

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

**May 17, 2012**

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Thursday, May 17, 2012, in the District Administrative Offices: 1651 16<sup>th</sup> Street, Santa Monica, CA. The Board of Education called the meeting to order at 4:45 p.m. in the Board Conference Room at the District Offices. At 4:46 p.m., the Board of Education moved to Closed Session regarding the items listed below. The public meeting reconvened at 6:01 p.m. in the Board Room.

**I. CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance

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

Persons wishing to address the Board of Education regarding an item scheduled for closed session must submit the "Request to Address" card prior to the start of closed session.

**III. CLOSED SESSION (90)**

- Pupil Hearing pursuant to EC §48918(c) (*agenda item No. A.26*) (20)
- Public Employee Discipline/Dismissal/Release pursuant to GC §54954.5 (15)
- Public Employee Performance Evaluation pursuant to GC §54954.5 (Superintendent) (15)
- Conference with Labor Negotiators pursuant to GC §54957.6 (Superintendent, S.M.M.C.T.A.) (20)
- Conference with Labor Negotiators pursuant to GC §54957.6 (Superintendent, S.E.I.U.) (20)

6:04 pm **IV. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (15)**

- **Jeffe Huls – Choral Director, Santa Monica High School**
- **Angela Woo – Director of Instrumental Music, John Adams Middle School**  
*The clarinet quartette from JAMS performed "Caprice for Clarinets" by Claire Grunden. The barbershop quartette from Samohi performed "Coney Island Baby." Superintendent Lyon explained that Mr. Huls received the Music Center's BRAVO Award, and Ms. Woo was inducted into the John Philip Sousa Foundation Legion of Honor and was elected to conduct the 2014 CDBA All-State Junior High Honor Band. The board presented Mr. Huls and Ms. Woo with certificates and congratulated them on their accomplishments. Ms. Lyon thanked the students for their wonderful performances.*

6:15 pm **V. APPROVAL OF THE AGENDA**

*It was moved by Mr. Mechur, seconded by Mr. Patel, and voted 5/0 (Ms. Leon-Vazquez and Mr. de la Torre were absent) to approve the agenda.*

6:15 pm **VI. APPROVAL OF MINUTES**

A.01 May 3, 2012..... 1

6:17 pm **VII. CONSENT CALENDAR (30)**

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

**Curriculum and Instruction**

A.02	Approval of Independent Contractors.....	2-3
A.03	Conference and Travel Approval Ratification.....	4-5
A.04	Overnight Field Trip(s) 2011-2012.....	6
A.05	Amendment of Permit to Use Civic Auditorium Facilities .....	7
A.06	Approval of Special Education Contracts – 2011-2012 .....	8-10

**Business and Fiscal**

A.07	Award of Purchase Orders – 2011-2012.....	11-11b
A.08	Acceptance of Gifts – 2011-12 .....	12-16
A.09	Transfer of Funds .....	17
A.10	Approval of Fee Increase for the Infant Toddler Program (ITC) at Santa Monica High School .....	18

**Measure BB**

A.11	Partial Release of Retention for Bid #10.17.BB-03-112998 – Samohi Replacement of the Existing Grass Football Field with Synthetic Turf at Santa Monica High School – Hellas Construction Company – CCJUP .....	19
A.12	Partial Release of Retention for Bid #10.40.BB-03-113674 – McKinley Elementary School – Entry and Main Office Reconfiguration Project – Fast Track Construction Corporation – Measure BB .....	20
A.13	Contract Amendment #10 for Additional Testing and Special Inspection Services – McKinley Elementary School Entry & Main Office Reconfiguration Project – MTGL, Inc. – Measure BB .....	21-22
A.14	Approval of Measure BB Construction Budget Increase – McKinley Elementary School – Measure BB .....	23
A.15	Amendment to Contract for Bid #10.40.BB-03-113674 – McKinley Elementary School – Entry and Main Office Reconfiguration Project – Fast Track Construction Corporation – Measure BB.....	24-25
A.16	Accept Work as Completed for General Services Administration Contract – McKinley Elementary School Entry and Office Reconfiguration Project – Simplex – Measure BB.....	26
A.17	Contract Amendment #10 for Geotechnical Observation and Testing Services – John Adams Middle School – Replacement of Classroom Buildings E, F, & G, New Administration, Modernization and Site Improvements (Package 2B) – Converse Consultants – Measure BB.....	27-28
A.18	Approval of Lincoln Middle School – Replacement of Classroom Building C, Modernization and Site Improvements Project (Package 2) as a “Substantially Complex” Project – Measure BB .....	29-30
A.19	Ratify Award of Bid #12.08.BB – Washington CDS – Modernization Project – To Best Contracting Services, Inc. – Measure BB .....	31
A.20	Award and Approval of Lease Agreement of Modular Buildings to McGrath Rent Corporation (dba Mobile Modular, Inc.) for Malibu High School, Campus Improvement Project – Measure BB .....	32-33
A.21	Contract Amendment #19 for Additional Services for Santa Monica High School Replacement of Existing Football Field with Synthetic Turf Project – R.L. Binder FAIA Architects, LLP – CCJUP .....	34-35

## **Personnel**

A.22	Certificated Personnel – Elections, Separations .....	36-39
A.23	Classified Personnel – Merit .....	40-41
A.24	Classified Personnel – Non-Merit .....	42
A.25	Student Teaching Agreement – Azusa Pacific University .....	43

## **General**

A.26	Expulsion of Student (B/D 09/15/93) .....	44
A.27	Appoint Member to the Measure BB Advisory Committee .....	45

6:22 pm

### **VIII. PUBLIC COMMENTS**

Public Comments is the time when members of the audience may address the Board of Education on items not scheduled on the meeting's agenda. All speakers are limited to two (2) or three (3) minutes, depending on the number of speakers. The Brown Act (Government Code) states that Board members may not engage in discussion of issues raised during 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.**

- *Leann Levine, Kim Moran, and Debra Shepherd addressed the board regarding special education services in the district.*

### **IX. COMMUNICATIONS (35)**

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)**

6:34 pm

##### **Brontë Burnette – Santa Monica High School**

*Student Board Member Burnette reported that this week has been exciting, with AP tests completing and a power outage yesterday. Prom tickets are on sale and culminating ceremonies and banquets have begun. Starting this week, Menchie's will be on campus selling ice cream every Thursday until the end of the year. A UC workshop will be on campus this weekend. Next week, there will be a book drive benefiting the library and other organizations. The UCLA blood drive is on Tuesday, May 22 from 8:00am to 1:00pm. The orchestra Pops Concert is also on May 22, while the choir concert will be on June 8. Bike It!/Walk It! Day will be on the May 23. The girls' volleyball team will be hosting a comedy night on the May 23 at 7:00pm. Construction on the Grad Nite boat begins on May 26. The dance showcase is on May 25. On June 2, ASB will be hosting the All-Class Picnic. The tennis quarter final is today, boys' volleyball won their semifinal game on Tuesday, and softball first game is today at Memorial Park. Spring training for next year's football team has started. The school welcomed Mr. Hofftmann, the new girls' golf coach, and Ms. Silverstri, the new girls' basketball coach.*

*Mr. Allen welcomed the new Samohi ASB President, Trevis Jackson, who said he appreciated everything the board and district has done for him.*

6:41 pm

##### **Yasi Afsharnive – Malibu High School**

*Student Board Member Arsharnive report that AP tests have finally ended. Tomorrow night is the long-awaited prom at the Greystone Manor in West Hollywood. On June 3, the high school will have their first annual film festival, where students will showcase their work and compete for prizes. Last Friday was the 2<sup>nd</sup> Bike It!/Walk It!/Pool It! Day. May 9 was teacher appreciation day. The choir participated in the Music in the Parks*

*Choral Festival, where they won five first place awards and numerous notable mentions. Tonight, incoming AP students and parents are attending an information meeting to learn about the expectations and challenges of AP courses. ASB's Pennies for Patients Drive recently ended and was quite successful. Next Monday, ASB will be holding elections for student leader positions. The results will be available on Thursday.*

6:44 pm

#### **Chynna Summers – Olympic High School**

*Student Board Member Summers report that Olympic students went to John Muir for "Peer Partners in Environmental Education" on May 9. They presented lessons to classrooms and interacted with the younger student body. On May 10, SMPD Captain Dan Salerno, a successful graduate of Olympic High, was a guest speaker in Criminal Justice Class. He discussed the procedure when law enforcement stops someone. On May 11, 15, and 16, SRO/School Resource Officer, Carlos Jaen presented on the Juvenile Justice system as part of a PBS Frontline segment. Jonathan Mooney, poet and inspirational speaker, spoke before the whole school on May 15. He shared his challenges as a student growing up and how he overcame being labeled "less than satisfactory." On May 16, famous recording engineer "Tommy D" came to Guitar Class to record Olympic student Franklin Stevenson. Every Tuesday, the Education Foundation funds Robert Gilliam to conduct dance classes with Olympic students. The Food Truck Night fundraiser is now every Thursday.*

