consultants as one of the three (3) pre-qualified Geotechnical consultants on the cities of Santa Monica and Malibu. The firms are being assigned projects as the need arises and depending on their familiarity with and availability for the assignment. On 5/26/2010, the Board of Education approved Contract Amendment #6 with Converse Consultants to provide Geotechnical Observation and Testing Services for the Lincoln MS – Relocatables (Package 1A) Project. On 12/09/10, the Board of Education also approved Contract Amendment #8 with Converse Consultants to provide observation and testing services for the Fire Water Main (Package 1A) portion of the Relocatables project, which was bid separately.

Contract Amendment #10, for \$2,145, is for Geotechnical Observation and Testing Services during construction of the Lincoln Middle School for the Lincoln Middle Modernization of Bldg. E Project. The revised contract total will be \$142,117. This cost was anticipated within the budget.

(Continued on next page)

ORIGINAL CONTRACT – John Adams MS	\$26,950
ORIGINAL CONTRACT – Lincoln MS	28,250
CONTRACT AMENDMENT #1 (Adams testing)	8,545
CONTRACT AMENDMENT #2 (Additional Adams testing)	5,682
CONTRACT AMENDMENT #3 (Adams Field Investigation – parking lot)	2,930
CONTRACT AMENDMENT #4 (Adams Relos - geotech observ. & testing)	15,540
CONTRACT AMENDMENT #5 (Adams Green Fringe geotech observ testing)	11,040
CONTRACT AMENDMENT #6 (Lincoln Relos – geotech observ testing)	11,870
CONTRACT AMENDMENT #7 (Adams Green Fringe geotech observ testing sewer)	1,329
CONTRACT AMENDMENT #8 (Lincoln Relos Fire Water Main geotech observ)	10,665
CONTRACT AMENDMENT #9 (Adams New Const. & Mod. geotech observ)	17,171
CONTRACT AMENDMENT #10 (Lincoln Mod. geotech observ)	2,145
TOTAL:	\$142,117

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: CONTRACT AMENDMENT #19 FOR ENVIRONMENTAL TESTING,
MONITORING, AND REPORTING SERVICES MODERNIZATION OF BLDG. E –
LINCOLN MIDDDDLE SCHOOL – ATC ASSOCIATES – MEASURE BB

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve ATC Associates Contract Amendment #19 to monitor the work of the construction at Lincoln Middle School for the Lincoln Middle Modernization of Bldg. E Project, in the amount of \$5,710, for a total Contract amount of \$320,611.

Funding Information

Budgeted: Yes

Fund: 82

Source: Building Fund

Account Number: 82-90500-0-00000-85000-5802-012-2600

Projects: Lincoln Middle Modernization of Bldg. E Project

Budget Category: Environmental Tests, Hazardous Materials

COMMENTS: For any project that will disturb materials that have been identified to contain hazardous materials (e.g. asbestos and lead paint), the work should be monitored by a third party firm hired by the District.

The monitoring will include verification of proper certification of workers, implementation of best practices, air testing, laboratory services and similar services required to insure the safety of the students and staff at the project site. The consultant shall also ensure that all work, transportation and disposal of hazardous materials will be done in compliance of state and federal regulations.

ATC Associates Contract Amendment #19 is to provide additional environmental consulting services to monitor the work of the construction of the Lincoln Middle Modernization of Bldg. E Project, for compliance with state regulations including air monitoring and laboratory services. Contract Amendment #19 is for an amount not to exceed \$5,710., for a total contract amount of \$320,611., and will be billed on an hourly basis.

There is available budget for this contract amendment.

(Continued on next page)

ORIGINAL CONTRACT AMOUNT: (Estimate)	\$ 0
CONTRACT AMENDMENT #1 (8 Sites, Net Add to original estimate \$1,138)	101,138
CONTRACT AMENDMENT #2 (3 Sites)	42,647
CONTRACT AMENDMENT #3 (2508 & 2512 Virginia Ave, survey & specs)	7,010
CONTRACT AMENDMENT #4 (Webster Elem, FA project)	13,152
CONTRACT AMENDMENT #5 (Point Dume MSE, Gas/Heat project)	11,815
CONTRACT AMENDMENT #6 (2508 & 2512 Virginia, Monitoring)	4,012
CONTRACT AMENDMENT #7 (Grant ES, Entry Reconfiguration)	3,501
CONTRACT AMENDMENT #8 (Cabrillo ES, Fence & Gate)	2,714
CONTRACT AMENDMENT #9 (Olympic HS, Landscape)	1,535
CONTRACT AMENDMENT #10 (Rogers, Pre-school Relos)	5,284
CONTRACT AMENDMENT #11 (John Adams, New Constr. & Mod.)	4,990
CONTRACT AMENDMENT #12 (Lincoln, Mod & Classroom Bldg.)	4,310
CONTRACT AMENDMENT #13 (Secondary Classroom Tech Proj.)	12,100
CONTRACT AMENDMENT #14 (Lincoln, Modernization Project)	18,840
CONTRACT AMENDMENT #15 (Adams, New Constr. Mod. 2b)	43,590
CONTRACT AMENDMENT #16 (Malibu Fire Alarm Project)	17,260
CONTRACT AMENDMENT #17 (Edison LA)	17,820
CONTRACT AMENDMENT #18 (McKinley ES)	3,183
CONTRACT AMENDMENT #19 : (Lincoln Modernization Project)	5,710
TOTAL CONTRACT AMOUNT:	\$ 320,611

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: CONTRACT AMENDMENT #4 FOR EXTENDED INSPECTION SERVICES –
RELOCATABLES AND FIRE WATER MAIN PROJECT (PACKAGE 1A) –
LINCOLN MIDDLE SCHOOL – THE IOR GROUP, INC. – MEASURE BB

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve Contract Amendment #4 with The IOR Group, Inc. to provide Inspection Services for Lincoln Middle School – Relocatables and Fire Water Main Project (Package 1A), in the amount not to exceed \$1,000., for a total contract amount of \$51,600.

Funding Information

Budgeted: Yes

Fund: 82

Source: Building Fund

Account Number: 82-90500-0-00000-85000-5802-012-2600

Projects: Lincoln Middle Modernization Relocatables Project

Budget Category: Inspector of Record

Comments: Division of the State Architect (DSA) Inspection Services are required by code to ensure that school facilities are built to the DSA approved plans and specifications. District staff requested a proposal from The IOR Group, Inc. to provide Inspection Services for the Lincoln Middle School -Relocatables Project – Fire Water Main Project, DSA Application No. 03-112987. The additional services are needed for re-inspection of work in place due to extended contract duration. District staff will be evaluating what amount should be recovered, if any, from the contractor.

This Contract Amendment #4, for \$1,000., is for Inspection Services for the Lincoln Middle School - Replacement of Classroom Building C, Modernization and Site Improvements Project – Relocatables (Package 1A) – Fire Water Main Project. The revised contract total will be \$51,600.

ORIGINAL CONTRACT (Grant ES, A#03-112845)	\$20,000
Contract Amendment #1 (Lincoln MS, A#03-112987)	10,000
Contract Amendment #2 (Lincoln MS, A#03-112987 service extension)	10,300
Contract Amendment #3 (Lincoln MS, A#03-112987 Fire Water Line)	10,300
Contract Amendment #4 (Lincoln MS, A#03-112987 service extension)	1,000
<u>TOTAL CONTRACT AMOUNT</u>	<u>\$51,600</u>

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: CONTRACT AMENDMENT #7 FOR TESTING AND SPECIAL INSPECTION
SERVICES – MALIBU MIDDLE AND HIGH SCHOOL – CAMPUS-WIDE FIRE
ALARM REPLACEMENT PROJECT – BTC LABS – MEASURE BB

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve Contract Amendment #7 with BTC Labs for Testing and Special Inspection Services at Malibu Middle and High School, Campus-Wide Fire Alarm Replacement Project in the amount of \$6,775 for a total contract amount of \$46,036.

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-90500-0-00000-85000-5802-010-2600
Project No: Campus Wide Fire Alarm Replacement Project
Budget Category: Materials Lab Testing

Comments: Division of State Architect (DSA) Testing and Special Inspection Services are required by code to ensure that school facilities are built to the DSA approved plans and specifications. District staff requested a proposal from BTC Labs to provide Testing and Special Inspection Services for the Malibu Middle and High School, Campus-Wide Fire Alarm Replacement Project, DSA Application No. 03-113284.

This Contract Amendment #7, for \$6,775, is for Testing and Special Inspection Services for Malibu Middle and High School, Campus-Wide Fire Alarm Replacement project. This cost was anticipated in the budget. The revised contract total will be \$46,036.

ORIGINAL CONTRACT (Cabrillo, DSA A#03-113115) A.21)	\$3,189
Contract Amendment #1 (Malibu HS Soil Remediation)	10,802
Contract Amendment #2 (Point Dume Gas Line, DSA A#03-112541)	5,364
Contract Amendment #3 (Samohi DSA Compliance DSA A#03-101212)	1,682
Contract Amendment #4 (Franklin DSA Compliance DSA A#03-59179)	901
Contract Amendment #5 (Malibu HS Water Main)	16,422
Contract Amendment #6 (Malibu HS DSA Compliance DSA A#03-59245)	901
Contract Amendment #7 (Malibu HS Fire Alarm Project DSA A#03-113284)	6,775
<u>TOTAL CONTRACT AMOUNT</u>	<u>\$46,036</u>

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: AWARD OF BID #10.39.BB.R1 FOR BLOIS CONSTRUCTION – MALIBU MERRIT DR. AND BUSCH DR. 12-INCH WATER MAIN AND REDUCING STATION FOR THE MALIBU HIGH SCHOOL CAMPUS IMPROVEMENT PROJECT – LOWEST RESPONSIVE, RESPONSIBLE BIDDER – MEASURE BB

RECOMMENDATION NO. A.18

It is recommended that the Board of Education award Bid #10.39.BB.R1 to Blois Construction, Malibu Merritt Dr. and Busch Dr. 12 inch Water Main and Reducing Station for the Malibu High School Campus Improvement Project, to Blois Construction, in an amount of \$431,425.00.

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-90500-0-00000-85000-6200-010-2600
Project No.: Water Main Upgrades (District 29)
Budget Line: Construction

COMMENTS: The improvements to these water mains are needed to provide adequate water flow and duration at the school to meet the minimum code requirements for the Malibu High School Campus Improvement Project.

The bidding opportunity for the Malibu Merritt Dr. and Busch Dr. 12 inch Water Main and Reducing Station project was advertised in the Daily Breeze and the Santa Monica Daily Press on 5/28/2011 & 6/4/2011 and the Malibu Surfside News on 6/2/2011. Direct invitations were solicited to multiple local and non-local contractors. Nine (9) contractors attended the mandatory job walks held on June 7, 2011 and June 9, 2011. Pre-Qualifications were received from eight (8) contractors of which six (6) were qualified to bid. Five (5) submitted bids and all five (5) were responsive as follows:

Blois Construction	\$431,425.00 (Recommended)
Williams Pipeline Contractors	\$445,764.00
Mike Bubalo Construction	\$468,400.00
Minco Construction	\$608,000.00
J. De Sigio Construction	\$663,000.00

A post bid interview was held with the lowest responsive bidder, Blois Construction, on July 8, 2011 to review their bid and the scope of the project. It was determined that the project scope is as intended at the job walk and that all prevailing labor rates will be adhered to.

It is recommended that Blois Construction being found to be the lowest responsive responsible bidder be awarded the contract in an amount not to exceed \$431,425.00. Alternate amount of \$47,256.00 will not be accepted under this contract. Contract duration from the Notice to Proceed (NTP) is 180 calendar days.

These costs were anticipated and the construction budget for this work is part of the approved Malibu High School Campus Improvement Project budget.

A Friday memo will accompany this Board Item.

ORIGINAL CONTRACT AMOUNT (Award of Bid #10.39.BB.R1)	\$431,425
TOTAL CONTRACT AMOUNT	\$431,425

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

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

RE: CONTRACT AMENDMENT #2 FOR ARCHITECTURAL SERVICES –
WEBSTER ELEMENTARY SCHOOL – DSA COMPLIANCE PROJECT –
JUBANY-NAC – MEASURE BB

RECOMMENDATION NO. A.19

It is recommended that the Board of Education approve Contract Amendment #2 with Jubany-NAC Architecture to provide architectural and engineering services as required to provide Division of State Architect (DSA) record drawing for the Child Development Relocatable structure at Webster Elementary School, in the amount not to exceed \$4,301, for a total contract amount of \$25,407.

Funding Information

Budgeted: Yes
Fund: 82
Source: Building Fund
Account Number: 21-90500-0-00000-85000-5802-008-2600
Description: Independent Contractor/Consultant

Comments: Division of the State Architect (DSA) Certification of projects are required by code to ensure that school facilities are built to the DSA approved plans and specifications. District staff requested a proposal from Jubany-NAC Architecture to provide Architectural and Engineering Services to prepare record drawing for Webster ES Child Development Relocatable, DSA A# 102290 – Portion 2. The DSA Certification of this facility is required prior to DSA approval of the Webster Elementary School Measure BB project.

This Contract Amendment #2, for \$4,301, is for Architectural and Engineering Services to prepare record drawing for the Webster Elementary School – DSA Compliance project. The revised contract total will be \$25,407.

ORIGINAL CONTRACT	\$19,036
Contract Amendment #1 (Olympic, Pine St. Relocatable struct'l calcs)	2,070
<u>Contract Amendment #2 (Webster ES, A#03-102290 DSA Compliance)</u>	<u>4,301</u>
TOTAL CONTRACT AMOUNT	\$25,407

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: CERTIFICATED PERSONNEL – Elections, Separations

RECOMMENDATION NO. A.20

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

ADDITIONAL ASSIGNMENTS

ADAMS MIDDLE SCHOOL

Jurewicz, Kristin	6.18 hrs @\$40.46	9/4/10-6/22/11	<u>Est Hrly/\$250</u>
		TOTAL ESTABLISHED HOURLY	\$250

Comment: Ham Radio Supervisor- Science Magnet Program
01-Tier III Programs Cat Flex
[10-11 Budget]

Avedian, Ray	6.18 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$250
Brown, Daniel	12.35 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$500
Levin, Tracy	6.18 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$250
Post, Joel	12.35 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$500
		TOTAL ESTABLISHED HOURLY	\$1,500

Comment: Grade Level Science Magnet Coordinators
01-Tier III Programs Cat Flex
[10-11 Budget]

Brown, Daniel	24.7 hrs @\$40.46	9/3/10-6/22/11	<u>Est Hrly/\$999</u>
		TOTAL ESTABLISHED HOURLY	\$999

Comment: Science Magnet Coordinator and Parent Liaison
01-Tier III Programs Cat Flex
[10-11 Budget]

Daws, Tracy	12 hrs @\$40.46	6/27/11-6/28/11	Est Hrly/\$486
Jacobs, Edward	12 hrs @\$40.46	6/27/11-6/28/11	Est Hrly/\$486
Loopesko, Lorna	12 hrs @\$40.46	6/27/11-6/28/11	Est Hrly/\$486
Scotland, Alva	12 hrs @\$40.46	6/27/11-6/28/11	Est Hrly/\$486
		TOTAL ESTABLISHED HOURLY	\$1,944

Comment: Humanities Dept Professional Development
01-Gifts – Equity Fund
[10-11 Budget]

Beeman-Solano, Amy	6 hrs @\$40.46	8/12/11	Est Hrly/\$243
Breceda, Brenda	6 hrs @\$40.46	8/12/11	Est Hrly/\$243
Cole, Debra	6 hrs @\$40.46	8/12/11	Est Hrly/\$243
Ransom, Barbara	6 hrs @\$40.46	8/12/11	Est Hrly/\$243
Saling, David	6 hrs @\$40.46	8/12/11	Est Hrly/\$243
Strauss, Susan	6 hrs @\$40.46	8/12/11	Est Hrly/\$243
		TOTAL ESTABLISHED HOURLY	\$1,458

Comment: Language Arts Dept Professional Development
01-Tier III Programs Cat Flex

Breceda, Brenda	6 hrs @\$40.46	7/18/11	<u>Est Hrly/\$243</u>
		TOTAL ESTABLISHED HOURLY	\$243

Comment: Moving Classroom
01-Tier III Programs Cat Flex

BB PROJECTS

Mayer, Heather	12 hrs @\$40.46	6/27/11-6/28/11	Est Hrly/\$486
Uttinger, Sara	12 hrs @\$40.46	6/27/11-6/28/11	Est Hrly/\$486
Vanderveen, Ken	12 hrs @\$40.46	6/27/11-6/28/11	Est Hrly/\$486
		TOTAL ESTABLISHED HOURLY	\$1,458

