

**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**

**September 22, 2011**

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, September 22, 2011**, in the **District Administrative Offices**: 1651 16<sup>th</sup> 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)**

- Conference with Superintendent regarding 2011-12 Strategies for Negotiations with S.M.M.C.T.A. pursuant to GC §54957.6 as cited in the Brown Act. (20)
- Conference with Superintendent regarding 2011-12 Strategies for Negotiations with S.E.I.U. pursuant to GC §54957.6 as cited in the Brown Act (20)
- Public Employee, to consider appointment, employment, performance evaluation, or dismissal of employee pursuant to GC§54957, as cited in the Brown Act (Classified Employees ID #DY8107060) (20)
- Closed Session, Superintendent's performance evaluation pursuant to GC §54954.5 as cited in the Brown Act. (20)

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

**V. APPROVAL OF THE AGENDA**

**VI. APPROVAL OF MINUTES**

September 8, 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.

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A.12 Award of General Services Administration Contract to Simplex  
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**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 (40)**

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

- A. Student Board Member Reports (15)**  
 Caroline Huber – Santa Monica High School  
 Yasi Afsharnive – Malibu High School  
 Chynna Summers – Olympic High School
- B. SMMCTA Update – Mr. Harry Keiley (5)**
- C. S.E.I.U. Update – Ms. Keryl Cartee-McNeely (5)**
- D. PTA Council – Kelly McMahon Pye (5)**
- E. Citizens’ Committee to Examine the Feasibility of an Emergency Funding Measure & Future Capital Improvement Bond Measure – Neil Carrey (10)**

**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 (25)**

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.24 Nomination for Membership on the Los Angeles County Committee on School District Organization (5)..... 58-59
- A.25 Increase in Staffing (FTE) – Educational Services (5) ..... 60
- A.26 Increase in Staffing (FTE) – Santa Monica High School (5)..... 61
- A.27 Increase in Staffing (FTE) – Special Education (5) ..... 62
- A.28 Increase in Staffing (FTE) (5)..... 63

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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 Enrollment and Staffing Report (30) ..... 64
- D.02 Update on the Implementation of the Board of Education’s Directives to Staff Relative to the Wrestling Incident (60)..... 65
- D.03 Memorandum of Understanding with the LA County Department of Mental Health Services (20) ..... 66-66i
- D.04 Consider Revising BP 3550 – Food Service/Child Nutrition Program (5) ..... 67-69
- D.05 Consider Revising BP 3551 – Food Service Operations/Cafeteria Fund (5)..... 70-72
- D.06 Consider Revising BP 3553 – Free and Reduced Price Meals (5) ..... 73-75

7:00 pm

<b>XIII. INFORMATIONAL ITEMS</b> (0)	
I.01 Supplemental Textbooks .....	76
I.02 Termination of Membership from District Advisory Committee (DAC) .....	77
<i>Early Child Care DAC</i>	
I.03 Revision to AR 3551 – Food Service Operations/Cafeteria Fund .....	78-80
I.04 Revision to AR 3553 – Free and Reduced Price Meals .....	81-84
I.05 Revision to AR 5116.1 – Intradistrict Enrollment .....	85-89

**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 **Thursday, October 6, 2011**, in the **Malibu City Council Chambers**: 23815 Stuart Ranch Road, Malibu, CA.

**Meetings held at the District Office and in Malibu are taped and rebroadcast in Santa Monica on CityTV2, Cable Channel 20 – Check TV listing. Meetings are rebroadcast in Malibu on Government Access Ch. 3 every Saturday at 8pm.**

**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 <sup>st</sup> Thursday	2 <sup>nd</sup> Thursday	3 <sup>rd</sup> Thursday	4 <sup>th</sup> Thursday	Special Note:
July			7/20* DO	7/23* DO 7/26* DO	*Wednesday, 7/20 *Saturday, 7/23: retreat *Wednesday, 7/26: special mtg
August		8/10* DO		8/24* DO	*Wednesday, 8/10 *Wednesday, 8/24 First day of school: 8/30
September	9/8 DO			9/22 DO	
October	10/6 M		10/20 DO	10/22* DO	*Saturday, 10/22: retreat
November	11/3 M		11/17 DO		Thanksgiving: 11/24-25
December			12/15 DO	winter break	
<b>Winter Break: December 21 – January 3</b>					
January through June 2012					
<b>Winter Break: December 21 – January 3</b>					
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 <sup>th</sup> Thursday
<b>Spring Break: April 2 – April 13</b>					
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 16<sup>th</sup> Street, Santa Monica.  
 Malibu City Council Chambers (M): 23815 Stuart Ranch Road, Malibu, CA

**Santa Monica-Malibu Unified School District  
Board of Education  
September 22, 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  
09/22/11

RECOMMENDATION NO. A.01

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

September 8, 2011

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





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## **CONSENT ITEMS**



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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.

<b>Contractor/ Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding (Measure BB)</b>
<b>NONE</b>			

<b>Contractor/ Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Robert Gilliam 3/03/11 to 6/30/11 Not to exceed: \$2,500	Student workshops in dance during 2010-2011 school year.	Olympic	01-90830-0-17000-10000-5802-014-4140 (SMMEF-Dream Winds)
Yosi Payam Behroozan 7/01/11 to 6/30/2012 Not to exceed: \$2,000	To provide dental care services to Head Start eligible families.	Child Development Services	12-52101-0-85000-31400-5802-070-2700 (Head Start Basic)
Marjaneh Moghimi 7/01/11 to 6/30/2012 Not to exceed: \$2,000	To provide dental care services to Head Start eligible families.	Child Development Services	12-52101-0-85000-31400-5802-070-2700 (Head Start Basic)
Family Service of Santa Monica 7/1/11 to 6/30/12 Not to exceed: \$20,000	To provide social services through family counselors to preschool children, assist in the identification of children that may need additional services, participate in the self-assessment of the program activities.	Child Development Services	12-52101-0-85000-31400-5802-070-2700 (Head Start Basic)
School Innovations & Advocacy, Inc. (SI&A) 8/18/11 to 8/17/14 (3-year contract) Not to exceed: \$37,200 (\$12,400 per year)	Online single plan for student achievement and School Accountability Report Cards (SARC)	Educational Services	01-00010-0-11100-21000-5802-035-1300 (Tier III)

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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.)

<u>AME</u> <u>SITE</u> Account Number Fund – Resource Number	<u>CONFERENCE NAME</u> <u>LOCATION</u> <u>DATE (S)</u>	<u>COST</u> <u>ESTIMATE</u>
<u>BRADFORD, Maureen</u> Ed Services 01-00000-0-19510-31600-5220-030-1300 General Fund- Function: Pupil Testing Services	90 <sup>th</sup> Annual CERA Conference Anaheim, CA November 30 – December 2, 2011	\$260
<u>HALE, Shannon</u> Adams Middle	Elective Teacher Implementation Make-up Training AVID Santa Fe Springs, CA September 27 -28, 2011	\$0 Sub Only
<u>HERRERA, Mayra</u> Rogers Elementary 01-30100-0-11100-10000-5220-006-4060 General Fund- Resource: Title I	Growing Educator Morning Sessions (GEMS) Los Angeles, CA September 17, 2011	\$85
<u>HEYLER, Sioux</u> Special Ed 01-65200-0-57700-11900-5220-044-1400 General Fund- Resource: Workability	Workability 1- Region 1 Fall Business Meeting and Training Sacramento, CA October 10 – 12, 2011	\$1,085
<u>MANSOUR, Carolyn</u> District Office 01-65000-0-50010-21000-4310-043-1400 General Fund- Resource: Special Education	Advances & Best Practices in Autism Learning Disabilities – ADHD Los Angeles, CA October 21- 22, 2011	\$275

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

<b>Group Conference and Travel: In-State</b>		
* a complete list of conference participants is on file in the Department of Fiscal Services		
<u>CHECK, Laura</u> <u>LADUKE, Stacy</u> Adams Middle 01-00010-0-11100-10000-5520-011-4110 General Fund- Resource: Tier III	Embracing Diversity of GLBTQ Youth & Families Los Angeles, CA October 4, 2011	\$186
<u>KELEHER, Darci</u> <u>CONSTANZO, Francis</u> Special Ed 01-56400-0-00000-39000-5220-043-1400 General Fund- Resource: Medi-Cal	Common Core State Standards Fall Kickoff Alhambra, CA October 21, 2011	\$300
<u>HARRIS, Peggy</u> <u>+4 Additional Staff</u> Ed Services 01-40350-0-11100-10000-5220-035-1300 General Fund- Resource: Title II	Common Core State Standards Fall Kickoff Alhambra, CA October 21, 2011	\$620
<u>WOOLVERTON, Sara</u> <u>+6 Additional Staff</u> Special Ed 01-56400-0-00000-39000-5220-043-1400 General Fund- Resource: Medi-Cal	2011 Education Law Conference Cerritos, CA November 7, 2011	\$950

<b>Out-of-State Conferences: Individual</b>		
NONE		

<b>Out-of-State Conferences: Group</b>		
NONE		

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: OVERNIGHT FIELD TRIP(S) 2011-2012

RECOMMENDATION NO. A.04

It is recommended that the Board of Education approve the special field trip(s) listed below for students for the 2011-2012 school year. No child will be denied due to financial hardship.

School Grade # students	Destination Dates of Trip	Principal/ Teacher	Cost Funding Source	Subject	Purpose Of Field Trip
JAMS 8 <sup>th</sup> 70-80 each trip	Astrocamp, Idyllwild, CA  1/27/12 – 1/29/12 2/3/12 – 2/5/12	E. Mayoral/ D. Brown/ K. Jurewicz	\$260 per student paid by parent donation and fundraising	Science	Science Magnet Students will participate in this annual trip to Idyllwild. The theme of the camp is space and physics, which complements the 8 <sup>th</sup> grade science curriculum.
JAMS 7 <sup>th</sup> 160	Yosemite National Park  1/22/12 – 1/27/12	E. Mayoral/ J. Post/ P. Dresher	\$595 per student paid by parent donation and fundraising	Science	Science Magnet Students will have firsthand experience with their environment, which they are learning about in class. This trip complements science curriculum for 7 <sup>th</sup> grade.
JAMS 6 <sup>th</sup> 220	Toyon Bay, Catalina Island  11/7/11 – 11/9/11	E. Mayoral/ R. Avedian	\$595 per student paid by parent donation and fundraising	Science	Students will have the opportunity to learn experimental science dealing with the natural land and sea environment.
John Muir 5 <sup>th</sup> 60	Camp Hess Kramer in Malibu  5/21/12 – 5/25/12	T. Komlos/ C. Carter/ D. Wheeler/ M. Davies	\$340 per student paid by parent donation and fundraising	Science	Annual outdoor science school for 5 <sup>th</sup> graders. Activities complement 5 <sup>th</sup> grade science curriculum.
Samohi 9 <sup>th</sup> – 12 <sup>th</sup> 32	Camp Whittle, Fawnskin, CA  9/23/11 – 9/25/11	C. Baxter/ Huls		Music	Madrigal Ensemble students will be attending a choir rehearsal retreat at Camp Whittle.
Samohi 9 <sup>th</sup> – 12 <sup>th</sup> 29	Camp Whittle, Fawnskin, CA  9/16/11 – 9/18/11	C. Baxter/ Huls		Music	Chamber Singer students will be attending a choir rehearsal retreat at Camp Whittle

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:





TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: LEASE AGREEMENT WITH CALVARY BAPTIST CHURCH

RECOMMENDATION NO. A.05

It is recommended that the Board of Education enter into an agreement with Calvary Baptist Church for the use of its facilities and utilities for a fee of \$1,600 per month for five (5) years beginning September 1, 2011, through August 2016.

Funding Information:

Source: Child Development Fund – Restricted

Currently Budgeted: Yes

Account Number: 12-52101-0-85000-100000-5630-070-2700

Description: Rent & Leases/Head Start Basic/CSPP - CDS

COMMENT: The facility will serve thirty Head Start/State Preschool funded three- and four-year-old children in a six-and-a-half hour program for 175 days/year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

## LEASE

THIS LEASE, and attached Addendum entitled "Mandatory Federal Lease Language" and included herein by reference, made and entered into this 9<sup>th</sup> day of September, 2011, by and between the Calvary Baptist Church, hereinafter referred to as "Lessor," and the Santa Monica-Malibu Unified School District, hereinafter referred to as "Lessee."

### WITNESSETH

THAT WHEREAS, the Lessor desires to lease and Lessee desires to hire from the Lessor, for the specific purpose of providing portable, relocatable units in which to operate Head Start classrooms throughout the area of Los Angeles, those certain premises hereinafter more particularly described:

- I. Lease and Description of Land. The Lessor hereby leases to Lessee land space at 1901 - 20<sup>th</sup> Street, Santa Monica, in the County of Los Angeles, California, hereinafter referred to as the "Property," more particularly described as:  
  
Erhen Brecher Syndicate, Santa Monica Tract, Lot Com. South 45 degrees 15' W. 242.5 ft. from 45 degree 15', E. 87.5 ft. Thence S. 44 degrees 45', E. 44 ft. Thence S. 45 degrees 15' E. to NE line of 20 ft. Thence NW thereon and NE on SE line of Delaware Ave. to beginning of part of Lot 1 Block 24.  
  
For the term and upon the conditions hereinafter expressed.
2. Term. The term of this Lease shall be Five (5) years commencing on the 1<sup>st</sup> day of September, 2011, and ending on the 31<sup>st</sup> day of August, 2016.
3. Rent. Lessee shall pay \$ 1,600 per month for rent payable commencing September 1, 2011 and due on the first day of each month thereafter. Lease amount shall increase three (3%) percent annually every September.
4. Utilities. All such gas, water, telephone, electricity, and other utilities as Lessee may require, shall be at Lessee's sole cost and expense.
5. (a) Lessee shall pay all cost, expenses and liabilities arising out of or in any way connected with its construction of improvements on the Property and shall keep the Property and such improvements free and clear of any and all liens or encumbrances. Lessee shall indemnify the Lessor against all legal costs and charges, including counsel fees, reasonably incurred in freeing the Property or any part thereof from or defending against foreclosure of any liens or encumbrances caused or suffered by Lessee; provided that the Lessor shall first give Lessee a reasonable opportunity to defend against and discharge any such lien or encumbrance.



If to the Lesse:  
Santa Monica-Malibu Unified School District  
Child Development Services  
2802 Fourth Street  
Santa Monica, CA 90405

13. Termination. Lessee may terminate this agreement by giving written notice to the Lessor should funds from the Federal Government, State Government, or any other funding source be terminated or withheld or qualified pupils are unavailable to fill classes.

14. Removal of Property by Lessor at end of Agreement. Upon termination of agreement, if Lessor requires removal of portables buildings, playground equipment, machinery, trade fixtures, furnishings and personal property, said property shall be removed at expense of Los Angeles County Office of Education within sixty (60) days of request.

IN WITNESS WHEREOF, the parties hereto have executed this Lease the day and year first above written.

LESSOR:

Calvary Baptist Church  
1502 – Twentieth Street  
Santa Monica, California 90404

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

LESSEE:

Santa Monica-Malibu Unified School District  
Child Development Services  
2802 Fourth Street  
Santa Monica, CA 90405

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## ADDENDUM TO LEASE

### MANDATORY FEDERAL LEASE LANGUAGE.

#### 1. ASSIGNMENT AND SUBLETTING

Lessee may assign this Agreement, or any interest therein, and may sublet the Premises or any part thereof, or any right or privilege appurtenant thereto, or any portion thereof, to other compatible Los Angeles County Office of Education programs, Head Start Delegate Agencies or any other similar government agency with the prior written consent of Lessor which consent Lessor agrees not to unreasonably withhold. If Lessee assigns or subleases to other such entities, such programs shall be compatible with mutual consent of Lessor and Lessee.

#### 2. EARLY TERMINATION OPTION

Lessee shall have the right to terminate this Agreement upon providing sixty (60) days prior written notice to the Lessor due to non-funding by the governmental agency governing Lessee for operating a Head Start/State Preschool program, or if the premises is not licensed by the governmental agency governing the Head Start/State Preschool program, or there is a lack of qualified student enrollment ("Early Termination"). Lessee, upon exercising such right to terminate shall have the right to remove the portable building, playground equipment and its trade fixtures, furnishings and personal property and repair any damage due to its removal as required under the Agreement.

#### 3. FEDERAL GOVERNMENT INTEREST IN MODULAR BUILDING AND EQUIPMENT

In 1984 the United States Department of Health and Human Services issued Head Start grant funds in connection with the purchase of the modular building and playground equipment now sitting on the premises. Because this modular building and playground equipment were acquired with federal grant funds, this modular building and playground equipment may not be mortgaged, used as collateral, sold, or otherwise transferred from ownership of the Los Angeles County Office of Education, the Grantee-recipient of the federal funds used to purchase the modular building and playground equipment, without the written permission of the responsible federal government official. This clause served as notice to the Lessor and others of this federal interest, as set forth in 45 C.F.R. 92.31 or 45 C.F.R. 74.34, whichever is appropriate, and 45 C.F.R. 1309.

Further information as to the Federal government's interest in the modular building and playground equipment can be obtained from the Administration for Children and Families, Project Grants Branch, Office of Financial Operations, 50 United Nations Plaza, Room 450, San Francisco, CA 94102.

4. RIGHT TO REMOVE PROPERTY

All portable building, playground equipment, machinery, trade fixtures, furnishing and personal property whether acquired by Lessee at the commencement of the Lease term or placed or installed on the Premises by Lessee thereafter, shall remain Lessee's property free and clear of any claim by Lessor. At the expiration or early termination of the lease, Lessee shall have the right to remove the portable buildings, playground equipment, machinery, trade fixtures, furnishing and personal property and shall repair any damage to the Premises caused by the removal. Lessee shall leave the premises broom clean and free of debris.

Agreed and Accepted:

Lessor:

Lessee:

Calvary Baptist Church

Santa Monica-Malibu  
Unified School District

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2011-2012

RECOMMENDATION NO. A.06

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
Project 6/Pacific School	4103159850	NPS	#14-SPED 12057	\$27,000
Vista Del Mar	2169575965	NPS	#15-SPED12061	\$5,575
Westview	2049607045	NPS	#16-SPED12062	\$45,800
Coldwater Canyon Prep	2049607045	NPS	#17-SPED12067	\$8,010
Coldwater Canyon Prep	2049607045	NPS	Increase #61-SPED11153 <i>Note: 10/11 Budget</i>	\$330
Pacific Schools	1103129403	NPS	Increase #72-SPED11179 <i>Note:10/11 Budget</i>	\$1,216

Amount Budgeted NPS 11/12		\$ 1,700,000
Prior Board Authorization as of 09-08-11		\$ 833,855
	Balance	\$ 866,145
Positive Adjustment (See Below)		\$ 20,000
		\$ 886,145
Total Amount for these Contracts		\$ 87,931
	Balance	\$ 798,214

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 9/22/11					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Heritage School	4103159850	SP ED 12042	Reduce	-\$20,000	

**NPA**

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

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Autism Spectrum Therapy	2983493507	Behavioral Therapy	#18-SPED12065	\$69,360
Premier Health Services	Various	Therapy	#19-SPED12066	\$5,000
Soliant Health Solutions	Various	Physical Therapy	#17-SPED12064	\$21,760

Amount Budgeted NPA 11/12		\$ 900,000
Prior Board Authorization as of 09-08-11		\$ 667,261
	Balance	\$ 232,739
Positive Adjustment (See Below)		\$ 90,000
		\$ 322,739
Total Amount for these Contracts		\$ 96,120
	Balance	\$ 226,619

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 9/22/11					
NPA	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
JBA Institute	behavior intervention / supervision	SP ED 12018	Decrease	\$90,000	

### Instructional Consultants

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

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Dr Alan Brodney	DOB 3/26/02 6168090914	Therapy Sessions	#16-SPED12059	\$3,375
Dr Alan Brodney	7145850576	IEE & Report	#18-SPED12062	\$4,000
Corey Hagerman	DOB 4/8/95	SLP Assessment	#17-SPED12060	\$3,500
Dr Leah Ellen Berry & Associates	DOB 10/7/99 6119535104	Independent Evaluation	#15-SPED12058	\$4000

Amount Budgeted Instructional Consultants 11/12		\$ 200,000
Prior Board Authorization as of 09-08-11		\$ 174,560
	Balance	\$ 25,440
Positive Adjustment (See Below)		\$ 0
		25,440
Total Amount for these Contracts		\$ 14,875
	Balance	\$ 10,565

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 9/22/11.					
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
Engel & Engel	Various	Fiscal Audit	#12-SPED12054	\$10,000
Sarit Ariam	3183840797	Attorney Fees	#13-SPED12068	\$3,000

Amount Budgeted Non-Instructional Consultants 11/12		\$ 300,000
Prior Board Authorization as of 09-08-11		\$ 154,083
	Balance	\$ 145,917
Positive Adjustment (See Below)		\$ 0
		\$ 145,917
Total Amount for these Contracts		\$ 13,000
	Balance	\$ 132,917



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 9/22/11.					
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 09-08-11		<u>200,000</u>
	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 2011-2012 in the amount of \$ 0 as of 9/22/11.				
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