*Ms. Summers introduced the student board member for next year, Sean Azouley. Mr. Azouley said it was an honor to serve.*

#### **B. SMMCTA Update – Harry Keiley (5) – no report**

6:47 pm

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

*Ms. Cartee-McNeely reported that SEIU continues efforts to fight for a fair economy for all working families. The international convention will focus on rebuilding a fair economy across the nation. SEIU sent members to Sacramento to participate in a week-long campaign, speaking directly to legislators and sharing their personal stories of the work and services they provide to students on a daily basis. SEIU (Local 99) will keep the pressure on Sacramento to ensure child care services remain intact in SMMUSD and throughout the state. SEIU has elected its Executive Board, which seats July 1, 2012. Ms. Cartee-McNeely was re-elected to the Executive Board for the next three years. SEIU has met with district leadership regarding the Interest-Based Bargaining techniques for upcoming negotiations. On June 12, SEIU reps will attend a meeting with the Superintendent and others to discuss the next steps for an independent analysis of an SMUSD and MUSD. While SEIU believes it is important to explore a Malibu Unification, it does not think this is the right time. The union has met with senior staff regarding classified layoffs and feels the layoffs are based on student enrollment, not taking into account the specific student needs at individual school sites. SEIU will continue to negotiate the impact of the ten FTE reductions listed under Item No. A.29. Ms. Cartee-McNeely thanked the board for adopting a resolution tonight recognizing the Week of the Classified Employee. She also thanked Mr. Allen and Mr. Mechur for participating in the SEIU Classified Employees' Recognition Luncheon on May 12.*

**D. PTA Council – Kelly McMahon Pye (10)****Gerda Newbold – Roosevelt Elementary School PTA President**

*Ms. Pye reported that she attended the CA State PTA convention in Anaheim, where SMMUSD was recognized as being a leader in collecting signatures in support of the Our Children, Our Future initiative for the November ballot. The Middle School Initiative Forum is this Saturday at 9:00am. Ms. Pye said she was proud that PTA and Dr. Chou and her team partnered to produce this event. At the last council meeting, members expressed interest in the budget, specifically as it relates to class size. The Honorary Service Award Breakfast is this coming Tuesday at Tiato. At the breakfast, PTA will be honoring very important people and volunteers. Ms. Pye said she supported the idea that the board will be discussing the structure of its meetings to improve upon the time at which discussion items come forward. Mr. Allen announced that Item No. D.08 would be postponed to a future board meeting when all members could be present.*

*Ms. Newbold's report can be found under Attachments at the end of these minutes.*

**X. SUPERINTENDENT'S REPORT (5)**

*Superintendent Lyon announced that there was a power outage yesterday. She thanked district office and school staff for handling the situation and communicating with each other. She commended the Samohi house principals, dean, and other staff who arranged for early dismissal of students, communication with parents, and the continuation of standardized tests on naturally-lit parts of campus. Ms. Lyon said she attended the eighth grade exit interviews at MMS and was impressed with the students. She congratulated Ms. Silvestri, a teacher at Samohi, who was elected as one of twenty-five National Endowment for the Humanities Summer Scholars to attend the Summer Institute of African American Political History: From Reconstruction to the Present in Chicago. Ms. Lyon also congratulated five Samohi students who will be receiving their Eagle Scout rank on June 3. She summarized what Boy Scouts must accomplish prior to earning the rank of Eagle Scout. Ms. Lyon announced that Dr. Gates and Chynna Summers from Olympic High School were featured in the Lookout News. The third District Leadership Team meeting was held this week. Next week is Week of the Classified Employee, and thanks to the Food and Nutrition Services Department, cookies will be delivered to all the sites for support staff to enjoy. This past March, the League of Women Voters recognized women who have shaped Santa Monica, including two of our own employees: Judy Abdo and Peggy Harris.*

**MAJOR and DISCUSSION Items**

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

**XI. MAJOR ITEMS (65)**

*These items are considered to be of major interest and/or importance and are presented for ACTION (A) at this time. Many have been discussed by the Board at a previous meeting.*

**A.28** Revise BP 5145.9 and Adopt AR and Exhibit 5145.9 – Hate Motivated Behavior (30).....46-52

**A.29** Classified Layoffs / Reduction in Hours (15) ..... 53

**A.30** Recommendation from Board Subcommittee of Appointments to Fill Vacancies on the Financial Oversight Committee (FOC) (10).....54-55

8:27 pm	A.31	Adopt Resolution No. 11-35 - Classified School Employees Week: May 20-16, 2012 (5).....	56-57
8:30 pm	A.32	Adopt Resolution No. 11-36 - Regarding the Release of Certificated Temporary Employees (5).....	58-60
	<b>XII.</b>	<b>DISCUSSION ITEMS (195)</b> These items are submitted for discussion. Any action that might be required will generally be scheduled for the next regularly scheduled meeting of the Board.	
7:03 pm	D.01	Mental Health Services Update (30).....	61
8:33 pm	D.02	AVID Program Update (60) .....	62
9:13 pm	D.03	Update on Services for English Learners / Master Plan (45) .....	63
9:55 pm	D.04	Consider Revising BP 5111 – Admission (5) .....	64-66
10:05 pm	D.05	Consider Revising BP 5131 – Conduct (5).....	67-72
10:23 pm	D.06	Consider Adopting BP 5131.2 – Bullying (10) .....	73-76
10:24 pm	D.07	Budget Update (20) .....	77
postponed	D.08	Potential Changes to Board of Education Meeting Structure and Timing (20).....	78-79
10:37 pm	<b>XIII.</b>	<b>INFORMATIONAL ITEMS (0)</b> I.01 Revision to AR 5111 – Admission .....	80-82
	I.02	Supplemental Textbooks .....	83
	<b>XIV.</b>	<b>BOARD MEMBER ITEMS (0)</b> These items are submitted by individual board members for information or discussion, as per Board Policy 9322.	
	<b>XV.</b>	<b>REQUESTS BY MEMBERS OF THE PUBLIC OR DISTRICT ADVISORY COMMITTEES TO ADDRESS THE BOARD OF EDUCATION</b> A 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 <u>one week</u> 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.	
	<b>XVI.</b>	<b>CONTINUATION OF PUBLIC COMMENTS</b> 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.)	
	<b>XVII.</b>	<b>BOARD MEMBER COMMENTS</b> 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.”	
	<b>XVIII.</b>	<b>FUTURE AGENDA ITEMS</b> 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.	
	<b>XIV.</b>	<b>CLOSED SESSION</b> The Board of Education will, if appropriate, adjourn to Closed Session to complete discussion on items listed under Section III (Closed Session) following the regular business meeting.	

**XX. ADJOURNMENT**

It was moved by Mr. Patel, seconded by Dr. Escarce, and voted 5/0 (Ms. Leon-Vazquez and Mr. de Torre were absent) at 10:38 p.m. This meeting will adjourn to a **special board meeting** scheduled for **Saturday, May 19, 2012**, at the District Office: 1651 16<sup>th</sup> Street, Santa Monica, CA. The next regular meeting is scheduled for **Thursday, June 7, 2012**, at the district office.

Approved: 6-7-12



\_\_\_\_\_  
President



\_\_\_\_\_  
Superintendent

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

## SMMUSD Board of Education Meeting Schedule 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	11/29* DO	Thanksgiving: 11/24-25 *Tuesday, 11/29: special mtg
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 2/18* DO		*Saturday, 2/18: special mtg
March	3/1 DO	3/8* DO	3/15 DO	<del>3/29* DO</del>	*Thursday, 3/8: special mtg *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		5/14*PDLC 5/17 DO 5/19* DO		*Monday, 5/14: special mtg *Saturday, 5/19: special mtg
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): 23825 Stuart Ranch Road, Malibu, CA



## SMMUSD Board of Education Meeting Schedule 2012-2013

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

July through December 2012					
Month	1 <sup>st</sup> Thursday	2 <sup>nd</sup> Thursday	3 <sup>rd</sup> Thursday	4 <sup>th</sup> Thursday	Special Note:
July			7/18* DO		*Wednesday, 7/18
August	8/1* M		8/15* DO		*Wednesday, 8/1 *Wednesday, 8/15 First day of school: 8/22
September	9/6 DO		9/20 DO		
October	10/4 M		10/18 DO		
November	11/1 M		11/15 DO		Thanksgiving: 11/22-23
December		12/13 DO		winter break	
<b>Winter Break: December 24 – January 4</b>					
January through June 2013					
<b>Winter Break: December 24 – January 4</b>					
January		1/17 DO			
February	2/7 M		2/21 DO		
March	3/7 DO		3/21 M	spring break	
<b>Spring Break: March 25 – April 5</b>					
April	spring break		4/18 DO		
May	5/2 M		5/16 DO		
June	6/6 DO			6/26* DO	Last day of school: 6/11 *Wednesday: 6/26

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  
May 17, 2012**

**I. CALL TO ORDER**

A. Roll Call

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

Student Board Members

*Bronte Burnette*  
*Yasi Afsharnive*  
*Chynna Summers*

B. Pledge of Allegiance

*Singers from Santa Monica High School sang the National Anthem.*

4:45pm

4:46pm

6:01pm

**II. CLOSED SESSION**

*There was no action to report out of closed session.*

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

ACTION  
05/17/12

RECOMMENDATION NO. A.01

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

May 3, 2012

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*Student Board Member Burnette corrected the names of the Samohi students listed in her report at the last meeting.*

MOTION MADE BY: Dr. Escarce  
SECONDED BY: Mr. Patel  
STUDENT ADVISORY VOTE: Aye  
AYES: Four (4) (Mr. Allen, Mr. Mechur, Dr. Escarce, and Mr. Patel) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
NOES: None (0)  
ABSTAIN: One (1) (Ms. Lieberman)



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## **CONSENT ITEMS**



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU / JANECE L. MAEZ /  
PEGGY HARRIS / STUART SAM

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.02

It is recommended that the Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2011-2012 budget.