Comment: Moving Classroom/BB
01-Unrestricted Resource

CHILD DEVELOPMENT SERVICES

Graves, Gizelle	352 hrs @\$25.22	6/27/11-8/26/11	Own Hrly/\$8,877
Hentschell, Denise	352 hrs @\$25.78	6/27/11-8/26/11	Own Hrly/\$9,075
McGowan, Joanne	352 hrs @\$25.78	6/27/11-8/26/11	<u>Own Hrly/\$9,075</u>
		TOTAL OWN HOURLY	\$27,027

Comment: Summer Assignment
12-Tier III Programs Cat Flex

Gutierrez, Sofia	352 hrs @\$24.81	6/27/11-8/26/11	Own Hrly/\$8,733
Henry, Cassy	352 hrs @\$28.05	6/27/11-8/26/11	Own Hrly/\$9,874
Proctor, Valerii	352 hrs @\$28.05	6/27/11-8/26/11	Own Hrly/\$9,874
Yelenskaya, Yelena	352 hrs @\$23.77	6/27/11-8/26/11	<u>Own Hrly/\$8,367</u>
		TOTAL OWN HOURLY	\$36,848

Comment: Summer Assignment
12-CCSP

Housman, JoAnn	352 hrs @\$70.32	6/27/11-8/26/11	<u>Own Hrly/\$24,753</u>
		TOTAL OWN HOURLY	\$24,753

Comment: Summer Assignment – CDS Nurse
12-Head Start Basic

EDISON ELEMENTARY

Ipina, Elizabeth	86 hrs @\$81.19	6/30/11-7/28/11	Own Hrly/\$6,982
Jimenez, Slyvia	86 hrs @\$82.76	6/30/11-7/28/11	Own Hrly/\$7,117
Maiztegui, Laura	86 hrs @\$82.77	6/30/11-7/28/11	Own Hrly/\$7,118
Melendez, Brisa	86 hrs @\$61.19	6/30/11-7/28/11	Own Hrly/\$5,262
Morales, Carlos	86 hrs @\$52.00	6/30/11-7/28/11	Own Hrly/\$4,472
Naranjo, Rocio	86 hrs @\$58.56	6/30/11-7/28/11	Own Hrly/\$5,036
Rodriguez, Judith	86 hrs @\$56.90	6/30/11-7/28/11	<u>Own Hrly/\$4,893</u>
		TOTAL OWN HOURLY	\$40,879

Comment: Summer School
01-IASA: Title I Basic-LW Inc/Neg

Cueva, Martha	\$40.46, as needed	6/30/11-7/28/11	Est Hrly/\$----
Dworin, Jeanne	\$40.46, as needed	6/30/11-7/28/11	Est Hrly/\$----
Salmaggi, Aileen	\$40.46, as needed	6/30/11-7/28/11	<u>Est Hrly/\$----</u>
		TOTAL ESTABLISHED HOURLY	\$----

Comment: Summer School Substitutes
01-IASA: Title I Basic-LW Inc/Neg

Ellis, John	5 hrs @\$40.46	7/1/11-8/26/11	Est Hrly/\$202
Rankin, Nancy	5 hrs @\$40.46	7/1/11-8/26/11	<u>Est Hrly/\$202</u>
		TOTAL ESTABLISHED HOURLY	\$404

Comment: Summer Kindergarten Literacy
01-IASA: Title I Basic-LW Inc/Neg

Boxer, Lorissa	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Brumer, Sandra	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Cueva, Martha	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Dworin, Jeanne	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Ellis, John	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Ipina, Elizabeth	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Jimenez, Sylvia	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Large-Fullerton, Anabella	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Maiztegui, Laura	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Martinez, Elizabeth	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Meade, Margaret	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Melendez, Brisa	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Morales, Carlos	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Murcia, Constanza	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486

Naranjo, Rocio	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Rankin, Nancy	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Rodriguez, Judith	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Salmaggi, Aileen	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Tejeda, Karina	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
Williams, Alma	12 hrs @\$40.46	8/22/11-8/26/11	Est Hrly/\$486
TOTAL ESTABLISHED HOURLY			\$9,720

Comment: Professional Development Training
01-IASA: Title I Basic-LW Inc/Neg

EDUCATIONAL SERVICES

Bressler, Rachel	120.0 hrs @\$82.77	6/30/11-7/28/11	Own Hrly/\$9,932
Bronstein, Susan	120.0 hrs @\$82.77	6/30/11-7/28/11	Own Hrly/\$9,932
Morn, Lora	121,5 hrs @\$67.83	6/30/11-8/12/11	Own Hrly/\$8,241
TOTAL OWN HOURLY			\$28,105

Comment: Intensive Intervention Summer School Nurses
01-Gifts – Equity Fund

Durna-Contreras, Martha	6 hrs @\$40.46	6/28/11	Est Hrly/\$243
TOTAL ESTABLISHED HOURLY			\$243

Comment: Intensive Intervention Summer School Professional Development
01-Gifts – Equity Fund

Duran-Contreras, Martha	21 days @\$496.54	6/30/11-7/28/11	Own Daily/\$10,427
TOTAL OWN DAILY			\$10,427

Comment: Summer School Coordination and Supervision
01-Unrestricted Resource

Karyadi, Adrienne	15 hrs @\$40.46	8/15/11-8/26/11	Est Hrly/\$607
TOTAL ESTABLISHED HOURLY			\$607

Comment: Testing New Students
01-Unrestricted Resource

Roman, Bertha	156 hrs @\$40.46	6/27/11-8/26/11	Est Hrly/\$6,312
TOTAL ESTABLISHED HOURLY			\$6,312

Comment: Education Technology – Summer Assignment
01-ARRA-EETT Formula

Hamilton-Menjivar, LaDawna	108 hrs @\$40.46	6/27/11-8/26/11	Est Hrly/\$4,370
TOTAL ESTABLISHED HOURLY			\$4,370

Comment: Education Technology – Summer Assignment
01-ARRA-EETT Competitive

Scotland, Alva	8 hrs @\$40.46	6/29/11	Est Hrly/\$324
TOTAL ESTABLISHED HOURLY			\$324

Comment: Score and Record ELL Assessments
01-Economic Impact Aid – LEP

Wintner, Lisa	60 hrs @\$40.46	7/11/11-8/12/11	Est Hrly/\$2,428
TOTAL ESTABLISHED HOURLY			\$2,428

Comment: CELDT Testing
01-Unrestricted Resource

Gitter, Randall	10 days @\$406.97	8/15/11-8/28/11	Own Daily/\$4,070
TOTAL OWN DAILY			\$4,070

Comment: Additional Scheduled Days at St. Anne's
01-IASA: Title I Basic-LW Inc/Neg

Graves, Gizelle	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$25
TOTAL ESTABLISHED HOURLY			\$25

Comment: Student Info System Teacher Training
01-ARRA-EED

Beeman-Solano, Amy	18.6 hrs @\$40.46	7/11/11-8/26/11	Est Hrly/\$753
Mowry, Kristen	18.6 hrs @\$40.46	7/11/11-8/26/11	Est Hrly/\$753
Pust. Jennifer	18.6 hrs @\$40.46	7/11/11-8/26/11	Est Hrly/\$753
Saling, David	18.6 hrs @\$40.46	7/11/11-8/26/11	Est Hrly/\$753
TOTAL ESTABLISHED HOURLY			\$3,012

Comment: K-12 Writing Framework
01-IASA: Title II Teacher Quality

Alexopoulos, Ashley	24 hrs @\$40.46	6/27/11-6/30/11	Est Hrly/\$971
Bon, Nancy	24 hrs @\$40.46	6/27/11-6/30/11	Est Hrly/\$971
Hylind, Amy	18 hrs @\$40.46	6/27/11-6/30/11	Est Hrly/\$728
Moe, Eric	18 hrs @\$40.46	6/27/11-6/30/11	Est Hrly/\$728
Thomas, Kate	24 hrs @\$40.46	6/27/11-6/30/11	<u>Est Hrly/\$971</u>
TOTAL ESTABLISHED HOURLY			\$4,369

Comment: SpringBoard Math Workshop Training
01-IASA: Title II Teacher Quality
[10-11 Budget]

Beltran, Susan	1 hr @\$40.46	6/7/11	Est Hrly/\$40
Berens, Candis	1 hr @\$40.46	6/7/11	Est Hrly/\$40
Braff, Sara	1 hr @\$40.46	6/7/11	Est Hrly/\$40
Carey, Ann	1 hr @\$40.46	6/7/11	Est Hrly/\$40
Cedillo, Sofia	1 hr @\$40.46	6/7/11	Est Hrly/\$40
Handelman, Catherine	1 hr @\$40.46	6/7/11	Est Hrly/\$40
Jauregui, Marissa	1 hr @\$40.46	6/7/11	Est Hrly/\$40
Mendelson, Karen	1 hr @\$40.46	6/7/11	Est Hrly/\$40
Scholder, Holly	1 hr @\$40.46	6/7/11	Est Hrly/\$40
Scrifres, Mary	1 hr @\$40.46	6/7/11	Est Hrly/\$40
Thatcher, Cindy	1 hr @\$40.46	6/7/11	<u>Est Hrly/\$40</u>
TOTAL ESTABLISHED HOURLY			\$440

Comment: Pre-Kindergarten Articulation and Transition Workshop
01-IASA: Title II Teacher Quality
[10-11 Budget]

Badt, Amy	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Beltran, Susan	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Berens, Candis	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Berman, Laura	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Braff, Sara	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Carey, Ann	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Cedillo, Sofia	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Handelman, Catherine	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Herman, Melissa	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Jauregui, Marissa	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Lipson, Jenny	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Mendelson, Karen	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Scholder, Holly	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Scrifres, Mary	10 hrs @\$40.46	7/1/11-8/28/11	Est Hrly/\$405
Thatcher, Cindy	10 hrs @\$40.46	7/1/11-8/28/11	<u>Est Hrly/\$405</u>
TOTAL ESTABLISHED HOURLY			\$6,075

Comment: Pre-Kindergarten Articulation and Transition Workshops
01-IASA: Title II Teacher Quality

Barba-Castro, Graciela	2.5 hrs @\$40.46	8/10/11-8/11/11	Est Hrly/\$101
Ferguson, Carrie	2.5 hrs @\$40.46	8/10/11-8/11/11	Est Hrly/\$101
Hoffman, Beth	2.5 hrs @\$40.46	8/10/11-8/11/11	Est Hrly/\$101
Hylind, Amy	2.5 hrs @\$40.46	8/10/11-8/11/11	Est Hrly/\$101
Light, Lindsay	2.5 hrs @\$40.46	8/10/11-8/11/11	Est Hrly/\$101
Madnick, Sarah	2.5 hrs @\$40.46	8/10/11-8/11/11	Est Hrly/\$101
O'Brien, Marianna	2.5 hrs @\$40.46	8/10/11-8/11/11	Est Hrly/\$101
Pham, Vy	2.5 hrs @\$40.46	8/10/11-8/11/11	Est Hrly/\$101
Utzinger, Sara	2.5 hrs @\$40.46	8/10/11-8/11/11	Est Hrly/\$101
Wrabel, Carol	2.5 hrs @\$40.46	8/10/11-8/11/11	<u>Est Hrly/\$101</u>
TOTAL ESTABLISHED HOURLY			\$1,010

Comment: Smartboard Educators Training
01-ARRA-EETT Competitive

MALIBU HIGH SCHOOL

Schmidt, Samantha 26 hrs @\$42.74

5/16/11-6/19/11

Own Hrly/\$1,111

TOTAL OWN HOURLY

\$1,111

Comment: 6th Period Assignment
01-Unrestricted Resource
[10-11 Budget]

MCKINLEY ELEMENTARY SCHOOL

Macon, Tristen 4 hrs @\$40.46

6/3/11-6/17/11

Est Hrly/\$162

Sanschagrin, Marc 4 hrs @\$40.46

6/3/11-6/17/11

Est Hrly/\$162

Scifres, Mary 4 hrs @\$40.46

6/3/11-6/17/11

Est Hrly/\$162

TOTAL ESTABLISHED HOURLY

\$486

Comment: 4th Grade Naturebridge Trips
01-IASA: Title I Basic-LW Inc/Neg
[10-11 Budget]

Duran, Concepcion 1 hr @\$40.46

6/17/11

Est Hrly/\$40

Galvan, Janine 1 hr @\$40.46

6/17/11

Est Hrly/\$40

Langsdale, Jennifer 1 hr @\$40.46

6/17/11

Est Hrly/\$40

Marks, Jamie 1 hr @\$40.46

6/17/11

Est Hrly/\$40

Moore, LaShawn 1 hr @\$40.46

6/17/11

Est Hrly/\$40

Mowry, Kristen 1 hr @\$40.46

6/17/11

Est Hrly/\$40

Suomu, Susan 1 hr @\$40.46

6/17/11

Est Hrly/\$40

Treuenfels, Therese 1 hr @\$40.46

6/17/11

Est Hrly/\$40

TOTAL ESTABLISHED HOURLY

\$320

Comment: Class Formations
01-IASA: Title I Basic-LW Inc/Neg
[10-11 Budget]

Cervantes, Hayde 3 hrs @\$40.46

8/1/11

Est Hrly/\$121

Marks, Jamie 3 hrs @\$40.46

8/1/11

Est Hrly/\$121

Talbot, Deborah 3 hrs @\$40.46

8/1/11

Est Hrly/\$121

TOTAL ESTABLISHED HOURLY

\$363

Comment: Anti-Bullying Meeting
01-IASA: Title I Basic-LW Inc/Neg

MUIR ELEMENTARY SCHOOL

Beltran, Susan 3 hrs @\$40.46

8/4/11-8/26/11

Est Hrly/\$121

Corrigan, Maree 6 hrs @\$40.46

8/4/11-8/26/11

Est Hrly/\$243

Gusmao-Garcia, Renata 9 hrs @\$40.46

8/4/11-8/26/11

Est Hrly/\$364

Hanson, Lori 6 hrs @\$40.46

8/4/11-8/26/11

Est Hrly/\$243

Herman, Melissa 9 hrs @\$40.46

8/4/11-8/26/11

Est Hrly/\$364

Hyatt, Lova 3 hrs @\$40.46

8/4/11-8/26/11

Est Hrly/\$121

Vallejo, Norma 9 hrs @\$40.46

8/4/11-8/26/11

Est Hrly/\$364

TOTAL ESTABLISHED HOURLY

\$1,811

Comment: Summer Planning Meetings
01-IASA: Title I Basic-LW Inc/Neg

OLYMPIC HIGH SCHOOL

Carrier, Eric 6 hrs @\$40.46

6/28/11

Est Hrly/\$243

Fuller, Anthony 6 hrs @\$40.46

6/28/11

Est Hrly/\$243

Gecht, Marcia 6 hrs @\$40.46

6/28/11

Est Hrly/\$243

Nieves, Melissa 6 hrs @\$40.46

6/28/11

Est Hrly/\$243

Pitts, Gregory 6 hrs @\$40.46

6/28/11

Est Hrly/\$243

Siemer, Deborah 6 hrs @\$40.46

6/28/11

Est Hrly/\$243

Thobe, Christie 6 hrs @\$40.46

6/28/11

Est Hrly/\$243

TOTAL ESTABLISHED HOURLY

\$1,701

Comment: Professional Development
01-Unrestricted Resource
[10-11 Budget]

ROGERS ELEMENTARY SCHOOL

Alexander, Katja	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Braff, Sarah	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Burrows, Erin	6 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$243
Cedillo, Sofia	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Contreras, Sitara	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Cruz, Teresita	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Decray-Kleiser, Yvette	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Demopoulos, Katherine	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Estrada, Tiffany	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Hamilton, LaDawna	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Herrera, Denise	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Herrera, Mayra	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Klein, Joan	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Le, Hong	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Marmolejo, Yolanda	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Posner, Cara	6 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$243
Reid, Roberta	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Schneider, Kirsten	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Simon, Laura	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Smith, Devon	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Thatcher, Cynthia	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Turner, Amy	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Urias, Rebecca	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Vasquez, Martha	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
Witt, Carl	12 hrs @\$40.46	8/24/11-8/25/11	Est Hrly/\$486
TOTAL ESTABLISHED HOURLY			\$11,664

Comment: Professional Development
01-IASA: Title I Basic-LW Inc/Neg

ROOSEVELT ELEMENTARY SCHOOL

Chenik, Mara	45 hrs @\$40.46	7/8/11-8/8/11	Est Hrly/\$1,821
Handelman, Catherine	45 hrs @\$40.46	7/8/11-8/8/11	Est Hrly/\$1,821
TOTAL ESTABLISHED HOURLY			\$3,642