09/22/11

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

RE: AWARD OF PURCHASE ORDERS – 2011-12

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from August 30, 2011, through September 13, 2011, for fiscal /12.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF SEPTEMBER 22, 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 ***					
121718	A Z BUS SALES INC	Open order for parts/transp.	TRANSPORTATION	5,000.00	R
121699	A.J FISTES CORPORATION	RUBBER FRANKLIN & EDISON	FACILITY MAINTENANCE	1,500.00	R
121769	A.J FISTES CORPORATION	OFFICE METAL CABINETS	STUDENT SERVICES	822.00	R
121656	ACCREDITING COMMISSION	WASC ANNUAL COSTS	OLYMPIC CONTINUATION SCHOOL	756.00	U
121647	ADVANCED ELECTRONICS	SECURITY RADIOS	SANTA MONICA HIGH SCHOOL	1,750.24	U
121736	ADVANCED ELECTRONICS	SECURITY RADIO REPAIR	SANTA MONICA HIGH SCHOOL	616.52	U
121704	ADVANCED KEYBOARD TECHNOLOGIES	COMPUTER ACCESSORIES	SANTA MONICA HIGH SCHOOL	349.98	U
121792	AMECI PIZZA & PASTA	FOOD/PIZZA	CURRICULUM AND IMC	450.00	R
121762	AMERICAN COUNCIL ON EDUCATION	GED PROCESSING FEES	ADULT EDUCATION CENTER	300.00	A
121738	ATKINSON ANDELSON LOYA RUDD	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	15,172.50	U
121659	B & M LAWN AND GARDEN INC.	MOWER SERVICE REPAIR	THEATER OPERATIONS&FACILITY PR	1,440.13	K
121804	BARNES & NOBLE/SANTA MONICA	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	1,485.31	U
121851	BOURGET BROS	OPERATIONS GROUNDS SUPPLIES	GROUNDS MAINTENANCE	1,100.00	R
121630	BRAINPOP	WEBSITE SUBSCRIPTION	GRANT ELEMENTARY SCHOOL	1,575.00	R
121426	BROOKS, CHERYL CENTER	SY 2011 MILEAGE REIMBURSEMENT	SPECIAL EDUCATION REGULAR YEAR	3,000.00	R
121567	CALIFORNIA OFFICE SYSTEMS INC	VINYL COATED BULLETIN BOARD	MCKINLEY ELEMENTARY SCHOOL	255.65	R
121586	CALIFORNIA OFFICE SYSTEMS INC	INSERVICE SUPPLIES	STATE AND FEDERAL PROJECTS	349.49	R
121715	CALIFORNIA OFFICE SYSTEMS INC	FURNITURE FOR KIM'S AREA	STUDENT SERVICES	10,706.50	R
121751	CALIFORNIA OFFICE SYSTEMS INC	Open PO for school supplies	FRANKLIN ELEMENTARY SCHOOL	2,500.00	U
121711	CALIFORNIA PEST MANAGEMENT INC	OPERATIONS GROUNDS PEST CONT	GROUNDS MAINTENANCE	125.00	R
121583	CANON BUSINESS SOLUTIONS-WEST	Copier Maintenance Agreement	PT DUME ELEMENTARY SCHOOL	2,700.00	R
121612	CHENG & TSUI COMPANY INC	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	987.13	U
121667	CHEVRON U.S.A. INC.	fuel for Fac. Perm. truck	THEATER OPERATIONS&FACILITY PR	1,000.00	R
121631	COALITION FOR ADEQUATE SCHOOL	MEMBERSHIP DUES	PURCHASING/WAREHOUSE	584.00	U
121800	COASTAL ENTERPRISES	REORDER PE CLOTHES	SAMOHI STUDENT STORE	1,467.60	U
121492	COMPLETE BUSINESS SYSTEMS	PRINTSHOP DUPLO MACHINE	PRINTING SERVICES	9,126.58	U
121587	COMPLETE BUSINESS SYSTEMS	copier Maintenance Agreement	PT DUME ELEMENTARY SCHOOL	750.00	R
121475	CONTROLTEC IN	MAINTENANCE/SERVICES	CHILD DEVELOPMENT CENTER	13,800.00	U
121636	CROWN DISPOSAL CO INC	OPEN PO FOR WASTE REMOVAL	SANTA MONICA HIGH SCHOOL	100,000.00	SR
121646	CROWN DISPOSAL CO INC	ROLLOFF DUMP FEES	FACILITY MAINTENANCE	248.77	R
121740	CSBA	MEMBERSHIPS/DUES	BOE/SUPERINTENDENT	14,274.00	U
121742	CSBA	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	3,000.00	U
121743	CSBA	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	3,350.00	U
121799	CURRICULUM ASSOC INC	EVERYDAY WRITER STUDENT BOOK	WEBSTER ELEMENTARY SCHOOL	151.69	R
121689	CYBERGUYS COMPUTER ACCESSORIES	HEADPHONES	WILL ROGERS ELEMENTARY SCHOOL	64.08	U
121798	DAILY BITE EDUCATIONAL MATERIA	ENGLISH EDITION TRANSPARENCIES	WEBSTER ELEMENTARY SCHOOL	353.99	R
121633	DAILY BREEZE, THE	OPEN PO FOR ADVERTISING	SANTA MONICA HIGH SCHOOL	3,700.00	SR
121729	DELUXE BUSINESS FORMS	DEPOSIT BOOKS	FOOD SERVICES	100.00	F
121623	DICK BLICK	ART SUPPLIES	OLYMPIC CONTINUATION SCHOOL	200.19	R
121802	DICK BLICK - PICK UP ONLY	ART SUPPLIES	OLYMPIC CONTINUATION SCHOOL	300.00	R
121757	DISCOVERY EDUCATION	DIGITAL SERVICES	STATE AND FEDERAL PROJECTS	8,530.00	R
121807	EAI EDUCATION	TEACHERS SUPPLIES	EDISON ELEMENTARY SCHOOL	211.19	R
121432	EDITORIAL PROJECTS IN ED INC	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	49.00	U
121793	ENGLER BROS MOTOR PARTS	FOR MOTOR PARTS VEHICLE #51	FACILITY MAINTENANCE	729.03	R
121848	EWING IRRIGATION PRODUCTS	OPEN ORDER GROUNDS SUPPLIES	GROUNDS MAINTENANCE	2,500.00	R
121746	FASTSIGNS-65201	OFF SITE PARKING SIGNAGE	EDISON ELEMENTARY SCHOOL	389.03	BB
121747	FASTSIGNS-65201	OFF-SITE PARKING SIGNAGE	EDISON ELEMENTARY SCHOOL	429.96	BB

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF SEPTEMBER 22, 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	
121585	FLUIDITY SOFTWARE INC.	SOFTWARE	LINCOLN MIDDLE SCHOOL	1,097.96	R
121776	FOLLETT EDUCATIONAL SERVICES	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	2,425.35	U
121755	FOLLETT LIBRARY BOOK CO	Library books	ROOSEVELT ELEMENTARY SCHOOL	668.00	R
121713	FOOTHILL SOILS	GROUNDS SUPPLIES	GROUNDS MAINTENANCE	2,482.76	R
121759	FREY SCIENTIFIC/SCHOOL SPECIAL	STUDENT MICROSCOPES	LINCOLN MIDDLE SCHOOL	2,140.75	R
121600	GALE SUPPLY CO	custodial supplies	GRANT ELEMENTARY SCHOOL	1,630.98	U
121696	GALE SUPPLY CO	TRASH CANS	CHILD DEVELOPMENT CENTER	187.15	CD
121723	GALE SUPPLY CO	OFFICE SUPPLIES	SANTA MONICA HIGH SCHOOL	106.74	U
121753	GALE SUPPLY CO	Adjustment to p.o. #121373	THEATER OPERATIONS&FACILITY PR	535.92	R
121665	GLENCOE/MACMILLAN/MCGRAW-HILL	TEXTBOOKS/TUTORIAL	STATE AND FEDERAL PROJECTS	399.86	R
121825	GLOBE BOOK/PEARSON EDUCATION	SCIENCE TEXTBOOKS	SMASH SCHOOL	587.25	R
121840	GLOBE BOOK/PEARSON EDUCATION	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	516.70	U
121763	GOLD COAST TOURS	FOR ASTRO CAMP BUSES	ROOSEVELT ELEMENTARY SCHOOL	5,610.00	R
121649	GOLDEN STAR TECHNOLOGY INC	AV BULBS	SANTA MONICA HIGH SCHOOL	585.58	U
121698	GOLDEN STAR TECHNOLOGY INC	COMPUTER FOR MAROLYN & JUDI	STUDENT SERVICES	1,552.44	U
121846	GOLDEN STAR TECHNOLOGY INC	Smart Board Move	CABRILLO ELEMENTARY SCHOOL	550.00	R
121795	GREAT SOURCE EDUCATION GROUP	DAILY ORAL LANGUAGE MATERIALS	WEBSTER ELEMENTARY SCHOOL	873.60	R
121717	HILLYARD FLOOR CARE SUPPLY	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	5,251.69	U
121708	HIRSCH PIPE & SUPPLY	IRRIGATION SUPPLIES	GROUNDS MAINTENANCE	1,178.00	R
121664	HOLT MCDUGAL	TEXTBOOKS/ TUTORIAL	STATE AND FEDERAL PROJECTS	1,079.26	R
121427	HOPSPORTS INC	PE PROGRAM FOR INDOOR PE	EDISON ELEMENTARY SCHOOL	7,533.88	BB
121779	HOUGHTON MIFFLIN HARCOURT	SPANISH TEXT BOOKS GRADE 1 & 2	STATE AND FEDERAL PROJECTS	6,823.54	R
121680	HYLIND, AMY	ESY11 REIMBURSEMENT: HYLIND	SPECIAL EDUCATION REGULAR YEAR	62.18	R
121603	IBM	SOFTWARE RENEWAL	CURRICULUM AND IMC	524.40	U
121745	INTELLI-TECH	SET OF KEYS	WEBSTER ELEMENTARY SCHOOL	40.78	R
121760	INTELLITOOLS	READING MATERIALS	STATE AND FEDERAL PROJECTS	1,683.85	R
121588	INTERNATIONAL PAPER	COPY PAPER	PT DUME ELEMENTARY SCHOOL	368.17	R
121644	INTERNATIONAL PAPER	RECYCLED COPY PAPER	OLYMPIC CONTINUATION SCHOOL	368.17	U
121655	INTERNATIONAL PAPER	RECYCLED COPY PAPER	WEBSTER ELEMENTARY SCHOOL	3,000.00	R
121772	INTERNATIONAL PAPER	PAPER FOR OFFICE	ROOSEVELT ELEMENTARY SCHOOL	852.15	U
121780	INTERNATIONAL PAPER	RECYCABLE PAPER SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	1,150.00	R
121806	INTERNATIONAL PAPER	OFFICE SUPPLIES	PERSONNEL SERVICES	279.52	U
121835	INTERNATIONAL PAPER	OPEN ORDER: PAPER	LINCOLN MIDDLE SCHOOL	4,500.00	U
121614	JW PEPPER OF LOS ANGELES	OPEN ORDER: SHEET MUSIC	LINCOLN MIDDLE SCHOOL	5,000.00	R
121619	JW PEPPER OF LOS ANGELES	OPEN ORDER: SHEET MUSIC	LINCOLN MIDDLE SCHOOL	5,000.00	R
121620	JW PEPPER OF LOS ANGELES	OPEN ORDER: SHEET MUSIC	LINCOLN MIDDLE SCHOOL	5,000.00	R
121692	KORADE & ASSOCIATE BUILDERS	PAINTING AT SPORTS FIELDS	FACILITY MAINTENANCE	870.00	R
121510	LA HYDRO-JET & ROOTER SERVICE	HYDROJETTING STORM DRAIN	SANTA MONICA HIGH SCHOOL	2,300.00	SR
121635	LA OPINION NEWSPAPER	OPEN PO FOR ADVERTISING	SANTA MONICA HIGH SCHOOL	300.00	SR
121618	LAGUNA CLAY COMPANY	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	1,400.00	R
121788	LAGUNA CLAY COMPANY	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	1,287.64	R
121526	LAKESHORE	NEW CLASSROOM SET UP	MCKINLEY ELEMENTARY SCHOOL	1,262.13	R
121579	LAKESHORE	CLASSROOM SUPPLIES	SAINT ANNE'S PRIVATE SCHOOL	900.00	R
121658	LAKESHORE	classroom supplies	GRANT ELEMENTARY SCHOOL	200.00	U
121785	LAKESHORE	classroom supplies	GRANT ELEMENTARY SCHOOL	175.00	U
121501	LEIGHTON CONSULTING INC	CONTRACT ADDENDUM #17	JOHN ADAMS MIDDLE SCHOOL	61,656.00	BB
121502	LEIGHTON CONSULTING INC	CONTRACT ADDENDUM #20	SANTA MONICA HIGH SCHOOL	13,200.00	SR
121683	LEVY, AMANDA	ESY11 REIMBURSEMENT: LEVY	SPECIAL EDUCATION REGULAR YEAR	88.72	R
121721	LORI ORUM PETTY CASH	OFFICE SUPPLIES FOR OPEN SCH	EDISON ELEMENTARY SCHOOL	63.11	U
121765	LUNCHBYTE SYSTEMS INC	MENU PLANNING SOFTWARE	FOOD SERVICES	220.00	F

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF SEPTEMBER 22, 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	
121662	MARCO, MIGUEL	PRE-APPROVED REIMBURSEMENT	LINCOLN MIDDLE SCHOOL	196.62	R
121672	MARYLAND MATERIALS LLC	PLAYGROUND REPLACEMENT PARTS	FACILITY MAINTENANCE	169.77	R
121752	MARYLAND MATERIALS LLC	PLAYGROUND HARDWARE	FACILITY MAINTENANCE	236.47	R
121555	MEDCO SUPPLY CO	ATHLETIC SAFETY SUPPLIES	SANTA MONICA HIGH SCHOOL	2,554.73	U
121735	MINCA, ROBIN	PRE-AUTHORIZED REIMBURSEMENT	LINCOLN MIDDLE SCHOOL	352.27	R
121425	MITCHELL, KENNETH	SY2011 MILEAGE REIMBURSEMENT	SPECIAL EDUCATION REGULAR YEAR	1,675.00	R
121809	MOUNTAIN MATH/LANGUAGE	MOUNTAIN LANGUAGE MATERIALS	WEBSTER ELEMENTARY SCHOOL	493.37	R
121695	NASCO WEST - MODESTO	ART SUPPLIES	WEBSTER ELEMENTARY SCHOOL	3,000.00	R
121604	NEXTEL COMMUNICATIONS	OPERATIONS CELL PHONES	FACILITY OPERATIONS	158.72	U
121774	PATTONS PHARMACY	TB SERUM AND SYRINGES	HEALTH SERVICES	997.40	U
121761	PEARSON CLINICAL ASSESSMENT	AIMSWEB PRO LANGUAGE ARTS	STATE AND FEDERAL PROJECTS	4,370.00	R
121706	POSTMASTER-SANTA MONICA	POSTAGE STAMPS	LINCOLN MIDDLE SCHOOL	1,320.00	U
121666	PRENTICE HALL SCHOOL DIVISION	TEXTBOOKS/TUTORIAL	STATE AND FEDERAL PROJECTS	241.42	R
121611	QUARTERMASTER	SECURITY UNIFORMS	SANTA MONICA HIGH SCHOOL	210.78	U
121595	REES ELECTRONICS OFFICE	COPIER REPAIR	SANTA MONICA HIGH SCHOOL	85.00	U
121720	REES ELECTRONICS OFFICE	COPIER REPAIR	SANTA MONICA HIGH SCHOOL	114.28	U
121670	REGENCY ENTERPRISES INC.	LIGHT BULBS	WILL ROGERS ELEMENTARY SCHOOL	109.14	U
121551	RICOH U.S.	MAINTENANCE AGREEMENT	SANTA MONICA HIGH SCHOOL	12,959.88	U
121671	RUSSELL SIGLER INC	URGENT AC COIL ADAMS	FACILITY MAINTENANCE	2,802.69	R
121803	RUSSELL SIGLER INC	FOR HVAC SUPPLIES	FACILITY MAINTENANCE	1,500.00	R
121674	S & S FENCING COMPANY	ASPHALT CORING	EDISON ELEMENTARY SCHOOL	100.00	BB
121634	SANTA MONICA DAILY PRESS	OPEN PO FOR ADVERTISING	SANTA MONICA HIGH SCHOOL	1,000.00	SR
121653	SANTA MONICA FORD	GROUNDS REPLACEMENT VEHICLE	GROUNDS MAINTENANCE	18,923.20	R
121801	SANTA MONICA MUN BUS LINES	TOKENS FOR F. MRKT TOURS	FOOD SERVICES	500.00	F
121784	SCHOOL LINK TECHNOLOGIES INC	TECHNICAL SUPPORT & MODULES	FOOD SERVICES	6,839.34	F
121601	SCHOOL SPECIALTY INC	ADJUSTABLE POCKET CHART STAND	WEBSTER ELEMENTARY SCHOOL	54.78	R
120710	SEHI COMPUTER PRODUCTS	MULTI FUNCTION PRINTER: SP ED	SPECIAL EDUCATION REGULAR YEAR	1,810.50	R
121343	SEHI COMPUTER PRODUCTS	ASSISTIVE TECH EQUIPMENT: SCAN	SPECIAL EDUCATION REGULAR YEAR	168.88	R
121622	SEHI COMPUTER PRODUCTS	belt unit for printer	THEATER OPERATIONS&FACILITY PR	106.60	R
121812	SEHI COMPUTER PRODUCTS	NON CAPITAL EQUIPMENT	BOE/SUPERINTENDENT	340.07	U
121844	SEHI COMPUTER PRODUCTS	AV BULBS	SANTA MONICA HIGH SCHOOL	511.13	U
121615	SHAR PRODUCTS COMPANY	OPEN ORDER: MUSIC SUPPLIES	LINCOLN MIDDLE SCHOOL	2,500.00	R
121621	SIR SPEEDY PRINTING #0245	OPEN ORDER: PRINTING FOR CHOIR	LINCOLN MIDDLE SCHOOL	1,000.00	R
121648	SIR SPEEDY PRINTING #0245	PRINTING SERVICES	STATE AND FEDERAL PROJECTS	300.00	R
121705	SMART & FINAL	REFRESHMENTS	OLYMPIC CONTINUATION SCHOOL	300.00	U
121730	SMART & FINAL	REFRESHMENTS	OLYMPIC CONTINUATION SCHOOL	300.00	R
121639	SMART & FINAL #315	OPEN ORDER: INSERVICE SUPPLIES	LINCOLN MIDDLE SCHOOL	500.00	R
121737	SMART SOURCE OF CALIFORNIA LLC	PRINTING ENVELOPES	SANTA MONICA HIGH SCHOOL	426.08	U
121578	SOUTH BAY LANDSCAPING	SOIL REMOVAL & DISPOSAL	SANTA MONICA HIGH SCHOOL	14,995.00	SR
121710	SOUTH BAY LANDSCAPING	OPEN ORDER GROUNDS CONTRACTS	GROUNDS MAINTENANCE	8,100.00	R
121722	SOUTH BAY LANDSCAPING	TREE TRIMMING	JOHN ADAMS MIDDLE SCHOOL	3,400.00	BB
121661	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	EDISON ELEMENTARY SCHOOL	1,000.00	U
121660	STAPLES BUSINESS ADVANTAGE	classroom supplies	GRANT ELEMENTARY SCHOOL	200.00	U
121676	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	STUDENT SERVICES	1,000.00	U
121754	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	STATE AND FEDERAL PROJECTS	1,000.00	R
121834	STAPLES BUSINESS ADVANTAGE	OPEN ORDER: OFFICE SUPPLIES	LINCOLN MIDDLE SCHOOL	750.00	U
121836	STAPLES BUSINESS ADVANTAGE	OPEN ORDER OFFICE SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	1,000.00	U
121638	STAPLES/P-U/SANTA MONICA/WILSH	OPEN ORDER: CLASSROOM SUPPLIES	LINCOLN MIDDLE SCHOOL	500.00	R
121629	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF SEPTEMBER 22, 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	
121675	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
121678	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
121731	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
121733	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
121734	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
121748	STATE WATER RESOURCES	PERMIT REGISTRATION FEE	LINCOLN MIDDLE SCHOOL	462.00	BB
121605	STOVER SEED CO	OPERATIONS GROUNDS SUPPLIES	GROUNDS MAINTENANCE	593.94	R
121847	STOVER SEED CO	OPERATIONS GROUNDS SUPPLIES	GROUNDS MAINTENANCE	1,816.28	R
121624	SULLIVAN, JAMES C	PO INCREASE FOR SAMOHI KILN	FACILITY MAINTENANCE	78.72	R
121681	TALBOTT, DEBORAH	ESY11 REIMBURSEMENT: TALBOTT	SPECIAL EDUCATION REGULAR YEAR	63.52	R
121535	TANDUS US INC	CARPETING MATERIALS	LINCOLN MIDDLE SCHOOL	19,777.98	BB
121816	TARGET STORES	SAMO LIFE SKILLS SUPPLIES KK	SPECIAL EDUCATION REGULAR YEAR	150.00	R
121818	TARGET STORES	OPEN PO: SAMO LIFE SKILLS VR	SPECIAL EDUCATION REGULAR YEAR	200.00	R
121820	TARGET STORES	OPEN PO: SAMO LIFE SKILLS SASS	SPECIAL EDUCATION REGULAR YEAR	200.00	R
121822	TARGET STORES	OPEN PO: SAMO LIFE SKILLS MN	SPECIAL EDUCATION REGULAR YEAR	200.00	R
121773	TAYLOR, SARA	SCHOLARSHIP	OLYMPIC CONTINUATION SCHOOL	500.00	R
121637	TCI - BERLIN TIRE CENTERS LLC	FOR VEHICLE TIRES	FACILITY MAINTENANCE	700.00	R
121632	THE CHURCH ON PEARL	OFF SITE PARKING FOR TEACHERS	JOHN ADAMS MIDDLE SCHOOL	15,000.00	BB
121766	THINKWORKS	REFERENCE BOOKS	LINCOLN MIDDLE SCHOOL	956.44	U
121626	THYSSENKRUPP ELEVATOR	MALIBU ELEVATOR REPAIR	FACILITY MAINTENANCE	1,500.00	R
121727	U S BANK (GOVT CARD SERVICES)		INFORMATION SERVICES	178.88	U
121650	U.S. POSTAL SERVICE	MAIL MACHINE POSTAGE	PURCHASING/WAREHOUSE	10,000.00	U
121627	ULIANTZEFF, ELENA	REIMBURSEMENT	STATE AND FEDERAL PROJECTS	100.00	R
121668	VAN TILBURG - BANVARD AND	ARCHITECT SERVICES	CHILD DEVELOPMENT CENTER	1,450.00	CD
121669	VAN TILBURG - BANVARD AND	ARCHITECT SERVICES	CHILD DEVELOPMENT CENTER	2,050.00	CD
121764	VANDERBILT UNIVERSITY	LITERACY MANUALS	STATE AND FEDERAL PROJECTS	742.90	R
121823	VONDERLEITH, JADEANE	OPEN PO MILEAGE REIMBURSEMENT	SPECIAL EDUCATION REGULAR YEAR	2,500.00	R
121815	VONS MARKET-SANTA MONICA	OPEN PO: SAMO LIFE SKILLS KK	SPECIAL EDUCATION REGULAR YEAR	350.00	R
121817	VONS STORE #2262	OPEN PO: SAMO LIFE SKILLS PRGM	SPECIAL EDUCATION REGULAR YEAR	300.00	R
121819	VONS STORE #2262	OPEN PO: LIFE SKILLS SAMO SASS	SPECIAL EDUCATION REGULAR YEAR	327.75	R
121821	VONS STORE #2262	OPEN PO: SAMO LIFE SKILLS MN	SPECIAL EDUCATION REGULAR YEAR	300.00	R
121645	WALKER MOTOR CO.	MAINT VEHICLE REPAIR	FACILITY MAINTENANCE	1,500.00	R
121791	WARREN DISTRIBUTING INC.	GRAFFITI REMOVAL	SANTA MONICA HIGH SCHOOL	71.97	U
121616	WAXIE SANITARY SUPPLY	DRY VACUUM	LINCOLN MIDDLE SCHOOL	1,517.68	R
121691	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	259.39	U
121786	WEEKLY READER PERIODICALS	weekly readers	GRANT ELEMENTARY SCHOOL	162.68	U
121641	WESTERN FENCE & SUPPLY CO	chain link gate extension	THEATER OPERATIONS&FACILITY PR	2,995.00	R
121814	WESTERN PSYCHOLOGICAL	OT PROTOCOLS	SPECIAL EDUCATION REGULAR YEAR	100.17	R
121813	WISHING WELL MEDICAL	EXAM TABLE PAPER FOR CHANGING	SPECIAL EDUCATION REGULAR YEAR	182.23	R
120383	XEROX CORPORATION	MAINTENANCE	MCKINLEY ELEMENTARY SCHOOL	3,664.08	U
				** NEW PURCHASE ORDERS	549,479.72

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

121651	AT&T	EQUIPMENT UPGRADE	INFORMATION SERVICES	6,413.52	BB
121500	STATE OF CALIFORNIA	PRIOR DSA CLOSE OUTS	FRANKLIN ELEMENTARY SCHOOL	500.00	BB
121575	STATE OF CALIFORNIA	PRIOR DSA CLOSE-OUT	FRANKLIN ELEMENTARY SCHOOL	500.00	BB
121581	STATE OF CALIFORNIA	DSA FEES	MCKINLEY ELEMENTARY SCHOOL	1,570.04	BB
				** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES	8,983.56





TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: ACCEPTANCE OF GIFTS – 2011/2012

RECOMMENDATION NO. A.08

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$13,794.72 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 \$13,794.72 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](http://www.smmusd.org).