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

Contractor/ Contract Dates	Description	Site	Funding
Maximus Consulting Services, Inc.  7/1/12 to 6/30/13  Not to exceed: \$15,900	To assist the District with SB-90 Mandate Reimbursement Services/prepare and file the eligible costs incurred in FY 11-12 actual cost reimbursement claims.	Fiscal Services	01-00000-0-00000-73100-5890-051-2510 (General Fund)
Goodwin Proctor, LLP  7/1/11-6/30/13  <i>Amend contract amount</i> Not to exceed: \$125,000 <del>\$100,000</del> (\$19,603.03: carry over from 2009-10; \$50,000: 12/9/10; \$50,000: 2/3/11)	General legal counsel services – property issues.	Business Services	01-00000-0-00000-73000-5820-050-1500 (General Fund)
Marjaneh Moghimi  7/1/11 – 6/30/12  <i>Amend contract amount</i> Not to exceed: \$3,000 <del>\$2,000</del> (Original BOE approval date 09/22/11)	To provide additional services to preschool children in Head Start due to the increase of children served.	Child Development Services	12-52101-0-85000-31400-5802-070-2700 (\$1,000 increase)
Lucas Capra  7/1/11 to 6/30/12  Amend Amount: not to exceed: \$24,000	To perform specialized technical theatre support for Theatre Operations rentals in Barnum Hall and other District Theaters.	Business Services: Theater Operations & Facility Permits	01-91180-0-81000-54000-5802-046-2460
Walter Hughes  1/19/12 to 6/30/12  Amend Amount: not to exceed: \$7,000.00	To perform specialized technical theatre support for Theatre Operations rentals in Barnum Hall and other District Theaters.	Business Services: Theater Operations & Facility Permits	01-91180-0-81000-54000-5802-046-2460

Greville Kellett 8/24/11 to 6/30/12 Amend Amount: not to exceed: \$14,500	To perform specialized technical theatre support for Theatre Operations rentals in Barnum Hall and other District Theaters.	Business Services: Theater Operations & Facility Permits	01-91180-0-81000-54000-5802-046-2460
Lewis Stout 7/1/11 to 6/30/12 Amend Amount: not to exceed: \$19,000	To perform specialized technical theatre support for Theatre Operations rentals in Barnum Hall and other District Theaters.	Business Services: Theater Operations & Facility Permits	01-91180-0-81000-54000-5802-046-2460

MOTION MADE BY: Ms. Lieberman  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: Aye  
 AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
 NOES: None (0)



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.03

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

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

<u>AME</u> <u>SITE</u> Account Number Fund – Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>MAEZ, Jan</u> Business 01-00000-0-00000-73000-5220-050-1550 General Fund- Function: Business Services	May Revision Workshop Ventura, CA May 23, 2012	\$125
<u>SAM, Stuart</u> Measure BB 21-90500-0-00000-55000-5220-050-2600 Building Fund- Resource: BB Construction	Protecting Schools in an Environment of Changing State Policy Ontario, CA April 27, 2012	\$300

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

Group Conference and Travel: In-State * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>CRUCE, Marae</u> <u>HOFFMAN, Ryan</u> Santa Monica High 01-70900-0-11100-10000-5226-015-4150 General Fund- Resource: Economic Impact Aid	AP Summer Institute-Statistics Palos Verdes, CA August 6 – 9, 2012	\$1,400 2012/2013 Budget
<u>DUNN, Margo</u> <u>MACK, Tammy</u> Point Dume Elementary No Cost to District	Field Trip to Sacramento and Gold Rush Country Sacramento, CA May 22 – 24, 2012	\$0
<u>HO, Pat</u> <u>+4 Additional Staff</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services	2011/2012 Year-End Closing Area Meetings Downey, CA 5/21/12, 5/24/12 & 5/29/12	\$145 Mileage Only

<u>LYON, Sandra</u> +2 Additional Staff District Office/Rogers Elementary 01-00000-0-00000-71500-5220-020-1200 General Fund- Function: Superintendent	California Conference on School Labor Management Collaboration Sacramento, CA April 25 – 26, 2012	\$1,050
<u>MAEZ, Jan</u> <u>CHOU, Sally</u> Business/Ed Services 01-00000-0-00000-73000-5220-050-1550 01-00000-0-19600-21000-4310-030-1300 General Fund- Function: Business/Supervision of Inst.	2012 Ed Source Symposium Anaheim, CA May 9, 2012	\$110
<u>PLACENCIA, Rachel</u> <u>GALVAN, Janine</u> McKinley Elementary 01-30100-0-11100-10000-5220-004-4040 General Fund- Resource: Title I	Preparing Our Children to be Mathematically Competitive Los Angeles, CA May 5, 2012	\$250

Out-of-State Conferences: Individual		
NONE		

Out-of-State Conferences: Group		
NONE		

MOTION MADE BY: Ms. Lieberman  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: Aye  
AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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.

<b>School Grade # students</b>	<b>Destination Dates of Trip</b>	<b>Principal/ Teacher</b>	<b>Cost Funding Source</b>	<b>Subject</b>	<b>Purpose Of Field Trip</b>
Smash 7 <sup>th</sup> 26	Yosemite 1/13/13-1/18/13	J. Rishe/ D. Mendinueto/ G. Hwang	\$600 per student paid by parents 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
Smash 6 <sup>th</sup> 26	Catalina Toyon Bay 10/8/12-10/10/12	J. Rishe/ D. Mendinueto/ G. Hwang	\$320 per student paid by parents and fundraising	Science	Students will have the opportunity to learn experimental science dealing with the natural land and sea environment.
Smash 5 <sup>th</sup> 26	Astrocamp, Idyllwild, CA 2/20/13-2/22/13	J. Rishe/ D. Mendinueto/ G. Hwang	\$320 per student paid by parents and fundraising	Science	Students will have an opportunity to participate in a series of hands-on, discovery oriented science seminars like geology, rocketry, and astronomy.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

FROM: SANDY LYON / CHIUNG-SALLY CHOU / TOM WHALEY

RE: AMENDMENT OF PERMIT TO USE CIVIC AUDITORIUM FACILITIES

RECOMMENDATION NO. A.05

It is recommended that the Board of Education amend the approval of Permit #6683, agreement with the City of Santa Monica for the use of the authorized premises of the Santa Monica Civic Auditorium for a total fee not to exceed **\$16,100, and not \$16,000, as per board approval on 12/15/11.** This fee includes estimated equipment, labor and services provided by the Civic Auditorium and music staff parking.

FUNDING INFORMATION

Source: General Fund Restricted – Gifts

Currently Budgeted: Yes

Account Number: 01-90120-0-17300-10000-5630-030-1300

Description: Lease-Rental/Stairway-Gift/Curriculum

BACKGROUND INFORMATION

This agreement is made between the City of Santa Monica (“the City”) and the Santa Monica-Malibu Unified School District (“Permittee”) for Stairway of the Stars event at the Civic Auditorium.