Comment: Summer Intervention Classes
01-Reimbursed by PTA

SANTA MONICA HIGH SCHOOL

De la Cruz, Gilda	10 hrs @\$40.46	7/1/11-8/15/11	Est Hrly/\$405
Faas, Kathleen	10 hrs @\$40.46	7/1/11-8/15/11	Est Hrly/\$405
Gasparino, Jenna	10 hrs @\$40.46	7/1/11-8/15/11	Est Hrly/\$405
Reichle, Tisha	10 hrs @\$40.46	7/1/11-8/15/11	Est Hrly/\$405
TOTAL ESTABLISHED HOURLY			\$1,620

Comment: Summer Reading Committee
01-Tier III Programs Cat Flex

Doughty, Lindsay	9 hrs @\$40.46	1/31/11-6/3/11	Est Hrly/\$364
Veral, Ramon	6 hrs @\$40.46	1/31/11-5/11/11	Est Hrly/\$243
TOTAL ESTABLISHED HOURLY			\$607

Comment: Algebra Collaboration Meetings
01-Economic Impact Aid – SEC
[10-11 Budget]

SPECIAL EDUCATION

Cogan, Lisa	60 hrs @\$40.46	6/30/11-8/24/11	Est Hrly/\$2,428
Franklin, Judy	60 hrs @\$40.46	6/30/11-8/24/11	Est Hrly/\$2,428
Kim, Mindy	60 hrs @\$40.46	6/30/11-8/24/11	Est Hrly/\$2,428
Marshall, Susan	60 hrs @\$40.46	6/30/11-8/24/11	Est Hrly/\$2,428
TOTAL ESTABLISHED HOURLY			\$9,712

Comment: Preschool Assessments
01-Special Education

Moen, JoDee	20 hrs @\$40.46	6/30/11-8/1/11	<u>Est Hrly/\$809</u>
		TOTAL ESTABLISHED HOURLY	\$809
Comment:	Summer Tutor 01-Special Education		

STUDENT SERVICES

Krieger, Sharon	20 hrs @\$40.46	8/31/10-6/30/11	<u>Est Hrly/\$809</u>
		TOTAL ESTABLISHED HOURLY	\$809
Comment:	After-School Coverage for Diabetic Student 01-Medi-Cal Billing Option [10-11 Budget]		

HOURLY TEACHERS

ADULT EDUCATION

Oyman, Deniz	30 hrs @\$45.34	7/5/11-8/5/11	<u>Est Hrly/\$1,214</u>
		TOTAL ESTABLISHED HOURLY	\$1,214
Comment:	CASAS Testing 11-Unrestricted Resource		

DeMello, Flavia	42 hrs @\$45.34	7/5/11-7/28/11	<u>Est Hrly/\$1,904</u>
Hammond, Paul	20 hrs @\$45.34	7/5/11-7/28/11	<u>Est Hrly/\$ 907</u>
		TOTAL ESTABLISHED HOURLY	\$2,811
Comment:	Adult Education Classes 11-231: ABE/ESL/ESL Ctzn, VESL/VABE		

Smith, Bradford	12 hrs @\$45.34	7/5/11-7/28/11	<u>Est Hrly/\$544</u>
		TOTAL ESTABLISHED HOURLY	\$544
Comment:	Community Education Program 11-Other Local Income		

Murphy, Leticia	20 hrs @\$45.34	7/5/11-7/28/11	<u>Est Hrly/\$907</u>
		TOTAL ESTABLISHED HOURLY	\$907
Comment:	Adult Education Classes 11-231: ABE/ESL/ESL Ctzn, VESL/VABE -50% 11-Adult Ed: Priority 5, GED/Secnd -50%		

Maldonado, Eric	22 hrs @\$45.34	7/5/11-7/29/11	<u>Est Hrly/\$997</u>
		TOTAL ESTABLISHED HOURLY	\$997
Comment:	Adult Education Classes 11-PL105-22 Engl Literacy/Civics -50% 11-231: ABE/ESL/ESL Ctzn, VESL/VABE -50%		

Hernandez, Patricia	35 hrs @\$45.34	7/5/11-7/28/11	<u>Est Hrly/\$1,587</u>
		TOTAL ESTABLISHED HOURLY	\$1,587
Comment:	Adult Education Classes 11-Unrestricted Resource -50% 11-PL105-22 Engl Literacy/Civics -50%		

Rousseau, Harmony	36 hrs @\$45.34	7/5/11-7/28/11	<u>Est Hrly/\$1,632</u>
		TOTAL ESTABLISHED HOURLY	\$1,632
Comment:	Adult Education Classes 11-Unrestricted Resource -45% 11-Adult Ed: Priority 5, GED/Secnd -55%		

Siemer, Deborah	10 hrs @\$40.46	7/5/11-7/28/11	<u>Est Hrly/\$405</u>
		TOTAL ESTABLISHED HOURLY	\$405
Comment:	GED Test Administrative Support 11-Unrestricted Resource		

Bushin, Gregory	\$40.46, as needed	7/5/11-8/28/11	Est Hrly/\$----
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Gonzalez, Joseph	\$40.46, as needed	7/5/11-7/28/11	Est Hrly/\$----
Lauchenauer, Evelyn	\$40.46, as needed	7/5/11-7/28/11	Est Hrly/\$----
Levin, Peri	\$40.46, as needed	7/5/11-7/28/11	Est Hrly/\$----
Murphy, Leticia	\$40.46, as needed	7/5/11-8/28/11	Est Hrly/\$----
Thobe, Christie	\$40.46, as needed	7/5/11-8/28/11	Est Hrly/\$----
Zax, Kelly	\$40.46, as needed	7/5/11-8/28/11	Est Hrly/\$----
TOTAL ESTABLISHED HOURLY			\$----

Comment: Adult Education Classes Substitute
11: Unrestricted Resource

ROP

Jones, Theresa	60 hrs @\$68.74	6/27/11-8/21/11	Own Hrly/\$4,124
TOTAL ESTABLISHED HOURLY			\$4,124

Comment: ROP Instruction
01-ROP-Classroom/Program

STUDENT SERVICES

Fisher-Lerer, Viki	80 hrs @\$40.46	7/1/11-8/18/11	Est Hrly/\$3,237
TOTAL ESTABLISHED HOURLY			\$3,237

Comment: Home Instructor
01-Special Education – 50%

ADDITIONAL ASSIGNMENT – EXTRA DUTY UNITS

ROGERS ELEMENTARY SCHOOL

Name	Rate	Assignment	Effective	Not to Exceed
Smith, Devon	2 EDU	Science Camp	9/10-6/11	\$512
TOTAL EDUS				\$512
[10-11 Budget]				

SANTA MONICA HIGH SCHOOL - Athletics

Name	Rate	Assignment	Effective	Not to Exceed
Flanders, Matt	13 EDU	Varsity Swimming	7/11-8/11	\$3,328
TOTAL EDUS				\$3,328

ADDITIONAL ASSIGNMENT – STIPENDS

EDUCATIONAL SERVICES

Name	Rate	Assignment	Effective	Exceed
Boxer, Lorissa	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Brumer, Sandra	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Cueva, Martha	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Dworin, Jeanne	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Jimenez, Sylvia	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Maiztegui, Laura	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Meade, Mary	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Melendez, Brisa	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Morales, Carlos	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Murcia, Constanza	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Naranjo, Rocio	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Rankin, Nancy	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Rodriguez, Judith	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Salmaggi, Aileen	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Tejeda de Leon, Katrina	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
Williams, Alma	\$1,525	Bilingual Stipend	9/10-6/11	\$1,525
TOTAL				\$24,400

SUMMER SCHOOL

(80% own daily rate unless otherwise noted)

OLYMPIC HIGH SCHOOL

Carrier, Eric	27 days @\$301.70	6/29/11-8/12/11	Own Daily/\$8,146
Fuller, Anthony	27 days @\$284.32	6/29/11-8/12/11	Own Daily/\$7,677
Gecht, Marcia	14 days @\$396.43	7/21/11-8/12/11	Own Daily/\$5,500
Nieves, Melissa	27 days @\$261.91	6/29/11-8/12/11	Own Daily/\$7,072
Pitts, Gregory	27 days @\$301.70	6/29/11-8/12/11	Own Daily/\$8,146
Siemer, Deborah	27 days @\$325.57	6/29/11-8/12/11	Own Daily/\$8,790
Thobe, Christie	27 days @\$318.00	6/29/11-8/12/11	Own Daily/\$8,586
TOTAL OWN DAILY			\$53,917

Comment: Summer School
01-Unrestricted Resource

EDUCATIONAL SERVICES

Benitez, Lourdes	20 days @\$309.66	6/30/11-7/28/11	Own Daily/\$6,193
Caamal-Murcia, Gabriela	20 days @\$312.90	6/30/11-7/28/11	Own Daily/\$6,258
Cervantes, Hayde	20 days @\$224.29	6/30/11-7/28/11	Own Daily/\$4,486
Chang, Carol	20 days @\$325.58	6/30/11-7/28/11	Own Daily/\$6,512
Chen, Lillian	20 days @\$325.58	6/30/11-7/28/11	Own Daily/\$6,512
Daruty, Lila	20 days @\$325.58	6/30/11-7/28/11	Own Daily/\$6,512
Duran, Concepcion	20 days @\$397.23	6/30/11-7/28/11	Own Daily/\$7,945
Hopkins, Miriam	20 days @\$397.23	6/30/11-7/28/11	Own Daily/\$7,945
Johnson, Rebecca	20 days @\$329.95	6/30/11-7/28/11	Own Daily/\$6,599
Langsdale, Jennifer	20 days @\$285.70	6/30/11-7/28/11	Own Daily/\$5,716
Lipson, Jennifer	20 days @\$397.23	6/30/11-7/28/11	Own Daily/\$7,945
Macon, Tristen	20 days @\$325.58	6/30/11-7/28/11	Own Daily/\$6,512
Mulkern, Nicole	20 days @\$337.52	6/30/11-7/28/11	Own Daily/\$6,750
Ostrom, Michael	20 days @\$325.58	6/30/11-7/28/11	Own Daily/\$6,512
Rose, Lori	20 days @\$397.23	6/30/11-7/28/11	Own Daily/\$7,945
Scheer, Susan	20 days @\$337.52	6/30/11-7/28/11	Own Daily/\$6,750
TOTAL OWN DAILY			\$107,092

Comment: IISS Elementary
01-Unrestricted Resource

Moazzez, Rozita	20 days @389.66	6/30/11-7/28/11	Own Daily/\$7,793
Murphy, Letitia	20 days @\$325.57	6/30/11-7/28/11	Own Daily/\$6,511
Goldberg, Cori	20 days @\$337.51	6/30/11-7/28/11	Own Daily/\$6,750
Post, Joel	20 days @\$389.66	6/30/11-7/28/11	Own Daily/\$7,793
Saling, David	20 days @\$273.50	6/30/11-7/28/11	Own Daily/\$5,470
TOTAL OWN DAILY			\$34,317

Comment: IISS Middle School
01-Unrestricted Resource

Bart-Bell, Dana	15 days @\$305.34	6/29/11-8/12/11	Own Daily/\$ 4,580
Black, Mark	27 days @\$389.66	6/29/11-8/12/11	Own Daily/\$10,521
Bodock, Susan	12 days @\$249.24	6/29/11-8/12/11	Own Daily/\$ 2,991
Chacon, Martha	27 days @\$325.58	6/29/11-8/12/11	Own Daily/\$ 8,791
Cierra, Jorge	27 days @\$257.59	6/29/11-8/12/11	Own Daily/\$ 6,955
Clark, Jason	27 days @\$325.58	6/29/11-8/12/11	Own Daily/\$ 8,791
Cox, Shannon	27 days @\$257.59	6/29/11-8/12/11	Own Daily/\$ 6,955
Denis, Randall	27 days @\$397.23	6/29/11-8/12/11	Own Daily/\$10,725
Dew, Stephanie	27 days @\$397.23	6/29/11-8/12/11	Own Daily/\$10,725
Duron, Robert (40%)	27 days @\$198.61	6/29/11-8/12/11	Own Daily/\$ 5,362
Escalera, Daniel	27 days @\$389.66	6/29/11-8/12/11	Own Daily/\$10,521
Fulcher, Nathan	27 days @\$243.45	6/29/11-8/12/11	Own Daily/\$ 6,573
Hafft, Ianna	27 days @\$278.22	6/29/11-8/12/11	Own Daily/\$ 7,512
Jimenez, Jaime	27 days @\$397.23	6/29/11-8/12/11	Own Daily/\$10,725
Kertesz, Charles	27 days @\$305.34	6/29/11-8/12/11	Own Daily/\$ 8,244
Lipetz, Sarah	27 days @\$286.18	6/29/11-8/12/11	Own Daily/\$ 7,727
Lowe, Brian	27 days @\$246.27	6/29/11-8/12/11	Own Daily/\$ 6,642

Mayle, Alex	27 days @\$294.14	6/29/11-8/12/11	Own Daily/\$ 7,742
Parker, Trevor	27 days @\$286.18	6/29/11-8/12/11	Own Daily/\$ 7,727
Reardon, Marybeth	27 days @\$309.66	6/29/11-8/12/11	Own Daily/\$ 8,361
Reichle, Tisha	27 days @\$325.58	6/29/11-8/12/11	Own Daily/\$ 8,791
Skaggs, Debbie	27 days @\$329.95	6/29/11-8/12/11	Own Daily/\$ 8,909
Veral, Ramon	27 days @\$264.08	6/29/11-8/12/11	Own Daily/\$ 7,130
Webb, Kitaro	27 days @\$236.57	6/29/11-8/12/11	Own Daily/\$ 6,387
Wintner, Lisa	27 days @\$318.00	6/29/11-8/12/11	Own Daily/\$ 8,586
		TOTAL OWN DAILY	\$197,973

Comment: IISS High School
01-Unrestricted Resource

SPECIAL EDUCATION

Heyler, Sioux	25 days @\$325.58	6/28/11-8/28/11	Own Daily/\$8,140
		TOTAL OWN DAILY	\$8,140

Comment: Extended School Year – Workability
01-Dept Rehab: Transitr Partnership - 80%
01-Sp Ed: Workability I LEA

Badt, Jonathan	27 days @\$265.54	6/29/11-8/12/11	Own Daily/\$ 7,170
Brock, Miriam	27 days @\$397.23	6/29/11-8/12/11	Own Daily/\$10,725
Center-Brooks, Cheryl	27 days @\$397.23	6/29/11-8/12/11	Own Daily/\$10,725
Chavez, Craig	20 days @\$200.42	6/30/11-7/28/11	Own Daily/\$ 4,008
Cohn, Jeff	20 days @\$325.58	6/29/11-8/12/11	Own Daily/\$ 8,791
Davies, Michael	20 days @\$301.70	6/30/11-7/28/11	Own Daily/\$ 6,034
DeGregorio, Dana	20 days @\$337.52	6/30/11-7/28/11	Own Daily/\$ 6,750
Deshautelle, Anna	20 days @\$397.23	6/30/11-7/28/11	Own Daily/\$ 7,945
Devincentis-Waul, Maria	27 days @\$302.10	6/29/11-8/12/11	Own Daily/\$ 8,157
Fliegel, Lois	20 days @\$286.18	6/30/11-7/28/11	Own Daily/\$ 5,724
Flowers, Lynne	20 days @\$312.90	6/30/11-7/28/11	Own Daily/\$ 6,258
Gomez, Candelario	27 days @\$278.22	6/29/11-8/12/11	Own Daily/\$ 7,512
Gonzalez, Gabriela	20 days @\$317.62	6/30/11-7/28/11	Own Daily/\$ 6,352
Gonsalves, Diane	27 days @\$312.90	6/29/11-8/12/11	Own Daily/\$ 8,448
Hylind, Amy	20 days @\$300.23	6/30/11-7/28/11	Own Daily/\$ 6,005
Kilpatrick, Genevieve	27 days @\$389.66	6/29/11-8/12/11	Own Daily/\$10,521
Kittel, Gina	20 days @\$397.23	6/30/11-7/28/11	Own Daily/\$ 7,945
Kleis, Heidi	20 days @\$397.23	6/30/11-7/28/11	Own Daily/\$ 7,945
Levy, Amanda	20 days @\$240.20	6/30/11-7/28/11	Own Daily/\$ 4,804
McGoey, Megan	20 days @\$238.43	6/30/11-7/28/11	Own Daily/\$ 4,769
McGregory, Cynthia	27 days @\$325.58	6/29/11-8/12/11	Own Daily/\$ 8,791
Montanez, Joe	27 days @\$248.16	6/29/11-8/12/11	Own Daily/\$ 6,700
Quine, Nikki	20 days @\$221.04	6/29/11-8/12/11	Own Daily/\$ 4,421
Reilly, Maureen	20 days @\$281.07	6/29/11-8/12/11	Own Daily/\$ 5,621
Saenz, Deborah	27 days @\$397.23	6/29/11-8/12/11	Own Daily/\$10,725
Schneider, Rhonda	20 days @\$389.66	6/30/11-7/28/11	Own Daily/\$ 7,793
Talbott, Deborah	20 days @\$397.23	6/30/11-7/28/11	Own Daily/\$ 7,945
Ustation, Tina	20 days @\$337.52	6/30/11-7/28/11	Own Daily/\$ 6,750
Van Cott, James	27 days @\$310.01	6/29/11-8/12/11	Own Daily/\$ 8,371
Whaley, Joseph	2 days @\$289.42	6/30/11-7/1/11	Own Daily/\$ 579
		TOTAL OWN DAILY	\$214,284