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

BOE Date: 09/22/11

Current Gifts and Donations 2011/2012

School/Site Account Number		Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
<b>JAMS</b> 01-90120-0-00000-00000-8699-011-0000	\$ 221.74	\$ 39.13		Target	General Supplies and Materials
<b>Adult Education</b> 11-90120-0-00000-00000-8699-090-0000					
<b>Alternative (SMASH)</b> 01-90120-0-00000-00000-8699-009-0000					
<b>Cabrillo</b> 01-90120-0-00000-00000-8699-017-0000					
<b>CDS</b> 12-90120-0-00000-00000-8699-070-0000					
<b>Edison</b> 01-90120-0-00000-00000-8699-001-0000	\$ 364.96	\$ 64.40		Target	General Supplies and Materials
	\$ 332.35	\$ 58.65		Life Touch National School Studios	General Supplies and Materials
<b>Franklin</b> 01-90120-0-00000-00000-8699-002-0000	\$ 344.67	\$ 60.82		Target	General Supplies and Materials
<b>Grant</b> 01-90120-0-00000-00000-8699-003-0000					
<b>Lincoln</b> 01-90120-0-00000-00000-8699-012-0000					
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000	\$ 550.00	\$ -		Various Students	General Supplies and Materials
<b>McKinley</b> 01-90120-0-00000-00000-8699-004-0000	\$ 2,006.13	\$ -		McKinley PTA	General Supplies and Materials
<b>Muir</b> 01-90120-0-00000-00000-8699-005-0000	\$ 127.12	\$ -		Target	Field Trip
<b>Olympic HS</b> 01-90120-0-00000-00000-8699-014-0000	\$ 5,000.00	\$ -		Barona Band of Mission Indians	General Supplies and Materials
<b>Rogers</b> 01-90120-0-00000-00000-8699-006-0000	\$ 322.62	\$ 56.94		Target	General Supplies and Materials
<b>Roosevelt</b> 01-90120-0-00000-00000-8699-007-0000					

BOE Date: 09/22/11

Current Gifts and Donations 2011/2012

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
<b>Samohi</b> 01-90120-0-00000-00000-8699-015-0000	\$ 1,525.91	\$ 269.28		Target	General Supplies and Materials
<b>Barnum Hall</b> 01-91150-0-00000-00000-8699-015-0000					
<b>Pt. Dume Marine Science</b> 01-90120-0-00000-00000-8699-019-0000					
<b>Webster</b> 01-90120-0-00000-00000-8699-008-0000					
<b>Others:</b>					
<b>Superintendent's Office</b> 01-90120-0-00000-00000-8699-020-0000					
<b>Educational Services</b> 01-90120-0-00000-00000-8699-030-0000	\$ 450.00	\$ -	\$ 2,000.00	Various Music Parents Various	General Supplies and Materials Smartboard Educators Academy Raffle
<b>Student &amp; Family Services</b> 01-90120-0-00000-00000-8699-040-0000					
<b>Special Education</b> 01-90120-0-00000-00000-8699-044-0000					
<b>Information Services</b> 01-90120-0-00000-0000-8699-054-0000					
<b>Food and Nutrition Services</b> 01-90120-0-00000-0000-8699-057-0000					
<b>District</b> 01-90120-0-00000-00000-8699-090-0000					
<b>TOTAL</b>	<b>\$ 11,245.50</b>	<b>\$ 549.22</b>	<b>\$ 2,000.00</b>		

BOE Date: 09/22/11

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
<b>JAMS</b> 01-90120-0-00000-00000-8699-011-0000	\$ 4,228.14	\$ 221.74	\$ 39.13	\$ 4,489.01			\$ -
<b>Adult Education</b> 11-90120-0-00000-00000-8699-090-0000				\$ -			\$ -
<b>Alternative (SMASH)</b> 01-90120-0-00000-00000-8699-009-0000				\$ -			\$ -
<b>Cabrillo</b> 01-90120-0-00000-00000-8699-017-0000				\$ -			\$ -
<b>CDS</b> 12-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
<b>Edison</b> 01-90120-0-00000-00000-8699-001-0000		\$ 697.31	\$ 123.05	\$ 820.36			\$ -
<b>Franklin</b> 01-90120-0-00000-00000-8699-002-0000		\$ 344.67	\$ 60.82	\$ 405.49			\$ -
<b>Grant</b> 01-90120-0-00000-00000-8699-003-0000				\$ -			\$ -
<b>Lincoln</b> 01-90120-0-00000-00000-8699-012-0000				\$ -			\$ -
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i>	\$ 613.00	\$ 550.00	\$ -	\$ 1,163.00			\$ -
<b>McKinley</b> 01-90120-0-00000-00000-8699-004-0000		\$ 2,006.13	\$ -	\$ 2,006.13			\$ -
<b>Muir</b> 01-90120-0-00000-00000-8699-005-0000		\$ 127.12	\$ -	\$ 127.12			\$ -
<b>Olympic HS</b> 01-90120-0-00000-00000-8699-014-0000	\$ 1,000.00	\$ 5,000.00	\$ -	\$ 6,000.00			\$ -
<b>Rogers</b> 01-90120-0-00000-00000-8699-006-0000	\$ 300.00	\$ 322.62	\$ 56.94	\$ 679.56			\$ -
<b>Roosevelt</b> 01-90120-0-00000-00000-8699-007-0000	\$ 1,132.00			\$ 1,132.00			\$ -
<b>Samohi</b> 01-90120-0-00000-00000-8699-015-0000		\$ 1,525.91	\$ 269.28	\$ 1,795.19			\$ -
<b>Pt. Dume Marine Science</b> 01-90120-0-00000-00000-8699-019-0000				\$ -			\$ -
<b>Webster</b> 01-90120-0-00000-00000-8699-008-0000				\$ -			\$ -

BOE Date: 09/22/11

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
<b>ALL OTHER LOCATIONS:</b>							
<b>Superintendent's Office</b> 01-90120-0-00000-00000-8699-020-0000				\$ -			\$ -
<b>Educational Services</b> 01-90120-0-00000-00000-8699-030-0000		\$ 450.00		\$ 450.00		\$ 2,000.00	\$ 2,000.00
<b>Student and Family Support Services</b> 01-90120-0-00000-00000-8699-041-0000				\$ -			\$ -
<b>Special Education</b> 01-90120-0-00000-00000-8699-044-0000				\$ -			\$ -
<b>Information Services</b> 01-90120-0-00000-00000-8699-054-0000				\$ -			\$ -
<b>District</b> 01-90120-00000-0-00000-8699-090-0000				\$ -			\$ -
<b>Food &amp; Nutrition Services</b> 01-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
<b>TOTAL GIFTS</b>	\$ 7,273.14	\$ 11,245.50	\$ 549.22	\$ 19,067.86	\$ -	\$ 2,000.00	\$ 2,000.00
<b>Total Cash Gifts for District:</b>		\$ 11,245.50	<b>Total Equity Fund 15% Contribs.</b> \$ 549.22		<b>Total In-Kind Gifts:</b>	\$ 2,000.00	



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: ADDITIONAL ONE-TIME ONLY HEAD START FACILITY FUNDS

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve the one-time only repair and renovation funds for the following sites:

Woods	\$38,270
Los Amigos	\$111,570

COMMENTS: The one-time funds are associated with the new 127 Head Start seats SMMUSD incorporated into its Child Development Services Department. The facilities being used to house these children require upgrades.

12-52101-0-85000-31400-5802-070-2700 (*Head Start Basic*)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:





TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: CONTRACT AMENDMENT #8 FOR TESTING AND SPECIAL INSPECTION SERVICES – MALIBU MIDDLE AND HIGH SCHOOL – SOIL REMEDIATION PROJECT – BTC LABS – MEASURE BB

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve Contract Amendment #8 with BTC Labs for Testing and Special Inspection Services at Malibu Middle and High School, Soil Remediation Project in the amount of \$7,680 for a total contract amount of \$53,716.

Funding Information

Budgeted: Yes  
Fund: 21  
Source: Building Fund  
Account Number: 21-90500-0-00000-85000-5802-010-2600  
Budget Category: Testing/Inspection, Materials Lab  
Description: Soil Remediation Project

Comments: The Soil Remediation Project at Malibu High School will require the export of approximately 1,200 cubic yards of soil. It will also require that clean replacement soil be brought onto the site. This replacement soil must be placed and properly compacted to 90% to prevent settling and erosion over time. In addition all imported materials must be tested to insure that they are free of any hazardous materials as prescribed by the Department of Toxic Substances Control (DTSC)

On May 5, 2011 Contract Amendment #1 was approved by the Board for \$10,802. That contract amendment included the prescribed DTSC testing and soil compaction testing of during placement of the imported soil. Contract Amendment number 8 is for additional time for soil compaction testing during the placement of the imported soil needed to complete the work.

The total cost of Contract Amendment #8 is \$7,680. for a total contract amount of \$53,716. This cost is within the budget allocation.

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>Contract Amendment #8 (Malibu HS Soil Remediation)</u>	<u>7,680</u>
TOTAL CONTRACT AMOUNT	\$53,716

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: CONTRACT AMENDMENT #38 FOR SITE SURVEY SERVICES – MALIBU HIGH SCHOOL – CAMPUS IMPROVEMENT PROJECT – PSOMAS – MEASURE BB

RECOMMENDATION NO. A.11

It is recommended that the Board of Education award PSOMAS Contract Amendment #38 for surveying services to incorporate additional information needed to complete the design of the Malibu High School Campus Improvement Project, in the amount of \$4,526 for a total contract amount of \$1,183,410.

Funding Information

Budgeted: Yes  
Fund: 21  
Source: State School Building Fund  
Account Number: 21-90500-0-00000-85000-5802-010-2600  
Budget Category: Surveys/Investigation, Survey/Utility Mapping  
Project: Campus Improvement Project (New Building)

COMMENTS: The District must provide the Architect with additional limited design survey information for the erosion control wall that will be constructed along a portion of the perimeter fencing work at the north/west part of the campus. The additional survey data is needed to complete the design drawings of this wall. The perimeter fencing and the erosion control wall was not part of the original project scope and there was no work in this area of the site. Therefore, this portion of the site was not surveyed in detail in the original surveys.

The District acquires these services through professional civil engineering and survey companies such as PSOMAS. This Contract Amendment #38, for \$4,526 is for limited design survey and drafting services to update the current site surveys. The total contract amount will be \$1,183,410.

There is available budget in the project soft costs for this expense.

ORIGINAL CONTRACT AMOUNT:	\$ 249,450
Contract Amendment#1 (Survey, 4 Sites)	92,200
Contract Amendment#2 (Samohi Utilities Map)	39,600
Contract Amendment#3 ( Survey, 2 Sites)	38,000
Contract Amendment#4 (Survey, 4 Sites)	63,000
Contract Amendment#5 (Survey, 4 Sites)	99,900
Contract Amendment#6 (Survey/Utilities Mapping, 4 Sites)	84,500
Contract Amendment#7 (Survey, 5 Sites)	72,600
Contract Amendment #8 (MMHS, Sewer, Easement)	63,500
Contract Amendment #9 (Samohi, Olympic)	99,000
Contract Amendment #10 (Samohi survey)	7,500
Contract Amendment #11 (Lincoln survey)	15,000
Contract Amendment #12 (MMHS survey)	5,500
Contract Amendment #13 (Webster survey)	22,500
Contract Amendment #14 (MMHS survey)	7,500
Contract Amendment #15 (MMHS slope analysis)	1,800

Contract Amendment #16 (JAMS design survey)	8,379
Contract Amendment #17 (MMHS design survey)	29,246
Contract Amendment #18 (PDES survey)	23,574
Contract Amendment #19 (Samohi)	24,232
Contract Amendment #20 (MMHS)	6,795
Contract Amendment #21 (Webster)	22,081
Contract Amendment #22 (MMHS)	2,560
Contract Amendment #23 (Samohi)	17,048
Contract Amendment #24 (JAMS confirmation survey)	2,500
Contract Amendment #25 (JAMS underground sewer survey)	21,556
Contract Amendment #26 (ELA design survey)	10,848
Contract Amendment #27 (JAMS revised survey)	1,496
Contract Amendment #28 (Rogers Survey for Relos)	11,646
Contract Amendment #29 (Rogers Utility Detection for Relos)	<del>15,556</del> 13,056
Contract Amendment #30 (JAMS Underground utilities)	2,170
Contract Amendment #31 (JAMS utility investigation - rels)	6,296
Contract Amendment #32 (JAMS subsurface investigation)	4,198
Contract Amendment #33 (Contract extension)	0
Contract Amendment #34 (Olympic subsurface investigation)	7,050
Contract Amendment #35 (Grant survey update)	600
Contract Amendment #36 (Webster survey update)	2,003
Contract Amendment #37 (Contract extension)	0
Contract Amendment #38 (Malibu survey update)	4,526
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$1,183,410</b>

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

TO: BOARD OF EDUCATION

ACTION/CONSENT  
09/22/11

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

RE: AWARD OF GENERAL SERVICES ADMINISTRATION CONTRACT TO  
SIMPLEX GRINNELL FOR EDISON LANGUAGE ACADEMY – NEW EDISON  
LANGUAGE ACADEMY PROJECT – MEASURE BB

RECOMMENDATION NO. A.12

It is recommended that the Board of Education award the Federal GSA contract to Simplex Grinnell, to purchase fire and security equipment and appropriate services specified under contract #GS-07-0396M as applicable to Edison Language Academy - New Edison Language Academy Project, Bid #10.32.BB-03-112999, in the amount of \$536,709.73.

Funding Information

Budgeted: Yes  
Fund: 81  
Source: Building Fund  
Account Number: 81-90500-0-00000-85000-6200-001-2600  
Category: Construction Services  
DSA #: 03-112999

COMMENT: On 06/06/09, the Board of Education approved Simplex Grinnell (BOE Item A.28) for the Fire Alarm devices because all existing District wide systems are manufactured by the sole source manufacturer.

The Board of Education further approved on 10/21/10 the GSA contract which allows for fire alarm, security, and emergency disaster equipment purchases and all services necessary to install the equipment from design to start-up, including maintenance and training at the lowest offered pricing. The Los Angeles County Department of Education allows Districts to “piggy back” off of the GSA contracts with no restrictions other than standard Public Works contracting requirements.

Edison Language Academy, New Edison Language Academy Project, will contract with Simplex Grinnell through this piggy back contract.

Bid opening for Bid #10.32.BB-03-112999 was held on 03/10/11 and the team reviewed the bid from Simplex Grinnell. It was determined by staff that the project scope is as intended by the bid documents.

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: AWARD OF GENERAL SERVICES ADMINISTRATION CONTRACT TO  
SIMPLEX GRINNELL FOR JOHN ADAMS MIDDLE SCHOOL – REPLACEMENT  
OF CLASSROOM BUILDINGS E, F, & G, NEW ADMINISTRATION,  
MODERNIZATION AND SITE IMPROVEMENTS PROJECT (PACKAGE 2B) –  
MEASURE BB

RECOMMENDATION NO. A.13

It is recommended that the Board of Education award the Federal GSA contract to Simplex Grinnell, to purchase fire and security equipment and appropriate services specified under contract #GS-07-0396M as applicable to John Adams Middle School, Replacement of Classroom Buildings E, F, & G, New Administration, Modernization and Site Improvements - New Construction & Modernization – Package 2B Project, Bid #10.36.BB-03-112808, in the amount of \$428,635.37.

Funding Information

Budgeted: Yes  
Fund: 82  
Source: Building Fund  
Account Number: 82-90500-0-00000-85000-6200-011-2600  
Category: Construction Services  
DSA #: 03-112808

COMMENT: On 06/06/09, the Board of Education approved Simplex Grinnell (BOE Item A.28) for the Fire Alarm devices because all existing District wide systems are manufactured by the sole source manufacturer.

The Board of Education further approved on 10/21/10 the GSA contract which allows for fire alarm, security, and emergency disaster equipment purchases and all services necessary to install the equipment from design to start-up, including maintenance and training at the lowest offered pricing. The Los Angeles County Department of Education allows Districts to “piggy back” off of the GSA contracts with no restrictions other than standard Public Works contracting requirements.

John Adams Middle School, Replacement of Classroom Buildings E, F, & G, New Administration, Modernization and Site Improvements - New Construction & Modernization – Pkg 2B Project, will contract with Simplex Grinnell through this piggy-back contract.

Bid opening for Bid #10.36.BB-03-112808 was held on 4/26/11, and the team reviewed the bid from Simplex Grinnell. It was determined by staff that the project scope is as intended by the bid documents.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:





TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: CONTRACT AMENDMENT #2 FOR TRANSPORTATION CONSULTING SERVICES FOR LINCOLN MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDING C AND SITE IMPROVEMENTS (PACKAGE 2) PROJECT – FEHR & PEERS – MEASURE BB

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve Contract Amendment #1 with Fehr & Peers for Traffic engineering and a temporary traffic plan in support of the Lincoln Middle School Replacement of Classroom Building C and Site Improvements (Package 2) Project in the amount of \$6,477 for a total contract amount of \$16,477.

Funding Information

Budgeted: Yes  
Fund: 82  
Source: Building Fund  
Account Number: 82-90500-0-00000-82000-5802-012-2600  
Category: Consultant Services

COMMENTS: On September 9, 2010, the Board of Education approved a contract with Fehr and Peers to provide parking demand management solutions for John Adams and Lincoln.

This Contract Amendment #1, in the amount of \$6,477, includes additional services for traffic engineering and providing a temporary traffic plan in support of the Lincoln Middle School Replacement of Classroom Building C and Site Improvements (Package 2) Project. A temporary traffic plan is required to be approved by the City of Santa Monica prior to any impact due to construction work on the public right of way.

The revised total contract amount will be \$16,477.

ORIGINAL CONTRACT (JAMS, LMS)	\$10,000
Contract Amendment #1 (Lincoln Pkg 2 Temp Traffic Plan)	6,477
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$ 16,477</b>

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



TO: BOARD OF EDUCATION ACTION/CONSENT  
09/22/2011  
FROM: SANDRA LYON / JANECE L. MAEZ / STUART A. SAM  
RE: CONTRACT AMENDMENT #1 – REVISIONS FOR CONSTRUCTION  
MANAGEMENT SERVICES – PARSONS/CCM – MEASURE BB

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve the revised reduced amount of Contract Amendment #1 approved on May 6, 2010, from \$ 2,000,000 to \$1,839,561 and extend the Construction Management and related services from 2010 to December 2014.

Funding Information

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

COMMENTS: Construction Management services were anticipated but not included in the program up to 8 years in duration. At the meeting of September 27, 2007, the Board approved an initial contract amount of \$14,700,000 for Program Management services only. It was noted that a future Board item would be presented for construction management services. Parson's forecast of 05/06/10 included a program and construction management fee at \$27,740,063. A detailed explanation of this forecast and its components was presented at the Board Workshop on April 27, 2010, and recommended by the BBAC and BOC.

The proposed revision to the previous approved \$2,000,000 reduces amount to \$1,839,561 and will extend their Construction Management and related services from 2010 to December 2014. These general services support all construction projects and include general construction administration efforts specifically Contractor Outreach; contractor/legal responses and related public bid inquires/protest; legal coordination with district consul; procurement controls/management; coordination of Pre-construction budget evaluation; coordination of district required vendors, suppliers, and procurements; and general project/construction management support and closeout.

Per the original program management contract terms additional Parson's contract amendments are forth coming describing the construction management fee for each project. Including this contract revision, an approximate Parson's 5.5% fee reduction, and restructured management model, the forecasted original scope for their program and construction management service is projected to reduce their fees to \$25,200,000.

Future Board Items for related project services not included in their original contract are DSA Compliance and Commissioning. Funding for these services were budgeted in the program. Joint Use Projects are separated and not included.

A Friday memo will accompany this item.

ORIGINAL CONTRACT AMOUNT	\$14,700,000
<u>Contract Amendment #1 (General CM)</u>	<u>1,839,561</u>
Revised TOTAL CONTRACT AMOUNT	\$16,539,561

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: CONTRACT AMENDMENT #2 – CONSTRUCTION MANAGEMENT SERVICES  
– MULTIPLE PROJECTS SITES – SAFETY AND SECURITY REPAIR  
PROJECTS – PARSONS/CCM – MEASURE BB

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve Contract Amendment #2 for Construction Management services at multiple sites on various Safety and Security type projects in the amount of \$1,191,662 for a total contract amount \$17,731,223.

Funding Information

Budgeted: Yes

Fund: 21

Source: Building Fund

Account Number: 21-90500-0-00000-85000-5802-003-2600 (Grant: \$49,352.00)  
21-90500-0-00000-85000-5802-006-2600 (Rogers: \$38,775.00)  
21-90500-0-00000-85000-5802-017-2600 (Cabrillo: \$128,050.00)  
21-90500-0-00000-85000-5802-019-2600 (Point Dume: \$209,525.00)  
21-90500-0-00000-85000-5802-008-2600 (Webster: \$107,850.00)  
21-90500-0-00000-85000-5802-014-2600 (Olympic: \$489,645.00)  
21-90500-0-00000-85000-5802-070-2600 (Wash.CDS: \$30,000.00)  
21-90500-0-00000-85000-5802-004-2600 (McKinley: \$138,465.00)

Category: Consultant Services

COMMENTS: Construction Management (CM) services were anticipated but not included in the original program management service agreement. Parsons' forecast of 05/06/10 included a program and construction management fee at \$27,740,063. A detailed explanation of this forecast and its components was presented at the Board Workshop on April 27, 2010 and included recommendation of the BBAC and BOC. It was previously noted that multiple Board items would be required for the construction management services.

CM services include but not limited to the onsite district representation providing coordination of project consultants, inspectors, testing, and contractors; oversight of construction objectives associated to Scope, Budget and Schedule; review/respond and maintain project documents; maintain school operations and report to district staff on status. CM services are allocated by construction scope and duration (including 7days/week and after school hours till 11:30pm). Parsons/CCM program and construction management fees are reduced and forecasted at \$25,200,000. Contract Amendment 2 is within the program budget and their forecast. The total for CM multiple sites is for the amount of \$1,191,662.00 for a total contract amount of \$17,731,223.00 and include the following:

**Projects status/CM Fees:**

Grant Main Entry Reconfiguration DSA# 03-112845	Complete	\$49,352
Rogers Main Office Reconfiguration DSA#03-112845	Complete	\$38,775
Cabrillo Main Entry Safety Gate/Fencing DSA#03-113115	Complete	\$128,050
Point Dume Gas Line/Furnace Replacement DSA #03-112541	98% Complete	\$209,525
Webster Fire Alarm Replacement DSA #03-112522	Complete	\$107,850
Drop-off and Parking Lot Reconfiguration Project	DSA review	Included
Olympic HS Modernization	DSA Review	\$489,645
Demolition Relocatables	Complete	Included
Landscape Field installation	Complete	Included
Washington West Child Development Parking/Utilities	DSA Review	\$30,000
Flooring/painting office/classrooms	Complete	Included
McKinley Main Entry & Office Reconfiguration DSA# 03-113674	Complete	\$138,465

ORIGINAL CONTRACT AMOUNT	\$14,700,000
Revised Contract Amendment #1 (General CM)	1,839,561
<u>Contract Amendment #2 (Safety/Security projects)</u>	<u>1,191,662</u>
Revised TOTAL CONTRACT AMOUNT	\$17,731,223

Friday Memo: 9/16/2011

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: CONTRACT AMENDMENT #3 – CONSTRUCTION MANAGEMENT SERVICES  
– EDISON NEW CONSTRUCTION PROJECTS – PARSONS/CCM – MEASURE  
BB

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve Contract Amendment #3 for Construction Management services for the Edison New Construction projects \$2,416,159 for a total contract amount \$20,147,382.

Funding Information

Budgeted: Yes  
Fund: 81  
Source: Building Fund  
Account Number: 81-90500-0-00000-85000-5802-001-2600  
Category: Consultant Services

COMMENTS: Construction Management (CM) services were anticipated but not included in the original program management service agreement. Parsons' forecast of 05/06/10 included a program and construction management fee at \$27,740,063. A detailed explanation of this forecast and its components was presented at the Board Workshop on 4/27/10 and included recommendation of the BBAC and BOC. It was previously noted that multiply Board items would be required for the construction management services.

CM services include but not limited to the onsite district representation providing coordination of project consultants, inspectors, testing, and contractors; oversight of construction objectives associated to Scope, Budget and Schedule; review/respond and maintain project documents; maintain school operations and report to district staff on status. CM services are allocated by construction scope and duration (including 7days/week and after school hours till 11:30pm). Multiply construction management activities began March of 2011 and have included new interim housing, new temporary play yards, partial site clearing, security fencing, and temporary ADA alterations to prepare for the new construction. The Construction Award and Notice to Proceed began in August 2011. Contractor has mobilized on site and has proceeded. Parsons/CCM program and construction management fees are reduced and forecasted at \$25,200,000. Contract Amendment 3 is within the program budget and their forecast. The majority of the CM fee is for the construction duration of 36 months at the amount of \$2,416,159 for a total contract amount of \$20,147,382.