To use and occupy the authorized premises described below, on the date(s) and time(s) described, for the activities and at the rental described as follows:

Event Title: **STAIRWAY OF THE STARS**  
Authorized Premises: Main Hall, Lobby, and East Wing

DAY	DATE	TIME	ACTIVITY	RENTAL
Wednesday	3/21/12	12:00-8:00pm	Move-in/Rehearsal	Waived
Thursday	3/22/12	8:00-3:00pm	Rehearsal	Waived
Thursday	3/22/12	7:00-10:30pm	Event	Waived
Friday	3/23/12	7:00-10:30pm	Event	Waived
Friday	3/23/12	10:30pm-midnight	Move-out	Waived

**Total Base Rental**

**\$0**

**Event Time:** Thursday and Friday, March 22 & 23, 2012 at 7:00 p.m.

A copy of contract is available at Superintendent’s Office, Fiscal Services, Insurance Office and Educational Services– Visual & Performing Arts Department.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

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

Amount Budgeted NPS 11/12			\$ 1,700,000
Prior Board Authorization as of 5/03/2012			\$ 2,434,171
	Balance		\$ -734,171
Positive Adjustment (See Below)			\$
			\$
Total Amount for these Contracts			\$
	Balance		\$

Adjustment					
NPS Budget 01-65000-0-57500-11800-5125-043-1400					
<b>NPS</b>	<b>Service Description</b>	<b>Contract Number</b>	<b>Reduce (R) Eliminate (E)</b>	<b>Adjusted Amount</b>	<b>Comment</b>

**NPA**

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

<b>Nonpublic School/Agency</b>	<b>SSID</b>	<b>Service Description</b>	<b>Contract Number</b>	<b>Cost Not to Exceed</b>
Premiere Health Services, Inc.	Various	COTA	#110-SPED12193	\$22,320.00

Amount Budgeted NPA 11/12			\$ 900,000
Prior Board Authorization as of 5/03/2012			\$ 969,362
	Balance		\$ -69,362
Positive Adjustment (See Below)			\$ 0
			\$ -69,362
Total Amount for these Contracts			\$ 22,320
	Balance		\$ -91,682

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

**Instructional Consultants**

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

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Instructional Consultants 11/12		\$ 200,000
Prior Board Authorization as of 5/03/2012		\$ -381,580
Balance		\$ -181,580
Positive Adjustment (See Below)		\$ 0
		\$
Total Amount for these Contracts		\$
Balance		\$ -181,580

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

**Non-Instructional Consultants**

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

Non-Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Sandra Kaler RN PhD	10/01/03	Psycho Ed Eval	#62-SPED12190	\$4,200.00
Engel & Engel	6/12/02	Audit Assignment	#63-SPED12191	\$5,000.00
Woodsmall Law Group	5/10/93	Attorney Fees	#64-SPED12192	\$8,800.00

Amount Budgeted Non-Instructional Consultants 11/12		\$ 300,000
Prior Board Authorization as of 5/03/2012		\$ 443,083
Balance		\$ -143,083
Positive Adjustment (See Below)		\$ 0
		\$ -143,083
Total Amount for these Contracts		\$ 18,000
Balance		\$ -161,083

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

**Legal**

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

Legal Contractor	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Legal Services 11/12		\$ 200,000
Prior Board Authorization as of 5/03/2012		200,000
Balance		\$ 0
Adjustments for this period		\$ 100,000
		0
Total Amount for these Contracts		\$ 0
Balance		\$ 300,000

Adjustment				
Legal Services Budget 01-65000-0-57500-11900-5820-043-1400				
Legal Contractor	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

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

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

MOTION MADE BY: Ms. Lieberman  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: Aye  
 AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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 April 25, 2012, through May 8, 2012, for fiscal /12.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MAY 17, 2012

PAGE 1

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
*** NEW PURCHASE ORDERS ***					
125984	AARDVARK CLAY	INST SUP/ART CLASS HUMANITIES	JOHN ADAMS MIDDLE SCHOOL	579.11	R
125951	ACT INC	SUPPLIES FOR AVID CLASSES	JOHN ADAMS MIDDLE SCHOOL	1,000.00	R
126012	ALTA ENVIRONMENTAL	ASBESTOS & LEAD TESTING	CHILD DEVELOPMENT CENTER	3,587.50	CD
126021	AMECI PIZZA & PASTA	PIZZA FOR VIKES CAFE	FOOD SERVICES	13,000.00	F
125680	APPLE COMPUTER CORP	MACBOOK COMPUTER	SPECIAL EDUCATION REGULAR YEAR	28,202.96	R
125877	APPLE COMPUTER CORP	IPOD TOUCH	SPECIAL EDUCATION REGULAR YEAR	8,051.81	R
125936	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CHILD DEVELOPMENT CENTER	100.00	CD
125937	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CHILD DEVELOPMENT CENTER	300.00	CD
125938	ARROWHEAD MOUNTAIN SPRING	OPEN ORDER/DRINKING WATER	CHILD DEVELOPMENT CENTER	100.00	CD
125906	AT&T	SmartNet Maintence	INFORMATION SERVICES	117,975.65	U
125748	BARNES & NOBLE/SANTA MONICA	TEACHER RESOURCE MATERIALS	CURRICULUM AND IMC	180.73	R
125964	BARNES & NOBLE/SANTA MONICA	COUNSELING SUPPORT BOOKS	STUDENT SERVICES	114.06	U
125899	CALIFORNIA OFFICE SYSTEMS INC	3DRAWER LATERAL & PEDESTALS	FISCAL SERVICES	2,117.27	U
125997	CANON BUSINESS SOLUTIONS	REPROGRAPHICS	JOHN ADAMS MIDDLE SCHOOL	500.00	BB
125913	CANON BUSINESS SOLUTIONS-WEST	COPIER OVERAGE	PURCHASING/WAREHOUSE	200.00	U
125962	CARQUEST AUTO PARTS	VEHICLE PARTS & OIL	FACILITY MAINTENANCE	350.00	R
125983	CARQUEST AUTO PARTS	Open order for parts	TRANSPORTATION	700.00	R
125727	CDW-G COMPUTING SOLUTIONS	OFFICE SUPPLIES	PT DUME ELEMENTARY SCHOOL	358.97	U
125977	CDW-G COMPUTING SOLUTIONS	ADOBE AVL CS5.5 LICENSE	CURRICULUM AND IMC	14,198.59	R
125993	CDW-G COMPUTING SOLUTIONS	COMPUTER SUPPLIES	SANTA MONICA HIGH SCHOOL	294.21	R
125994	CHOURA EVENTS	TENT RENTAL	CHILD DEVELOPMENT CENTER	1,346.00	CD
125995	COASTAL DESIGN BUILD INC	STORY POLES	MALIBU HIGH SCHOOL	10,800.00	BB
125996	COASTAL DESIGN BUILD INC	SITE MAPPING	MALIBU HIGH SCHOOL	5,100.00	D
126009	CROWN DISPOSAL CO INC	OPEN ORDER GROUNDS TRASH CONT	FACILITY MAINTENANCE	646.78	U
125975	CRUZ JR., GERARDO	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	55.00	CD
125844	DANNELLEY, BEKAH	MILEAGE REIMBURSEMENT: FISHER	SPECIAL EDUCATION REGULAR YEAR	2,000.00	R
125918	DAVIS LENORA	REIMBURSEMENT - FIRST AID REN	TRANSPORTATION	70.00	R
125925	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	29.84	CD
126016	DURHAM TRANSPORTATION	TRANSPORTATION FOR STAIRWAY	CURRICULUM AND IMC	1,383.77	R
125947	ENVIRO TEK CORPORATION	CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	220.53	R
125920	GALE SUPPLY CO	CUSTODIAL SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	108.38	U
125950	GALE SUPPLY CO	CUSTODIAL SUPPLY	WEBSTER ELEMENTARY SCHOOL	681.32	R
125989	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	677.68	CD
125999	GALE SUPPLY CO	CUSTODIAL SUPPLY	WEBSTER ELEMENTARY SCHOOL	263.94	R
126022	GALE SUPPLY CO	CUSTODIAL SUPPLY - INCREASE	WEBSTER ELEMENTARY SCHOOL	49.97	R
126007	GEORGE'S HARDWARE	OPEN ORDER GROUNDS SUPPLISE	FACILITY OPERATIONS	120.00	U
125930	HALDEMAN INC	EXHAUST FANS FOR SAMO POOL RM	FACILITY MAINTENANCE	10,176.38	DF
125959	HALDEMAN INC	DAMPERS FOR EXHAUST FANS	FACILITY MAINTENANCE	737.44	DF
125940	INSECT LORE PRODUCTS	INSTRUCTIONAL SUPPLY	GRANT ELEMENTARY SCHOOL	108.92	R
125759	INSTA-LEARN BY STEP INC	INSTA-LEARN BOARD COMPONENTS	ROOSEVELT ELEMENTARY SCHOOL	2,677.02	U
125556	INTELLI-TECH	COMPUTERS	SANTA MONICA HIGH SCHOOL	979.08	R
125675	INTELLI-TECH	COMPUTERS/SAMOH	SPECIAL EDUCATION REGULAR YEAR	30,887.55	R
125676	INTELLI-TECH	NOTEBOOK COMPUTERS	SPECIAL EDUCATION REGULAR YEAR	24,859.12	R
125892	INTELLI-TECH	HEALTH SERVICES COMPUTER	HEALTH SERVICES	2,610.07	U
126000	KORADE & ASSOCIATE BUILDERS	ROOF DRAINAGE SAMOH	FACILITY MAINTENANCE	1,487.00	R
125990	LAKESHORE	PARENT ACTIVITY/GRANT	CHILD DEVELOPMENT CENTER	150.00	CD
125979	LEE & LOW BOOKS INC.	TC ASSESSMENT ADD-ON-SETS	ROOSEVELT ELEMENTARY SCHOOL	342.72	U
125948	LRP PUBLICATION	SEC 504 COMPLIANCE MAGAZINE	STUDENT SERVICES	256.43	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MAY 17, 2012