Comment: Extended School Year
01-Special Education

Berezowsky, Lisa	20 days @\$397.23	6/30/11-7/28/11	Own Daily/\$7,945
Boone, Brooke	20 days @\$302.10	6/30/11-7/28/11	Own Daily/\$6,042
Cogan, Lisa	20 days @\$325.58	6/30/11-7/28/11	Own Daily/\$6,512
Collin, Laura	20 days @\$302.10	6/30/11-7/28/11	Own Daily/\$6,042
Franklin, Judy	20 days @\$389.66	6/30/11-7/28/11	Own Daily/\$7,793
Kim, Mindy	20 days @\$236.57	6/30/11-7/28/11	Own Daily/\$4,731
Siegel, Julie	20 days @\$286.18	6/30/11-7/28/11	Own Daily/\$5,724
		TOTAL OWN DAILY	\$44,789

Comment: Extended School Year – Preschool
01-Spec Ed: IDEA Presch Local Ent

Bishop, Shannon	20 days @\$337.52	6/30/11-7/28/11	Own Daily/\$6,750
Drosdick, Danielle	20 days @\$325.58	6/30/11-7/28/11	Own Daily/\$6,512
Langus, Jocelyn	20 days @\$293.74	6/30/11-7/28/11	Own Daily/\$5,875
Mansour, Carolyn	20 days @\$337.52	6/30/11-7/28/11	<u>Own Daily/\$6,750</u>
		TOTAL OWN DAILY	\$25,887

Comment: Extended School Year – Speech Pathologists
01-Special Education

**TOTAL ESTABLISHED HOURLY, OWN HOURLY, OWN DAILY
AND EXTRA DUTY UNITS = \$975,955**

ELECTIONS

TENURED CONTRACTS

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
DeHope, Kathryn/Counselor Lincoln MS	100%	8/1/11-6/18/12
Ferguson, Carrie/Reading Specialist SMASH	40%	8/29/11-6/18/12

TEMPORARY CONTRACTS

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Mejia, Rosa/Bilingual College Counselor Santa Monica HS	100%	8/1/11-6/30/12
Schmidt, Samantha/Teacher Malibu High School	100%	5/16/11-6/19/11

SUBSTITUTE TEACHERS

PREFERRED SUBSTITUTES

(@\$162.00 Daily Rate)

	<u>Effective</u>
Gleason, Beverly	7/8/11
Lamagna, Brian	6/29/11-8/12/11
Lieberman, Steven	6/29/11-8/12/11
Makebeh, Farnaz	6/29/11-8/12/11
Melamed, Carol	6/29/11-8/12/11
Miguel, Ericka	6/29/11-8/12/11
Schmidt, Samantha	6/29/11-8/12/11
Sever, Pamela	6/29/11-8/12/11
Simon, Laura	6/29/11-8/12/11

CHILD DEVELOPMENT SERVICES

(@\$16.19 Hourly Rate)

Barreras-Graciano	6/27/11-8/26/11
Benitez, Angela	6/27/11-8/26/11
Calles, Kendy	6/27/11-8/26/11
Gheewala, Nasreen	6/27/11-8/26/11
Martinez, Maria	6/27/11-8/26/11
Monroe, Doris	6/27/11-8/26/11
Munoz, Sara	6/27/11-8/26/11
Rossmann, Tracey	6/27/11-8/26/11
Vega, Dolores	6/27/11-8/26/11
Vega-Johnson, Lety	6/27/11-8/26/11

LEAVE OF ABSENCE (without pay)

<u>Name/Location</u>	<u>Effective</u>
Abrams, Meredith Special Education	7/1/11-6/30/12 [20% - child care]
Ferguson, Carrie SMASH	8/29/11-6/18/12 [60% - personal]
Vegas, Kristopher Special Education	7/1/11-6/30/12 [40% - personal]

RESIGNATION

<u>Name/Location</u>	<u>Effective</u>
Gaynor, Susan Santa Monica HS	6/22/11
Johnson, Lisa Santa Monica HS	6/22/11
Marron, Esther Child Develop Svcs	6/30/11
Moen, JoDee Santa Monica HS	6/22/11
Taccariello, Nicole Special Education	8/26/11

RETIREMENT

<u>Name/Location</u>	<u>Effective</u>
Drymon, Cheryl Child Develop Svcs	7/28/11
Santiago, Joan Student Services	7/12/11
Vandercook, Michael Santa Monica HS	6/22/11

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
08/10/11

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.

ELECTION

West, Malcolm
Operations

Custodian
8 Hrs/12 Mo/Range:22 Step: A

EFFECTIVE DATE
6/13/11

PROVISIONAL ASSIGNMENT

Felton, Lawrence
BB Projects

Construction Supervisor

EFFECTIVE DATE
6/27/11-10/5/11

Manzur, Juan
Educational Services

Technology Support Asst

7/1/11-8/31/11

PROMOTION

Bunayog, Jesse
Child Develop Svs

Fiscal Program Supervisor
8 Hrs/12 Mo/Range: 41 Step: E
Fr: Accountant; 8 Hrs/12 Mo

EFFECTIVE DATE
6/13/11

Donovan, Marc
Maintenance

Glazier
8 Hrs/12 Mo/Range: 35 Step: E
Fr: Skilled Maintenance Worker; 8 Hrs/12 Mo

7/1/11

SUMMER ASSIGNMENTS

Aceves, Cindy
Special Education

Inst Asst – Special Ed

EFFECTIVE DATE
6/30/11-7/28/11

Anderson, Amanda
Special Education

Inst Asst – Special Ed

6/30/11-7/28/11

Aponte, Noelle
Special Education

Inst Asst – Special Ed

6/30/11-7/28/11

Ballat, Nawal
Food Services

Cafeteria Worker I

6/30/11-7/28/11

Barrera, Amanda
Special Education

Inst Asst – Special Ed

6/29/11-8/12/11

Bathey, Leticia
Child Develop Svcs

Children Center Asst

6/27/11-8/26/11

Bechkovski, Stephan
Facility Permits

Life Guard

6/27/11-8/26/11

Benjamin, Jacquita
Special Education

Inst Asst – Special Ed

6/30/11-7/28/11

Benitez, Angela Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Bilotti, Scott Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Boston, Kim Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Brackett, Kimberly Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Brewer, Arianna Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Brigham, Dolores Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Brito, Salvador Transportation	Bus Driver	6/30/11-8/22/11
Brito, Salvador Operations	Custodian	7/5/11-8/26/11
Brooks, Latricia Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Buendia, Carolina Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Burrell, Catherine Facility Permits	Life Guard	6/27/11-8/26/11
Cabrera, Jennifer Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Campos, Mercedes Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Carbajal, Patricia Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Carillo, Ivan Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Carrillo, Steven Transportation	Bus Driver	6/30/11-8/12/11
Cary, Wendy Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Castillo, Wendy Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Castro, Caroline Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Ceron, Gloria Child Develop Svcs	Children Center Asst	6/27/11-8/26/11

Chulack, Sarah Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Claunch, Eboni Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Coleman, Dawn Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Cooper, Carole Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Brito, Salvador Transportation	Bus Driver	6/30/11-8/22/11
Brito, Salvador Operations	Custodian	7/5/11-8/26/11
Brooks, Latricia Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Buendia, Carolina Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Burrell, Catherine Facility Permits	Life Guard	6/27/11-8/26/11
Cabrera, Jennifer Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Campos, Mercedes Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Carbajal, Patricia Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Carillo, Ivan Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Carrillo, Steven Transportation	Bus Driver	6/30/11-8/12/11
Cary, Wendy Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Castillo, Wendy Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Castro, Caroline Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Ceron, Gloria Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Chulack, Sarah Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Claunch, Eboni Special Education	Inst Asst – Special Ed	6/30/11-7/28/11

Coleman, Dawn Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Cooper, Carole Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Cooper, Raymond Santa Monica HS	Campus Security Officer	6/30/11-8/12/11
Coria-Alvarez, Consuelo Food Services	Cafeteria Worker II	6/30/11-7/28/11
Cortez, Griselda Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Crockett, Della Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Custodio, Thelma Special Education	Inst Asst – Special Ed	6/29/11-8/12/11
Davis, Anthony Transportation	Bus Driver	6/30/11-8/22/11
Davis, Anthony Operations	Custodian	7/5/11-8/26/11
Davis, Kenrick Transportation	Bus Driver	6/30/11-7/28/11
Davis, Lenora Transportation	Bus Driver	6/30/11-8/12/11
De Almeida, Suzanne Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Deshannon, Brandi Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Do, Thu Hong Special Education	Inst Asst – Special Ed	6/29/11-8/12/11
Doty, Joel Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Drummon, Allison Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Durst, Peggy Special Education	Inst Asst – Special Ed	6/30/11-8/12/11
Elie, Banita Transportation	Bus Driver	6/30/11-8/22/11
Elie, Banita Operations	Custodian	7/5/11-8/26/11
Epifani-Worthy, Carla Child Develop Svcs	Children Center Asst	6/27/11-8/26/11

Elie, Latrice Transportation	Bus Driver	6/30/11-7/28/11
Eliot, Eugene Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Everage, Askia Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Fernandez, Angelica Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Flores, Ana Marcela Special Education	Inst Asst – Special Ed	6/29/11-8/12/11
Flores, Ardis Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Flores, Dorette Transportation	Bus Driver	6/30/11-7/28/11
Flores, Martha Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Ford, M.C. Special Education	Inst Asst – Special Ed	6/29/11-8/12/11
Friedenberg, Mindy Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Fuller, Charese Operations	Custodian	7/5/11-8/26/11
Garcia, Sara Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Gauntt, Deborah Transportation	Bus Driver	6/30/11-7/28/11
Gaylor, Amanda Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Gergis, Sohair Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Girion, Evangelina Transportation	Bus Driver	6/30/11-7/28/11
Godinez, Josefina Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Godinez, Lorena Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Gomez, Jose Operations	Custodian	7/5/11-8/26/11
Gonzalez, Jessica Child Develop Svcs	Children Center Asst	6/27/11-8/26/11

Gordon-Johnson, Robin Operations	Custodian	7/5/11-8/26/11
Gould, Travis Special Education	Inst Asst – Special Ed	6/29/11-7/28/11
Granadino, Frank Transportation	Bus Driver	6/30/11-7/28/11
Gray, Carlos Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Green, Shanna Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Griego, Nicholas Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Griffs, Crystal Special Education	Inst Asst – Special Ed	6/29/11-8/12/11
Harper, Erin Special Education	Occupational Therapist	6/28/11-8/24/11
Henderson, Jacob Special Education	Inst Asst – Sign Lang Interpreter	6/30/11-7/28/11
Hernandez, Maira Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Hernandez, Maritza Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Hernandez, Steven Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Hernandez, Steven Operations	Custodian	7/5/11-8/26/11
Hernandez, Maira Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Hope, Judith Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Hunter-Allustion, Dominique Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Islas, Haydee Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Jenson, Diane Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Jimenez, Maria Silvia Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Jimenez, Osvaldo Special Education	Inst Asst – Special Ed	6/30/11-7/28/11

Jivani, Sahenazbegum Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Johnson, Ira Special Education	Inst Asst – Special Ed	6/29/11-8/12/11
Johnson, Lore Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Jones, Chancy Operations	Custodian	7/5/11-8/26/11
Kemma-Gonzalez, Gabriella Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Kidwell, Lachell Special Education	Inst Asst – Special Ed	6/29/11-8/12/11
Krause, Eliza Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Langley, Gabrielle Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Lawrence, Adrianna Transportation	Bus Driver	6/30/11-7/28/11
Levy, Robin Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Lewis, Jessie Transportation	Bus Driver	6/30/11-7/28/11
Licassi, Julianna Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Lo Greco, Vince Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Lopez, Manny Purchasing	Stock/Delivery Clerk	7/27/11-8/28/11
Lopez, Maribel Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Lopez, Sarah Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Lopez, Vicky Santa Monica HS	Campus Security Officer	6/28/11-8/12/11
Loza, Adelsa Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Lucas, Ralph Operations	Custodian	7/5/11-8/26/11
Luis, Noemi Child Develop Svcs	Children Center Asst	6/27/11-8/26/11

Malkoun, Mirna Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Mangum, Don Operations	Custodian	7/5/11-8/26/11
Martin, Charles Olympic HS	Campus Security Officer	6/30/11-8/12/11
Martinez, Daniel Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Martinez, Isabel Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Martinez, Sonia Special Education	Inst Asst – Special Ed	6/20/11-7/28/11
Martino, Jessica Education	Occupational Therapist	6/28/11-8/24/11
Maskovich, Jane Special Education	Inst Asst – Specialized	6/30/11-7/28/11
McCabe, Pete Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
McGrath, Kathy Child Develop Svcs	Sr. Office Specialist	7/11/11-8/22/11
McKeever, Karen Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Medellin, Diana Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Medina, Rocio Special Education	Inst Asst – Special Ed	7/2/11-7/22/11
Mehta, Jaimini Special Education	Braille Transcriber	6/27/11-8/29/11
Mesrobian, Koko Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Miller, Jeanne Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Miller, Karen Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Miller, Patrina Special Education	Data Entry Specialist	6/30/11-8/22/11
Miller, Ronald Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Mirabal, Jessica Special Education	Inst Asst – Special Ed	6/30/11-7/28/11

Miranda, Karla Food Services	Cafeteria Worker II	6/30/11-8/24/11
Mock, Christopher Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Mollman, Irene Special Education	Inst Asst – Special Ed	6/29/11-7/28/11
Morales, Stephany Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Morich, Karen Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Moya, Kimberly Transportation	Bus Driver	6/30/11-7/28/11
Mullen, Russ Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Murray, April Facility Permits	Lifeguard	6/27/11-8/26/11
Murray, April Child Develop Svcs	Lifeguard	7/7/11-8/25/11
Nao, Kimberly Santa Monica HS	Student Outreach Specialist	6/30/11-8/12/11
Navia, Janene Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Newman, Pasley Special Education	Inst Asst – Special Ed	6/29/11-8/12/11
Ockner, Sari Special Education	Occupational Therapist	6/28/11-8/24/11
Olfert, Rebecca Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Olmos, Maria Educational Svcs – SS	Sr. Office Specialist	6/30/11-7/29/11
Ong, Mary Cate Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Padilla, Elizabeth Child Develop Svcs	Children Center Asst	7/1/11-8/1/11
Padilla, Gloria Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Padilla, Margarita Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Palkovic, Diane Special Education	Inst Asst – Special Ed	6/29/11-8/12/11

Pegues, Forrest Transportation	Bus Driver	6/30/11-7/28/11
Perez, Grace Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Perez-Madera, Salomon Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Persinger, Lisa Maintenance	Office Specialist	7/13/11-8/30/11
Peterson, Ingrid Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Pineda, Blanca Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Pongas, Dorie Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Preciado, Daniel Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Preciado, Edwin Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Preciado, Iris Education Svcs – SS	Sr. Office Specialist	6/30/11-7/29/11
Purser, Jessica Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Quintanilla, Albert Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Razon-McMillan, Monica Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Richardson, Melvin Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Riedmiller, Jill Special Education	Occupational Therapist	6/28/11-8/24/11
Riley, Martelle Transportation	Bus Driver	6/30/11-7/28/11
Rodriguez, Cecilia Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Rodriguez, Frances Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Rodriguez, Sara Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Sampson, Julie Special Education	Inst Asst – Special Ed	6/30/11-7/28/11