ORIGINAL CONTRACT AMOUNT	\$14,700,000
Revised Contract Amendment #1 (General CM)	1,839,561
Contract Amendment #2 (Safety/Security projects)	1,191,662
Contract Amendment #3 (Edison New construction) DSA #03-112999	2,416,159
<u>TOTAL CONTRACT AMOUNT (Revised)</u>	<u>\$20,147,382</u>

Friday memo: 9/16/2011

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

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

RE: CONTRACT AMENDMENT #4 – CONSTRUCTION MANAGEMENT SERVICES  
– JOHN ADAMS MODERNIZATION PROJECTS – PARSONS/CCM – MEASURE  
BB

RECOMMENDATION NO. A.18

It is recommended that the Board of Education approve Contract Amendment #4 for Construction Management services for the John Adams modernization projects \$1,580,390.00 for a total contract amount \$21,727,421.

Funding Information

Budgeted: Yes  
Fund: 82  
Source: Building Fund  
Account Number: 82-90500-0-00000-85000-5802-011-2600  
Category: Consultant Services

COMMENTS: Construction Management (CM) services were anticipated but not included in the original program management service agreement. Parsons' forecast of 05/06/10 included a program and construction management fee at \$27,740,063. A detailed explanation of this forecast and its components was presented at the Board Workshop on 4/27/10 and included recommendation of the BBAC and BOC. It was previously noted that multiply Board items would be required for the construction management services.

CM services include but not limited to the onsite district representation providing coordination of project consultants, inspectors, testing, and contractors; oversight of construction objectives associated to Scope, Budget and Schedule; review/respond and maintain project documents; maintain school operations and report to district staff on status. CM services are allocated by construction scope and duration (including 7days/week and after school hours till 11:30pm). Multiply construction management activities since June of 2009 have included parking lot construction, new interim housing, Green Fringe Landscape, security fencing, temporary ADA alterations to accommodate the Construction Award and Notice to Proceed which began in three phases and commence on the final phase August 2011. Contractor has mobilized on site and has proceeded. Parsons/CCM program and construction management fees are reduced and forecasted at \$25,200,000. Contract Amendment 4 is within the program budget and their forecast. The CM fee is for the construction remaining duration of 15 months at the amount of \$1,580,039 for a total contract amount of \$21,727,421.

ORIGINAL CONTRACT AMOUNT	\$14,700,000
Revised Contract Amendment #1 (General CM)	1,839,561
Contract Amendment #2 (Safety/Security projects)	1,191,662
Contract Amendment #3 (Edison New construction) DSA #03-112999	2,416,159
Contract Amendment #4 (JAMS Modernization) DSA #03-112808	1,580,039
<u>TOTAL CONTRACT AMOUNT (Revised)</u>	<u>\$21,727,421</u>

Friday Memo: 9/16/2011

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

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

ACTION/CONSENT  
 09/22/11

RECOMMENDATION NO. A.19

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

**ADDITIONAL ASSIGNMENTS**

ADAMS MIDDLE SCHOOL

Avedian, Ray	10.5 days @\$406.97	8/11/11-8/25/11	Own Daily/\$4,273
Brown, Daniel	6.0 days @\$496.54	8/11/11-8/25/11	Own Daily/\$2,979
Dipley, Jeri	5.0 days @\$412.44	8/11/11-8/25/11	Own Daily/\$2,062
Dresher, Pam	6.0 days @\$367.67	8/11/11-8/25/11	Own Daily/\$2,206
Jurewicz, Kristin	6.0 days @\$367.67	8/11/11-8/25/11	Own Daily/\$2,206
Krinski, Hallie	6.0 days @\$327.39	8/11/11-8/25/11	Own Daily/\$1,964
Levin, Tracy	10.5 days @\$421.90	8/11/11-8/25/11	Own Daily/\$4,430
Post, Joel	10.5 days @\$496.54	8/11/11-8/25/11	Own Daily/\$5,214
Sever, Pam	6.0 days @\$406.97	8/11/11-8/25/11	<u>Own Daily/\$2,442</u>
		TOTAL OWN DAILY	\$27,776

Comment: Summer Science Camp/Science Magnet Institute  
 01-Tier III Programs Cat Flex

EDUCATIONAL SERVICES

Harris, Ken	6 hrs @\$40.46	6/28/11	Est Hrly/\$243
Sanschagrín, Marc	6 hrs @\$40.46	6/28/11	<u>Est Hrly/\$243</u>
		TOTAL ESTABLISHED HOURLY	\$486

Comment: Professional Development – IISS Summer School  
 01-Gifts – Equity Fund  
 [2011-2012 Budget]

Corrigan, Brian	3 hrs @\$40.46	8/18/11	Est Hrly/\$121
DiMercurio, Joe	3 hrs @\$40.46	8/18/11	<u>Est Hrly/\$121</u>
		TOTAL ESTABLISHED HOURLY	\$242

Comment: Telepresence Technology Training  
 01-ARRA–EETT Formula

Duran-Contreras, Martha	11 hrs @\$40.46	8/15/11-8/26/11	Est Hrly/\$445
Scotland, Alva	7 hrs @\$40.46	8/15/11-8/26/11	<u>Est Hrly/\$283</u>
		TOTAL ESTABLISHED HOURLY	\$728

Comment: ELL Literacy Support Curriculum Development  
 01-Economic Impact Aid - LEP

Pitts, Gregory	12 hrs @\$40.46	8/15/11-8/16/11	Est Hrly/\$486
		TOTAL ESTABLISHED HOURLY	\$486

Comment: Plan and Facilitate African-American Student Seminar  
 01-Economic Impact Aid – SCE

Pham, Vy	15 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$607
Roman, Bertha	15 hrs @\$40.46	8/1/11-8/31/11	<u>Est Hrly/\$607</u>
		TOTAL ESTABLISHED HOURLY	\$1,214

Comment: Trainer for Student Information Teacher Training Sessions  
 01-ARRA–EETT Compet

Acker, Nathaniel	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Alexopoulos, Ashley	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Andino, Melisa	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121

Asher, Jeanette	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Barraza, Pete	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Bart-Bell, Dana	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Bates, Kelly	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Bautista-Nicholas, Claudia	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Beeman-Solano, Amy	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Bisson, Amy	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Blanchard, Cecile	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Bon, Nancy	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Bouse, Amy	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Bowman-Smith, Carla	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Breceda, Brenda	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Brown, Daniel	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Burack, Sharon	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Carrier, Eric	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Catanzano, Linda	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Chang, Pauline	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Costalupes, Kim	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Cox, Dan	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Cruce, Marae	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Cuda, Conrad	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Cuda, Zachary	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Daire, Meiko	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Daws, Tracy	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
DeBeech, Beth	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
De La Cruz, Gilda	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Deshautelle, Anna	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Dew, Stephanie	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Diamond, Renee	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
DiLeo, Greg	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
DiMercurio, Joseph	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Dipley, Jeri	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Dollosso, Tess	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Doughty, Lindsay	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Dreier, Holly	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Dresher, Pamela	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Dunn, George	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Duran-Contreras, Martha	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Ervin, Jordan	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Escalera, Daniel	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Faas, Kathleen	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Fischer, Tania	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Flanders, Matthew	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Fliegel, Lois	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Flohr, Elizabeth	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Flowers, Lynne	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Garcia-Hecht, Veronica	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Gasparino, Jenna	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Goldberg, Cori	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Gonzalez, Jennifer	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Greenfield, Glen	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Greenfield, Sara	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Hacker, Thomas	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Hale, Shannon	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Hart, Sharon	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Hartson, Elizabeth	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Hecht, James	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Henderson, Luke	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Hirt, Mary	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Hobkirk, Carl	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Hodges, Nate	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121

Hoffman, Beth	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Hoos, JuliaCheri	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Huls, Jeffe	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Hunt, Mark	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Jacobs, Ari	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Jacobs, Edward	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Janka, Helen	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Jimenez, Jaime	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Jones, Julie	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Jones, Teri	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Jurewicz, Kristin	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Kariya, Emily	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Karyadi, Adrienne	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Kertesz, Charles	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Kilpatrick, Genevieve	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Kim, Douglas	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Korvin, Karin	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Kusion, Alex	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Leonard, Brigitte	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Lee, Chon	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Levin, Tracy	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Levy, Amanda	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Loch, Amy	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Loopesko, Lorna	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Louria, Meredith	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Lowe, Brian	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Luong, Theresa	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Marcos, Eric	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Mayer, Heather	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
McKellar, Leigh Anne	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
McLaughlin, Gretchen	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
McNamara, Jeanie	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Meyer, Andrew	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Meyer, Kimberly	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Mireles-Toumayan, G.	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Moazzez, Rozita	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Murawski, Danielle	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Murphy, Letitia	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
O'Brien, Marianna	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Obusek, John	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
O'Keefe, Eliana	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Okla, Kelly John	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Panish, Adam	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Pantallion, Ayanna	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Paul, Carmen	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Perez, Lourdes	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Perry, Robert	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Petronis, Ken	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Pham, Vy	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Post, Joel	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Pust, Jennifer	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Rajabali, Jahan	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Ransom, Barbara	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Ramos, Irene	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Rupprecht, Steve	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Ryan, Sarah	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Saling, David	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Sato, Glenn	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Sato, Liane	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Schlenker, Heather	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Scotland, Alva	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121

Seals, Michael	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Sever, Pamela	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Seymour, Robert	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Shafiey, Mariam	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Siemer, Deborah	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Silvestri, Marisa	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Sinclair, Michelle	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Skaggs, Debbie	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Song, Kate	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Stauffer, Nathaniel	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Stevens, Maria	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Stivers, Susan	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Stowell, Rachel	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Strauss, Susan	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Suffolk, Stefanie	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Tarpley, Shirley	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Thomas, Kate	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Thoreson, Bonita	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Thun, Charles	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Torres, Guadalupe	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Urtz, Kelly	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Utzinger, Sara	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Valentiner, Katharina	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Valenzuela, Amanda	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Ventre, Vanessa	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Veral, Ramon	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Vieira, Ronald	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Wadsworth, Henry	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Wang, Jim	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Wethern, Heather	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Whaley, Joseph	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Wintner, Lisa	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Wrabel, Carol	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
Zander, Maia	3 hrs @\$40.46	8/1/11-8/31/11	Est Hrly/\$121
TOTAL ESTABLISHED HOURLY			\$19,239

Comment: Student Information Teacher Training  
01-ARRA-EETT Compet

Macon, Tristen	9 hrs @\$40.46	8/1/11-8/12/11	Est Hrly/\$364
Marcos, Eric	9 hrs @\$40.46	8/1/11-8/12/11	Est Hrly/\$364
Naranjo, Rocio	9 hrs @\$40.46	8/1/11-8/12/11	Est Hrly/\$364
Witt, Carl	9 hrs @\$40.46	8/1/11-8/12/11	Est Hrly/\$364
TOTAL ESTABLISHED HOURLY			\$1,456

Comment: Presenter for Smartboard Educators Academy  
01-ARRA-EETT Formula

Dresher, Pam	3.0 hrs @\$40.46	8/11/11	Est Hrly/\$121
Jones, Julie	2.5 hrs @\$40.46	8/11/11	Est Hrly/\$101
Kim, Doug	6.0 hrs @\$40.46	8/11/11	Est Hrly/\$243
TOTAL ESTABLISHED HOURLY			\$465

Comment: Smartboard Educators Academy Training  
01-ARRA-EETT Formula

#### LINCOLN MIDDLE SCHOOL

Allstot, Sean	3 hrs @\$40.46	8/22/11	Est Hrly/\$121
Burack, Sharon	3 hrs @\$40.46	8/22/11	Est Hrly/\$121
DiLeo, Greg	3 hrs @\$40.46	8/22/11	Est Hrly/\$121
Hirt, Mary	3 hrs @\$40.46	8/22/11	Est Hrly/\$121
Stauffer, Nathaniel	3 hrs @\$40.46	8/22/11	Est Hrly/\$121
Underwood, Brian	3 hrs @\$40.46	8/22/11	Est Hrly/\$121
TOTAL ESTABLISHED HOURLY			\$726

Comment: Summer Planning – PE Dept  
01-Tier III Programs Cat Flex

Catanzano, Linda	6 hrs @\$40.46	8/24/11	Est Hrly/\$243
Hylind, Amy	6 hrs @\$40.46	8/24/11	Est Hrly/\$243
Levy, Amanda	6 hrs @\$40.46	8/24/11	Est Hrly/\$243
Mayer, Heather	6 hrs @\$40.46	8/24/11	Est Hrly/\$243
Montanez, Joe	6 hrs @\$40.46	8/24/11	Est Hrly/\$243
Oseguera, Christian	6 hrs @\$40.46	8/24/11	Est Hrly/\$243
Sherman, Wynn	6 hrs @\$40.46	8/24/11	<u>Est Hrly/\$243</u>
TOTAL ESTABLISHED HOURLY			\$1,701

Comment: Summer Planning – Spec Ed Dept  
01-Tier III Programs Cat Flex

Preuss, Jennifer	18 hrs @\$40.46	7/1/11-7/31/11	Est Hrly/\$ 728
Tolentino-Stauffer, Aimee	30 hrs @\$40.46	7/1/11-7/31/11	<u>Est Hrly/\$1,214</u>
TOTAL ESTABLISHED HOURLY			\$1,942

Comment: Input Student Schedules  
01-Tier III Programs Cat Flex

Allstot, Sean	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Burack, Sharon	4 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$162
DiLeo, Gregory	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Diamond, Renee	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Duran-Contreras, Martha	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Ehrke, Shelly	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Greenfield, Sara	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Hart, Sharon	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Hartson, Elizabeth	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Hoffman, Beth	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Hunt, Mark	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Hylind, Amy	2 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$ 81
Levy, Amanda	2 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$ 81
Marcos, Eric	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
McLaughlin, Gretchen	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Moazzez, Rozita	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Moe, Eric	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Moe, Rose	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Montanez, Joe	2 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$ 81
Murawski, Danielle	4 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$162
O'Brien, Marianna	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Obusek, John	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Oseguera, Christian	2 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$ 81
Palumbus, Elizabeth	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Pham, Vy	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Pomatti, Kate	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Sachs, Teri	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Schwartz, Marla	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Seymour, Robert	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Sherman, Wynn	2 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$ 81
Sinclair, Michele	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Stauffer, Nathaniel	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Stivers, Susan	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Suffolk Stefanie	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Urtz, Markelle	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Utzinger, Sara	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Valenzuela, Amanda	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Ventre, Vanessa	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Vieira, Ron	2 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$ 81
Wang, James	6 hrs @\$40.46	8/25/11-8/26/11	Est Hrly/\$243
Wrabel, Carol	6 hrs @\$40.46	8/25/11-8/26/11	<u>Est Hrly/\$243</u>

TOTAL ESTABLISHED HOURLY \$8,829

Comment: Professional Development  
01-Tier III Programs Cat Flex

MCKINLEY ELEMENTARY SCHOOL

Cervantes, Hayde	6.0 hrs @\$40.46	8/8/11-8/23/11	Est Hrly/\$243
Duran, Concepcion	3.0 hrs @\$40.46	8/8/11-8/23/11	Est Hrly/\$121
Franklin, Judy	4.5 hrs @\$40.46	8/8/11-8/23/11	Est Hrly/\$182
Langsdale, Jennifer	3.0 hrs @\$40.46	8/8/11-8/23/11	Est Hrly/\$121
Marks, Jamie	3.0 hrs @\$40.46	8/8/11-8/23/11	Est Hrly/\$121
McCraw, Renee	3.0 hrs @\$40.46	8/8/11-8/23/11	Est Hrly/\$121
Murphy, Anne	10.5 hrs @\$40.46	8/8/11-8/23/11	Est Hrly/\$425
Talbott, Deborah	3.0 hrs @\$40.46	8/8/11-8/23/11	<u>Est Hrly/\$121</u>

TOTAL ESTABLISHED HOURLY \$1,455

Comment: School Leadership Team/Student Success Team  
01-IASA: Title I Basic-LW Inc/Neg

Drosdick, Danielle	6 hrs @\$40.46	8/26/11	Est Hrly/\$243
Elledge, Rachel	4 hrs @\$40.46	8/26/11	Est Hrly/\$162
Franklin, Judy	4 hrs @\$40.46	8/26/11	Est Hrly/\$162
Gaddis, Lindsey	6 hrs @\$40.46	8/26/11	Est Hrly/\$243
Gonzalez, Gabriela	6 hrs @\$40.46	8/26/11	Est Hrly/\$243
Murphy, Anne	6 hrs @\$40.46	8/26/11	<u>Est Hrly/\$243</u>

TOTAL ESTABLISHED HOURLY \$1,296

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

Cervantes, Hayde	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Curry, Edward	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Duran, Concepcion	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Galvan, Janine	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Langsdale, Jennifer	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Macon, Tristen	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Marks, Jamie	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
McCraw, Renee	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Murdock, Sheryl	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Murphy, Anne	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Plasencia, Rachel	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Scifres, Mary	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Suomu, Susan	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Talbott, Deborah	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Taslimi, Laila	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Treuenfels, Therese	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Wetmore, Elayne	3 hrs @\$40.46	8/25/11	<u>Est Hrly/\$121</u>

TOTAL ESTABLISHED HOURLY \$2,057

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

Plasencia, Rachel	64.5 hrs @\$40.46	8/1/11-8/19/11	Est Hrly/\$2,610
Scifres, Mary	64.5 hrs @\$40.46	8/1/11-8/19/11	<u>Est Hrly/\$2,610</u>

TOTAL ESTABLISHED HOURLY \$5,220

Comment: Jump Start Summer Program  
01-IASA: Title I Basic-LW Inc/Neg

MUIR ELEMENTARY SCHOOL

Cammarota, Catherine	3 hrs @\$40.46	8/1/11-8/26/11	<u>Est Hrly/\$121</u>
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TOTAL ESTABLISHED HOURLY \$121

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



SANTA MONICA HIGH SCHOOL

Alvarado, Robert	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Cox, Shannon	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Fulcher, Nathan	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Karyadi, Adrienne	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Louria, Meredith	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Silvestri, Marisa	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
Webb, Kitano	3 hrs @\$40.46	8/25/11	Est Hrly/\$121
TOTAL ESTABLISHED HOURLY			\$847

Comment: Freshman Seminar Planning Meeting  
01-Economic Impact Aid SCE

Swenson, Joni	16 days @ \$487.08	8/29/11-6/18/12	<u>Own Daily/\$7,793</u>
TOTAL OWN DAILY			\$7,793

Comment: Orchestra Responsibilities  
01-Unrestricted Resource

SPECIAL EDUCATION

Proctor, Valerii	3 hrs @\$40.46	6/29/11-8/12/11	Est Hrly/\$121
TOTAL ESTABLISHED HOURLY			\$121

Comment: IEP Attendance  
01-Special Education

Martinez, Patricia	5 days @\$506.40	7/1/11-8/12/11	<u>Own Daily/\$2,532</u>
TOTAL OWN DAILY			\$2,532

Comment: Additional Summer Work  
01-Special Education

McElvain, Nora	2 hrs @\$40.46	8/15/11	Est Hrly/\$81
TOTAL ESTABLISHED HOURLY			\$81

Comment: Student Assessment  
01-Special Education

STUDENT SERVICES

Bressler, Rachel	6 hrs @\$40.46	6/28/11	Est Hrly/\$243
Morn, Lora	6 hrs @\$40.46	6/28/11	Est Hrly/\$243
TOTAL ESTABLISHED HOURLY			\$486

Comment: Summer School Professional Development  
01-Gifts – Equity Fund  
[2010-11 Budget]

Bronstein, Susan	2 days @\$496.54	8/22/11-8/26/11	Own Daily/\$ 993
Ernst, Anne	2 days @\$499.04	8/22/11-8/26/11	Own Daily/\$ 998
McElvain, Nora	4 days @\$412.44	8/22/11-8/26/11	Own Daily/\$1,650
Sachs, Teri	2 days @\$381.67	8/22/11-8/26/11	<u>Own Daily/\$ 763</u>
TOTAL OWN DAILY			\$4,404

Comment: Assist with Vaccine Requirement  
01-Unrestricted Resource

Morn, Lora	2 days @\$406.97	8/25/11-8/26/11	<u>Own Daily/\$814</u>
TOTAL OWN DAILY			\$814

Comment: Train LVN/Health Office Specialists  
01-Unrestricted Resource

McElvain, Nora	5 hrs @\$40.46	8/1/11-8/30/11	Est Hrly/\$202
TOTAL ESTABLISHED HOURLY			\$202

Comment: Planning for New Health Services Model  
01-Unrestricted Resource

## DEPARTMENT CHAIR ASSIGNMENTS

### JOHN ADAMS MIDDLE SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Asher, Jeanette	6 EDU	Physical Ed	2011/12 SY	\$1,536
Bodok, Susan	2 EDU	Instructional Media	2011/12 SY	\$ 512
Bon, Nancy	8 EDU	Math	2011/12 SY	\$2,048
Brown, Daniel	8 EDU	Science	2011/12 SY	\$2,048
Check, Laura	6 EDU	Counseling	2011/12 SY	\$1,536
Daws, Tracy	2 EDU	AVID	2011/12 SY	\$ 512
Joyce-West, Jennifer	2 EDU	Electives	2011/12 SY	\$ 512
Loopesko, Lorna	6 EDU	Humanities	2011/12 SY	\$1,536
Murphy, Letitia	6 EDU	Social Studies	2011/12 SY	\$1,536
Saling, David	6 EDU	Language Arts	2011/12 SY	\$1,536
Scotland, Alva	2 EDU	ELD	2011/12 SY	\$ 512
Valentiner, Katharina	2 EDU	Immersion	2011/12 SY	\$ 512
Whaley, Joseph	10 EDU	Special Ed	2011/12 SY	\$2,560
Woo, Angela	6 EDU	Visual/Performing Arts	2011/12 SY	\$1,536
		<b>TOTAL</b>		<b>\$18,432</b>

## HOURLY TEACHERS

### EDUCATIONAL SERVICES

Gomez, Victor	156 hrs @\$40.46	9/10/11-6/16/12	<u>Est Hrly</u>	<u>\$6,312</u>
		<b>TOTAL ESTABLISHED HOURLY</b>		<b>\$6,312</b>

Comment: Spanish-Speaking Parent Computer Class  
01-ESEA Title III LEP

### SMASH

Field, Bailey	200 hrs @\$40.46	8/29/11-6/19/12	<u>Est Hrly</u>	<u>\$8,092</u>
		<b>TOTAL ESTABLISHED HOURLY</b>		<b>\$8,092</b>

Comment: Humanities Instruction  
01-Reimbursed by PTA

### SANTA MONICA HIGH SCHOOL

Jones, Teresa	16 hrs @\$45.34	8/1/11-8/28/11	<u>Est Hrly</u>	<u>\$725</u>
		<b>TOTAL ESTABLISHED HOURLY</b>		<b>\$725</b>

Comment: Unrestricted Resource  
01-Student Store Manager

### SPECIAL EDUCATION

Dewar, Ruth	222 hrs @\$40.46	8/29/11-6/30/12	<u>Est Hrly</u>	<u>\$8,982</u>
		<b>TOTAL ESTABLISHED HOURLY</b>		<b>\$8,982</b>

Comment: Speech/Language Assessments  
01-Special Education

### WEBSTER ELEMENTARY SCHOOL

Hines, Diane	593 hrs @\$40.46	9/1/11-6/30/12	<u>Est Hrly</u>	<u>\$23,993</u>
		<b>TOTAL ESTABLISHED HOURLY</b>		<b>\$23,993</b>

Comment: Art Instruction  
01-Reimbursed by PTA

### ADULT EDUCATION

Hammond, Paul	60 hrs @\$45.34	8/30/11-11/19/11	<u>Est Hrly</u>	<u>\$2,720</u>
		<b>TOTAL ESTABLISHED HOURLY</b>		<b>\$2,720</b>

Comment: Adult Education Instruction  
11-231: ABE/ESL/ESL Ctnz, VESL/VABE

Bushin, Gregory	\$40.46, as needed	7/5/11-7/28/11	<u>Est Hrly/\$----</u>
		TOTAL ESTABLISHED HOURLY	\$----