PAGE 2

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
125982	LYON, SANDRA	REIMBURSEMENT	BOE/SUPERINTENDENT	320.00	U
125917	MARTIN AUTOMOTIVE GROUP	Open order for parts/Transp.	TRANSPORTATION	50.00	R
125939	MASUNE/MEDCO SCHOOL FIRST AID	HEALTH/SAFETY	CHILD DEVELOPMENT CENTER	487.92	CD
125998	NETWORLD SOLUTIONS INC	TECH & COMMUNICATION SERVICES	SANTA MONICA HIGH SCHOOL	14,000.00	BB
126011	NETWORLD SOLUTIONS INC	TECH & COMMUNICATION PLANNING	MALIBU HIGH SCHOOL	18,000.00	BB
125952	NEXTEL OF CALIFORNIA INC	HOLSTERS	GROUND MAINTENANCE	52.42	R
125928	OLIVER WORLDCLASS LABS INC	NEC PROJECTOR	WEBSTER ELEMENTARY SCHOOL	861.99	R
125972	OLIVER WORLDCLASS LABS INC	STAND ALONE PROJECTORS	SANTA MONICA HIGH SCHOOL	1,013.92	R
125927	OLLIFF, ELIZABETH	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	147.44	CD
125980	PATTONS PHARMACY	TB SOLUTION AND SYRINGES	HEALTH SERVICES	722.55	U
125588	PEARSON LEARNING GROUP	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	16,166.70	R
124986	PREMIER SCHOOL AGENDAS	STUDENT PLANNERS	MCKINLEY ELEMENTARY SCHOOL	926.58	U
126010	REGENCY ENTERPRISES INC.	LIGHTING	WEBSTER ELEMENTARY SCHOOL	166.39	R
125957	REISS-WOZNAK MEDICAL CLINIC	Physicals/Transportation Dept	TRANSPORTATION	180.00	R
126017	RICOH BUSINESS SOLUTIONS	STAPLES FOR LD1110	PRINTING SERVICES	199.93	U
125882	RICOH U.S.	COPY MACHINE OVERAGES	FACILITY MAINTENANCE	91.42	R
125926	S & S ARTS & CRAFTS	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	162.04	CD
125854	S C A Q M D	SCAQMD OPERATING/EMISSION FEES	FACILITY MAINTENANCE	416.41	R
126004	SANTA MONICA FORD	OPERATIONS VEHICLES REPAIR	FACILITY OPERATIONS	32.85	U
125569	SEAN JAMES ENTERPRISES INC	INSTRUCTIONAL SUPPLIES	R O P	377.08	R
125241	SEHI COMPUTER PRODUCTS	NON-CAPITAL EQUIPMENT	BOE/SUPERINTENDENT	283.41	U
125553	SEHI COMPUTER PRODUCTS	PRINTERS	SANTA MONICA HIGH SCHOOL	775.68	R
125943	SEHI COMPUTER PRODUCTS	INK/TONER	CHILD DEVELOPMENT CENTER	1,199.67	CD
125981	SEHI COMPUTER PRODUCTS	PRINTERS	SANTA MONICA HIGH SCHOOL	1,163.51	R
125931	SEW WHAT? INC	REPAIR CURTAIN AT JAMS	THEATER OPERATIONS&FACILITY PR	150.00	R
125949	SIMPLEXGRINNELL	FIRE ALARMS REPAIRS	FACILITY MAINTENANCE	3,184.49	R
125942	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	CHILD DEVELOPMENT CENTER	28.41	CD
126003	SOUTHERN CAL TRACTOR SALES INC	OPERATIONS GROUNDS VEHICLES	FACILITY OPERATIONS	880.00	U
125945	STAPLES BUSINESS ADVANTAGE	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	700.00	U
125946	SWRCB ACCOUNTING OFFICE	WATER BOARD ANNUAL PERMIT FEES	FACILITY MAINTENANCE	1,359.00	R
125921	TARGET STORES	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	105.00	CD
125935	TARGET STORES	OPEN ORDER/PARENT ACTIVITY	CHILD DEVELOPMENT CENTER	250.00	CD
125961	TRACTION HEAVY DUTY PARTS	Parts/ Transp. Dept.	TRANSPORTATION	50.00	R
125985	TUMBLEWEED TRANSPORTATION	TRANSPORTATION GIRLS SOCCER	MALIBU HIGH SCHOOL	397.06	R
125986	TUMBLEWEED TRANSPORTATION	CHARTER BUSES: LA ZOO 05/29	LINCOLN MIDDLE SCHOOL	800.00	R
125987	TUMBLEWEED TRANSPORTATION	CHARTER BUSES: GETTY VILLA 6/4	LINCOLN MIDDLE SCHOOL	650.00	R
125978	U S BANK (GOVT CARD SERVICES)	SOFTWARE MAC OS X VNC EDITION	LINCOLN MIDDLE SCHOOL	2,547.00	R
125621	VIRCO MFG CORP	CAFETERIA TABLES, CHAIRS/PERMIT	JOHN ADAMS MIDDLE SCHOOL	6,727.37	R
125760	VIRCO MFG CORP	CHAIRS 9000 CLASSIC SERIES	ROOSEVELT ELEMENTARY SCHOOL	305.46	U
125933	VONS MARKET-SANTA MONICA	OPEN ORDER/PARENT ACTIVITY	CHILD DEVELOPMENT CENTER	150.00	CD
125934	VONS MARKET-SANTA MONICA	OPEN ORDER/PARENT ACTIVITY	CHILD DEVELOPMENT CENTER	150.00	CD
125991	VONS MARKET-SANTA MONICA	OPEN ORDER/PARENT ACTIVITY	CHILD DEVELOPMENT CENTER	50.00	CD
125988	WAXIE SANITARY SUPPLY	CUSTODIAL	CHILD DEVELOPMENT CENTER	78.65	CD

\*\* NEW PURCHASE ORDERS 380,696.15

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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 \$24,519.66 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 \$24,519.66 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: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

BOE Date: 05/17/12

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	\$ 335.02	\$ -		Santa Monica Science Magnet	
<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	\$ 2,700.00 \$ 2,100.00 \$ 1,819.00 \$ 1,588.00 \$ 1,270.00 \$ 350.00	\$ - \$ - \$ - \$ - \$ - \$ -		Various Various Various Various Various Various	Field Trip Field Trip Field Trip Field Trip Field Trip Field Trip
<b>CDS</b> 12-90120-0-00000-00000-8699-070-0000					
<b>Edison</b> 01-90120-0-00000-00000-8699-001-0000					
<b>Franklin</b> 01-90120-0-00000-00000-8699-002-0000					
<b>Grant</b> 01-90120-0-00000-00000-8699-003-0000					
<b>Lincoln</b> 01-90120-0-00000-00000-8699-012-0000	\$ 6,479.00 \$ 5,675.00 \$ 130.00	\$ 150.00 \$ - \$ -		Various Parents Various Parents Various Parents	General Supplies and Materials Other Operating Expenses General Supplies and Materials
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000	\$ 66.00	\$ -		Various	General Supplies and Materials
<b>McKinley</b> 01-90120-0-00000-00000-8699-004-0000					
<b>Muir</b> 01-90120-0-00000-00000-8699-005-0000					
<b>Olympic HS</b> 01-90120-0-00000-00000-8699-014-0000					
<b>Rogers</b> 01-90120-0-00000-00000-8699-006-0000	\$ 40.00	\$ -		Monica Berg	Field Trip
<b>Roosevelt</b> 01-90120-0-00000-00000-8699-007-0000	\$ 460.00	\$ -		Mary Catherine Donohue	Direct Cost Intrafund

BOE Date: 05/17/12

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	\$ 1,357.64	\$ -		Cal Micro Recycling	General Supplies and Materials
<b>Barnum Hall</b> 01-91150-0-00000-00000-8699-000-0000					
<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><u>Others:</u></b>					
<b><u>Superintendent's Office</u></b> 01-90120-0-00000-00000-8699-020-0000					
<b><u>Educational Services</u></b> 01-90120-0-00000-00000-8699-030-0000					
<b><u>Student &amp; Family Services</u></b> 01-90120-0-00000-00000-8699-040-0000					
<b><u>Special Education</u></b> 01-90120-0-00000-00000-8699-044-0000					
<b><u>Information Services</u></b> 01-90120-0-00000-00000-8699-054-0000					
<b><u>Food and Nutrition Services</u></b> 01-90120-0-00000-00000-8699-057-0000					
<b><u>District</u></b> 01-90120-0-00000-00000-8699-090-0000					
<b>TOTAL</b>	<b>\$ 24,369.66</b>	<b>\$ 150.00</b>	<b>\$ -</b>		