Santin, Delmy Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Schleirman, Cherie Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Sember, Judy Rogers Elementary	Administrative Asst	7/1/11-8/15/11
Shih, Jennifer Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Silvestre, Ernestina Transportation	Bus Driver	6/30/11-8/22/11
Simmons, Michael Transportation	Bus Driver	6/30/11-8/22/11
Simmons, Michael Operations	Custodian	7/5/11-8/26/11
Smith, Angelique Special Education	Occupational Therapist	6/28/11-8/24/11
Smith, Brian Transportation	Bus Driver	6/30/11-7/28/11
Smith, Darlene Operations	Custodian	7/5/11-8/26/11
Smith, Darlene Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Smith, Dannel Santa Monica HS	Campus Security Officer	6/30/11-8/12/11
Sturgis, Lynn Child Develop Svcs	Children Center Asst	7/5/11-8/1/11
Tate, John Operations	Custodian	7/5/11-8/26/11
Taylor, Christian Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Tennison, Laura Special Education	Inst Asst – Specialized	6/30/11-7/28/11
Thomas, Billy Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Thomas, Marjorie Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Torres, Victor Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Trujillo, Sandy Child Develop Svcs	Children Center Asst	7/5/11-8/1/11

Vargas, Cynthia Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Vasquez, Graciela Operations	Custodian	7/5/11-8/26/11
Walker, Christine Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Walsh, Leslie Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Watts, Anne Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Wilson, Stanley Facility Permits	Campus Security Officer	6/30/11-7/28/11
Wirt, James Transportation	Bus Driver	6/30/11-7/28/11
Worthington, Jamie Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Yashar, Azita Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Yates-Lomax, Kathy Transportation	Bus Driver	6/30/11-7/28/11
Ybarra, Gail Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Ybarra, Jennifer Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Zaki, Emil Operations	Custodian	7/5/11-8/26/11
Zinahalat, Haide Special Education	Inst Asst – Special Ed	6/30/11-7/28/11
Zotel, Guadalupe Child Develop Svcs	Children Center Asst	6/27/11-8/26/11

TEMP/ADDITIONAL ASSIGNMENTS

EFFECTIVE DATE

Cline, Christopher Maintenance	Plumber [overtime, as needed]	7/1/11-6/30/12
Dodd, Jason Maintenance	Carpenter [overtime, as needed]	7/1/11-6/30/12
Donovan, Marc Maintenance	Glazier [overtime, as needed]	7/1/11-6/30/12
Gardea-Perez, Lupe BB Projects	Bilingual Community Liaison [additional hours, translation]	7/1/11-7/31/11
Garrett, Christine Educational Svcs	Office Specialist [additional hours, accommodation]	7/1/11-6/30/12

Gutierrez, Yoly Edison Elementary	Bilingual Community Liaison [additional hours, translation]	7/1/11-8/22/11
Herrera, Zenon Maintenance	Locksmith [overtime, as needed]	7/1/11-6/30/12
Lowe, Heather McKinley Elementary	Elementary Library Coord [additional hours, Book Fair]	5/20/11-5/31/11
Meyer, Maria Special Education	Inst Asst – Specialized [additional hours, as needed]	5/1/11-6/30/11
Nao, Kim Santa Monica HS	Student Outreach Specialist [additional hours, curriculum prep]	7/1/11-8/19/11
Oyenoki, Elizabeth McKinley Elementary	Sr. Office Specialist [additional hours, Promotion activities]	6/13/11-6/17/11
Perchlak, Stanley Maintenance	Skilled Maintenance Worker [overtime, as needed]	7/1/11-6/30/12
Reyes, Pedro Maintenance	Electrician [overtime, as needed]	7/1/11-6/30/12
Villa, Alejandro Maintenance	Utility Worker [overtime, as needed]	7/1/11-6/30/12
<u>SUBSTITUTES</u>		<u>EFFECTIVE DATE</u>
Alex, Milton Operations	Custodian	7/12/11-6/30/12
Alvarez, Jose Operations	Custodian	7/1/11-6/15/12
Amaya, Leonel Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Amerhisani, Taraneh Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Anderson, Sally Personnel Commission	Office Specialist	7/1/11-6/15/12
Arenas, Leyla Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Ayala-Campos, Patricia Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Bernadou, Michelle Personnel Commission	Office Specialist	7/1/11-6/30/12
Boyer, Lilliana Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Bracamonte, Jorge Operations	Custodian	7/1/11-6/15/12
Brahmbatt, Urvashi Child Develop Svcs	Children Center Asst	6/27/11-6/30/12

Bravo, Maria Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Burns, Robert Operations	Custodian	7/1/11-6/30/12
Cage, Joann Operations	Custodian	7/1/11-6/15/12
Casey, Brittany Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Castro, Caroline Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Conkle, Ann Child Develop Svcs	Office Specialist	7/1/11-6/30/12
Conley, Carolyn Personnel Commission	Office Specialist	7/1/11-6/15/12
Cueva, Sandra Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Cunningham, Troy Operations	Custodian	7/1/11-6/15/12
De la Rosa, Chris Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
De los Santos, Gabriela Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Duhaide, Lavonne Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Edwards, Suzanne Child Develop Svcs	Office Specialist	7/1/11-6/30/12
Erikson, Anna Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Fernandez, Johanna Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Fisher, Nicole Personnel Commission	Office Specialist	7/1/11-6/30/12
Flores, Maria Estella Personnel Commission	Office Specialist	7/25/11-7/29/11
Galstian, Aroussiak Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Garrett, Christine Personnel Commission	Office Specialist	7/1/11-6/30/12
Gershuni, Katherine Child Develop Svcs	Children Center Asst	6/27/11-6/30/12

Glick, Val Personnel Commission	Office Specialist	7/1/11-6/15/12
Gomez, Jack Operations	Custodian	7/1/11-6/15/12
Gomez, Leanore Personnel Commission	Office Specialist	7/1/11-6/15/12
Green, Milton Adult Education	Campus Security Officer	7/6/11-6/15/12
Grijalva, Cessia Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Hansberry, Angie Personnel Commission	Office Specialist	7/1/11-6/15/12
Hardin, Tamara Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Harris, Tracey Operations	Custodian	7/1/11-6/15/12
Haro, Kristal Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Hart, Walter Operations	Custodian	7/1/11-6/15/12
Hernandez, Wendy Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Hurtado, Michelle Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Ivey, Teresa Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Jackson, Sheralynn Personnel Commission	Office Specialist	7/1/11-6/15/12
Jackson, Mitchell Operations	Custodian	7/1/11-6/15/12
Jones, Mylesha Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Lazo, Noreen Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Lenihan, Kathleen Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Lopezi, Salomon Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Lyons, Robert Operations	Custodian	7/1/11-6/15/12

Markham, Christopher Operations	Custodian	7/1/11-6/15/12
Martinez, Martha Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Mendoza, Valetta Develop Svcs	Children Center Asst	6/27/11-8/26/11
Miller, Eddie Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Morris, Sean Operations	Custodian	7/1/11-6/15/12
Peracha, Olga Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Pernell, Barbara Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Radford, Karen Personnel Commission	Office Specialist	7/1/11-6/15/12
Reid, Shuntoria Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Rivera, Jennifer Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Romero, Clara Personnel Commission	Office Specialist	7/1/11-6/15/12
Rosenfeld, Henry Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Rowe, Russell Operations	Custodian	7/1/11-6/15/12
Saad, Metias Operations	Custodian	7/15/11-6/15/12
Singleton, Monique Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Smith, Denise Personnel Commission	Office Specialist	7/1/11-6/30/12
Spann, Rosalind Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Stafford, LaTanya Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Thompson, Raquel Personnel Commission	Office Specialist	7/1/11-6/30/12
Tseng, Pei-Yi Child Develop Svcs	Children Center Asst	6/27/11-6/30/12

Vazquez, Martha Child Develop Svcs	Children Center Asst	6/27/11-8/26/11
Verarde, Lora Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Washington, Monique Child Develop Svcs	Children Center Asst	
Washington, William Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
West, Malcolm Operations	Custodian	7/1/11-6/15/12
Williams, Kimberlyn Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Williams, Paris Child Develop Svcs	Children Center Asst	6/27/11-6/30/12
Wright, Karen Child Develop Svcs	Office Specialist	7/1/11-6/30/12

INCREASE IN ASSIGNMENT

EFFECTIVE DATE

Circenis, Anita Info Services	Technology Support Asst 8 Hrs/12 Mo Fr: 8 Hrs/11 Mo	7/1/11
Dominguez-Morales, Yanet Info Services	Technology Support Asst 8 Hrs/12 Mo Fr: 8 Hrs/11 Mo	7/1/11
Gaidzik, George Info Services	Technology Support Asst 8 Hrs/12 Mo Fr: 8 Hrs/11 Mo	7/1/11
Gomez-Perez, Armando Info Services	Technology Support Asst 8 Hrs/12 Mo Fr: 8 Hrs/11 Mo	7/1/11
Jauregui, Jorge Info Services	Technology Support Asst 8 Hrs/12 Mo Fr: 8 Hrs/11 Mo	7/1/11
Martinez, Santiago Info Services	Technology Support Asst 8 Hrs/12 Mo Fr: 8 Hrs/11 Mo	7/1/11
Patterson, Pete Info Services	Technology Support Asst 8 Hrs/12 Mo Fr: 8 Hrs/11 Mo	7/1/11
Year, Alexander Info Services	Technology Support Asst 8 Hrs/12 Mo Fr: 8 Hrs/11 Mo	7/1/11

LEAVE OF ABSENCE (PAID)

EFFECTIVE DATE

Cornejo, Ann Food Services	Cafeteria Worker I Catastrophic	3/22/11-6/22/11
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Diaz, Corina Child Develop Svcs	Administrative Asst Personnel	8/15/11-8/18/11
Tirado, Fortino Operations	Equip Operator/Tree Trimmer Medical	6/27/11-8/13/11
<u>LEAVE OF ABSENCE (UNPAID)</u>		<u>EFFECTIVE DATE</u>
Diaz, Corina Child Develop Svcs	Administrative Asst Personal	8/19/11-9/15/11
<u>PROFESSIONAL GROWTH</u>		<u>EFFECTIVE DATE</u>
Brown, Murphy Franklin Elementary	Custodian	7/1/11
Diaz, Corina Child Develop Svcs	Administrative Asst	7/1/11
Moscoso, Suzanne Muir Elementary	Elementary Library Asst	8/1/11
<u>WORKING OUT OF CLASS</u>		<u>EFFECTIVE DATE</u>
Davis, Stevie Operations/Grounds	Equipment Operator Fr: Custodian	7/1/11-11/8/11
Deanda, Rick Operations/Grounds	Equipment Operator Fr: Gardener	7/5/11-7/15/11
Kratz, Damon Operations	Utility Worker Fr: Custodian	7/1/11-11/8/11
Lopez, Jose Operations/Grounds	Sprinkler Repair Technician Fr: Gardener	7/1/11-11/8/11
O'Rourke, Thomas Operations/Grounds	Gardener Fr: Custodian	7/1/11-11/8/11
Orozco, Abel Operations/Grounds	Tree Trimmer/Equipment Operator Fr: Gardener	7/1/11-11/8/11
Villa, Alejandro Maintenance	Skilled Maintenance Worker Fr: Utility Worker	7/1/11-11/8/11
<u>LAYOFF/REDUCTION OF HOURS</u>		<u>EFFECTIVE DATE</u>
DY1521815 Rogers Elementary (Reduction in hours)	Bilingual Community Liaison 6.5 Hrs/10 Mo Fr: 8 Hrs/10 Mo	9/26/11
GF6164340 Adult Education (Reduction in hours)	Campus Security Officer 3.2 Hrs/10 Mo Fr: 4 Hrs/11 Mo	9/26/11
<u>LAYOFF</u>		<u>EFFECTIVE DATE</u>
AR1951752 Student Services	Inst Asst – Developmental Health 7.7 hrs/SY	9/26/11

ESTABLISHMENT OF POSITION

Cafeteria Worker I
3 Hrs/SY; Food Services

EFFECTIVE DATE

8/30/11

Cafeteria Worker I
3 Hrs/SY; Food Services

8/30/11

ABOLISHMENT OF POSITION

Inst Asst - Bilingual
3 Hrs/SY; Rogers Elementary

EFFECTIVE DATE

6/22/11

Cafeteria Worker I
6.5 Hrs/SY; Food Services

7/7/11

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

TO: BOARD OF EDUCATION ACTION/CONSENT
08/10/11
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

COLLISON-JAREL, JUSTIN	SANTA MONIC HS	7/1/11-8/31/11
MC DONOUGH, MATTHEW	SANTA MONICA HS	7/1/11-8/31/11
SKEHAN, NIALL	SANTA MONICA HS	7/1/11-8/31/11

TECHNICAL SPECIALIST – LEVEL I

BURKE, LUCIA	FOOD/NUTRITION SERVICES [Maintain/Training for School Gardens] - Funding: Child Nutrition	7/1/11-6/30/12
HARDING, DEBBIE	FOOD/NUTRITION SERVICES [Maintain/Training for School Gardens] - Funding: Child Nutrition	7/1/11-6/30/12

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/10/11

FROM: SANDRA LYON

RE: APPOINT MEMBERS TO THE MEASURE BB ADVISORY COMMITTEE

RECOMMENDATION NO. A.23

It is recommended the Board of Education appoint two members to the Measure BB Advisory Committee.

COMMENTS: There are currently two openings on the Measure BB Advisory Committee. The district announced these openings in February and extended the deadline for applications in March. The district received three applications. The Measure BB Advisory Committee met on July 12, 2011, and recommended three applicants for the two openings. As per AR 1220 regarding district advisory committees, the Board of Education formed a subcommittee to review the applications. The subcommittee recommends the Board of Education appoint the following individuals to fill the two openings on the Measure BB Advisory Committee:

- Bruce Ochmanek
- Alison Kendall

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON
RE: REVISE BP 1240 – VOLUNTEER ASSISTANCE

ACTION/CONSENT
08/10/11

RECOMMENDATION NO. A.24

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

COMMENT: At the May 19, 2011, board meeting, the Board of Education revised this policy to reflect changes recommended by CSBA. In that revision, the last two paragraphs were incorrect, based on SMMUSD's practices and procedures for volunteers. Those corrections have been made.

At the June 16, 2011, board meeting, the Board of Education had questions regarding the district's current practices and procedures for volunteers. The laws and codes have been studied, as has our past practice. The attached policy has been updated to clarify current practices in light of the recommended changes by CSBA. The Human Resources Department is developing a plan to implement this policy, once approved.

BACKGROUND: SMMUSD currently divides volunteers into two categories based on how they will perform the volunteer service:

- Level 1 – under constant supervision by certificated employee
- Level 2 – under supervision, but occasionally unsupervised (including overnight field trip chaperones)

Level 1 requires a TB test, Megan's Law check, DMV check (if driving for a field trip), no fingerprints and site approval only (district approval not required). According to Ed Code 49024, this group is not included in the requirements of the revised policy.

Currently, Level 2 volunteers do a TB test, DMV check (if driving for a field trip), DOJ fingerprints and require district-level approval. The change in the policy and Ed Code 49024 now requires this level of volunteer to have both DOJ and FBI fingerprint clearance.

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

VOLUNTEER ASSISTANCE

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

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

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

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

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

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

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

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

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

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

Prior to assuming a Level 2 volunteer position to work with students in a district-sponsored student activity program, a volunteer shall obtain both a Department of Justice and Federal Bureau of Investigation criminal background check through the district. (Education Code 49024)

A volunteer who possesses a current Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing, issued prior to July 9, 2010, shall have satisfied district requirements for the criminal background check. (Education Code 49024)

A Level 1 volunteer requires only a TB test, Megan's Law check, and Department of Motor Vehicle check, when necessary.

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

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

Legal Reference:

EDUCATION CODE

[35021](#) Volunteer aides

[35021.1](#) Automated records check

[44010](#) Sex offense; definition

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

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

[45125](#) Fingerprinting requirements

[45340-45349](#) Instructional aides

[45360-45367](#) Teacher aides

[49406](#) Examination for tuberculosis

GOVERNMENT CODE

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

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

HEALTH AND SAFETY CODE

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

LABOR CODE

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

PENAL CODE

[290](#) Registration of sex offenders

[290.4](#) Information re sex offenders

CODE OF REGULATIONS, TITLE 22

[101170](#) Criminal record clearance

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

UNITED STATES CODE, TITLE 20

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

ATTORNEY GENERAL OPINIONS

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

COURT DECISIONS

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

Management Resources:

NATIONAL PTA PUBLICATIONS

National Standards for Parent/Family Involvement Programs, 1997

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

WEB SITES

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

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

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

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

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

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

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

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

adopted: August 19, 2009 Santa Monica, California

revised: May 19, 2011; June 16, 2011

MAJOR ITEMS

TO: BOARD OF EDUCATION

ACTION/MAJOR

08/10/11

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: INCREASE IN STAFFING (FTE) – MCKINLEY ELEMENTARY

RECOMMENDATION NO. A.25

It is recommended that the Board of Education approve a 0.25 FTE (2-hour) Instructional Assistant, Classroom in order to support a new upper grade combination class.