Comment: Adult Education Substitute  
11-Unrestricted Resource

ROP

Cox, Dan	2.5 hrs @\$45.34	8/18/11-8/22/11	Est Hrly/\$113
Hodges, Nathan	7.5 hrs @\$45.34	8/18/11-8/22/11	Est Hrly/\$340
Jones, Teresa	2.5 hrs @\$45.34	8/18/11-8/22/11	Est Hrly/\$113
Kemp, Anita	5.0 hrs @\$45.34	8/18/11-8/22/11	Est Hrly/\$227
McGee, Richard	7.5 hrs @\$45.34	8/18/11-8/22/11	Est Hrly/\$340
Shafiey, Mahvash	10.0 hrs @\$45.34	8/18/11-8/22/11	<u>Est Hrly/\$453</u>
		TOTAL ESTABLISHED HOURLY	\$1,586

Comment: ROP Instruction  
01-ROP-Classroom/Program

Byrd, Marc	360 hrs @\$53.13	8/29/11-6/30/12	Own Hrly/\$19,127
Jones, Teresa	700 hrs @\$68.74	8/29/11-6/30/12	Own Hrly/\$48,118
Kemp, Anita	1000 hrs @\$68.74	8/29/11-6/30/12	<u>Own Hrly/\$68,750</u>
		TOTAL OWN HOURLY	\$135,995

Comment: ROP Instruction  
01-ROP-Classroom/Program

Hodges, Nathan	720 hrs @\$45.34	8/29/11-6/30/12	Est Hrly/\$32,645
Just-Daire, Meiko	480 hrs @\$45.34	8/29/11-6/30/12	Est Hrly/\$21,763
McCrum, David	230 hrs @\$45.34	8/29/11-6/30/12	Est Hrly/\$10,428
McGee, Richard	950 hrs @\$45.34	8/29/11-6/30/12	Est Hrly/\$43,073
Merrick, Jeffrey	90 hrs @\$45.34	8/29/11-6/30/12	Est Hrly/\$ 4,081
Shafiey, Mahvash	100 hrs @\$45.34	8/29/11-6/30/12	Est Hrly/\$ 4,534
Suhd, Mike	320 hrs @\$45.34	8/29/11-6/30/12	Est Hrly/\$14,509
Wishart, William	375 hrs @\$45.34	8/29/11-6/30/12	Est Hrly/\$17,003
Zox	110 hrs @\$45.34	8/29/11-6/30/12	<u>Est Hrly/\$ 4,987</u>
		TOTAL ESTABLISHED HOURLY	\$153,023

Comment: ROP Instruction  
01-ROP-Classroom/Program

**TOTAL ESTABLISHED HOURLY, OWN HOURLY AND OWN DAILY = \$ 452,579**

**ELECTIONS**

**REINSTATEMENT**

<u>Name/Assignment</u>	<u>Not to Exceed</u>	<u>Effective</u>
Cueva, Leonardo/Child Develop	50%	8/30/11
Ramirez, Laura/Child Develop	50%	8/30/11
Watts, Lada/Child Develop	50%	8/30/11

**SUBSTITUTE TEACHERS**

**Effective**

**LONG-TERM SUBSTITUTES**

**(@\$210.00 Daily Rate)**

Lee, Aisha	9/1/11-1/20/12
Yaghoobian, Elhum	8/22/11-10/10/11

**PREFERRED SUBSTITUTES**

**(@\$162.00 Daily Rate)**

De La Rosa, Mary 9/2/11  
Miguel, Erika 9/9/11  
Trubo, Melissa 8/30/11

**REGULAR DAY-TO-DAY SUBSTITUTES**

**(@\$138.00 Daily Rate)**

Hughes, Kay 9/1/11  
Parks, Susan 9/7/11

**CHILD DEVELOPMENT SERVICES**

**(@\$16.19 Hourly Rate)**

Daanish, Daaim 8/30/11  
Smith, LaTonya 8/29/11

**CHANGE IN ASSIGNMENT**

**Effective**

Abrams, Meredith 7/1/11-6/30/12  
Special Ed/School Psychologist

From: 100%

To: 80%

Bixler, William 8/29/11  
Malibu HS/Music

From: 100%

To: 80%

Bressler, Rachel 8/29/11-6/18/12  
Student Services/Nurse

From: 100%

To: 90%

Cano, Sandy 8/29/11-6/18/12  
Student Services/Nurse

From: 60%

To: 50%

Cerrato, Wendy 8/30/11  
CDS/Teacher

From: 100% Lead Teacher

To: 50% Teacher/50% TOSA

Dunn, Glenda 8/30/11  
CDS/Teacher

From: 100% Lead Teacher

To: 50% Teacher/50% TOSA

Felix, Michael 8/29/11  
Malibu HS/English

From: Santa Monica HS

To: Malibu HS

Friedman, Nancy 7/1/11-6/30/12  
Special Ed/School Psychologist

From: 80%

To: 60%

Gonzalez, Yolanda 8/30/11  
CDS/Teacher

From: 50% School Age/Edison  
To: 100% PreSchool/Muir

Hamilton, LaDawna 8/29/11  
 Rogers/4<sup>th</sup> Grade  
From: TOSA/Educational Services  
To: Teacher/Rogers Elementary

Jaye, Susan 8/30/11  
 CDS/Teacher  
From: 100% Lead Teacher  
To: 50% Teacher/50% TOSA

Justis, Vicki 8/30/11  
 CDS/Teacher  
From: 100% Lead Teacher  
To: 50% Teacher/50% TOSA

Korvin, Karin 8/29/11-6/18/12  
 Santa Monica HS/Languages  
From: 100%  
To: 80%

Moore, Judy 7/1/11-6/30/12  
 Special Ed/School Psychologist  
From: 100%  
To: 60%

Murdock, Sheryl 8/30/11  
 McKinley Elem/2<sup>nd</sup> Grade  
From: Webster Elementary  
To: McKinley Elementary

Owens, Rebecca 8/29/11-6/18/12  
 Malibu HS/French  
From: 100%  
To: 80%

Patton, Roxanna 8/30/11  
 CDS/Teacher  
From: 100% Lead Teacher  
To: 50% Teacher/50% TOSA

Rodriguez, Melinda 8/30/11  
 CDS/Teacher  
From: 100% Lead Teacher  
To: 50% Teacher/50% TOSA

Romo, Patricia 8/30/11  
 CDS/Teacher  
From: Muir Elementary  
To: Woods Program

Ryan, Sean 8/29/11-6/18/12  
 Malibu HS/Social Sci  
From: 100%  
To: 80%

Smart, Carrie 8/29/11  
Webster/Teacher  
From: Cabrillo/Reading  
To: Webster/Team Teacher

Von der Lieth, Jady 7/1/11-6/30/12  
Special Ed/School Psychologist  
From: 100%  
To: 80%

**LEAVE OF ABSENCE (without pay)**

<u>Name/Location</u>	<u>Effective</u>
Gasparino, Jenna Santa Monica HS	8/29/11-6/18/12 [20% - personal]
Owens, Rebecca Malibu High School	8/29/11-6/18/12 [20% - personal]
Ryan, Sean Malibu High School	8/29/11- 6/18/12 [20% - personal]

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  
 09/22/11

RECOMMENDATION NO. A.20

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

<u>ELECTION</u>		<u>EFFECTIVE DATE</u>
Olfert, Rebecca McKinley Elementary	Inst Asst – Classroom 3.5 Hrs/SY/Range: 18 Step: A	8/29/11

<u>ELECTION – RESTRICTED (PER MERIT RULE 3.1.5.A)</u>		<u>EFFECTIVE DATE</u>
Diaz, Maria Child Develop Svcs	Children Center Asst 3.5 Hrs/SY/Range: 18 Step: A	8/29/11

<u>PROVISIONAL ASSIGNMENT</u>		<u>EFFECTIVE DATE</u>
Hobkirk, Christina Student Services	Health Office Specialist	8/29/11-12/31/11

<u>SUMMER ASSIGNMENTS</u>		<u>EFFECTIVE DATE</u>
Cisneros, Yolanda Food Services	Cafeteria Worker II	8/24/11
Cojan, Carmen Food Services	Cafeteria Worker II	8/24/11
Coria-Alvarez, Consuelo Food Services	Cafeteria Worker II	8/24/11
Cornejo, Natalie Operations	Custodian	8/2/11-8/31/11
Davis, Kendrick Transportation	Bus Driver	8/8/11-8/22/11
Escobar, Victoria Food Services	Cafeteria Worker II	8/24/11
Miranda, Karla Food Services	Cafeteria Worker II	8/24/11
Moore, Sandra Food Services	Cafeteria Worker II	8/24/11
Naranjo, Debbie Food Services	Cafeteria Worker II	8/24/11
Nolen, Henry Food Services	Cafeteria Worker II	8/24/11
Richardson, Melvin Operations	Custodian	8/2/11-8/31/11

Ridley, Tischa Food Services	Cafeteria Worker II	8/24/11
Romo, Jennifer Food Services	Cafeteria Worker II	8/24/11
Wilson, Stanley Operations	Custodian	8/2/11-8/31/11

**TEMP/ADDITIONAL ASSIGNMENTS**

**EFFECTIVE DATE**

Burton, Jerome Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Colvin, Lovell Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Cooper, Raymond Santa Monica HS	Campus Security Officer [additional hours – student registration]	8/18/11
Cornejo, Natalie Santa Monica HS	Campus Security Officer [additional hours – student registration]	8/18/11
Deanda, Rick Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Eikenbary, Mary Santa Monica HS	Administrative Asst [overtime – input registration data]	8/27/11
Flores, Estela Santa Monica HS	Sr. Office Specialist [overtime – input registration data]	8/27/11
Gardea-Perez, Lupe Superintendent	Bilingual Community Liaison [additional hours – translation]	7/1/11-6/30/12
Gardea-Perez, Lupe BB Projects	Bilingual Community Liaison [additional hours – translation]	7/1/11-6/30/12
Gilbert, Eileen Santa Monica HS	Administrative Asst [overtime – input registration data]	8/27/11
Gleason, Timothy Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Glover, Tomita Santa Monica HS	Administrative Asst [overtime – input registration data]	8/27/11
Greene, Milton Malibu HS	Campus Security Officer [overtime, as needed]	9/1/11-6/30/12
Gutierrez, Nancy Superintendent	Bilingual Community Liaison [additional hours – translation]	7/1/11-6/30/12
Heiderman, Daniel Malibu HS	Custodian [overtime, as needed]	9/1/11-6/30/12
Hobkirk, Christina Student Services	Health Office Specialist [additional hours – training]	8/25/11-8/26/11



Humphrey, Regence Theater Operations	Inst Asst – Physical Ed [additional hours, as needed]	8/11/11-6/30/12
Kratz, Damon Theater Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Kratz, Damon Facility Permits	Custodian [overtime, as needed]	7/1/11-6/30/12
Kratz, Damon Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Lopez, Vickie Santa Monica HS	Campus Security Officer [additional hours – student registration]	8/18/11
Lucas, Ralph McKinley Elementary	Inst Asst – Classroom [additional hours – opening of school]	8/25/11-8/26/11
Mangum, Don Santa Monica HS	Campus Security Officer [additional hours – student registration]	8/18/11-8/22/11
Marquez, Lilia McKinley Elementary	Bilingual Community Liaison [additional hours – translation]	8/30/11-6/15/12
Martin, Elena Santa Monica HS	Administrative Asst [overtime, input student registration]	8/27/11
Martin, Eric Malibu HS	Custodian [overtime, as needed]	9/1/11-6/30/12
McAlpin, Michael Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
McGee, Leslee Santa Monica HS	Administrative Asst [overtime – input student registration]	8/27/11
Mendoza, Dina Santa Monica HS	Sr. Office Specialist [overtime – input student registration]	8/27/11
Morris, Terry Santa Monica HS	Administrative Asst [overtime – input student registration]	8/27/11
Moton, Wilson Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Nao, Kim Santa Monica HS	Student Outreach Specialist [additional hours – curriculum development]	8/8/11-8/22/11
Nyden, Diane Lincoln MS	Sr. Office Specialist [additional hours – Illuminate training]	7/26/11
O'Rourke, Thomas Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Oyenoki, Daniel McKinley Elementary	Physical Activities Specialist [additional hours – School Climate Committee]	8/8/11
Rodriguez, Maria Superintendent	Bilingual Community Liaison [additional hours – translation]	7/1/11-6/30/12

Sargent, Darren Santa Monica HS	Campus Security Officer [additional hours – student registration]	8/18/11
Savage, Stephanie Educational Services	Sr. Office Specialist [additional hours, as needed]	8/24/11-6/30/12
Smith, Denise Human Resources	Office Specialist [training/transition for new employee]	8/29/11-9/30/11
Smith, Dunell Santa Monica HS	Campus Security Officer [additional hours – student registration]	8/18/11-8/22/11
Taylor, Candice Malibu HS	Custodian [overtime, as needed]	9/1/11-6/30/12
Tirado, Fortino Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Torres, Jose Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
Valencia, Diana Lincoln Ms	Inst Asst – Bilingual [additional hours – ASB support]	8/30/11-6/18/12
Vasquez, Grace Malibu HS	Campus Security Officer [overtime, as needed]	9/1/11-6/30/12
Washington, Chanee Santa Monica HS	Administrative Asst [overtime – input student registration]	8/27/11
Watkins, Ernest Malibu HS	Custodian [overtime, as needed]	9/1/11-6/30/12
Widner, Kimberly Malibu HS	Custodian [overtime, as needed]	9/1/11-6/30/12
Ybarra, Jose Jr. Operations	Custodian [overtime, as needed]	7/1/11-6/30/12
<b><u>SUBSTITUTES</u></b>		<b><u>EFFECTIVE DATE</u></b>
Alexander, Lewis Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Arriola, Olga Food Services	Cafeteria Worker I	8/30/11-6/18/12
Bakhyt, Peter Food Services	Cafeteria Worker I	8/30/11-6/18/12
Brown, Edward Personnel Commission	Campus Security Officer	8/30/11-6/15/12
Burleigh, David Personnel Commission	Campus Security Officer	8/30/11-6/15/12
Burns, Robert Food Services	Cafeteria Worker I	8/30/11-6/15/12
Cole, Victor Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12

Conoway, Kenny Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Curtis, Kathleen Personnel Commission	Campus Security Officer	8/30/11-6/15/12
Douglas, Lamont Personnel Commission	Campus Security Officer	8/30/11-6/15/12
Estevez, Jesse Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Fuerte, Sanjuana Food Services	Cafeteria Worker I	8/30/11-6/15/12
Garrett, John Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Harden, Andrell Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Helmy, Bavely Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Hernandez, Maria Edith Food Services	Cafeteria Worker I	8/30/11-6/15/12
Holland, Antoine Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Jovel, Daniel Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Lopez, Manuel Personnel Commission	Campus Security Officer	8/30/11-6/15/12
Martin, Anthony Personnel Commission	Campus Security Officer	8/30/11-6/15/12
Marinez, Nicolas Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Medina, Rocio Child Develop Svcs	Children Center Asst	8/1/11-8/26/11
Miller, Melvyn Personnel Commission	Campus Security Officer	8/30/11-6/15/12
Morales, Ismael Child Develop Svcs	Children Center Asst	8/1/11-8/26/11
Naranjo, Gustavo Personnel Commission	Campus Security Officer	8/30/11-6/15/12
Pimental, Francisco Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Plascencia, Beatriz Personnel Commission	Campus Security Officer	8/30/11-6/15/12

Polhemus, Ann Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12
Santino, Susan Muir Elementary	Inst Asst – Classroom	8/29/11
Sargent, Darren Personnel Commission	Campus Security Officer	8/30/11-6/15/12
Wilkinson, Gregory Personnel Commission	Inst Asst – Physical Ed	8/30/11-6/15/12

**VOLUNTARY TRANSFER**

Hunter-Sallustio, Dominique  
CDS/Washington West

Children Center Asst  
3.5 Hrs/SY  
Fr: CDS/Franklin Elementary

**EFFECTIVE DATE**

8/30/11

**LEAVE OF ABSENCE (PAID)**

Anderson, Amanda  
John Adams MS

Inst Asst – Special Ed  
Medical (partial leave)

**EFFECTIVE DATE**

8/29/11-9/16/11

Malik, Kiran  
Franklin Elementary

Inst Asst – Special Ed  
Medical

8/29/11-10/11/11

McArthur, Sean Patrick  
Operations

Custodian  
Medical

9/1/11-9/20/11

Morales, Louis  
Edison Elementary

Physical Activities Specialist  
Medical

8/29/11-9/16/11

Smith, Zekaia  
Child Develop Svcs

Children Center Asst  
Medical

8/29/11-1/31/12

Tirado, Fortino  
Operations

Equip Operator/Tree Trimmer  
Medical  
[change in dates from 8/10/11 Agenda]

6/27/11-8/4/11

Watkins, Jennifer  
Food Services

Cook Baker  
Medical

8/30/11-9/30/11

Yashar, Azita  
Special Education

Inst Asst – Special Ed  
Medical

8/29/11-9/30/11

**PROFESSIONAL GROWTH**

Wahrenbrock, Sarah  
Superintendent

Asst to the Superintendent

**EFFECTIVE DATE**

9/1/11

**WORKING OUT OF CLASS**

Barron, Jose  
Edison Elementary

Physical Activities Specialist  
Fr: Inst Asst – Physical Ed

**EFFECTIVE DATE**

8/29/11-10/10/11

**ABOLISHMENT OF POSITION**

Sr. Office Specialist  
3.5 Hrs/SY; Franklin Elementary

**EFFECTIVE DATE**

8/29/11

Inst Asst – Sign Language Interpreter  
6 Hrs/SY; McKinley Elementary

6/22/11

**RESIGNATION**

Benitez, Angela  
Child Develop Svcs

Children Center Asst

**EFFECTIVE DATE**

8/29/11

Isackson, Kari  
Special Education

Cert Occupational Therapy Asst

8/29/11

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / WILBERT YOUNG

RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.21

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

**COACHING ASSISTANT**

BASILE, NICHOLAS	SANTA MONICA HS	7/1/11-11/30/11
BAYLOR, STEPHEN	SANTA MONICA HS	9/1/11-6/30/12
CLARK, TRAVIS	SANTA MONICA HS	9/1/11-6/30/12
DONOHUE, CHRISTOPHER	SANTA MONICA HS	9/12/11-6/30/12
FEATHERSTONE, CHRISTIAN	SANTA MONICA HS	9/1/11-6/30/12
GAINES, ANDRE	SANTA MONICA HS	9/1/11-6/30/12
GRAY, CARLOS	MALIBU HIGH SCHOOL	7/1/11-6/30/12
HALL, DANIEL	MALIBU HIGH SCHOOL	7/1/11-6/30/12
HOUSTON, LOVELL	SANTA MONICA HS	9/1/11-6/30/12
JIMENEZ-BRAVO, RAMON	SANTA MONICA HS	9/1/11-6/30/12
KEMPAINEN, EDWARD	MALIBU HIGH SCHOOL	7/1/11-6/30/12
LASLEY, HAROLD	SANTA MONICA HS	9/1/11-6/30/12
LOWE, TAYLOR	MALIBU HIGH SCHOOL	7/1/11-6/30/12
MARQUIS, HENRY	SANTA MONICA HS	9/1/11-6/30/12
MASSEY, PATRICK	SANTA MONICA HS	9/1/11-6/30/12
POON, WILSTON	SANTA MONICA HS	9/1/11-6/30/12
PROCTOR, SEAN	SANTA MONICA HS	9/1/11-6/30/12
QUINTANILLA, ALBERT	MALIBU HIGH SCHOOL	7/1/11-6/30/12
THATCHER, LAURA	SANTA MONICA HS	9/1/11-6/30/12
TRINH, NGUYEN	SANTA MONICA HS	9/1/11-6/30/12
WESTON, SEAN	SANTA MONICA HS	9/1/11-6/30/12
ZWEIG, MARIE	MALIBU HIGH SCHOOL	7/1/11-6/30/12

**NOON SUPERVISION AIDE**

ALVAREZ, MARYKE	MCKINLEY ELEMENTARY	8/30/11-6/15/12
AUSMUS, JULEY	CABRILLO ELEMENTARY	8/30/11-6/15/12
BEAMAN, SHAREEN	PT DUME ELEMENTARY	8/30/11-6/15/12
BONILLA, REINA MARIA	EDISON ELEMENTARY	8/30/11-6/15/11
BORADEH, FATTANEH	FRANKLIN ELEMENTARY	8/30/11-6/15/12
CHAVEZ, LUIS	ROGERS ELEMENTARY	8/30/11-6/15/12
CICCARELLO, NICOLE	ROGERS ELEMENTARY	8/30/11-6/15/12
COJAN, PETER	ROOSEVELT ELEMENTARY	8/30/11-6/15/12
COLE, VICTOR	FRANKLIN ELEMENTARY	8/30/11-6/15/12
COLTER, MELVA	MUIR ELEMENTARY	8/30/11-6/15/12
CURRAN, MEG	PT DUME ELEMENTARY	8/30/11-6/15/12
DANIELS, ADRIANA	ROOSEVELT ELEMENTARY	8/30/11-6/15/12
DE LEON, ADRIAN	ROGERS ELEMENTARY	8/30/11-6/15/12
DICKERSON, BABETTE	MCKINLEY ELEMENTARY	8/30/11-6/15/12
ESQUIVEL, SANDRA	ROOSEVELT ELEMENTARY	8/30/11-6/15/12
FARJADI, NORA	JOHN ADAMS MIDDLE SCHOOL	8/30/11-6/15/12
FOUNTAIN, MARESA	GRANT ELEMENTARY	8/30/11-6/15/12
GALLARDO, IRMA	JOHN ADAMS MIDDLE SCHOOL	8/30/11-6/15/12

GIRIOUX, SHARON	EDISON ELEMENTARY	8/30/11-6/15/12
GONZALEZ, SIMONA	ROOSEVELT ELEMENTARY	8/30/11-6/15/12
GUNASEKARA, CHANDRA	ROGERS ELEMENTARY	8/30/11-6/15/12
HARTLEY, LOGAN	ROGERS ELEMENTARY	8/30/11-6/15/12
HERNANDEZ, HILDA	FRANKLIN ELEMENTARY	8/30/11-6/15/12
HIROTO, BETTY	FRANKLIN ELEMENTARY	8/30/11-6/15/12
ILLES, NICHOLAS	GRANT ELEMENTARY	8/30/11-6/15/12
JOHNSON, JOSEPH	FRANKLIN ELEMENTARY	8/30/11-6/15/12
JONES, CECELIA	GRANT ELEMENTARY	8/30/11-6/15/12
JUAREZ, BERTA	MUIR ELEMENTARY	8/30/11-6/15/12
KUYAMA, KEIKO	ROOSEVELT ELEMENTARY	8/30/11-6/15/12
LANDAVERDE, ELMER	ROOSEVELT ELEMENTARY	8/30/11-6/15/12
LIOSA, SILVIA	ROGERS ELEMENTARY	8/30/11-6/15/12
LOPEZ, FELICITA	ROGERS ELEMENTARY	8/30/11-6/15/12
LUCAS, RALPH	MCKINLEY ELEMENTARY	8/30/11-6/15/12
MARION, ROSA	MCKINLEY ELEMENTARY	8/30/11-6/15/12
MC DONOUGH, BARBARA	GRANT ELEMENTARY	8/30/11-6/15/12
MEDINA, ROCIO	ROGERS ELEMENTARY	8/30/11-6/15/12
MENDOZA, VALETTA	ROOSEVELT ELEMENTARY	8/30/11-6/15/12
MOORE, TENSHA	GRANT ELEMENTARY	8/30/11-6/15/12
MORALES, CARMELA	ROGERS ELEMENTARY	8/30/11-6/15/12
MURPHY, TONY	SMASH	8/30/11-6/15/12
NUNEZ, MARIA	FRANKLIN ELEMENTARY	8/30/11-6/15/12
OLIVA, REFUGIO	ROGERS ELEMENTARY	8/30/11-6/15/12
ORBAN, MARIE	GRANT ELEMENTARY	8/30/11-6/15/12
PEREZ, JOSELYN	MUIR ELEMENTARY	8/30/11-6/15/12
REABER, LISA	GRANT ELEMENTARY	8/30/11-6/15/12
REABER, WINIFRED	GRANT ELEMENTARY	8/30/11-6/15/12
REYES, MARTHA	ROGERS ELEMENTARY	8/30/11-6/15/12
REYES, MODESTA	MCKINLEY ELEMENTARY	8/30/11-6/15/12
RIVAS DE HERNANDEZ, GLADIS	ROGERS ELEMENTARY	8/30/11-6/15/12
RODRIGUEZ, OFELIA	EDISON ELEMENTARY	8/30/11-6/15/12
RODRIGUEZ, SERGIO	EDISON ELEMENTARY	8/30/11-6/15/12
ROSALES, GEORGE	MUIR ELEMENTARY	8/30/11-6/15/12
RUIZ, ANTELMA	JOHN ADAMS MIDDLE SCHOOL	8/30/11-6/15/12
SANTINO, SUSAN	MUIR ELEMENTARY	8/30/11-6/15/12
SANTINO, SUSAN	SMASH	8/30/11-6/15/12
SCHLIERMAN, JOHN	GRANT ELEMENTARY	8/30/11-6/15/12
SOTOJ, MARIA	MCKINLEY ELEMENTARY	8/30/11-6/15/12
STRAUSS, YOKO	ROOSEVELT ELEMENTARY	8/30/11-6/15/12
VIVIANI, VHALIA	ROGERS ELEMENTARY	8/30/11-6/15/12
WALSH, LESLIE	ROOSEVELT ELEMENTARY	8/30/11-6/15/12
WEAVER, KENNETH	JOHN ADAMS MIDDLE SCHOOL	8/30/11-6/15/12
WHITE, ROBERT	ROOSEVELT ELEMENTARY	8/30/11-6/15/12
ZIBAHALAT, RAMIN	FRANKLIN ELEMENTARY	8/30/11-6/15/12