BOE Date: 05/17/12

Current Gifts and Donations 2011/2012

School/Site Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Equity Fund 15% Contrib.	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
<b>JAMS</b> 01-90120-0-00000-00000-8699-011-0000	\$ 45,925.38	\$ 335.02	\$ -	\$ 46,260.40			\$ -
<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	\$ 13,455.01	\$ 9,827.00	\$ -	\$ 23,282.01			\$ -
<b>CDS</b> 12-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
<b>Edison</b> 01-90120-0-00000-00000-8699-001-0000	\$ 820.36		\$ -	\$ 820.36			\$ -
<b>Franklin</b> 01-90120-0-00000-00000-8699-002-0000	\$ 467.89		\$ -	\$ 467.89			\$ -
<b>Grant</b> 01-90120-0-00000-00000-8699-003-0000				\$ -			\$ -
<b>Lincoln</b> 01-90120-0-00000-00000-8699-012-0000	\$ 28,410.53	\$ 12,284.00	\$ 150.00	\$ 40,844.53			\$ -
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i>	\$ 38,785.42	\$ 66.00	\$ -	\$ 38,851.42			\$ -
<b>McKinley</b> 01-90120-0-00000-00000-8699-004-0000	\$ 26,273.13		\$ -	\$ 26,273.13			\$ -
<b>Muir</b> 01-90120-0-00000-00000-8699-005-0000	\$ 2,244.85		\$ -	\$ 2,244.85			\$ -
<b>Olympic HS</b> 01-90120-0-00000-00000-8699-014-0000	\$ 7,867.50		\$ -	\$ 7,867.50			\$ -
<b>Rogers</b> 01-90120-0-00000-00000-8699-006-0000	\$ 25,692.22	\$ 40.00	\$ -	\$ 25,732.22			\$ -
<b>Roosevelt</b> 01-90120-0-00000-00000-8699-007-0000	\$ 4,395.98	\$ 460.00	\$ -	\$ 4,855.98			\$ -
<b>Samohi</b> 01-90120-0-00000-00000-8699-015-0000	\$ 25,186.04	\$ 1,357.64	\$ -	\$ 26,543.68	\$ 11,185.69		\$ 11,185.69
<b>Barnum Hall</b> 01-91150-0-00000-00000-8699-000-0000	\$ 100,000.00		\$ -	\$ 100,000.00			
<b>Pt. Dume Marine Science</b> 01-90120-0-00000-00000-8699-019-0000				\$ -			\$ -

BOE Date: 05/17/12

Current Gifts and Donations 2011/2012

School/Site Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Equity Fund 15% Contrib.	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
<b>ALL OTHER LOCATIONS:</b>							
<b>Webster</b> 01-90120-0-00000-00000-8699-008-0000	\$ 5,000.00		\$ -	\$ 5,000.00			\$ -
<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	\$ 90,934.74			\$ 90,934.74	\$ 2,350.00		\$ 2,350.00
<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				\$ -	\$ 379.90		\$ 379.90
<b>TOTAL GIFTS</b>	<b>\$ 415,459.05</b>	<b>\$ 24,369.66</b>	<b>\$ 150.00</b>	<b>\$ 439,978.71</b>	<b>\$ 13,915.59</b>	<b>\$ -</b>	<b>\$ 13,915.59</b>
<b>Total Cash Gifts for District:</b>		<b>\$ 24,369.66</b>	<b>Total Equity Fund 15% Contribs. \$ 150.00</b>		<b>Total In-Kind Gifts:</b>	<b>\$ -</b>	

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: TRANSFER OF FUNDS

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve the following transfer for the 2011-12 fiscal year.

- A. \$1,560,873 from the Special Reserve Fund for Capital Outlay Project (Fund 40) to the Unrestricted General Fund (Fund 01) for offsetting the Revenue Limit Adjustment for 2003-2006.

COMMENTS: The Los Angeles County Office of Education (LACOE) requires Board approval to make transfers between Funds.

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*Mr. Sam answered Mr. Mechur's questions regarding this item.*

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: APPROVAL OF FEE INCREASE FOR THE INFANT TODDLER PROGRAM (ITC)  
AT SANTA MONICA HIGH SCHOOL

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve a fee increase for non-subsidized parents in the Infant Toddler Center Child Development program at SAMOHI effective this summer 2012.

COMMENT: Increase is needed to offset raising staff and materials costs. This is a six percent (6%) increase for infants and a five percent (5%) increase to toddler tuition. Fees were not increased for the 2011-2012 school year.

Program	Current		New
SAMOHI ITC	Infant	\$1,100	\$1,165
	Toddler	\$ 790	\$ 830

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: PARTIAL RELEASE OF RETENTION FOR BID #10.17.BB-03-112998 – SAMOHI  
REPLACEMENT OF THE EXISTING GRASS FOOTBALL FIELD WITH  
SYNTHETIC TURF AT SANTA MONICA HIGH SCHOOL – HELLAS  
CONSTRUCTION COMPANY – CCJUP

RECOMMENDATION NO. A.11

It is recommended that the Board of Education approve Partial Release of Retention (5%) for Bid #10.17.BB-03-112998 – Santa Monica High School – Replacement of the Existing Grass Football Field with Synthetic Turf Project, to Hellas Construction Company.

Funding Information

Budgeted: Yes  
Fund: 40  
Source: Building Fund  
Account Number: 40-90602-0-00000-85000-6200-015-2600  
DSA No.: 03-11343  
Budget Category: Hard Cost, Construction  
Project: Replacement of the Existing Grass Football Field with Synthetic Turf

COMMENT: Replacement of the Existing Grass Football Field with Synthetic Turf at Santa Monica High School Project was beneficially occupied on October 27, 2011. The Measure BB staff is working with Hellas on change order review, negotiation and administrative close-out.

Public Contract Code 9203 allows District to release Partial Retention if more than 50% of the scope of work is complete and is satisfactory. As the scope of work for the Replacement of the Existing Grass Football Field with Synthetic Turf Project is fully complete and all the areas of work are occupied by the school site, the District would like to request the Board of Education to release five percent of the total ten percent retention. This will allow the contractor to pay the subcontractors who have completed the project.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: PARTIAL RELEASE OF RETENTION FOR BID #10.40.BB-03-113674 –  
MCKINLEY ELEMENTARY SCHOOL – ENTRY AND MAIN OFFICE  
RECONFIGURATION PROJECT – FAST TRACK CONSTRUCTION  
CORPORATION – MEASURE BB

RECOMMENDATION NO. A.12

It is recommended that the Board of Education approve Partial Release of Retention (5%) for Bid #10.40.BB-03-113674 – McKinley Elementary School - Entry and Main Office Reconfiguration Project, to Fast Track Construction Corporation.

Funding Information

Budgeted: Yes  
Fund: 21  
Source: Building Fund  
Account Number: 21-90500-0-00000-85000-6200-004-2600  
DSA No.: 03-113674  
Budget Category: Hard Cost, Construction  
Project: Entry and Main Office Reconfiguration Project

COMMENT: McKinley Elementary School – Entry and Main Office Reconfiguration Project was beneficially occupied on September 16, 2011. The Measure BB staff is working with Fast Track Construction on change order review, negotiation and administrative close-out.

Public Contract Code 9203 allows District to release Partial Retention if more than 50% of the scope of work is complete and is satisfactory. As the scope of work for the Entry and Main Office Reconfiguration Project is fully complete and all the areas of work are occupied by the school site, the District would like to request the Board of Education to release five percent of the total ten percent retention. This will allow the contractor to pay the subcontractors who have completed the project.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: CONTRACT AMENDMENT #10 FOR ADDITIONAL TESTING AND SPECIAL  
INSPECTION SERVICES – MCKINLEY ELEMENTARY SCHOOL ENTRY &  
MAIN OFFICE RECONFIGURATION PROJECT – MTGL, INC. – MEASURE BB

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve Contract Amendment #10 with MTGL, Inc. for Additional Special Testing and Inspection Services at McKinley Elementary School in the amount of \$21,240 for a total contract amount of \$276,034.

Funding Information

Budgeted: No

Fund: 21

Source: Measure BB

Account Number: 21-90500-0-00000-85000-5802-004-2600

Budget Category: Soft Costs/ Testing & Inspection/Materials Lab

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

The original proposal for services (CA #6, for \$5,650) was based on a preliminary project schedule, specifications and a mandatory site walk that projected about 50 hours for special testing and inspections. Once the contract for construction was awarded, the construction duration required construction in two phases to allow for early occupancy of the main office. These resulted in additional 50 hours for inspection. In addition, during the project construction, multiple unforeseen conditions required additional inspections. These resulted in additional 166 hours. Of the 166 hours, 72.50 hours will be back-charged to the general contractor for cancelled inspections due to uncompleted work.