FUNDING NOTE: The 2011-2012 budget will be adjusted \$ 6,101 for salary and benefits.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

08/10/11

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

RE: INCREASE IN STAFFING (FTE) – SPECIAL EDUCATION

RECOMMENDATION NO. A.26

It is recommended that the Board of Education approve a 0.75 FTE (6-hour) Instructional Assistant, Special Education in order to comply with IEP requirements.

FUNDING NOTE: The 2011-2012 budget will be adjusted \$30,882 for salary and benefits.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

08/10/11

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON /
MAROLYN FREEDMAN

RE: INCREASE IN STAFFING (FTE) – STUDENT SERVICES

RECOMMENDATION NO. A.27

It is recommended that the Board of Education approve five 3.5-hr (2.1875 FTE) Health Office Specialist positions to provide support for students visiting a school Health Office. Additionally, it is recommended that the Board of Education approve 1.0 FTE (8-hour) Licensed Vocational Nurse position for the Health Office at Santa Monica High School. The Health Office Specialist and Licensed Vocational Nurse positions were approved by the Board as a component of the reorganization of Health Services for the district.

FUNDING NOTE: The 2011-2012 budget will be adjusted \$76,290 (Health Office Specialist) and \$55,184 (Licensed Vocational Nurse) for salary and benefits.

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

DISCUSSION ITEMS

TO: BOARD OF EDUCATION

DISCUSSION

08/10/11

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

**Postponed
from 6/16/11**

RE: REPORT AND DISCUSSION REGARDING THE HEAD START
PROGRAMS

and 7/20/11

DISCUSSION ITEM NO. D.01

Child Development Services will provide the Board of Education with the Head Start annual report as well as the information and self-assessment report for 2010-11.

TO: BOARD OF EDUCATION

DISCUSSION

08/10/11

FROM: SANDRA LYON / JODY BROOKS / LINDA GROSS

RE: UPDATE FROM THE SANTA MONICA-MALIBU EDUCATION FOUNDATION,
INCLUDING ITS NEW STRATEGIC PLAN

DISCUSSION ITEM NO. D.02

The Santa Monica-Malibu Education Foundation will report on the Foundation's recent activities, including a recap/final accounting of the SOS Campaign, SMMEF's Strategic Vision and a survey of Local Education Foundations (LEFs) fundraising practices.

Most of the 2010-2011 school year was devoted to the Ed Foundation's strategic planning process. With the expert guidance of Empower/Excel, a company that provides consulting services to nonprofit and public organizations, the Education Foundation worked steadily to develop processes to capture, assess, implement, and sustain "Big Ideas" and ultimately become a more sustainable, prosperous, and effective organization.

Attached is the Executive Summary of the Strategic Plan.



2011-2012 Strategies, Goals and Activities

2011-2012 EXECUTIVE SUMMARY

This Leadership Vision articulates a bold direction for SMMEF to which we will align our decisions and programs. It defines our objectives, strategies, goals and activities under four areas:

1. OUR IMPACT VISION

SMMEF implements, improves, expands and sustains a wide variety of programs and services offering opportunities for every student in every school to achieve their highest aspirations in Academics, Athletics and the Arts.

Management Objective: In partnership with the Santa Monica-Malibu Unified School District, SMMEF will establish policies and processes for measuring the effectiveness and impact of all current programs, participate in needs assessments to identify gaps in programming and develop the broadest possible range of academic, arts and athletics opportunities for every student by the end of 2013.

Program Committee 2011-2012 Strategies, Goals and Activities

- Create *For Athletics* planning committee to conduct needs assessment of athletic programs in SMMUSD.
- Review District Arts for All plan to prioritize support of key programmatic goals.
- Conduct needs assessments and surveys for teachers and parents to gauge interest and prioritization of future programs, including:
 - Professional development opportunities for teachers
 - A blog providing resource sharing and best practices between SMMUSD teachers
 - Support for field trips through the “Go ED, Go!” program
- Review effectiveness and impact of all current SMMEF programs.

2. OUR RESOURCE VISION

SMMEF is substantially increasing allocable, sustainable revenue from diversified sources to support and expand current programs and build the capacity to respond to the emerging needs of our schools.

Management Objective 1: By the end of 2013, SMMEF will be generating at least \$1million in annual, sustainable revenue and will have built trust as the best place to make an investment in the lives of kids.

Resource Development & Marketing Committee 2011-2012 Strategies, Goals and Activities

- Enhance strategy for annual sustainable revenue:
 - Alumni
 - Major gifts campaign, including Superintendent’s Circle

- Annual drive
- Earned income programs & services
- Planned giving and estate planning
- *For The Arts* Concert
- Co-marketing sponsorship plan with local business and corporations
- Corporate public benefit process
- Develop strong community partnerships:
 - Santa Monica Place – gift card donation program
 - Santa Monica 5000 – 5K/10K walk/run
 - Cirque du Soleil – benefit performance
 - Ed Foundation “Apple” – local business recognition program
 - Santa Monica and Malibu Chambers of Commerce – business welcome packet

Management Objective 2: By the end of 2013, the Academics, Arts and Athletics endowments will have principal balances of at least \$2million each and SMMEF will be conducting an annual endowment campaign to continue the growth into the future.

- Develop an endowment fundraising campaign for Arts, Athletics and Academics.

3. OUR COMMUNITY LEADERSHIP VISION

SMMEF is recognized as a model organization and the trusted, responsive, innovative and consistent partner with the Santa Monica-Malibu Unified School District community, serving as a platform through which the entire community can engage with our outstanding public schools.

Management Objective: By the end of 2013, SMMEF will establish and maintain multiple points of engagement for every segment of the community, will raise the profile of the role of the Foundation and educate the broad community on the needs and successes of our schools.

Community Leadership Committee 2011-2012 Strategies, Goals and Activities

- Hire a part-time Public Information Officer to create a communications plan.
 - Develop a social media plan
 - Gather and create a database of testimonials about SMMEF from students, faculty, alumni and civic leaders
 - Develop an earned media strategy
 - Develop a community events participation plan
- Develop welcome packets, including one for families new to Santa Monica and Malibu to be shared with local realtors, and one for Kindergarten families.
- Build awareness campaign of SMMEF accomplishments and history in conjunction with the organization’s 30th anniversary.

4. OUR OPERATIONS/GOVERNANCE VISION

SMMEF is the most operationally efficient education foundation in Southern California and is the model for leading practices in accountable, transparent and responsive governance.

Management Objective: By the end of 2013, SMMEF will assess every aspect of the organization and implement an operations plan that adequately provides for the human, technological, physical and administrative resources and systems sufficient to keep costs low, investments in our students high and donor dollars maximized.

Operations & Finance Committee 2011-2012 Strategies, Goals and Activities

- Develop and approve an operating reserve/capacity building reserve policy and procedures.
- Review and update financial and accounting policies and procedures.
- Review and update endowment investment policies.
- Review and update Bylaws and make revisions to conform with changes in the nonprofit code.

Board Development Committee 2011-2012 Strategies, Goals and Activities

- Develop and approve Board recruitment and orientation policies, procedures, expectations and supporting documents.
- Develop and execute a 3-year Board leadership succession plan.

Executive Committee 2011-2012 Strategies, Goals and Activities

- Develop and approve a comprehensive document for organization-wide policies and procedures.
- Develop a framework and process for drafting a Master Agreement with the Santa Monica-Malibu Unified School District.

TO: BOARD OF EDUCATION

DISCUSSION

08/10/11

FROM: SANDRA LYON / JANECE L. MAEZ

**Postponed
from 07/20/11**

RE: CONSIDER REVISING BP 3270 – SALE AND DISPOSAL OF
BOOKS, EQUIPMENT, AND SUPPLIES

DISCUSSION ITEM NO. D.03

It is recommended that the Board of Education consider revising BP 3270 – Sale and Disposal of Books, Equipment, and Supplies.

COMMENT: This is a mandated revision by CSBA that revises and expands sample criteria for determining when instructional materials are obsolete or unusable, including adding nonalignment with the district's academic standards or course of study.

The revised policy is attached. (Revisions to the AR can be found under Information Items.)

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES

When district-owned books, equipment and supplies become unusable, obsolete, or no longer needed, the Superintendent or designee shall identify these items to the Board of Education, together with their estimated value and a recommendation that they be sold or disposed of by one of the methods prescribed in law and administrative regulations. With Board approval, the Superintendent or designee shall arrange for the sale or disposal of these items.

Instructional materials may be considered obsolete or unusable when they:

- ~~1. Contain information rendered inaccurate or incomplete by new discoveries or technologies~~
- ~~2. Have been replaced by more recent versions or editions of the same material and are of no foreseeable value in other instructional areas~~
- ~~3. Contain demeaning, stereotyping or patronizing references to either sex, members of racial, ethnic, religious, vocational or cultural groups, or persons with physical or mental disabilities~~
- ~~4. Have been inspected and discovered to be damaged beyond use or repair~~
1. Have been replaced by more recent editions or new materials selected by the Board and have no foreseeable value in other instructional areas
2. Are not aligned with the district's academic standards or course of study
3. Contain information rendered inaccurate or incomplete by new research or technologies
4. Contain demeaning, stereotyping, or patronizing references to any group of persons protected against discrimination by law or Board policy
5. Are damaged beyond use or repair

The Superintendent or designee shall establish procedures to be used when selling equipment for which the federal government has a right to receive all or part of the proceeds. These procedures shall ensure a reasonable amount of competition so as to result in the highest possible revenue.

Legal Reference:

EDUCATION CODE

[17540-17542](#) Sale or lease of personal property by one district to another

[17545-17555](#) Sale of personal property

[42291.5](#) Temporary school bus designation

[42303](#) School bus sale to another district

[60500](#) Determination of obsolescence

[60510-60511](#) Donation or sale

[60520-60521](#) Disposition of sale proceeds

[60530](#) Methods of destruction

GOVERNMENT CODE

[25505](#) District property; disposition; proceeds

UNITED STATES CODE, TITLE 40

484 Surplus property

CODE OF FEDERAL REGULATIONS, TITLE 34

[80.32](#) Equipment acquired under a grant or subgrant

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

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ
RE: CONSIDER REVISING BP 3280 – SALE OR LEASE OF
DISTRICT-OWNED REAL PROPERTY

DISCUSSION

08/10/11

**Postponed
from 07/20/11**

DISCUSSION ITEM NO. D.04

It is recommended that the Board of Education consider revising BP 3280 – Sale or Lease of District-Owned Real Property.

COMMENT: CSBA is recommending this policy update to reflect new law (ABX4 2), which authorizes districts, until January 1, 2012, to use the proceeds from the sale of surplus property for any one-time general fund purpose.

The revised policy is attached.

SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY

The Board of Education believes that the district should utilize its facilities and resources in the most economical and practical manner. To that end, the Superintendent or designee shall periodically study the current and projected use of all district facilities in order to ensure the efficient utilization of space and the effective delivery of instruction in order to maximize student learning.

Upon determination that district property is no longer needed or may not be needed until some future time, the Board shall offer to sell or lease district-owned real property in accordance with priorities and procedures specified in law, including, but not limited to, Education Code 17230, 17464, 17485-17500, and Government Code 54222.

When required by law, the Board shall appoint a district advisory committee to advise the Board in the development of policies and procedures governing the use or disposition of schools or school building space which is not needed for school purposes. (Education Code 17388)

Before ordering the sale or lease of any real property, the Board shall adopt a resolution by a two-thirds vote of all of its members at a regular, open meeting. The resolution shall describe the property proposed to be sold or leased in such a manner as to identify it, specify the minimum price or rent, describe the terms upon which it will be sold or leased, and specify the commission or rate, if any, which the Board will pay to a licensed real estate broker out of the minimum price or rent. The resolution shall fix a time, not less than three weeks thereafter, for a public meeting, held at the Board's regular meeting place, at which sealed proposals to purchase or lease will be received and considered. (Education Code 17466)

The Superintendent or designee shall provide notice of the adoption of the resolution and of the time and place of the meeting by posting copies of the resolution, signed by the Board, in three public places not less than 15 days before the date of the meeting. In addition, the notice shall be published at least once a week for three successive weeks before the meeting, in a newspaper of general circulation published in the county in which the district is located, if such a paper exists. (Education Code 17469)

At the public meeting specified in the resolution, the Board shall open, examine, and declare all sealed bids. Before accepting any written proposal, the Board shall call for oral bids in accordance with law. The Board may reject any and all bids, either written or oral, and withdraw the properties from sale when the Board determines that rejection is in the best public interest. (Education Code 17472, 17473)

Of the proposals submitted by responsible bidders which conform to all terms and conditions specified in the resolution of intention to sell or lease, the Board shall finally accept the highest bid after deducting the commission, if any, to be paid to a licensed real estate broker, unless the Board accepts a higher oral bid or rejects all bids. (Education Code 17472)

The final acceptance of the bid may be made either at the same meeting specified in the resolution or at any adjourned/continued meeting held within 10 days. Upon acceptance of the bid, the Board may adopt a resolution of acceptance that directs the Board president, or any other Board member, to execute the deed or lease and to deliver the document upon performance and compliance by the successful bidder of all of the terms and conditions of the contract. (Education Code 17472-17478)

The Superintendent or designee shall ensure that proceeds from the sale, or lease with an option to purchase, of district surplus property are used in accordance with law. (Education Code 17462; 2 CCR 1700)

Until January 1, 2012, the district may expend proceeds from the sale of surplus real property, along with the proceeds from any personal property located on that real property, for any one-time general fund purpose(s). Prior to exercising this authority, the Board shall certify to the State Allocation Board that: (Education Code 17463.7)

1. The district has no major deferred maintenance requirements not covered by existing capital outlay resources.
2. The sale of real property pursuant to Education Code 17463.7 does not violate the provisions of a local bond act.
3. The real property is not suitable to meet projected school construction needs for the next 10 years.

Prior to exercising this authority, the Superintendent or designee shall present to the Board, at a regularly scheduled meeting, a plan for expending these one-time resources. The plan shall identify the source and use of the funds and shall describe the reasons that the expenditure shall not result in ongoing fiscal obligations for the district. (Education Code 17463.7)Legal

Legal Reference:

EDUCATION CODE

17219-17224 Acquisition of property not utilized as school site; nonuse payments; exemptions

17230-17234 Surplus property

17385 Conveyances to and from school districts

17387-17391 Advisory committees for use of excess school facilities

17400-17429 Leasing property

17430-17447 Leasing facilities

17453 Lease of surplus district property

17455-17484 Sale or lease of real property, especially:

17463.7 Proceeds for general fund purposes

17485-17500 Surplus school playground (Naylor Act)

17515-17526 Joint occupancy

17527-17535 Joint use of district facilities

33050 Request for waiver

38130-38139 Civic Center Act

GOVERNMENT CODE

54220-54232 Surplus land, especially:

54222 Offer to sell or lease property

54950-54963 Brown Act, especially:

54952 Legislative body, definition

PUBLIC RESOURCES CODE

21000-21177 California Environmental Quality Act

CODE OF REGULATIONS, TITLE 2

1700 Definitions related to surplus property

COURT DECISIONS

San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District, (2006) 139 Cal.App. 4th 1356

Management Resources:

CSBA PUBLICATIONS

Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, September 2009

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Closing a School Best Practices Guide

OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

Unused Site Program Handbook, May 2008

WEB SITES

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

California Department of Education, School Facilities Planning Division: <http://www.cde.ca.gov/ls/fa>

Coalition for Adequate School Housing: <http://www.cashnet.org>

Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

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

TO: BOARD OF EDUCATION

DISCUSSION

08/10/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: CONSIDER REVISING BP 3314.2 – REVOLVING FUNDS

DISCUSSION ITEM NO. D.05

It is recommended that the Board of Education consider revising BP 3314.2 – Revolving Funds.

COMMENT: CSBA is recommending this policy update to reflect new language specifying that such funds are subject to the district's internal control procedures established for the purpose of fraud prevention and financial impropriety and must be maintained in accordance with the California School Accounting Manual.

The revised policy is attached.

REVOLVING FUNDS**District Revolving Fund**

The Governing Board has a fiduciary responsibility to effectively manage and safeguard the district's assets and resources. All revolving cash funds shall be subject to the internal control procedures established by the district to prevent and detect fraud, financial impropriety, or irregularity and shall be maintained in accordance with law and the California School Accounting Manual.

The Board of Education has established by resolution a revolving cash fund for use by the Superintendent or designee in paying for goods, services and other charges determined by the Board, including supplemental payments required to correct any payroll errors. (Education Code [42800-42806](#), [45167](#))

At the request of the Board, County Auditor or County Superintendent of Schools, the Superintendent or designee shall give an account of the fund. (Education Code [42804](#))
The funds shall be deposited in a bank doing business locally, whose deposits are insured by FDIC. The Superintendent or designee shall be responsible for all payments into the account as well as expenditures from the account subject to the restrictions established by the Board.