**TECHNICAL SPECIALIST – LEVEL II**

DEMERY, STEPHANIE	ROOSEVELT ELEMENTARY [Social Skills Training Group] - Funding: Reimbursed by PTA	8/30/11-6/15/12
GITTLEMAN, MARNI	SMASH [Coordinate School Art Program] - Funding: Reimbursed by PTA	8/30/11-6/15/12



OSTROVSKY, JULIANNA SMASH 8/30/11-6/15/12  
[Visual Arts Instruction]  
- Funding: Reimbursed by PTA

PACE, KRISTY SMASH 8/30/11-6/15/12  
[Performance Arts Instruction]  
- Funding: Reimbursed by PTA

**EDUCATIONAL SPECIALIST – LEVEL II**

BAKER HEWELL, ELIZABETH FRANKLIN ELEMENTARY 8/30/11-6/15/12  
[Vocal Music Instruction]  
- Funding: Reimbursed by PTA

CASS, KATHY ROOSEVELT ELEMENTARY 9/1/11-6/15/12  
[Dance Instruction]  
- Funding: Reimbursed by PTA

ESTRADA, TIFFANY ED SERVICES/ROGERS 8/29/11-6/20/12  
[ELL Instruction]  
- Funding: Economic Impact Aid LEP

ESTRADA, TIFFANY ROGERS ELEMENTARY 8/29/11-6/15/12  
[ELL Instruction]  
- Funding: IASA: Title I Basic-LW Inc/Neg

FARAKZADEH, MERSEDEH FRANKLIN ELEMENTARY 8/30/11-6/15/12  
[Farsi Parenting Groups]  
- Funding: Reimbursed by PTA

FARAKZADEH, MERSEDEH FRANKLIN ELEMENTARY 8/30/11-6/15/12  
[Student Counseling Groups]  
- Funding: Reimbursed by PTA

LOPEZ, FELICIA ED SERVICES/FRANKLIN 8/29/11-6/20/12  
[ELL Instruction]  
- Funding: Economic Impact Aid LEP

ZAGOR, MAURA ED SERVICES/MCKINLEY 8/29/11-6/20/12  
[ELL Instruction]  
- Funding: Economic Impact Aid LEP

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

FROM: SANDRA LYON

RE: CONSIDER APPOINTMENT TO DISTRICT ADVISORY COMMITTEES (DACs)

RECOMMENDATION NO. A.22

It is recommended that the Board of Education make the following appointment to the Early Child Care DAC.

COMMENT: Samuel Kirk is applying for membership. (Item No. I.05 in this agenda informs the board that another committee member's slot has been terminated due to a lack of attendance.)

Following this appointment, there will be ten members on the Early Child Care DAC. The DAC roster is as follows:

<b>Term Expiration Date</b>			
<b>6/30/12</b>	<b>6/30/13</b>	<b>6/30/14</b>	<b>6/30/15</b>
Amber Rojas	Jeff Jarrow	Fran Chasen	Gleam Davis
Amanda Rosen-Prinz	Jie (Jessie) Zeng	Julie Taren	Jennifer Kennedy
		Patricia Godon-Tann	Samuel Kirk

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/22/11

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: REVISE BP 6163.1 – LIBRARY MEDIA CENTERS

RECOMMENDATION NO. A.23

It is recommended that the Board of Education revise BP 6163.1 – Library Media Centers.

COMMENT: CSBA is recommending this policy update to reflect new state standards adopted by the State Board of Education, including program standards that describe staffing, resources, and infrastructure recommended for effective school library programs as well as academic standards for library instruction. The revised policy also adds a new section on "Staffing" and new language on criteria for acceptance of donated library materials.

The board discussed this item on August 24, 2011, and September 8, 2011.

The revised policy is attached.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**LIBRARY MEDIA CENTERS**

The Board of Education recognizes that school library media centers support the educational program by providing access to a variety of informational resources. The Board desires to provide library media centers with up-to-date books, reference materials, and electronic information resources necessary to promote literacy, support students in achieving academic standards, and encourage students to become lifelong learners.

School libraries shall be open for use by students and teachers during the school day.

Any school library open outside the school day, such as evenings and/or Saturdays, shall be under the supervision of a certificated employee.

The district's school libraries may provide:

1. Library instruction to students that enables them to become proficient users of library resources
2. Information to teachers and administrators concerning sources and availability of instructional materials that will aid in the development of school curriculum, and, in cooperation with classroom teachers, the development of instructional units and activities using library resources
3. Assistance to teachers and students in the evaluation, selection, production, and uses of instructional materials
4. A collection of materials and resources that support the curriculum and are appropriate for user needs
5. Assistance to teachers, administrators, and other school staff members in becoming knowledgeable about appropriate uses of library media services, materials, and equipment

**Library Instruction**

Teacher librarians and/or classroom teachers shall provide library instruction to develop students' information literacy skills. Such instruction shall be aligned with state academic standards for library instruction and shall prepare students to:

1. Access information by applying knowledge of the organization of libraries, print materials, digital media, and other sources
2. Evaluate and analyze information to determine appropriateness in addressing the scope of inquiry
3. Organize, synthesize, create, and communicate information
4. Integrate information literacy skills into all areas of learning and pursue information independently to become life-long learners

## Staffing

To staff school libraries, the Board may appoint one or more teacher librarians who possess an appropriate credential issued by the Commission on Teacher Credentialing. Any teacher librarian employed by the district shall be authorized to perform the following duties:

1. Instruct students in the choice and use of library materials and technology
2. Plan and coordinate school library programs with the district's instructional programs
3. Select materials for school and district libraries
4. Coordinate or supervise library programs at the district level
5. Plan and conduct a course of instruction for volunteers who assist in the operation of school libraries
6. Supervise classified personnel assigned school library duties
7. Develop procedures for and management of the school and district libraries

The Board also may appoint classified paraprofessionals to serve as library aides or library technicians. Volunteers may assist with school library services in accordance with law, board policy, and administrative regulation.

The Superintendent or designee shall develop procedures for the selection and evaluation of library materials.

Whenever a school receives state funding for school and library improvement pursuant to Education Code 41570-41573, the school site council shall develop a single plan for student achievement that addresses the needs of the school's library media center.

In developing a districtwide plan, the Superintendent or designee is encouraged to consult with school library media teachers, classroom teachers, administrators, parents/guardians, and students as appropriate in the development of the plan.

The districtwide library plan shall describe the district's vision and goals for the district's libraries and action steps including how funds will be distributed to school sites. As appropriate, the plan may also address staffing, facilities, selection and evaluation of materials, prioritization of needs, and other related matters.

When state funding is available for library materials in grades K-4 classrooms, the Superintendent or designee shall develop, for certification by the Board, a districtwide classroom library plan grades K-4. The plan shall include a means of preventing loss, damage, or destruction of the materials.

The Superintendent or designee is encouraged to consult with primary grade teachers and school and/or county office of education library media teachers in the development of the plan for Grades K-4 and to consider selections from the list of books recommended by the State Librarian pursuant to Education Code 19336.

Responsibility for the selection of library materials is delegated to the professional library staff through the principal. School librarians shall evaluate materials, using professional selection aids and standards, in accordance with law, Board policy, and administrative regulation. The

selection process shall invite recommendations from administrators, teachers, other staff, parents/guardians, and students as appropriate.

Library materials shall include print and electronic resources that align with the curriculum and are accessible to students with varying cognitive or language needs.

Library materials shall be continually evaluated in relation to evolving curricula, new formats of materials, new instructional methods, culturally relevant topics, and the needs of students and teachers. Materials that contain obsolete subject matter or are no longer appropriate shall be removed, and lost or worn materials may be replaced if possible.

Complaints regarding the appropriateness of library materials shall be addressed using the district's procedures for complaints regarding instructional materials.

Students shall be allowed to borrow school library materials at no charge for use in the library and classrooms as well as out of school. To encourage students to return materials in a timely manner, a nominal fee may be charged for the later return of materials.

The district shall, on or before August 31 each year, report to the California Department of Education on the condition of school libraries for the preceding year ending June 30.

Legal Reference:

EDUCATION CODE

1703 Coordination of district library services by county superintendent

1770-1775 Provision of library services by county superintendent

18100-18203 School libraries

18300-18571 Union high school district/unified school district library district

19335-19336 Reading Initiative Program; recommended books

41570-41573 School and Library Improvement Block Grant

44868-44869 Qualifications and employment of library media teachers

45340-45349 Instructional aides

60119 Sufficiency of textbooks and instructional materials; public hearing

60240-60251.5 State Instructional Materials Fund, purchase of classroom library materials

60420-60424 Instructional Materials Funding Realignment Program

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

18181 Districtwide library plan

52012 Establishment of school site council

52014-52015 School plans

CODE OF REGULATIONS, TITLE 5

16040-16043 School libraries

80053 Library media service teaching credential

UNITED STATES CODE, TITLE 20

6383 Improving Literacy Through School Libraries grant program

Management Resources:

CDE PUBLICATIONS

Check It Out! Assessing School Library Media Programs, 1998

Recommended Literature: Kindergarten Through Grade Twelve

CALIFORNIA SCHOOL LIBRARY ASSOCIATION PUBLICATIONS

Standards and Guidelines for Strong School Libraries, 2004

WEB SITES

American Library Association: <http://www.ala.org>

American Association of School Librarians: <http://www.ala.org/aasi>

California Department of Education, School Libraries: <http://www.cde.ca.gov/ci/cr/lb>

California Library Association: <http://www.cla-net.org>

California School Library Association: <http://www.csla.net>

**Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
adopted: August 19, 2009 Santa Monica, California  
revised: September 22, 2011**



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## **MAJOR ITEMS**



TO: BOARD OF EDUCATION

ACTION/MAJOR

09/22/11

FROM: SANDRA LYON

RE: NOMINATION FOR MEMBERSHIP ON LOS ANGELES COUNTY COMMITTEE  
ON SCHOOL DISTRICT ORGANIZATION

RECOMMENDATION NO. A.24

The Los Angeles County Committee on School District Organization is requesting that the governing board of each school and community college district submit nominations for membership on the County Committee to fill three open seats. The four-year term runs from October 2011 through October 2015.

COMMENT: The Los Angeles County Committee on School District Organization (County Committee) is an 11 member body charged by the legislature with responsibilities in the area of school district organization, unification, formation, boundary changes, the manner in which governing board members are elected, and the establishment and abolition of trustee areas. The County Committee is comprised of two members representing each of the five Supervisorial districts, plus one member elected at-large.

On October 20, 2011, the following four-year terms of office on the County Committee will be filled by election, and the candidates will serve through October 2015:

- Vacant (Third Supervisorial District);
- Ms. Suzan T. Solomon (Fifth Supervisorial District); and,
- Mr. Lloyd de Llamas (At-Large Representative).

SMMUSD is in the third supervisorial district.

**NOMINEE REQUIREMENTS**

- Any nominee must be available to serve the term of office, which will begin on the date of election on October 20, 2011, and expire on the date of election in October 2015.
- All nominees for the seats in the Third and Fifth Supervisorial Districts must reside in those districts. Nominees for the At-Large seat may reside anywhere in Los Angeles County.
- All nominees must be registered voters.
- Employees of school and community college districts, and county offices of education, are excluded from membership on the County Committee.
- A member of a school or community college district governing board, who is otherwise eligible, may simultaneously serve as a member of the County Committee.
- To ensure representation that is balanced and diverse, the County Committee encourages school and community college districts to additionally consider nominating non-school district community leaders/individuals to serve on the County Committee.
- The County Committee members whose terms are expiring this year are eligible to be nominated to serve another term of office, as there is no limit on the number of terms a County Committee member may serve.

## **NOMINATION PROCESS**

- A governing board may submit more than one nomination.
- A governing board may nominate an individual who resides outside their district.
- A governing board wishing to submit a nomination(s) must send the name(s) of the nominee(s), accompanied by a biographical sketch not to exceed 200 words, to LACOE.

## **ELECTION PROCESS**

- The election of members to the County Committee will take place at an annual meeting of the voting representatives of the governing boards of school and community college districts called for that purpose.
- The annual meeting will be held in conjunction with the fall meeting of the Los Angeles County School Trustees Association on October 20, 2011. Information concerning the time and location of this meeting will be distributed when available.
- The election is an at-large election. The voting representative from each district governing board will cast a vote for each vacant position. It is not necessary for a district to fall within the boundaries of a Supervisorial district where a vacancy exists in order to make a nomination or to cast a vote.
- The person from your district entitled to vote at the annual meeting is the person selected by your board pursuant to EC §35023 (K-12 school districts), or EC §72403 (community college districts).
- The voting representative may opt to vote by using an absentee ballot in lieu of casting a vote at the annual meeting. The use of an absentee ballot is the preferred method.
- Your district's voting representative will receive biographical information on the candidates and voting instructions approximately one month prior to the meeting. An "Absentee Ballot" form will also be provided at that time to districts desiring to utilize this method of voting in lieu of attending the annual meeting to cast a vote.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

09/22/11

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: INCREASE IN STAFFING (FTE) – EDUCATIONAL SERVICES

RECOMMENDATION NO. A.25

It is recommended that the Board of Education approve a 1.0 FTE (8 Hrs/11 month) Office Specialist position to comply with medical accommodation requirements.

FUNDING NOTE: The 2011-2012 budget will be adjusted \$ 42,645 for salary and benefits.

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



TO: BOARD OF EDUCATION

ACTION/MAJOR

09/22/11

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: INCREASE IN STAFFING (FTE) – SANTA MONICA HIGH SCHOOL

RECOMMENDATION NO. A.26

It is recommended that the Board of Education approve two (2) 0.5 FTE (4 Hrs/day) Instructional Assistant, Physical Education positions to provide additional assistance for the PE/Sports program at Santa Monica High School.

FUNDING NOTE: The 2011-2012 budget will be adjusted \$ 85,292 for salary and benefits.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:





TO: BOARD OF EDUCATION

ACTION/MAJOR

09/22/11

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

RE: INCREASE IN STAFFING (FTE) – SPECIAL EDUCATION

RECOMMENDATION NO. A.27

It is recommended that the Board of Education approve 5.0 FTE for the following positions in order to comply with IEP requirements.

- 1 6-hour (0.75 FTE) Inst Asst – Developmental Health
- 3 6-hour (0.75 FTE) Inst Asst – Special Education (1 on 1 aide)
- 2 5-hour (0.625 FTE) Inst Asst – Special Education (1 on 1 aide)
- 1 6-hour (0.75 FTE) Inst Asst – Specialized

FUNDING NOTE: The 2011-2012 budget will be adjusted \$ 203,748 for salary and benefits.

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



TO: BOARD OF EDUCATION  
 FROM: SANDRA LYON / DEBRA MOORE WASHINGTON  
 RE: INCREASE IN STAFFING (FTE)

ACTION/MAJOR  
 09/22/11

RECOMMENDATION NO. A.28

It is recommended that the Board of Education approve the following modifications to staffing (2.62 FTE) to support 2011-2012 enrollment.

1 Teacher position	1.0 FTE	Will Rogers Elementary
2 Instructional Assistant – classroom positions	0.75 FTE, 6 hrs/day	Roosevelt Elementary
Fund 0.12 FTE of an Instructional Assistant – classroom position <i>(4 hours per day funded by Webster PTSA)</i>	0.625 FTE, 5 hrs/day	Webster Elementary

FUNDING NOTE: The 2011-2012 budget will be adjusted \$126,311 for salary and benefits.

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



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## **DISCUSSION ITEMS**



TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON  
RE: ENROLLMENT AND STAFFING REPORT

DISCUSSION  
09/22/11

DISCUSSION ITEM NO. D.01

This discussion item allows the Board of Education to hear an update from staff regarding enrollment and staffing data at each site as of Thursday, September 8, 2011.

The staffing process begins in February of each school year and continues through the spring and summer. It culminates around the third week of September. Human Resources staff works with the school sites throughout this period to address staffing needs.

The SMMUSD contract with SMMCTA reads, *“Whenever administratively practical and whenever the District’s financial resources allow and facilities permit, the District shall make every effort to maintain elementary classes at thirty (30) or less...maintain middle school classes at thirty-four (34) or less, and high school classes at thirty-five (35) or less...”* (Article VIII.A.1, 2). For the 2011-2012 school year, the teacher-to-student ratios were established at 25:1 for K-3 and 30:1 for grades 4 and 5. At Title I schools, the ratio was established at 27:1 for grades 4 and 5. Secondary teacher-to-student ratios for grades 6 through 12 were set at 35:1, except JAMS, which had a ratio of 33:1. During the first ten days of the fall semester, the sites conduct a physical count of students. Based on these numbers, necessary adjustments are made to help balance classes.

This report presents a general timeline for the staffing allocation process. It also will show enrollment data and provide details on the number of K-3 classes staffed at a ratio of 25:1 or less. At the Kindergarten level, 80% of the classes are staffed at or below the ratio. Details on elementary (grades 1 through 5) and secondary (grades 6 through 12) classes will be available at the board meeting.





TO: BOARD OF EDUCATION

DISCUSSION

09/22/11

FROM: SANDRA LYON

RE: UPDATE ON THE IMPLEMENTATION OF THE BOARD OF EDUCATION'S  
DIRECTIVES TO STAFF RELATIVE TO THE WRESTLING INCIDENT

DISCUSSION ITEM NO. D.02

At the June 30, 2011, board meeting, the Board direct district staff to take the following steps in response to the wrestling incident that occurred at Santa Monica High School in May 2011:

1. Reexamine our district's curriculum regarding diversity, tolerance and racial and ethnic sensitivity, to identify areas of weakness and opportunities for strengthening it.
2. Ensure that professional development for administrators and other district staff include racial and ethnic sensitivity training annually.
3. Engage with the Board in a process of examining the district's relevant policies and modifying them as needed to ensure that they are consistent with our expectations and values regarding support and consequences for students and the behavior of district staff.
4. Assist the Board in reconstituting the Intercultural District Advisory Committee.
5. Ensure that all necessary and appropriate support is provided to the student(s) who were adversely affected by the May incident, and their families, during the summer and upcoming school year.

During this discussion item, staff will update the board on the district's progress in meeting these directives.



TO: BOARD OF EDUCATION

DISCUSSION

09/22/11

FROM: SANDRA LYON

RE: MEMORANDUM OF UNDERSTANDING WITH LOS ANGELES COUNTY  
DEPARTMENT OF MENTAL HEALTH

DISCUSSION ITEM NO. D.03

It is recommended that the Board of Education consider a Memorandum of Understanding with the Los Angeles County Department of Mental Health to provide mental health services to students with disabilities.

COMMENTS: On June 30, 2011, Assembly Bill 114, Statutes 2011 was signed into law. Under AB 114, several sections of Chapters 26.5 of the California Government Code were amended or rendered inoperative, thereby ending the state mandate on county mental health agencies to provide mental health services to students with disabilities.

Local education agencies (LEAs) must ensure that students continue to receive all services delineated in the Individual Education Programs (IEPs) without interruption and in compliance with all applicable federal timelines. The provision of any related service must continue until an IEP team determines that the student no longer requires the service.

The Los Angeles County Department of Mental Health (LACDMH) received an increase in funds for 2011-12 to provide mental health services during this transitional school year. The Tri-City SELPA is also receiving additional funds to provide these services.

LACDMH funding will be used until it is completely expended. Meanwhile, the Tri-City SELPA will develop and fund a program to provide the services when LACDMH no longer has funding.

Attached is the MOU.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
LOS ANGELES COUNTY  
AND**

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**REGARDING  
FUNDING AND PROVISION OF EDUCATIONALLY-RELATED MENTAL HEALTH  
SERVICES TO STUDENTS ELIGIBLE UNDER THE INDIVIDUALS WITH DISABILITIES  
EDUCATION ACT**

THIS MEMORANDUM OF UNDERSTANDING (“MOU”), is made by and between the County of Los Angeles, including but not limited to, the Department of Mental Health (hereinafter referred to as “County”) and the \_\_\_\_\_ (“District”) with respect to the provision of educationally-related mental health services by the District under the Individuals with Disabilities Education Act (“IDEA”) as contained in paragraph (26) of section 1401 of Title 20 of the United States Code and section 56363 of the California Education Code (“educationally-related mental health services”) to students who reside within the District boundaries, attend a school of the District, or are who are otherwise the responsibility of the District and funded through the District, and the provision of mental health services by the County under applicable California law (e.g. Bronzan-McCorquodale Act, Mental Health Services Act (“MHSA”), Mental Health Services Fund, and Children’s Mental Health Services Act) (collectively referred to herein as “State law”) to that same population.

**RECITALS**

WHEREAS, the District and the County each have obligations to provide specified mental health services to children residing within District and/or County, with the District’s obligation arising under the IDEA as contained in paragraph (26) of section 1401 of Title 20 of the United States Code and section 56363 of the California Education Code and the County’s obligation arising under State law;

WHEREAS, since 1986, County has been responsible to arrange and/or provide educationally-related mental health assessments and services to eligible special education students upon referrals by District pursuant to Section 26.5 of Division 7 of the California Government Code sections 7570-7590 and the implementing regulations (entitled “Interagency Responsibilities for Providing Services to Children with Disabilities” and commonly known as and referred to hereinafter collectively as “AB 3632”). AB 3632 defined educationally-related mental health services to include: individual or group psychotherapy, collateral services, medication monitoring, day treatment, day rehabilitation, case management, transportation, and residential placement.