Approval of Contract Amendment #10 in the amount of \$21,240.00 would result in a total contract amount of \$276,034. This is for a total addition of 216 hours to the inspection.

*(Continued on next page)*

Original Contract	(Grant ES, DSA A# 03-112845)	\$ 5,800
Contract Amendment #1	(Rogers, DSA A# 03-112998)	1,250
Contract Amendment #2	(Rogers Relo's, ELA, DSA A# 03-113389)	4,600
Contract Amendment #3	(Rogers-DSA Compliance, DSA A# 03-59916)	1,200
Contract Amendment #4	(Grant – Main Entry, DSA A# 03-112845)	468
Contract Amendment #5	(ELA Relo's, DSA A# 03-113389)	850
Contract Amendment #6	(McKinley Office & Entry DSA A# 03-113674)	5,650
Contract Amendment #7	(JAMS Mod & Site Improvements DSA A# 03-112808) (A.33)	4,684
Contract Amendment #9	(ELA, DSA A# 03-112999)	167,227
Contract Amendment #9	(ELA, DSA A# 03-112999)	63,065
Contract Amendment #10	(McKinley Office & Entry DSA A# 03-113674)	21,240
Total Contract Amount		\$276,034

Additional funding allocated from adjustments from program reserves. A Board item requesting for budget adjustment is also being presented at this Board Meeting.

MOTION MADE BY: Ms. Lieberman  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: Aye  
 AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: APPROVAL OF MEASURE BB CONSTRUCTION BUDGET INCREASE –  
MCKINLEY ELEMENTARY SCHOOL – MEASURE BB

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve an increase to the McKinley project budget by \$150,000. \$100,000 would be allocated to the construction budget and the remaining \$50,000 would be allocated to associated project soft costs. The current construction budget is \$522,000; the revised construction budget would be \$672,000. The \$150,000 would be re-allocated from available Program Reserves. The current Program Reserve is \$9,366,939. The revised Program Reserve would be \$9,216,939.

Funding Information

Budgeted: No  
Fund: 21  
Source: Building Fund  
Account Number: 21-90500-0-00000-85000-6200-004-2600  
DSA No.: 03-113674  
Budget Category: Hard Cost, Soft Costs  
Project: Entry and Main Office Reconfiguration Project

COMMENTS: An increase of \$150,000 in the project budget for the McKinley Elementary School Entry and Main Office Reconfiguration Project is needed to accommodate several unforeseen construction impacts and documents and related professional fees associated to the additional scope.

These construction cost increases were not part of the original project scope or budget and are projected to be at \$100,000. The remaining \$50,000 budget increase will accommodate the additional hard and soft costs for professional management, inspection and testing laboratory.

Of the \$150,000 budget increase, \$100,000 will be allocated for additional construction costs, and the remaining \$50,000 will be allocated to the other related soft costs (Inspection and Testing) needed to execute the work. Staff is currently negotiating these change orders with contractor and additional service requests with consultants.

It is proposed that these funds be reallocated from available program reserves. The program reserves were established for contingencies including unforeseen project scope increases and escalation.

The proposed budget increase was presented to the Measure BB Advisory Committee on 05/14/12.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

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

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve Change Order No. 4 for Bid #10.40.BB-03-113674 – McKinley Elementary School - Entry and Main Office Reconfiguration Project, to Fast Track Construction Corporation in the amount of \$19,939.33 for a total contract amount of \$508,279.90.

Funding Information

Budgeted: No  
Fund: 21  
Source: Building Fund  
Account Number: 21-90500-0-00000-85000-6200-004-2600  
DSA No.: 03-113674  
Budget Category: Hard Cost, Construction Contingency  
Project: Entry and Main Office Reconfiguration Project  
Friday Memo: 05/11/12

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

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

At the January 19, 2012, meeting the Board of Education, Change Order No. 2 was approved in the amount of \$13,128.29

At the February 16, 2012, meeting the Board of Education, Change Order No. 3 was approved in the amount of \$8,191.16

Change Order No. 4 includes the cost for all labor and materials for the additional required scope not included in the contract documents as well as approved credits for a total add of \$19,939.33 and 0 non-compensable contract day extension on the McKinley Elementary School – Entry and Main Office Reconfiguration Project. The revised contract total will be \$508,279.90. The contract duration remains unchanged at 121 days.

Change Order No. 4 includes the following changes to the terms of the contract:

Original Contract Amount:	\$461,500.00
Change Order No. 1:	5,521.12
Change Order No. 2:	13,128.29
Change Order No. 3:	8,191.16
<u>Change Order No. 4:</u>	<u>19,939.33</u>
Total Contract Amount:	\$508,279.90

Original Contract Duration	120 days
Change Order No. 1: (non-compensable)	0 days
Change Order No. 2: (non-compensable)	1 day
Change Order No. 3: (non-compensable)	0 days
Change Order No. 4: (non-compensable)	0 days
Total Contract Duration:	121 days

1. \$5,147.99 – Functional & Operational Enhancement – Increase counter height and add shelving at main office casework per request from site administration.
2. (\$1,313.06) – Credit – The signage was reduced from 3" thick hollow box channel letters to ¼" thick steel plate.
3. \$10,031.93 – Functional & Operational Enhancement – Provide a metal stud wall with cement plaster on top of a 6" curb behind new benches at front waiting area.
4. \$13,566.38 – Unforeseen Condition – Existing unforeseen plaster at walls of old restrooms had to be demolished to accommodate new fixture layout.
5. \$1,380.74 – Functional & Operational Enhancement – Installation of two access panels in the main office to allow access to Fire Alarm devices for maintenance.
6. \$2,947.00 – Functional & Operational Enhancement – Installation of new 11" high hollow metal frame to match existing doors.
7. \$7,257.58 – Functional & Operational Enhancement – Increased scope to slurry and restripe parking lot spaces and remove existing concrete to set truncated domes.
8. \$16,684.35 – Unforeseen Condition – Welding of exterior door frames to new C channel frames due to unforeseen hollow wall conditions.
9. (\$680.00) – Credit – Per request from site administration low wall swinging gate and post was removed from scope.
10. (\$30,000.00) – Credit – An allowance was established in the project which was not applied to any change order. This allowance is being credited back to the District.
11. (\$5,083.58) – Credit – Due to numerous inspections that were canceled and had to be rescheduled, Testing and Inspection Company MTGL had to perform additional inspections. These additional inspections are being back-charged to the contractor.

Additional funding allocated from adjustments from program reserves. A Board items requesting for budget adjustment is also being presented at this Board Meeting.

MOTION MADE BY: Ms. Lieberman  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: Aye  
 AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
 NOES: None (0)



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: ACCEPT WORK AS COMPLETED FOR GENERAL SERVICES  
ADMINISTRATION CONTRACT– MCKINLEY ELEMENTARY SCHOOL ENTRY  
AND OFFICE RECONFIGURATION PROJECT – SIMPLEX – MEASURE BB

RECOMMENDATION NO. A.16

It is recommended that the Board of Education accept as completed all work contracted for GSA contract, Bid #10.40.BB-03-113674, McKinley Elementary School-Entry and Office Reconfiguration Project, to Simplex with the final contract amount of \$49,348.19.

Funding Information

Budgeted: Yes  
Fund: 21  
Source: Building Fund  
Account Number: 21-90500-0-00000-85000-6200-004-2600  
DSA No.: 03-113674  
Budget Category: Hard Cost, Construction  
Project: Entry and Main Office Reconfiguration Project

COMMENT: The contract with Simplex for fire and security equipment and appropriate services specified under contract #GS-07-0396M as applicable to McKinley Elementary School-Entry and Office Reconfiguration Project, Bid #10.40.BB-03-113674, has been completed. In order to facilitate the release of final payment, a Notice of Completion must be filed for thirty-five (35) days with the County of Los Angeles pending approval by the Board of Education.

<u>Original Contract Amount</u>	<u>\$49,348.19</u>
Final Contract Amount:	\$49,348.19

MOTION MADE BY: Ms. Lieberman  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: Aye  
AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: CONTRACT AMENDMENT #10 FOR GEOTECHNICAL OBSERVATION AND TESTING SERVICES – JOHN ADAMS MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDINGS E, F, & G, NEW ADMINISTRATION, MODERNIZATION AND SITE IMPROVEMENTS (PACKAGE 2B) – CONVERSE CONSULTANTS – MEASURE BB

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve Contract Amendment #10 with Converse Consultants to provide additional geotechnical observation and testing services for John Adams Middle School - Replacement of Classroom Buildings E, F & G, New Administration, Modernization and Site Improvements Project (Package 2B), in the amount of \$59,583.00, for a total contract amount of \$199,555.