The Board shall review and revise fund usage as appropriate.

The chief accounting officer shall be covered by an individual bond or insurance in the amounts specified in law. He/she shall ensure that payments from the fund are for services or materials that are a legal charge against the district and that a receipt is obtained setting forth the date, payee, purpose of the expenditure, and amount expended. (Education Code 41021, 42801, 42801.5, 42804)

The Board may at any time reduce or discontinue the revolving cash fund. (Education Code 42805)

Legal Reference:

EDUCATION CODE

[35160](#) Authority of governing boards

[41020](#) Audits of all district funds

[42238](#) Local taxation by school districts

[42800-42806](#) Revolving cash fund

[42810](#) Revolving cash funds; use; administrators

[45167](#) Error in salary

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

TO: BOARD OF EDUCATION

DISCUSSION

08/10/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: CONSIDER REVISING BP 3320 – CLAIMS AND ACTIONS AGAINST THE DISTRICT

DISCUSSION ITEM NO. D.06

It is recommended that the Board of Education consider revising BP 3320 – Claims and Actions Against the District.

COMMENT: CSBA is recommending this policy update to add language regarding the claims management functions performed by the district's Joint Powers Authority (JPA) or insurance carrier, including reviewing the claim for sufficiency and requiring the Superintendent to forward all claims to the JPA.

The revised policy is attached. (Revisions to the AR can be found under Information Items.)

CLAIMS AND ACTIONS AGAINST THE DISTRICT

The Board of Education intends that the district's operations minimize risk, protect district resources, and promote the safety of students, staff, and the public. ~~Any and all claims for money or damages against the district shall be presented to and acted upon in accordance with Board policy and administrative regulation.~~ Any and all claims for money or damages against the district shall be presented to and acted upon in accordance with law, Board policy, and administrative regulation as well as the district's Joint Powers Authority (JPA) agreement or insurance coverage.

Claims for money or damages not governed by the Government Claims Act (Government Code [810-996.6](#)) or excepted by Government Code [905](#) shall be presented consistent with the manner and time limitations in the Government Claims Act, unless a procedure for processing such claims is otherwise provided by state or federal law. ~~Such compliance is a prerequisite to any court action consistent with the provisions of Government Code 945.4.~~ Upon notice to the district of a claim, the Superintendent or designee shall take all necessary steps to protect the district's rights under any applicable contractual agreements, including the right to indemnification from its insurance or other coverage provider.

~~The Board delegates to the Superintendent the authority to allow, compromise, or settle claims of \$50,000 or less. (Government Code 935.4)~~ In accordance with Government Code 935.4, the Board delegates to the Superintendent the authority to allow, compromise, or settle claims of \$50,000 or less pursuant to any conditions of coverage in the district's JPA agreement or insurance.

This policy is intended to apply retroactively to any existing causes of action and/or claims for money and/or damages.

Roster of Public Agencies

The Superintendent or designee shall file the information required for the Roster of Public Agencies with the Secretary of State and the County Clerk. Any changes to such information shall be filed within 10 days after the change has occurred. (Government Code [53051](#))

This information shall include the name of the school district, the mailing address of the Board, and the names and addresses of the Board presiding officer, the Board clerk or secretary, and other members of the Board. (Government Code [53051](#))

Legal Reference:

EDUCATION CODE

[35200](#) Liability for debts and contracts

[35202](#) Claims against districts; applicability of Government Code

CODE OF CIVIL PROCEDURE

[340.1](#) Damages suffered as result of childhood sexual abuse

GOVERNMENT CODE

[800](#) Cost in civil actions

[810-996.6](#) Claims and actions against public entities

[53051](#) Information filed with secretary of state and county clerk

PENAL CODE

[72](#) Fraudulent claims

COURT DECISIONS

City of Stockton v. Superior Court, (2007) 42 Cal. 4th 730

Connelly v. County of Fresno, (2006) 146 Cal.App. 4th 29

CSEA v. South Orange Community College District, (2004) 123 Cal.App.4th 574

CSEA v. Azusa Unified School District, (1984) 152 Cal.App.3d 580

Management Resources:

WEB SITES

California Secretary of State's Office: <http://www.sos.ca.gov>

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

TO: BOARD OF EDUCATION

DISCUSSION

08/10/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: CONSIDER REVISING BP 3515.2 – DISRUPTIONS

DISCUSSION ITEM NO. D.07

It is recommended that the Board of Education consider revising BP 3515.2 – Disruptions.

COMMENT: CSBA is recommending this policy update to reflect new law (AB 1390), which requires the principal to inform law enforcement when anyone possesses a firearm or explosive or sells or furnishes a firearm on school grounds, and new law (AB 870), which prohibits razor blades and box cutters on school grounds or at school activities.

The revised policy is attached. (Revisions to the AR can be found under Information Items.)

DISRUPTIONS

~~In order to help maintain an educational environment that provides for student safety, the Board of Education is committed to keeping the schools free from disruptions and to keeping unauthorized persons from entering school grounds. The Superintendent or designee shall provide for the prompt removal of any individual from school grounds who disrupts or threatens to disrupt normal school operations, threatens the health and safety of students or staff, or threatens to cause property damage in accordance with law, Board policy, or administrative regulation.~~

The Governing Board is committed to providing a safe environment for district students, staff, and others while they are on district property or engaged in school activities.

The Superintendent or designee shall remove any individual who, by his/her presence or action, disrupts or threatens to disrupt normal district or school operations, threatens the health or safety of anyone on district property, or causes or threatens to cause damage to district property or to any property on school grounds.

The Superintendent or designee shall establish a plan describing actions to be taken, including staff responsibilities, when an individual is causing a disruption. In developing such a plan, the Superintendent or designee shall consult with law enforcement to create guidelines for law enforcement support and intervention in the event of a disruption.

The Superintendent or designee shall provide training to school staff on how to identify and respond to actions or situations that may constitute a disruption.

Any employee who believes that a disruption may occur shall immediately contact the principal. The principal or designee shall notify law enforcement in accordance with Education Code 48902 and 20 USC 7151 and in other situations, as appropriate.

Safe School Zone

Possession of a firearm within 1000 feet of any district school is prohibited except when authorized by law. (Penal Code 626.9)

Possession of any other unauthorized weapon or dangerous instrument is prohibited on school grounds or buses and at school-related or school-sponsored activities without the written permission of school authorities.

~~School staff shall be trained to recognize when an individual has committed acts that constitute a disruption in violation of Board policy or administrative regulation. Staff who believe that a disruption may occur shall immediately contact the principal.~~

Gun-Free School Zone

~~Possession of unauthorized firearms, weapons, or other dangerous instruments is prohibited within 1,000 feet of school grounds without the written permission of school authorities. (Penal Code 626.9, 626.10)~~

Legal Reference:

EDUCATION CODE

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

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

[35160](#) Authority of governing boards

[44810](#) Willful interference with classroom conduct

[44811](#) Disruption of classwork or extracurricular activities

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

PENAL CODE

[243.5](#) Assault or battery on school property

[415.5](#) Disturbance of peace of school

[626-626.11](#) Schools, crimes, especially:

[626.7](#) Failure to leave campus or facility; wrongful return; penalties; notice; exceptions

[626.8](#) Disruptive presence at schools

[626.81](#) Misdemeanor for registered sex offender to come onto school grounds

[626.9](#) Gun Free School Zone Act

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

[653b](#) Loitering about schools or public places

COURT DECISIONS

Reeves v. Rocklin Unified School District, (2003) 109 Cal.App.4th 652

In Re Joseph F., (2000) 85 Cal.App.4th 975

In Re Jimi A., (1989) 209 Cal. App.3d 482

In Re Oscar R., (1984) 161 Cal. App 3d 770

ATTORNEY GENERAL OPINIONS

79 Ops.Cal.Atty.Gen. 58 (1996)

Management Resources:

CSBA PUBLICATIONS

911! A Manual for Schools and the Media During a Campus Crisis, 2001

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Practical Information on Crisis Planning: A Guide for Schools and Communities, May 2003

WEB SITES

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

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/lss/ss>

U.S. Department of Education, Emergency Planning: <http://www.ed.gov/admins/lead/safety/emergencyplan>

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

TO: BOARD OF EDUCATION

DISCUSSION

08/10/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: CONSIDER REVISING BP 3516.5 – EMERGENCY SCHEDULES

DISCUSSION ITEM NO. D.08

It is recommended that the Board of Education consider revising BP 3516.5 – Emergency Schedules.

COMMENT: CSBA is recommending this policy update to add language regarding seeking full average daily attendance reimbursement when an emergency situation prevents the district from meeting legal requirements for the minimum number of instructional days or minutes. The policy also adds examples of methods that may be used to notify students and parents/guardians of an emergency schedule.

The revised policy is attached. (Revisions to the AR can be found under Information Items.)

EMERGENCY SCHEUDLES

In order to provide for the safety of students and staff, the Board of Education authorizes the Superintendent or designee to close a school site, to change the regular school day schedule, or to take any necessary action when adverse weather conditions or other emergencies warrant.

When an emergency condition causes a school closure, reduction in attendance, or change in schedule pursuant to Education Code 41422 or 46392, thereby preventing the district from complying with the minimum number of instructional days or minutes required by law, the Superintendent or designee shall complete and submit to the Superintendent of Public Instruction the necessary forms for obtaining approval of the days of the closure, reduction in attendance, or change in schedule. The Superintendent or designee shall submit other relevant district records as may be required.

The Superintendent or designee shall establish a system for informing students and parents/guardians when school buses are not operating or when the school day schedule is changed or the school is closed. The district's notification system shall include, but is not limited to, notifying local television and radio stations, posting on district web site(s), sending email and text messages, and/or making telephone calls.

In the event that students arrive at school when the school day schedule changes or the schedule changes after school has begun, the Superintendent or designee shall ensure that supervision is provided in accordance with the procedures specified in the district's emergency and disaster preparedness plan.

The Superintendent or designee may provide a means to compensate for lost instructional time later during the year. Students and parents/guardians shall receive timely advanced notice of any resulting changes in the school calendar or school day schedule.

Legal Reference:

EDUCATION CODE

41422 Schools not maintained for 175 days

46010 Total days of attendance

46100-46192 Attendance; maximum credit; minimum day

46390 Calculation of ADA in emergency

46392 Decreased attendance in emergency situation

VEHICLE CODE

34501.6 School buses; reduced visibility

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

TO: BOARD OF EDUCATION

DISCUSSION

08/10/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: CONSIDER REVISING BP 3555 – NUTRITION PROGRAM COMPLIANCE

DISCUSSION ITEM NO. D.09

It is recommended that the Board of Education consider revising BP 3555 – Nutrition Program Compliance.

COMMENT: CSBA is recommending this new mandated policy, which reflects state and federal law prohibitions against discrimination in the National School Lunch Program, School Breakfast Program, Special Milk Program, and other child nutrition programs as well as recent enforcement activities of CDE's Nutrition Services Division based on U.S. Department of Agriculture's Food and Nutrition Service instructions.

The revised policy is attached.

NUTRITION PROGRAM COMPLIANCE

The Governing Board recognizes the district's responsibility to comply with state and federal nondiscrimination laws as they apply to the district's nutrition programs. The district shall not deny any individual the benefits or service of any nutrition program or discriminate against him/her because of his/her race, color, national origin, gender, sex, sexual orientation, disability, or any other basis prohibited by law, in its implementation of such a program.

Coordinator

The Board designates the compliance officer specified in AR 1312.3 - Uniform Complaint Procedures as coordinator of the district's efforts to comply with the laws governing its nutrition programs and to investigate any related complaints. Any complaint concerning the district's nutrition programs shall be investigated using the process identified in the section entitled "Procedures" in the district's AR 1312.3 - Uniform Complaint Procedures.

The coordinator shall provide training on the laws, regulations, procedures, and directives related to the district's nutrition programs to district employees involved in administering them. The coordinator also shall develop procedures and systems that do not restrict the participation of individuals in the district's nutrition programs, based on their race, ethnicity, or disability, and that prevent district employees from incorrectly denying the applications for participation submitted by such individuals.

The coordinator shall develop and maintain a system for collecting racial and ethnic data of participants in the district's nutrition programs and shall, at least annually, report to the Board on whether the district's nutrition programs are effectively reaching eligible individuals and whether and where additional outreach may be needed.

When a significant number of participants or potential participants in the district's nutrition programs are only non-English speakers, the coordinator shall make an appropriate language translation available.

The coordinator also shall ensure that the district's nutrition programs accommodate the special dietary needs of any individual with a disability who has on file a medical statement that restricts his/her diet because of his/her disability.

Notifications

The coordinator shall ensure that the U.S. Department of Agriculture's "And Justice for All" or other approved Nutrition Programs Civil Rights posters are displayed in areas visible to the district's nutrition program participants, such as food service areas and school offices.

Annually, the coordinator shall notify all students, parents/guardians, and employees of program requirements and the procedures for filing a complaint, through the district's usual means of notification.

In addition, the coordinator shall ensure that every informational release, publication, or poster concerning the district's nutrition programs and/or activities includes, in a prominent location, the following statement:

"In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability. In addition, California law prohibits discrimination on any basis identified in Government Code 12940.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer."

However, if the document is no more than one page and there is no room to print the full nondiscrimination statement, the district may instead use the statement "This institution is an equal opportunity provider" in the same print size as the rest of the text.

When a complaint is unresolved at the district level, the coordinator shall notify the complainant of the option to contact and/or forward his/her complaint to one of the following agencies:

1. Child Nutrition Program Civil Rights and Program Complaint Coordinator, California Department of Education, Nutrition Services Division, 1430 N Street, Room 1500, Sacramento, CA 95814-2342 or call 916-445-0850 or 800-952-5609
2. Office of Civil Rights, USDA, Western Region, 90 Seventh Street, Suite 10-100, San Francisco, CA 94103 or call 415-705-1336 or fax 415-705-1364 or email Joe.Torres@fns.usda.gov
3. USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call 800-795-3272 or 202-720-6382 (TTY)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

49060-49079 Student records

49490-49590 Child nutrition programs

PENAL CODE

422.55 Definition of hate crime

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

CODE OF FEDERAL REGULATIONS, TITLE 34

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:

106.9 Dissemination of policy

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION, NUTRITION SERVICES DIVISION PUBLICATIONS

Civil Rights and Complaint Procedures for Child Nutrition Programs, March 2010

U.S. DEPARTMENT OF AGRICULTURE, FOOD AND NUTRITION SERVICE PUBLICATIONS

Civil Rights Compliance and Enforcement - Nutrition Programs and Activities, FNS Instruction 113-1, November 2005

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Protecting Students from Harassment and Hate Crime, January 1999

Notice of Non-Discrimination, January 1999

WEB SITES

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

U.S. Department of Agriculture, Food and Nutrition Services: <http://www.fns.usda.gov>

U.S. Department of Agriculture, Office for Civil Rights: <http://www.ascr.usda.gov>

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>

**Policy CALIFORNIA SCHOOL BOARDS ASSOCIATION
issued: July 2010**

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ
RE: CONSIDER REVISING BP 3580 – DISTRICT RECORDS

DISCUSSION
08/10/11
Postponed
from 07/20/11

DISCUSSION ITEM NO. D.10

It is recommended that the Board of Education consider revising BP 3580 – District Records.

COMMENT: CSBA is recommending this policy update to reflect new law (AB 5), which creates the California Electronic Discovery Act to make the procedural rules requiring disclosure of documents to the opposing party in litigation applicable to electronically stored information. The policy directs the Superintendent to consult with staff to create a document management system that includes a process for the storage and destruction of electronic materials, including a response to "litigation hold" requests.

The revised policy is attached. (Revisions to the AR can be found under Information Items.)

DISTRICT RECORDS

~~District records shall be developed, maintained, and disposed of in accordance with law and California Department of Education regulations.~~

~~The Superintendent or designee shall establish regulations that define records which are permanent, optional, and disposable and specify how each type of record is to be maintained or destroyed. Any photographic, microfilm, or electronic copies of original records shall be permanently retained.~~

The Governing Board recognizes the importance of securing and retaining district documents. The Superintendent or designee shall ensure that district records are developed, maintained, and disposed of in accordance with law, Board policy, and administrative regulation.

The Superintendent or designee shall consult with district legal counsel, site administrators, district information technology staff, personnel department staff, and others as necessary to develop a secure document management system that provides for the storage, retrieval, archiving, and destruction of district documents, including electronically stored information such as email. This document management system shall be designed to comply with state and federal laws regarding security of records, record retention and destruction, response to "litigation hold" discovery requests, and the recovery of records in the event of a disaster or emergency.