WHEREAS, the IDEA requires local educational agencies (“LEAs”), including District, to provide a free, appropriate public education (“FAPE”) to eligible students with disabilities, which may include psychological services, social work services, and counseling services, as required to assist a student with a disability to benefit from special education;

WHEREAS, the process for the provision of educationally-related mental health assessment, services and/or placements to eligible students in the State of California was previously governed by AB 3632;

WHEREAS, on October 8, 2010, the California Governor (“Governor”) vetoed a fiscal year 2010-11 appropriation for educationally-related mental health services mandated by AB 3632 (“the veto”) and stated that “[t]his mandate is suspended”;

WHEREAS, at the time of the veto, AB 3632 remained codified and required counties and their mental health departments to conduct mental health assessments under the IDEA and to provide necessary educationally-related mental health services, including residential care-based treatment (i.e., placement including the provision of psychotherapy and other needed mental health services), day treatment, and outpatient counseling to students with disabilities, as identified within the student’s individualized education program (“IEP”), pursuant to Government Code sections 7570, 7572, and 7572.5, and imputed county departments of mental health’s recommendations for mental health services onto the IEP team which had referred the student to the counties for assessment;

WHEREAS, shortly after the veto, litigation ensued among, by, and/or against the State Department of Education, State Department of Mental Health, the Governor, LEAs, and counties, regarding the force and effect of the Governor’s veto on the AB 3632 mandate and the respective parties rights and responsibilities thereunder;

WHEREAS, pursuant to that litigation, the Superior Court in Sacramento and the California Court of Appeal held that the Governor’s October 8, 2010 veto suspended the AB 3632 mandate for the fiscal year 2010-11;

WHEREAS, on June 30, 2011, the Governor signed AB 114, which provides that AB 3632 is inoperative as of July 1, 2011 and repealed effective January 1, 2012, and at the time of this MOU, there is no pending legislation known to the Parties to amend the Education Code or otherwise enact state statutory law to otherwise govern the provision of educationally-related mental health services;

WHEREAS, under State law, the County is obligated to provide medically-necessary mental health services to eligible individuals, including seriously emotionally disturbed students in Los Angeles County, who have qualifying mental health needs; some of these services are the same services that the District may be obligated to provide under the IDEA as contained in paragraph (26) of section 1401 of Title 20 of the United States Code and section 56363 of the California Education Code and some of the same individuals who also qualify for educationally related mental health services from the District under the IDEA;

WHEREAS, in March 2011, the Legislature passed and the Governor signed AB 100, amending the MHSA and Children’s Mental Health Services Act, among others, to provide MHSA funding to counties for mental health services for special education students and requiring the Controller to distribute to counties ninety-eight million five hundred eighty-six thousand dollars (\$98,586,000) from the Mental Health Services Fund for mental health services for special education students, based on a formula determined by the State in consultation with the California Mental Health Directors Association and that LEAs are responsible for the costs of services exceeding the amount distributed to the applicable county pursuant to AB 100;

WHEREAS, AB 100 provides MHSA funding for mental health services to special education students in the 2011-2012 school year but does not address the rights and/or obligations of LEAs and/or counties to provide mental health services to special education students, or otherwise codify a division or coordination of responsibility between the LEAs and counties in the provision of mental health services

to special education students, and further does not refer to reinstating the AB 3632 legislation, division of responsibility, or obligations;

WHEREAS, by this MOU the Parties intend to ensure that AB 100 funds are utilized so that special education students residing in the District continue to be identified, assessed and provided with educationally-related mental health services required by the IDEA as contained in paragraph (26) of section 1401 of Title 20 of the United States Code and section 56363 of the California Education Code and to identify the rights and obligations of the Parties in conformity with AB 100 and after AB 3632 becomes inoperative and/or repealed; and,

WHEREAS, the Parties intend to reserve all rights each may have at the time this MOU is executed, and agree that nothing in this MOU shall waive or limit either party's rights, including any right to seek reimbursement from the other party for all costs incurred in providing educationally-related mental health services under the IDEA to eligible students.

#### OPERATIVE PRINCIPLES

Accordingly, and in light of the foregoing recitals, the Parties agree that this MOU is to be implemented, interpreted and viewed in light of the following Operative Principles:

- District is responsible under the IDEA for the provision of FAPE to eligible students, including the provision of educationally-related mental health services as contained in paragraph (26) of section 1401 of Title 20 of the United States Code and section 56363 of the California Education Code, and County is obligated under State law, subject to funding and eligibility, to provide mental health services to children in Los Angeles County.
- There is no federal IDEA obligation or state law obligation on County to provide FAPE, and there is no federal or state law obligation for District to provide mental health services that are not educationally-related, and this MOU is not intended to create any such obligations. This MOU is not intended to make County a "public agency" within the meaning of IDEA and/or subject to the IDEA's dispute resolution provisions
- Absent reinstatement of and appropriation of funding by the State for AB 3632 services, there is no statutory mandate on County to provide AB 3632 services or on the District to refer students to the County for mental health assessments and services under AB 3632.
- The provision of funds to County pursuant to AB 100 for mental health services for special education students does not create a statutory obligation on County to provide FAPE, and County is not otherwise required to provide educationally-related mental health services, except to the extent non-special education-related State law provides for the provision of the same or similar mental health services to the same or similar students.
- The Parties anticipate that County will be transitioning the provision of educationally-related mental health services to school districts within the County, including the District, and that County intends the transition to be completed by December 31, 2011, and in no event, later than June 30, 2012 unless AB 100 funds are depleted prior to that date. The parties intend to not disrupt the provision of services to students and to make a good faith effort to ensure a smooth and seamless transition of the provision of educationally-related mental health services from the County to the District.

NOW, THEREFORE, based on such recitals, operative principles, and other mutual considerations and promises herein, the Parties agree as follows:

**1. Referrals and assessment reports:** District may refer students with suspected educationally-related mental health needs arising from a qualifying or suspected IDEA disability to County for mental health assessment, and County will process and complete that assessment in accordance with Exhibit 1 attached hereto, except that County may only recommend educationally-related mental health services and such determinations will only be advisory to, and not otherwise binding upon, the District. Referrals will be made through a District assessment plan; County will no longer use its own assessment plan. The County agrees that it does not have the right to refuse any referrals made by District and must conduct the assessment within the District's 60-day timeline as required by the IDEA unless County assessments have been terminated pursuant to the terms of this MOU.

**2. Array of services:** Upon request from the District, and pursuant to IEPs developed and reviewed by the District, County agrees to provide educationally-related mental health services to District students during the term of this MOU pursuant to this MOU, which may include: mental health services consultation; assessment and re-assessment; preparation of reports; IEP team meeting attendance, participation, and acknowledgement of attendance and/or participation; monitoring, case management, placement in, and contracting with residential facilities; contracting with mental health service providers, as needed, including for day treatment and outpatient counseling; and, participation in due process hearing proceedings and compliance complaints which may arise from the provision of educationally-related mental health services. The array of services will be provided for a student with a disability, as defined under the IDEA, in paragraph (3) of Section 1401 of Title 20 of the United States Code, and shall include necessary related services as defined in paragraph (26) of Section 1401 of Title 20 of the United States Code, and designated instruction and services, as defined in Section 56363 of the California Education Code.

**3. Anticipation of Transition of Educationally-Related Mental Health Services to District:** It is understood and agreed that as part of the anticipated transition of the provision of educationally-related mental health services to District, and in anticipation of the State no longer providing funding to counties to provide educationally-related mental health services to special education students, the County may reduce the amounts and/or types of educationally-related mental health services it offers accordingly subject to the limitations set forth herein. Under no circumstances will County terminate an educationally-related mental health service without at least 20 business days' notice to the District nor may County terminate services such that the District does not receive the full benefit of AB 100 funds earmarked for educationally-related mental health services for eligible special education students. County understands that in some circumstances the District may need to convene an IEP team meeting to effect a change in service previously provided by County and County will not terminate those services pending the IEP team meeting unless otherwise agreed to by parent/guardian or, if applicable, student. Upon the request of, and at the cost to, the District, the County will provide consultation and/or training services to the District to aid in the transition of the provision of the educationally-related mental health services to District. To the extent legally permissible, County may use AB 100 funding to pay for these services. These consultations may range in format from individual district training to multiple district group forums. The County will endeavor to schedule a group forum for a date prior to September 6, 2011, at no cost to District.

**4. Records:** County and District will collaborate on an ongoing basis to ensure the transfer of records from County to District employees with the transition of services to the District and to record implementation and cost data for educationally-related mental health services provided to District students by the County through their IEPs and pursuant to this MOU. County agrees to provide data in a mutually agreeable electronic format.

**5. District's Provision of FAPE:** It is understood and agreed that the District has the right and obligation under IDEA to determine which educationally-related mental health services as contained in paragraph (26) of section 1401 of Title 20 of the United States Code and section 56363 of the California Education Code are needed for an eligible student to receive FAPE and that County will provide services requested by the District in conformity with the IEP, pursuant to this MOU only. District may use County to provide educationally-related mental health services or may independently, or through a third party vendor, provide for educationally-related mental health services. Once AB 100 funds are exhausted, District shall bear the costs of, and pay County for, the provision of educationally-related services provided in accordance with this MOU to District students; County shall reimburse or not charge District to the extent that any such services are paid for by other State or federal funding sources (e.g., Medi-Cal, other MHSA funds, EPSTD).

**6. Individual Services Agreement Execution:** Attached hereto as Exhibit 2 is an Individual Services Agreement ("ISA") template which shall be used to develop an ISA for each eligible student for whom County is to provide any of the educationally-related mental health services set forth in paragraph 2 above. Attached hereto as Exhibit 3 is a rate sheet of estimated costs, including administrative fees for County, for the educationally-related mental health services set forth in paragraph 2 above to assist with the completion of the ISA. Within ten (10) business days of County's receipt of ISA for eligible student(s), County shall verify or, if necessary, provide the required information to the District to complete and execute the ISA. County agrees to provide information and/or records to demonstrate the implementation of the ISA educationally-related mental health services.

**7. Individual Services Agreement Expenditures:** Attached hereto as Exhibit 3 is a rate sheet of estimated costs for the educationally-related mental health services set forth in paragraph 2. Every two months during the term of this MOU, County shall provide a statement/invoice identifying the funds expended based on the estimated rate sheet on District students, the potential source(s) of the funding for the services provided, and an estimate of the total remaining funds available under the County's AB 100 allocation.

**8. Reconciliation:** In providing educationally-related mental health services under this MOU or charging the District for any cost incurred related thereto, to the extent legally permissible, County shall identify and use any and all alternative funding sources under the Bronzan-McCorquodale Act, Mental Health Services Fund, MHSA, AB100, Medi-Cal, Medicare, Early and Periodic Screening, Diagnosis, and Treatment ("EPSDT"), and/or any other State and/or federal funding sources designated for the provision of the mental health services to the District student who may also qualify for such services under the IDEA. A final accounting shall be completed by County when Medi-Cal approvals are finalized and the State has issued its Cost Report Reconciliation and Settlement to the County but, in no event later than January 31, 2013. This final accounting shall be based upon and include a break out of the following: the actual cost of educationally-related mental health services provided to District students pursuant to the ISA(s); a County administrative fee which shall not exceed 5% of the actual cost of service(s) provided pursuant to the ISA(s); and, an offset for payments received by County from any and all alternate funding sources under the Bronzan-McCorquodale Act, Mental Health Services



Fund, MHSA, AB100, Medi-Cal, Medicare, EPSDT, and/or any other State and/or federal funding sources for the provision of the same mental health services provided to District students pursuant to the ISA(s). Within sixty (60) calendar days of the final reconciliation, unless otherwise prohibited by law, any AB 100 funds or other funds available for the provision of educationally-related mental health services to District students but not fully utilized by County shall be paid to District; any amount overpaid by District to County based upon the estimated statements/invoices received during the term of the MOU shall be paid by County to District; and, any funds owed by District to County shall be paid by District to County.

**9. Cooperation in Administrative Proceedings:** Although County will not be named by the District as a party to due process proceedings regarding issues arising on or after July 1, 2011 under the IDEA's procedural safeguards, County agrees to fully cooperate with the District with regard to all administrative and/or other legal proceedings involving special education students receiving services from County pursuant to this MOU.

**10. Privacy:** County and District acknowledge the protections afforded to student health information under regulations adopted pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Pub. L. No. 14-109, students records under the Family Educational Rights and Privacy Act (FERPA), 20 USC Section 1232g; and under provisions of California law relating to privacy of student information. County and District shall ensure that all activities and communications undertaken under this MOU will conform to the requirements of these laws to the extent that they are applicable.

**11. Modification:** This MOU shall not be modified or amended without the mutual written consent of the Parties. If any actual or physical deletions or changes appear on the face of the MOU, such deletions or changes shall only be effective only if the initials of both contracting Parties, along with the date of initialization, appear beside such deletion or change.

**12. Integration:** This MOU represents the entire understanding of District and County as to those matters contained herein, and supersedes and cancels any prior oral or written understanding, promises or representations with respect to those matters covered hereunder. This MOU may not be modified or altered except in writing and signed by both Parties hereto. This is an integrated MOU. Nevertheless, the Parties reserve all rights each may have under prior MOUs and/or state and federal laws. The Parties intend to reserve all rights each may have at the time this MOU is executed, and agree that nothing in this MOU shall waive or limit either party's rights, including any right to seek reimbursement from the other party for all costs incurred in providing educationally-related mental health services under the IDEA to eligible students.

**13. Laws and Venue:** This MOU contains the complete and final understanding of the Parties' rights, duties and obligations with respect to the transaction discussed in this MOU and supersedes all prior MOUs, contracts, understandings and commitments whether oral or written with respect to the subject matter of this MOU. This MOU shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this MOU, the action shall be brought in a state or federal court with jurisdiction over agencies in Los Angeles County, State of California, and damages may flow from any failure to provide mental health services as provided in this MOU. The Parties agree that this MOU may be enforced by writ of mandate.

**14. Third Party Rights:** Nothing in this MOU shall be construed to confer any rights or benefits to anyone other than the Parties hereto nor shall any of the provisions be construed as an admission by

either the District or the County of a duty or obligations to anyone other than the Parties hereto. This document shall not be an exhibit to any proceeding other than between the Parties hereto.

**15. Severability/Waiver:** The unenforceability, invalidity or illegality of any provision(s) of this MOU shall not render the other provisions unenforceable, invalid, or illegal. No waiver of any provision of this MOU shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

**16. Term:** The term of this Agreement shall commence on July 1, 2011, and shall continue from month to month until terminated by either party, however in no event shall this MOU extend beyond June 30, 2012. At that time it is expected that District shall be capable of and shall provide the educationally-related services provided by County under this MOU. This MOU may be extended by the Parties' mutual written consent.

**17. Termination:** This MOU may be terminated at any time upon the mutual agreement of the Parties or by either party upon 20 business days' advanced written notice to the other party. Unless otherwise prohibited by law, should any AB 100 funds or other allocation of funds to which the District is entitled remain with the County at the time of termination of the MOU, such funds shall be transferred to the District within sixty (60) calendar days after reconciliation in accordance with paragraph 8 above.

**18. Dispute Resolution:** County and District agree that, upon the mutual consent of the Parties, the following process will be used to address disputes pertaining to the implementation of the MOU. It is understood that these dispute resolution procedure shall not preclude or otherwise interfere with the right to bring an action as conferred in paragraphs 12 and 13 and does not pertain to special education due process hearing complaints.

County and District shall name a mutually agreed upon neutral party (hereinafter "Outside Party") to assist in resolving disputes using a process of facilitated communication through non-binding mediation between County and District. The Parties will use the following process:

- A written notice of the request for dispute resolution, including a description of the concerns to be addressed, shall be forwarded by the aggrieved party initiating the dispute to the non-initiating party;
- If the issue is not resolved within ten (10) business days of the date of the written notice of the request for dispute resolution, the aggrieved agency initiating the dispute shall request that the Outside Party be contacted to schedule a meeting between the agencies;
- No later than thirty (30) calendar days from the date Outside Party is contacted, a resolution plan between the Parties will be developed with the assistance of the Outside Party. The signatories of this MOU or their designees shall be responsible for assuring the agreements included in the resolution plan are implemented;
- Each party shall bear its own costs related to the use of this dispute resolution process except that those costs related to retention of the Outside Party shall be shared equally between the District and County.

**19. Indemnification:**

To the fullest extent permitted by law, District shall defend, indemnify, and hold harmless County, its agents, representatives, officers, consultants, employees, trustees, and volunteers from any and all losses, liabilities, claims, suits, and actions of any kind, nature, and description, including, but not limited to, attorneys' fees and costs, that arise out of or result from the exclusive negligent, wrongful or willful acts or omissions of the District, its employees, agents, subcontractors, independent contractors, consultants, or other representatives; and, in the event any action or proceeding in any forum is brought against the County for any such acts or omissions of the District, District shall defend the same at District's expense, including retaining counsel.

To the fullest extent permitted by law, County shall defend, indemnify, and hold harmless District, its agents, representatives, officers, consultants, employees, trustees, and volunteers from any and all losses, liabilities, claims, suits, and actions of any kind, nature, and description, including, but not limited to, attorneys' fees and costs, that arise out of or result from the exclusive negligent, wrongful or willful acts or omissions of the County, its employees, agents, subcontractors, independent contractors, consultants, or other representatives; and, in the event any action or proceeding in any forum is brought against the District for any such acts or omissions of the County, County shall defend the same at County's expense, including retaining counsel acceptable to District.

**20. Force Majeure:** Neither party shall be deemed to be in default of the terms of this MOU if either party is prevented from performing the terms of this MOU by causes beyond its control, including without being limited to: acts of God; any laws and/or regulations of State or Federal government; or any catastrophe resulting from flood, fire, explosion, or other causes beyond the control of the defaulting party. If any of the stated contingencies occur, the party delayed by force majeure shall immediately give the other Parties written notice of the cause for delay. The party delayed by force majeure shall use reasonable diligence to correct the cause of the delay, if correctable, and if the condition that caused the delay is corrected, the party delayed shall immediately give the other party written notice thereof and shall resume performance of the terms of this MOU. Neither party shall be liable for any excess costs if the failure to perform the MOU arises from any of the contingencies listed above.

**21. Notices:** All notices provided for by this MOU shall be in writing. Notices shall be mailed, electronically delivered or delivered by hand and shall be effective as of the date of receipt by addressee.

All notices related to this MOU shall be mailed to District and shall be addressed to:

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All notices related to this MOU shall be mailed to County and shall be addressed to:

**Paul L. McIver**  
**Los Angeles County Department of Mental Health**  
**600 S. Commonwealth Avenue**  
**Los Angeles, CA 90005**  
**Telephone: (213) 739-2334**  
**Fax: (213) 738-6521**

**22. Representation on Authority of Parties/Signatories:** Each person signing this MOU represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this MOU. Each party represents and warrants to the other that the execution and delivery of the MOU and the performance of such party's obligations hereunder have been duly authorized and that the MOU is a valid and legal agreement binding on such party and enforceable in accordance with its terms.

**23. Incorporation of Recitals:** The Parties understand and agree that the recitals set forth above are terms of this MOU and are incorporated herein by this reference.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the dates of their signatures.

\_\_\_\_\_ DISTRICT

By: \_\_\_\_\_ (Date)  
Title: \_\_\_\_\_

COUNTY OF LOS ANGELES

By: Marvin J. Southard, DSW (Date)  
Director, Department of Mental Health

TO: BOARD OF EDUCATION

DISCUSSION

09/22/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: CONSIDER REVISING BP 3550 – FOOD SERVICE/CHILD NUTRITION PROGRAM

DISCUSSION ITEM NO. D.04

It is recommended that the Board of Education consider revising BP 3550 – Food Service/Child Nutrition Program.

COMMENT: CSBA is recommending this policy update to reflect new federal law (P.L. 111-296), which reauthorized and revised requirements for the National School Lunch and Breakfast Programs. The policy also adds optional language regarding a goal to maximize student participation in meal programs, establishment of school gardens and farm-to-school programs, and offering of multiple choices within a meal service.

**FOOD SERVICE/CHILD NUTRITION PROGRAM**

The Board of Education recognizes that students need adequate, nourishing food in order to grow, learn and maintain good health. To reinforce the district's nutrition education program, foods available on school premises shall be:

1. ~~Carefully~~ Be carefully selected so as to contribute to students' nutritional well-being and the prevention of disease
2. Meet or exceed nutrition standards specified in law and administrative regulation
23. ~~Prepared~~ Be prepared in ways which will appeal to students, retain nutritive quality and foster healthful eating habits
34. ~~Served~~ Be served in age-appropriate quantities and at reasonable prices
5. Be available to students who meet federal eligibility criteria at no cost or at reduced prices, and to other students at reasonable prices

District schools are encouraged to establish school gardens and/or farm-to-school projects to increase the availability of safe, fresh, seasonal fruits and vegetables for school meals and to support the district's nutrition education program.

The Superintendent or designee shall ensure that the meals offered by the district's food service program meet all legal requirements for participation in the National School Lunch and School Breakfast Programs.

The Superintendent or designee shall periodically review the adequacy of school facilities for cafeteria eating and food preparation.

In accordance with law, the Superintendent or designee shall develop and maintain a food safety program in order to reduce the risk of foodborne hazards at each step of the food preparation process, from receiving to service.

The Superintendent or designee shall develop strategies designed to encourage the participation of students and parents/guardians in the selection of foods of good nutritional quality for school menus. Parents/guardians are encouraged to support the district's nutrition education efforts by considering nutritional quality when selecting any snacks which they may donate for occasional class parties.

Legal Reference:

EDUCATION CODE

[35182.5](#) Contracts, non-nutritious beverages  
[38080-38103](#) Cafeteria, establishment and use  
[45103.5](#) Contracts for management consulting services; restrictions  
[49430-49436](#) Pupil Nutrition, Health, and Achievement Act of 2001  
[49490-49494](#) School breakfast and lunch programs  
[49500-49505](#) School meals  
[49510-49520](#) Nutrition  
[49530-49536](#) Child Nutrition Act  
[49540-49546](#) Child care food program  
[49547-49548.3](#) Comprehensive nutrition services  
[49550-49561](#) Meals for needy students  
[49565-49565.8](#) California Fresh Start pilot program  
[49570](#) National School Lunch Act

HEALTH AND SAFETY CODE

[113700-114437](#) California Retail Food Code

CODE OF REGULATIONS, TITLE 5

[15510](#) Mandatory meals for needy students  
[15530-15535](#) Nutrition education  
[15550-15565](#) School lunch and breakfast programs  
[15566-15568](#) California Fresh Start Program  
[15575-15578](#) Requirements for foods and beverages outsider federal meals program

UNITED STATES CODE, TITLE 42

[1751-1769h](#) School lunch programs, including:

[1751](#) Note Local wellness policy  
[1771-1791](#) Child nutrition, especially:

[1773](#) School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 7

[210.1-210.31](#) National School Lunch Program  
[220.1-220.21](#) National School Breakfast Program

Management Resources:

CSBA PUBLICATIONS

*Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, rev. October 2007*  
*Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007*  
*Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006*

CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS

06-110 Restrictions on Food and Beverage Sales Outside of the School Meal Program, August 2006

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Healthy Children Ready to Learn, January 2005*

CALIFORNIA PROJECT LEAN PUBLICATIONS

*Policy in Action: A Guide to Implementing Your Local School Wellness Policy, October 2006*

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

*Guidance for School Food Authorities: Developing a School Food Safety Program Based on the Process Approach to HACCP Principles, June 2005*

*Dietary Guidelines for Americans, 2005*

WEB SITES

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

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

California Department of Public Health: <http://www.cdph.ca.gov>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition): <http://www.californiaprojectlean.org>

California School Nutrition Association: <http://www.calsna.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

National Alliance for Nutrition and Activity: <http://www.cspinet.org/nutritionpolicy/nana.html>

National Association of State Boards of Education: <http://www.nasbe.org>

School Nutrition Association: <http://www.schoolnutrition.org>

U.S. Department of Agriculture, Food and Nutrition Information Center: <http://www.nal.usda.gov/fnic>

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





TO: BOARD OF EDUCATION

DISCUSSION

09/22/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: CONSIDER REVISING BP 3551 – FOOD SERVICE OPERATIONS/CAFETERIA FUND

DISCUSSION ITEM NO. D.05

It is recommended that the Board of Education consider revising BP 3551 – Food Service Operations/Cafeteria Fund.

COMMENT: CSBA is recommending this policy update to reflect the requirements of a new federal law (P.L. 111-296) regarding the pricing of full-price meals, upcoming USDA guidance on indirect costs, and upcoming regulations on qualifications and training of food service personnel.

**FOOD SERVICE OPERATIONS/CAFETERIA FUND**

The Board of Education intends that, insofar as possible, school food services shall be a self-supporting, nonprofit program. To increase cost effectiveness, the Superintendent or designee shall centralize and direct the purchasing of food and supplies, the planning of menus, and the auditing of all food service accounts for the district.

The Superintendent or designee shall ensure that all food services administrators and personnel possess appropriate qualifications and receive ongoing professional development related to the effective management and implementation of the district's food services program.

Meals may be sold to students, district employees, Board members, and employees or members of the fund or association maintaining the cafeteria. (Education Code [38082](#))

In addition, meals may be sold to other individuals and organizations who are on campus during meal times for a legitimate purpose, such as classroom volunteers, parents/guardians, or student siblings.