The Superintendent or designee shall ensure the confidentiality of records as required by law and shall establish regulations to safeguard data against damage or loss.

Safe at Home Program

District public records shall not include the actual addresses of students, parents/guardians, or employees when a substitute address is designated by the Secretary of State pursuant to the Safe at Home program. (Government Code 6206, 6207)

When a substitute address card is provided pursuant to this program, the confidential, actual address may be used only to establish district residency requirements for enrollment and for school emergency purposes.

Legal Reference:

EDUCATION CODE

35145 Public meetings

35163 Official actions, minutes and journal

35250-35255 Records and reports

44031 Personnel file contents and inspection

49065 Reasonable charge for transcripts

GOVERNMENT CODE

6205-6211 Confidentiality of addresses for victims of domestic violence, sexual assault or stalking

6252-6265 Inspection of public records

12946 Retention of employment applications and records for two years

PENAL CODE

11170 Retention of child abuse reports

CODE OF REGULATIONS, TITLE 5

432 Varieties of pupil records

16020-16022 Records-general provisions

16023-16027 Retention of records

Management Resources:

SECRETARY OF STATE PUBLICATIONS

Letter re: California Confidential Address Program Implementation (SB 489), August 27, 1999

WEB SITES

California Secretary of State: <http://www.ss.ca.gov/safeathome>

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

INFORMATION ITEMS

TO: BOARD OF EDUCATION

INFORMATION

08/10/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: REVISION TO AR 3320 – CLAIMS AND ACTIONS AGAINST THE DISTRICT

INFORMATION ITEM NO. I.01

This is to inform the Board of Education that AR 3320 – Claims and Actions Against the District has been revised.

COMMENT: CSBA is recommending this regulation update to reflect new language regarding the contents of the claim, formerly in E(1), and deletes language, no longer required by law, which specified that the district must provide a claim form.

The revised regulation is attached.

CLAIMS AND ACTIONS AGAINST THE DISTRICT**Time Limitations**

The following time limitations apply to claims against the district:

1. Claims for money or damages relating to a cause of action for death or for injury to person, personal property, or growing crops shall be presented to the Board of Education not later than six months after the accrual of the cause of action. (Government Code [905](#), [911.2](#))
2. Claims for money or damages as authorized in Government Code [905](#) and not included in item #1 above, including claims for damages to real property, shall be filed not later than one year after the accrual of the cause of action. (Government Code [905](#), [911.2](#))

Receipt of Claims

A claim, any amendment thereto, or an application to present a late claim shall be deemed presented and received when delivered to the district office or deposited in a post office, subpost office, substation, or mail chute or other like facility maintained by the U.S. Government, in a sealed envelope properly addressed to the district office with postage paid or when otherwise actually received in the district office or by the Board secretary or clerk. (Government Code 915, 915.2)

Upon receipt of a claim against the district pursuant to the Government Claims Act, the Superintendent or designee shall promptly provide written notice to the district's JPA or insurance carrier in accordance with the applicable conditions of coverage.

Review of Contents of the Claim

The Superintendent or designee shall review any claim received to ensure that the claim contains all of the following information as specified in Government Code 910 and 910.2:

1. The name and post office address of the claimant
2. The post office address to which the person presenting the claim desires notices to be sent
3. The date, place, and other circumstances of the occurrence or transaction which gave rise to the claim asserted
4. A general description of the indebtedness, obligation, injury, damage, or loss incurred insofar as it may be known at the time of presentation of the claim
5. The name(s) of the public employee(s) causing the injury, damage, or loss if known
6. The amount claimed if it totals less than \$10,000 as of the date of the presentation of the claim, including the estimated amount of any prospective injury, damage, or loss, insofar as it may be known at the time of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds \$10,000, the dollar amount shall not be included in the claim and the claimant shall indicate whether the claim is a "limited civil case."
7. The signature of the claimant or the person acting on his/her behalf

Notice of Claim Insufficiency

If a claim is found insufficient or not to satisfy the form requirements under Government Code 910 and 910.2, the Board or its designee shall, within 20 days of receipt of the claim, personally deliver or mail to the claimant, at the address stated in the claim or application, a notice that states the particular defects or omission in the claim. (Government Code 910.8, 915.4)

The Board shall not act upon the claim until at least 15 days after such notice is given. (Government Code 910.8)

Amendment to Claims

Within the time limits provided under the section entitled "Time Limitations" above or prior to final action by the Board, whichever is later, a claim may be amended if, as amended, it relates to the same transaction or occurrence which gave rise to the original claim. (Government Code 910.6)

Late Claims

Any person presenting a claim under item #1 above later than six months after the accrual of the cause of action shall present, along with the claim, an application to file a late claim. Such claim and application to file a late claim shall be filed not later than one year after the accrual of the cause of action. (Government Code [911.4](#))

If a claim under item #1 is filed late and is not accompanied by an application to file a late claim, the Board or Superintendent shall, within 45 days, give written notice that the claim was not filed timely and that it is being returned without further action.

The Board or Superintendent shall grant or deny the application to file a late claim within 45 days after it is presented. This 45-day period may be extended by written agreement of the claimant and the Board or Superintendent provided that such agreement is made before the expiration of the 45-day period. (Government Code [911.6](#))

The Board or Superintendent shall grant the application to file a late claim under any one of the following circumstances: (Government Code [911.6](#))

1. The failure to present the claim was through mistake, inadvertence, surprise, or excusable neglect and the district was not prejudiced in its defense of the claim by the failure to present the claim within the time limit.
2. The person who sustained the alleged injury, damage, or loss was a minor during all of the time specified for presentation of the claim.
3. The person who sustained the alleged injury, damage, or loss was physically or mentally incapacitated during all of the time specified for presentation of the claim and the disability was the reason he/she failed to present the claim.
4. The person who sustained the alleged injury, damage, or loss died before the expiration of the time specified for the presentation of the claim.

If the application to present a late claim is denied, the claimant shall be given notice in the form set forth in Government Code [911.8](#). (Government Code [911.8](#))

If the Board or Superintendent does not take action on the application to file a late claim within 45 days, the application shall be deemed to have been denied on the 45th day unless the time period has been extended, in which case it shall be denied on the last day of the period specified in the extension agreement. (Government Code [911.6](#))

Delivery of Claims

~~A claim, any amendment thereto, or an application to present a late claim shall be deemed presented and received when delivered to the office of the Superintendent or deposited in a post office, subpost office, substation, or mail chute or other like facility maintained by the U.S. Government, in a sealed envelope properly addressed to the district office with postage paid or when otherwise actually received in the district office or by the Board secretary or clerk. (Government Code [915](#), [915.2](#))~~

Claim Form

~~Claims shall be submitted on the district claim form. The Board or Superintendent may return a claim not using the district's claim form and the claim may be resubmitted using the district's form. (Government Code [910.4](#))~~

Notice of Claim Insufficiency

~~The Superintendent shall review all claims for sufficiency of information.~~

~~If the claim is found insufficient or found not to satisfy the form requirements under Government Code [910.4](#), the Board or Superintendent may, within 20 days of receipt of the claim, either personally deliver or mail to the claimant, at the address stated in the claim or application, a notice stating with particularity the defects or omission in the claim. (Government Code [910.8](#), [915.4](#))~~

~~The Superintendent or Board shall not act upon the claim until at least 15 days after such notice is given. (Government Code [910.8](#))~~

Amendment to Claims

~~Claims may be amended within the time limits provided under the section entitled "Time Limitations" above or prior to final action by the Board, whichever is later, if the claim, as amended, relates to the same transaction or occurrence which gave rise to the original claim. (Government Code [910.6](#))~~

Action on Claims

Within 45 days after the presentation or amendment of a claim, the Board shall take action on the claim. This time limit may be extended by written agreement before the expiration of the 45-day period. If the 45-day period has expired, the time limit may be extended if legal action has not been commenced or barred by legal limitations. (Government Code [912.4](#))

The Board may act on the claim in one of the following ways: (Government Code [912.6](#))

1. If the Board finds that the claim is not a proper charge against the district, the claim shall be rejected.
2. If the Board finds that the claim is a proper charge against the district and is for an amount justly due, the claim shall be allowed.

3. If the Board finds that the claim is a proper charge against the district but is for an amount greater than is justly due, the Board shall either reject the claim or allow it in the amount justly due and reject it as to the balance.
4. If legal liability of the district or the amount justly due is disputed, the Board may reject or compromise the claim.
5. If the Board takes no action on the claim, the claim shall be deemed rejected.

If the Board allows the claim in whole, or in part, or compromises the claim and the claimant accepts the amount allowed or offered to settle the claim, the Board may require the claimant to accept it in settlement of the entire claim. (Government Code [912.6](#))

The Superintendent or designee shall transmit to the claimant written notice of action taken or of inaction which is deemed rejection. The notice shall be in the form set forth in Government Code [913](#) and shall either be personally delivered or mailed to the address stated in the claim or application. (Government Code [913](#), [915.4](#))

Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
approved: August 19, 2009 Santa Monica, California

TO: BOARD OF EDUCATION

INFORMATION

08/10/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: REVISION TO AR 3515.2 – DISRUPTIONS

INFORMATION ITEM NO. I.02

This is to inform the Board of Education that AR 3515.2 – Disruptions has been revised.

COMMENT: CSBA is recommending this regulation update to clarify the circumstances under which the principal or designee may direct persons to leave school grounds and to reflect new law (SB 492), which makes it a misdemeanor for anyone to loiter around a school and enhances penalties for specified loiterers.

The revised regulation is attached.

DISRUPTIONS

~~The principal or designee may direct a person to leave school grounds when there is a reasonable basis for concluding that the person is committing, or has entered campus with the purpose of committing, an act that is likely to interfere with the peaceful conduct, discipline, good order, or administration of school activities or with the intent to inflict damage on any person or property. He/she may also ask a person to leave who uses loud and/or offensive language which could provoke a violent reaction or a person who has otherwise established a continued pattern of unauthorized entry on school grounds. This shall not apply if that person is a student, school employee, or other person required by his employment to be on school grounds. (Education Code 44810, 44811; Penal Code 415.5, 626.7, 626.8)~~

~~The principal or designee may also direct a specified drug offender to leave school grounds, unless that person is a student at the school, a parent/guardian of a child attending the school, or he/she has prior written permission for entry from the principal or designee. (Penal Code 626.85)~~

~~When directing any person to leave school premises, the principal or designee shall inform the person that he/she will be guilty of a crime if he/she:~~

- ~~1. Remains after being directed to leave (Education Code 44811; Penal Code 626.8)~~
- ~~2. Returns to the campus without following the school's posted registration requirements (Penal Code 626.7)~~
- ~~3. Returns within seven days after being directed to leave (Penal Code 626.8, 626.85)~~

~~The principal or designee may direct a person who is required to register as a sex offender to immediately leave school grounds, unless he/she is on school grounds for lawful business and with the principal's permission. If such a person does not leave school grounds, the principal or designee shall inform the person that he/she may be guilty of a crime.~~

~~The principal or designee shall notify law enforcement as appropriate.~~

The principal or designee may direct any person, except a student, school employee, or other person required by his/her employment to be on school grounds, to leave school grounds if: (Education Code 44810, 44811; Penal Code 415.5, 626.7, 626.8, 626.81, 626.85)

1. The principal or designee has reasonable basis for concluding that the person is committing or has entered the campus with the purpose of committing an act which is likely to interfere with the peaceful conduct, discipline, good order, or administration of the school or a school activity, or with the intent of inflicting damage to any person or property.
2. The person fights or challenges another person to a fight, willfully disturbs another person by loud and unreasonable noise, or uses offensive language which could provoke a violent reaction.
3. The person loiters around a school without lawful business for being present or reenters a school within 72 hours after he/she was asked to leave.
4. The person is required to register as a sex offender pursuant to Penal Code 290.

However, a registered sex offender may be on school grounds if he/she has a lawful purpose and written permission from the principal or designee.

5. The person is a specified drug offender as defined in Penal Code 626.85.

However, a specified drug offender may be on school grounds with written permission from the principal or designee or, if he/she is a parent/guardian of a child enrolled in that school, to attend a school activity.

6. The person has otherwise established a continued pattern of unauthorized entry on school grounds.

The principal or designee shall allow a parent/guardian who was previously directed to leave school grounds to reenter for the purpose of retrieving his/her child for disciplinary reasons, medical attention, or family emergencies, or with the principal or designee's prior written permission. (Penal Code 626.7, 626.85)

When directing any person to leave school premises, the principal or designee shall inform the person that he/she may be guilty of a crime if he/she:

1. Fails to leave or remains after being directed to leave (Penal Code 626.7, 626.8, 626.85)

2. Returns to the campus without following the school's posted registration requirements (Penal Code 626.7)

3. Returns within seven days after being directed to leave (Penal Code 626.8, 626.85)

Appeal Procedure

Any person who is asked to leave a school building or grounds may appeal to the Superintendent or designee. This appeal shall be made no later than the second school day after the person has departed from the school building or grounds. After reviewing the matter with the principal or designee and the person making the appeal, the Superintendent or designee shall render his/her decision within 24 hours after the appeal is made, and this decision shall be binding. (Education Code [32211](#))

The decision of the Superintendent or designee may be appealed to the Board of Education. Such an appeal shall be made no later than the second school day after the Superintendent or designee has rendered his/her decision. The Board shall consider and decide the appeal at its next scheduled regular or adjourned regular public meeting. The Board's decision shall be final. (Education Code [32211](#))

Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
approved: August 19, 2009 Santa Monica, California

TO: BOARD OF EDUCATION

INFORMATION

08/10/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: REVISION TO AR 3516.2 – BOMB THREATS

INFORMATION ITEM NO. I.03

This is to inform the Board of Education that AR 3516.2 – Bomb Threats has been revised.

COMMENT: CSBA is recommending this regulation update to add language incorporating bomb threat procedures into the district's emergency preparedness plan and/or comprehensive safety plan. The update also addresses bomb threats received through electronic means, communications during bomb threat incidents, and counseling.

The revised regulation is attached.

BOMB THREATS

To maintain a safe and secure environment for district students and staff, the Superintendent or designee shall ensure that the district's emergency and disaster preparedness plan and/or each school's comprehensive safety plan includes procedures for dealing with bomb threats. He/she also shall provide training regarding the procedures to site administrators, safety personnel, and staff members who customarily handle mail, telephone calls, or email.

Receiving Threats

Any staff member receiving a telephoned bomb threat shall try to keep the caller on the line so as to gather information about the location and timing of the bomb and the person(s) responsible. He/she should also try to determine the caller's gender and age and should take note of any distinctive features of voice or speech and any background noises such as music, traffic, machinery or other voices.

If the bomb threat is received through the mail system or in writing, the staff member who receives it should handle the letter, note, or package as minimally as possible. If the threat is received through electronic means, such as email or text messaging, the staff member should not delete the message.

Staff members who customarily receive telephone calls or handle packages shall receive training related to bomb threats.

Procedures

1. Any employee who receives a bomb threat shall immediately call 911 by land line and also report the threat to the principal or designee. If the threat is in writing, he/she shall place the message in an envelope and take note of where and by whom it was found.
2. Any student or employee seeing a suspicious package shall promptly notify the principal or designee.
3. The ~~principal~~ Superintendent or designee shall immediately use fire drill signals and institute standard evacuation procedures as specified in the emergency plan.
4. The ~~principal~~ Superintendent or designee shall turn off any two-way radio equipment which is located in a threatened building.

Law enforcement and/or fire department staff shall conduct the bomb search. School police officers may assist in this search. No other school staff shall search for or handle any explosive or incendiary device.

No ~~staff or students~~ one shall reenter the threatened building(s) until the law enforcement and/or fire department staff advises the ~~principal~~ Superintendent or designee that reentry is safe.

~~Any student who makes a bomb threat shall be subject to disciplinary procedures.~~

To the extent possible, the Superintendent or designee shall maintain communications with staff, parents/guardians, the Governing Board, other governmental agencies, and the media during the period of the incident.

Following the incident, the Superintendent or designee shall provide crisis counseling for students and/or staff as needed.

Any employee or student found to have made a bomb threat shall be subject to disciplinary procedures and/or criminal prosecution.

Legal Reference:

EDUCATION CODE

[44810](#) *Willful interference with classroom conduct*

[48900](#) *Grounds for suspension or expulsion*

[51202](#) *Instruction in personal and public health and safety*

PENAL CODE

[17](#) *Felony, misdemeanor, classification of offenses*

[148.1](#) *False report of explosive or facsimile bomb*

[245](#) *Assault with deadly weapon or force likely to produce great bodily injury; punishment*

[594](#) *Vandalism; penalty*

Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
approved: August 19, 2009 Santa Monica, California