The Superintendent or designee shall recommend meal prices, based on the costs of providing food services and consistent with Education Code 38084 and 42 USC 1760, for students and nonstudents for approval by the Board. Students who are enrolled in the free or reduced-price meal programs shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation.

~~The Superintendent or designee shall recommend meal prices for students and nonstudents for approval by the Board. Students who are enrolled in the free or reduced-price meal programs shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation.~~

Any meals served to nonstudents shall not be subsidized by federal or state reimbursements, food service revenues, or U.S. Department of Agriculture commodities. Program financial reports shall be presented regularly to the Board.

**Cafeteria Fund**

The Superintendent or designee shall establish a cafeteria fund independent of the district's general fund.

The wages, salaries, and benefits of food service employees shall be paid from the cafeteria fund. (Education Code [38103](#))

**Contracts with Outside Services/Providers**

With Board approval, the district may enter into a contract for food service consulting services or food service management services in one or more district schools. (Education Code 45103.5; 42 USC 1758; 7 CFR 210.16)

~~With Board approval, the district may enter into a contract for management consulting services related to food service.~~

Legal Reference:

**EDUCATION CODE**

[38080-38085](#) Cafeteria, establishment and use

[38090-38095](#) Cafeterias, funds and accounts

[38100-38103](#) Cafeterias, allocation of charges

[42646](#) Alternate payroll procedure

[45103.5](#) Contracts for management consulting services; restrictions

[49490-49493](#) School breakfast and lunch programs

[49500-49505](#) School meals

**HEALTH AND SAFETY CODE**

[113700-114437](#) California Retail Food Code

**UNITED STATES CODE, TITLE 42**

[1751-1769h](#) School lunch programs

[1771-1791](#) Child nutrition, including:

[1773](#) School breakfast program

**CODE OF FEDERAL REGULATIONS, TITLE 7**

[210.1-210.31](#) National School Lunch Program

[220.1-220.21](#) National School Breakfast Program

Management Resources:

**CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT ADVISORIES**

0701.00 Adult and Sibling Meals in the National School Lunch and School Breakfast Programs, No. 00-111

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

California School Accounting Manual

**WEB SITES**

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

California School Nutrition Association: <http://www.calsna.org>

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

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



TO: BOARD OF EDUCATION

DISCUSSION

09/22/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: CONSIDER REVISING BP 3553 – FREE AND REDUCED PRICE MEALS

DISCUSSION ITEM NO. D.06

It is recommended that the Board of Education consider revising BP 3553 – Free and Reduced Price Meals.

COMMENT: This is a mandated updated from CSBA adds new language regarding releasing information from the free and reduced-price meal application when eligible students transfer to another district or private school.

**FREE AND REDUCED PRICE MEALS**

The Board of Education recognizes that adequate nutrition is essential to the development, health, and learning of all students. The Superintendent or designee shall facilitate and encourage the participation of students from low-income families in the district's food service program.

The district shall provide at least one nutritionally adequate meal each school day, free of charge or at a reduced price, for students whose families meet federal eligibility criteria. (Education Code 49550, 49552)

The Superintendent or designee shall ensure that meals provided through the free and reduced-price meal program meet applicable state and/or federal nutritional standards in accordance with law, Board policy, and administrative regulation.

The Board shall approve, and shall submit to the California Department of Education for approval, a plan that ensures that students eligible to receive free or reduced-price meals and milk are not treated differently from other students. (Education Code 49557)

**Confidentiality/Release of Records**

All applications and records related to eligibility for the free and reduced-price meal program shall be confidential except as provided by law. (Education Code 49558)

If a student transfers from the district to another district or to a private school, the Superintendent or designee may release the student's eligibility status or a copy of his/her free and reduced-price meal application to the other district or school to assist in the continuation of the student's meal benefits.

The Board authorizes designated employees to use individual records pertaining to student eligibility for any free and reduced-price meal program for the purposes of: (Education Code 49558)

1. Disaggregation of academic achievement data
2. In any school identified for program improvement under Title I of the No Child Left Behind Act, identification of students eligible for school choice and supplemental educational services

The Board further authorizes the release of information on the school lunch program application to the local agency that determines Medi-Cal program eligibility, provided that the student is approved for free meals and the parent/guardian consents to the sharing of information as provided by Education Code 49557.2.

Legal Reference:

EDUCATION CODE

48980 Notice at beginning of term  
49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001  
49490-49494 School breakfast and lunch programs  
49500-49505 School meals  
49510-49520 Nutrition  
49530-49536 Child Nutrition Act of 1974  
49547-49548.3 Comprehensive nutrition service  
49550-49561 Meals for needy students

CODE OF REGULATIONS, TITLE 5

15510 Mandatory meals for needy students  
15530-15535 Nutrition education  
15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 20

1232g Federal Educational Rights and Privacy Act  
6301-6514 Title I programs

UNITED STATES CODE, TITLE 42

1751-1769h School lunch program  
1771-1791 Child nutrition, especially:

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program  
220.10-220.21 National School Breakfast Program  
245.1-245.13 Determination of eligibility for free and reduced-price meals and free milk

Management Resources:

CSBA PUBLICATIONS

Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, October 2007  
Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007  
Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006  
CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS  
06-103 Conditions for Summer School Meal Waivers and Saturday School Meal Criteria, January 2006  
04-103 Implementation of Final Rule on Verification of Applications for Free and Reduced-Price Meals, August 2004  
98-101 Confidentiality of Free and Reduced-Price Eligibility Information, February 1998

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Feed More Kids, Improve Program Participation

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Provision 2 Guidance: National School Lunch and School Breakfast Programs, Summer 2002

Eligibility Guidance for School Meals Manual, August 2001

WEB SITES

CSBA: <http://www.csba.org>  
California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>  
California Healthy Kids Resource Center: <http://www.californiahealthykids.org>  
California Project LEAN (Leaders Encouraging Activity and Nutrition): <http://www.californiaprojectlean.org>  
U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

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





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## **INFORMATION ITEMS**



TO: BOARD OF EDUCATION

INFORMATION

9/22/11

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

RE: SUPPLEMENTAL TEXTBOOKS

INFORMATION ITEM NO. I.01

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

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

**SpringBoard Mathematics with Meaning, Middle School 3**, by the College Board for grade 8 at all District Middle Schools. Adoption requested by Rosa Serratore.



TO: BOARD OF EDUCATION

INFORMATION

09/22/11

FROM: SANDRA LYON

RE: TERMINATION OF MEMBERSHIP FROM DISTRICT ADVISORY COMMITTEE (DAC)

INFORMATION ITEM NO. I.02

The following individual has been removed from DAC membership due to a lack of attendance.

COMMENT: AR 1220 relating to DACs states, “membership shall automatically terminated any member who is absent from all regular meetings for a period of four (4) consecutive meetings or a total of five (5) meetings within the year.”

**Russ Purtell** was reappointed to the Early Child Care DAC in July 2010 for a three-year term to expire on June 30, 2013. Mr. Purtell has been unable to attend meetings due to scheduling conflicts. Following this termination of membership and including the appointment in Item **No. A.22** in this agenda, there will be ten members on the Early Child Care DAC. The DAC roster is as follows:

Term Expiration Date			
6/30/2012	6/30/2013	6/30/2014	6/30/2015
Amber Rojas	Jeff Jarrow	Fran Chasen	Gleam Davis
Amanda Rosen-Prinz	Jie (Jessie) Zeng	Julie Taren	Jennifer Kennedy
		Patricia Godon-Tann	Samuel Kirk

A letter has been sent to this individual informing him of membership termination. The letter further states, “In the future, if your schedule permits you to regularly attend these meetings, you are more than welcome to reapply to serve on the committee.”



TO: BOARD OF EDUCATION

INFORMATION

09/22/11

FROM: SANDRA LYON / JANECE L. MAEZ

RE: REVISION TO AR 3551 – FOOD SERVICE OPERATIONS/CAFETERIA FUND

INFORMATION ITEM NO. I.03

This is to inform the Board of Education that AR 3551 – Food Service Operations/Cafeteria Fund has been revised.

COMMENT: CSBA is recommending this regulation update to reflect new federal law (P.L. 111-296), which reauthorized and revised requirements for the National School Lunch and Breakfast Programs.

The revised regulation is attached.

**FOOD SERVICE OPERATIONS/CAFETERIA FUND****Payments**

With the exception of students who are eligible to receive meals at no cost, students or their parents/guardians may pay on a per-meal basis or may submit payments in advance. The Superintendent or designee shall maintain an account indicating payments received from each student or his/her parents/guardians for the purchase of school meals.

The food and nutrition services policy for feeding students who come to the cafeteria without money is as follows:

1. Students who are new or who require district assistance are to be fed a full meal for the first three days and marked as paid on the daily sales worksheet
2. Parents/guardians who prepay will receive a written notice when the number of meals available reaches five or cash equivalent. Only one notice will be sent as a reminder. The notice will be sent by the school office.
3. Students will be allowed to owe for only three consecutive complete meals, a value not to exceed the cash equivalent of three full price meals.
4. If a child comes through the serving line without money, the cafeteria lead will issue a notice to the school office. The school office will send this notice to the parent.
5. If a child does not have money and has exceeded his/her three meal credit, a partial meal will be offered to the student. The partial meal will be a nutritionally adequate meal consisting of a cheese sandwich and nonfat milk. A written reminder notice will be sent home with the child on the first day when a partial meal is served. The notice will be sent by the school office.
6. A negative balance report will be printed on a weekly basis and sent to the school office. The school office staff will send a letter or contact all parents/guardians on the list. The school office staff will remind parents of the balance due and the fact that their child may be receiving a partial meal.
7. Meal credits and cash balances may be transferred between household members only.

Unless otherwise agreed upon with the school office or school PTA, parents/guardians are solely responsible for ensuring that their child's account is active and not negative status.

There is no credit or partial meal service for secondary students.

**Reimbursement Claims**

The Superintendent or designee shall maintain records of the number of meals served each day by school site and by category of free, reduced-price, and full-price meals. The Superintendent or designee shall submit reimbursement claims for school meals to the California Department of Education (CDE) using the online Child Nutrition Information and Payment System.



## **Cafeteria Fund**

All proceeds from food sales and other services offered by the cafeteria shall be deposited in the cafeteria fund as provided by law. The income and expenditures of any cafeteria revolving account established by the Board of Education shall be recorded as income and expenditures of the cafeteria fund. (Education Code 38090, 38091, 38092)

The cafeteria fund shall be used only for Board-authorized expenditures necessary for the operation of school cafeterias as defined in the California School Accounting Manual or appropriately reported to the California Department of Education. (Education Code 38091, 38101)

Any charges to, or transfers from, a food service program shall be dated and accompanied by a written explanation of the expenditure's purpose and basis. (Education Code 38101)

Any funds derived from the sale of cafeteria food and deposited in a Board-established cafeteria equipment reserve shall be used only for the purchase, lease, maintenance, or replacement of cafeteria equipment. (Education Code 38102)

## **Contracts with Outside Services/Providers**

The term of any contract for management consulting services related to food services shall not exceed one year. Any renewal of the contract or further requests for proposals to provide such services shall be considered on a year-to-year basis. (Education Code 45103.5)

A contract for food service management consulting services shall not result in the supervision of food service classified staff by the management consultant, nor shall it result in the elimination of any food service classified staff or position or have any adverse effect on the wages, benefits, or other terms and conditions of employment of classified food service staff or positions. (Education Code 45103.5)

Health criteria established by the district for classified staff shall be applicable to all persons providing food service management consulting services. (Education Code 45103.5)

**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 3553 – FREE AND REDUCED PRICE MEALS

RECOMMENDATION NO. A.04

This is to inform the Board of Education that AR 3553 – Free and Reduced Price Meals.

COMMENT: CSBA is recommending this regulation update to reflect new federal law (P.L. 111-296), which provides that the meal application must request only the last four digits of the applicant's social security number and which allows direct certification of foster youth. Regulation also adds new sections on "Verification of Eligibility" and "Prices."

The revised regulation is attached.

**FREE AND REDUCED PRICE MEALS****Nondiscrimination Plan**

The district's plan for students receiving free or reduced-price meals shall ensure the following: (Education Code [49557](#))

1. The names of the students shall not be published, posted, or announced in any manner, or used for any purpose other than the National School Lunch and School Breakfast Programs, unless otherwise provided by law.
2. There shall be no overt identification of any of the students by the use of special tokens or tickets or by any other means.
3. The students shall not be required to work for their meals or for milk.
4. The students shall not be required to use a separate dining area, go through a separate serving line or entrance, or consume their meals or milk at a different time.

When more than one lunch, breakfast, or type of milk is offered, the students shall have the same choice of meals or milk as is available to those students who pay the full price. (Education Code [49557](#); 7 CFR [245.8](#))

**Applications**

The application form and related information shall be distributed to all parents/guardians at the beginning of each school year and shall be available to students at all times during the school day. (Education Code 48980, 49520; 42 USC 1758; 7 CFR 245.5)

At the beginning of each school year, the Superintendent or designee shall send a public release, containing the same information supplied to parents/guardians and including eligibility criteria, to local media, the local unemployment office, and any major employers in the district attendance area contemplating large layoffs. Copies of the public release shall be made available upon request to any interested person. (7 CFR 245.5)

An application form for free or reduced-price meals shall be distributed to all parents/guardians at the beginning of each school year, together with information about eligibility standards, application procedures, and appeal procedures. This form and information shall also be provided whenever a new student is enrolled. (Education Code [48980](#), [49520](#); 7 CFR [245.5](#)) Applications for the free and reduced-price meal program shall be available to students at all times during the regular school day and shall contain the following statements: (Education Code [49557](#); 7 CFR [245.5](#))

1. Applications may be submitted at any time during the school day.
2. Students participating in the National School Lunch and/or School Breakfast Programs will not be overtly identified by the use of special tokens, special tickets, special serving lines, separate entrances, separate dining areas, or by any other means.

## Eligibility

The Superintendent or designee shall determine students' eligibility for the free and reduced-price meal program based on the criteria specified in 42 USC [1758](#) and [1773](#) and 7 CFR [245.1-245.13](#) and made available by the California Department of Education.

When authorized by law, participants in other federal or state programs may be directly certified for enrollment in the free and reduced-price meal program. (Education Code [49561](#))

### Verification of Eligibility

Not later than November 15 of each year, the Superintendent or designee shall verify the eligibility of a sample of household applications approved for the school year in accordance with the sample sizes and procedures specified in 42 USC 1758 and 7 CFR 245.6a. (42 USC 1758; 7 CFR 245.6a)

If the review indicates that the initial eligibility determination is correct, the Superintendent or designee shall verify the approved household application. If the review indicates that the initial eligibility determination is incorrect, the Superintendent or designee shall: (42 USC 1758; 7 CFR 245.6a)

1. If the eligibility status changes from reduced price to free, make the increased benefits immediately available and notify the household of the change in benefits
2. If the eligibility status changes from free to reduced price, first verify the application, then notify the household of the correct eligibility status, and, when required by law, send a notice of adverse action as described below
3. If the eligibility status changes from free or reduced price to paid, send the household a notice of adverse action as described below

If any household is to receive a reduction or termination of benefits as a result of verification activities, or if the household fails to cooperate with verification efforts, the Superintendent or designee shall reduce or terminate benefits, as applicable, and shall properly document and retain on file in the district the reasons for ineligibility. He/she also shall send a notice of adverse action to any household that is to receive a reduction or termination of benefits. Such notice shall be provided 10 days prior to the actual reduction or termination of benefits. The notice shall advise the household of: (7 CFR 245.6a)

1. The change and the reasons for the change
2. The right to appeal, when the appeal must be filed to ensure continued benefits while awaiting a hearing and decision, and instructions on how to appeal
3. The right to reapply at any time during the school year

### **Confidentiality/Release of Records**

The Superintendent designates the following district employee(s) to use individual records pertaining to student participation in the free and reduced-price meal program for the purpose of disaggregation of academic achievement data or for the identification of students in any program improvement school eligible for school choice and supplemental educational services pursuant to 20 USC [6316](#):

## **Chief Academic Officer**

In using the records for such purposes, the following conditions shall be satisfied: (Education Code [49558](#))

1. No individual indicators of participation in the free and reduced-price meal program shall be maintained in the permanent records of any student if not otherwise allowed by law.
2. Information regarding individual student participation in the free and reduced-price meal program shall not be publicly released.
3. All other confidentiality provisions required by law shall be met.
4. Information collected regarding individual students certified to participate in the free and reduced-price meal program shall be destroyed when no longer needed for its intended purpose.

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

TO: BOARD OF EDUCATION

INFORMATION

09/22/11

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON /  
MAROLYN FREEDMAN

RE: REVISION TO AR 5116.1 – INTRADISTRICT OPEN ENROLLMENT

INFORMATION ITEM NO. I.05

This is to inform the Board of Education that AR 5116.1 – Intradistrict Open Enrollment has been revised.

COMMENT: This revision reflects the new law (SBX5 4), which allows a student attending a school identified by the CDE as an "open enrollment school" to transfer to another school that has a higher Academic Performance Index.

The revised regulation contains language giving transfer priority for admission to students attending an identified Program Improvement school who wish to transfer to another school within the district. The regulation has also been revised to create an application window in order to allow the district to grant priorities consistent with the requirements in the Open Enrollment Act.

The regulations have also been revised to delineate open enrollment guidelines for residents who wish their child considered for enrollment and attendance in a school other than the neighborhood school.

The revised regulation is attached.

The board approved the revised Intradistrict Open Enrollment policy on September 8, 2011.

**INTRADISTRICT OPEN ENROLLMENT**

Parents/guardians of any student who reside within District boundaries may apply to enroll their child in any District school, regardless of location of residence within the District.

The Superintendent or designee shall identify those schools which may have space available for additional students. A list of these schools and open enrollment applications shall be available at the District Office.

An intradistrict permit shall be granted according to the following priorities:

- a. Transfer for students attending a Program Improvement School
- b. Transfers for Victims of a Violent Criminal Offense
- c. Transfers from a "Persistently Dangerous" School
- d. All other resident applicants

**School of Choice – Transfer from Program Improvement School**

Upon notification by the California Department of Education of the school(s) status as "Open Enrollment" or "Program Improvement," the parents/guardians of all students enrolled in this school must be notified in a timely manner of their option to transfer to another school within the District which has met Annual Yearly Progress (AYP) and/or has a higher Academic Performance Index (API) than the student's school of residence.

Parents/guardians who desire to transfer their child out of a Program Improvement school have the right to request a transfer of their child(ren) to a non-PI District school with District-paid transportation. Parents/guardians shall submit a transfer request within 3 weeks of the date of notification.

The Superintendent or designee shall provide options to parents/guardians based upon the capacity of a program, capacity of the school, and space availability in a grade level for additional students within 10 school days following the close of the application process, but not later than October 15.

If there are more transfer requests than space available at a particular school, low-income, lowest performing students shall have first priority.[Section 1116(b)(1)(E)(ii)].

District transportation is provided as long as the school of residence continues to be identified as a Program Improvement school.

**Transfers for Victims of a Violent Criminal Offense**

Within a reasonable amount of time, not to exceed 14 days, after it has been determined that a student has been the victim of a violent criminal offense while on school grounds, the student's parents/guardians shall be offered an option to transfer their child to an eligible school identified by the Superintendent or designee. In determining whether a student has been a victim of a violent criminal offense, the Superintendent or designee shall consider the specific circumstances of the incident on a case-by-case basis and consult with local law enforcement as appropriate. Examples of violent criminal offenses include, but are not limited to, attempted



murder, battery with serious bodily injury, assault with a deadly weapon, rape, sexual battery, robbery, extortion, or hate crimes.

The Superintendent or designee shall consider the needs and preferences of the affected student and his/her parent/guardian in making the offer. If the parent/guardian elects to transfer his/her child, the transfer shall be completed as soon as practicable.

### **Transfers from a "Persistently Dangerous" School**

Within 10 school days after receiving notification from the California Department of Education (CDE) that a school has been designated as "persistently dangerous," the Superintendent or designee shall notify parents/guardians of the school's designation. Within 10 school days after this notification has been provided to parents/guardians, the Superintendent or designee shall notify parents/guardians of their option to transfer their child.

Parents/guardians who desire to transfer their child out of a "persistently dangerous" school shall provide written notification to the Superintendent or designee and shall rank-order their preferences from among all schools identified by the Superintendent or designee as eligible to receive transfer students. The Superintendent or designee may establish a reasonable timeline, not to exceed seven school days, for the submission of parent/guardian requests.

The Superintendent or designee shall consider the needs and preferences of students and parents/guardians before making an assignment, but is not obligated to accept the parent/guardian's preference if the assignment is not feasible due to space constraints or other considerations. For students who accept the offer, the transfer shall generally be made within 30 school days of receiving the notice of the school's designation from the CDE. If parents/guardians decline the assigned school, the student may remain in his/her current school.

The transfer shall remain in effect as long as the student's school of origin is identified as "persistently dangerous." The Superintendent or designee may choose to make the transfer permanent based on the educational needs of the student, parent/guardian preferences, and other factors affecting the student's ability to succeed if returned to the school of origin.

The Superintendent or designee shall cooperate with neighboring districts to develop an interdistrict transfer program in the event that space is not available in a district school.

### **Other Intradistrict Open Enrollment**

To implement intradistrict open enrollment pursuant to Education Code [35160.5](#):

1. The Superintendent or designee shall identify those schools which may have space available for additional students. A list of these schools and open enrollment applications shall be available at ~~all school offices~~ at the district office in the Department of Student Services.
2. Students of parents/guardians who submit applications to the district by May 31 shall be eligible for consideration for admission to their school of choice the following school year under the district's open enrollment policy.
3. Enrollment in a school of choice shall be determined by lottery from the eligible applicant pool, and a waiting list shall be established to indicate the order in which applicants may be accepted if openings occur during the year. Late applicants shall not be added to the waiting list for the current year.

4. The Superintendent or designee shall provide written notification to applicants as to whether their applications have been approved, denied, or placed on a waiting list. If the application is denied, the reasons for denial shall be stated.
5. Approved applicants must confirm their enrollment within 10 school days.
6. Admission to a particular school shall not be influenced by a student's academic or athletic performance except insofar as academic standards are required for admission to specialized schools or programs, such as programs for gifted and talented students. Such standards shall be uniformly applied to all students. (Education Code [35160.5](#))
7. Once enrolled, a student shall not be required to apply for readmission. The new school becomes his/her school of residence. Upon moving to the new school, the student then gives up priority rights at his/her neighborhood school. A student wanting to return to the neighborhood school must go through the open enrollment application process again.
8. All subsequent siblings may enroll at the new school if there is space available for the school year indicated on the Open Enrollment application. If there is not space at the new school for the sibling, the sibling will receive priority enrollment status for the following school year. If a sibling declines the option to attend the new school, that sibling will forgo priority enrollment status for enrollment at the new open enrollment school.
9. Every attempt will be made to accommodate preceding siblings at the new school or pathway school, but it is not guaranteed.

~~Once enrolled, a student shall not be required to reapply for readmission.~~

Any complaints regarding the selection process shall be submitted to the Superintendent or designee.

### **Notifications**

Notifications shall be sent to parents/guardians at the beginning of each school year describing all current statutory attendance options and local attendance options available in the district. Such notification shall include: (Education Code [48980](#))

1. All options for meeting residency requirements for school attendance
2. Program options offered within local attendance areas
3. A description of any special program options available on both an interdistrict and intradistrict basis
4. A description of the procedure for application for alternative attendance areas or programs and the appeals process available, if any, when a change of attendance is denied
5. A district application form for requesting a change of attendance
6. The explanation of attendance options under California law as provided by the CDE

## **Transportation**

Except as required by 20 USC 6316 for transfers out of Title I Program Improvement schools to schools that have not been identified for program improvement, the district shall not be obligated to provide transportation for students who attend school outside their attendance area. In the case of transfers out of Title I Program Improvement schools, transportation will only be provided during the period that the school continues to be designated as a program improvement school. In addition, upon request, the Superintendent or designee may authorize transportation contingent upon available space and funds. Transportation priority will be given to the lowest-achieving students from low-income families [Section 1116(b)(1)(E)(ii); 34 C.F.R. §200.44(e)].

**Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
approved: August 19, 2009 Santa Monica, California  
revised: September 22, 2011**