Funding Information

Budgeted: Yes

Fund: 21

Source: Measure BB

Account Number: 21-90500-0-00000-85000-5802-011-2600

Budget Category: Soft Costs/Tests & Inspection/Materials Lab

COMMENTS: Converse is providing Geotechnical Observation and Testing Services for the John Adams Middle School - Replacement of Classroom Buildings E, F & G, New Administration, Modernization and Site Improvements Project (Package 2B). Contract amendment #9 was approved on April 6, 2011 for an amount for \$17,171.00 for this scope. This contract award was based on preliminary construction schedule. Construction contract was awarded in July 20, 2011 for the project. Following this award, contractor provided District with detailed construction schedule that indicated specifically the schedule for soil sampling and testing as it relates to the various grading activities and installation of earth tubes. This extended schedule has resulted in additional hours for testing.

Furthermore, during the course of the excavation and grading activities, additional contaminated soils were discovered which considerably increased the total amount of soils that required inspection, testing, remediation and disposal. Additionally soil moisture at various locations on site was excessively high and this required several attempts at re-compaction to establish a firm bottom. These unforeseen conditions have resulted in additional scope for the project which necessitated additional soils observation, inspection and testing.

These additional testing has resulted in a total add of \$59,583.00. Of this amount, \$40,998 is for unforeseen conditions. As this scope was not part of original project scope, these funds will be drawn upon by adjustments to program reserve. A budget adjustment for the project will be presented to the Board of Education at a later Board meeting once all costs including change orders to the contractor for unforeseen underground conditions are reviewed and negotiated. To ensure prompt payment to the consultant and to allow no interruption to required testing, we recommend that the Board of Education approve this amendment. The revised contract total will be \$199,555.

ORIGINAL CONTRACT – John Adams MS	\$ 26,950
ORIGINAL CONTRACT – Lincoln MS	28,250
CONTRACT AMENDMENT #1 (Adams testing)	8,545
CONTRACT AMENDMENT #2 (Additional Adams testing)	5,682
CONTRACT AMENDMENT #3 (Adams Field Investigation – parking lot)	2,930
CONTRACT AMENDMENT #4 (Adams Relos - geotech observ. & testing)	15,540
CONTRACT AMENDMENT #5 (Adams Green Fringe geotech observ testing)	11,040
CONTRACT AMENDMENT #6 (Lincoln Relos – geotech observ testing)	11,870
CONTRACT AMENDMENT #7 (Adams Green Fringe geotech observ testing sewer)	1,329
CONTRACT AMENDMENT #8 (Lincoln Relos Fire Water Main geotech observ)	10,665
CONTRACT AMENDMENT #9 (Adams New Const. & Mod. geotech observ)	17,171
CONTRACT AMENDMENT #10 (Adams Additional. geotech testing)	59,583
<b>TOTAL:</b>	<b>\$199,555</b>

MOTION MADE BY: Ms. Lieberman  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: Aye  
 AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: APPROVAL OF LINCOLN MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDING C, MODERNIZATION AND SITE IMPROVEMENTS PROJECT (PACKAGE 2) AS A “SUBSTANTIALLY COMPLEX” PROJECT – MEASURE BB

RECOMMENDATION NO. A.18

It is recommended that the Board of Education approve Lincoln Middle School-Replacement of Classroom Building C, Modernization and Site Improvements Project to be “substantially complex.”

Funding Information

Budgeted: Yes

Fund: 21

Source: Building Fund

Account Number: 21-90500-0-00000-85000-6200-012-2600

Budget Category: N/A

Project: Classroom Building C, Modernization and Site Improvements Project

Friday Memo: 05/11/12

COMMENTS: Senate Bill 293 (Chapter 700, Statutes of 2011) added Section 7201 to the Public Contract Code stating that the contract payment retention amount withheld by any public agency from the contractor shall not exceed five (5) percent. Districts may retain an amount greater than five (5) percent by defining that the project is substantially complex.

Defining a project as substantially complex requires approval from the Board of Education.

The Lincoln Middle School Classroom Building C, Modernization and Site Improvements Project is an approximately 33,000 square feet, two-story building that will house the new library, chorus room, six standard classrooms, and two science labs. The project scope also includes upgrades to existing fire alarm system campus wide and site improvements at main entry, courtyard, and parking areas. The construction is a combination of poured in place concrete, footings, structural steel, and concrete over high shear decking. The exterior skin is a combination of cement plaster, perforated aluminum panels, metal wall panels, and aluminum curtain wall system. Additionally, the new two-story construction is adjacent to existing two-story classroom building and also ties into existing buildings. The majority of the construction will happen when the school site is occupied.

*(Continued on next page)*

These various situations constitute a complex construction. To ensure prompt on-time completion of this project and to protect the District and the taxpayers, ten (10) percent retention from periodic construction pay applications is appropriate.

The Board of Education is requested to approve Lincoln Middle School Classroom Building C, Modernization and Site Improvements Project as “substantially complex,” thereby allowing ten (10) percent retention.

MOTION MADE BY: Ms. Lieberman  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: Aye  
AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

5/17/12

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

RE: RATIFY AWARD OF BID #12.08.BB – WASHINGTON CDS – MODERNIZATION PROJECT – TO BEST CONTRACTING SERVICES, INC. – MEASURE BB

RECOMMENDATION NO. A.19

It is recommended that the Board of Education ratify the award of Bid #12.08.BB, Washington CDS – Modernization Project, to Best Contracting Services, Inc. the lowest responsive responsible bidder, in the amount of \$111,860.

Funding Information

Budgeted: Yes  
Fund: 21  
Source: Measure BB  
Account Number: 21-90500-0-00000-85000-6200-070-2600  
Project: Washington CDS (98007010)  
Budget Category: Hard costs\Construction Contracts

COMMENT: On December 9, 2010, the Board of Education approved Resolution No. 10-15 to enact informal bidding procedures under the Uniform Public Construction Cost Accounting Act. The Sealy Field Upgrades Project Bid #12.07.BB was bid under these enacted guidelines.

The project job walks were held on Thursday, February 9, 2012, at 10:00 AM, and on Tuesday, February 14, 2012, at 10:00 AM. Nine (9) bids were received on February 28, 2012, as follows:

<b>1. Best Contracting Services Inc.</b>	<b>\$111,860.00</b>	<b>Recommended</b>
2. Stone Roofing Co. Inc.	\$111,867.00	
3. Rite-Way Roof Corp.	\$117,140.00	
4. Cabral Roofing Corp.	\$117,417.00	
5. J Cab & Son's Roofing	\$127,086.00	
6. Alfa 26 w/Letner Roofing	\$138,706.00	
7. Eberhard	\$142,597.00	
8. F C and Sons Roofing Inc.	\$144,963.00	
9. Chapman Coast Roof Co. Inc	\$147,000.00	

It was determined by staff that the project scope is as intended at the job walk and that all prevailing labor rates will be observed. The Notice of intent was issued to Best Contracting Services, Inc. on 3/15/2015.

There is adequate budget to fund these expenses.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: AWARD AND APPROVAL OF LEASE AGREEMENT OF MODULAR BUILDINGS TO McGRATH RENT CORPORATION (dba MOBILE MODULAR, INC) FOR MALIBU HIGH SCHOOL, CAMPUS IMPROVEMENT PROJECT – MEASURE BB

RECOMMENDATION NO. A.20

It is recommended that the Board Of Education approve the leasing of four (4) units at Malibu High School for the term of forty (40) months plus the delivery, set-up, and removal fees in the amount of \$335,255.

Funding Information

Budgeted: Yes

Fund: 81

Source: Building Fund

Account Number: 81-90500-0-00000-85000-5630-010-2600

DSA No.: 03-113456

Budget Category: Hard Costs\Construction\Modulars

Project: MMHS: New Bldg and Modernization (98001010D)

COMMENTS: On 7/16/09, the Board of Education approved a contract for the leasing of modular classrooms with McGrath Rent Corporation (dba Mobile Modular, Inc.) for the Measure BB Bond Program, through a piggy back contract.

Malibu High School, Campus Improvement Project is the fourth of the four bond measure facilities which will need modular units for swing space during construction (Lincoln, Adams, and Edison). The relocatable units have been designed and are ready to be ordered.

Malibu High School, Campus Improvement Project will require four (4) units, three classrooms and a library. The estimated lease period is 32 to 36 months, and should not exceed 41 months. Fees are separated into three types, set-up charges, break-down and removal charges and monthly lease fees. Leasing will start in the second quarter of 2012. Site preparation and utilities will be bid with the main Measure BB scope of work at the campus.

*(Continued on next page)*

**3 - 24' x 40' Classroom Buildings**

3 units, Delivery, Set-Up, and First Month's Rent				\$21,957.00
Break-Down and Removal				\$11,436.00
Lease Fees (\$469 ea. Unit)	40	Months	\$1,407.00	\$56,280.00
<b>Total Classroom Costs</b>				<b>\$89,673.00</b>

**48' x 40' Library Building**

Delivery and Set-Up with First Month's Rent				\$18,460.00
Break-Down and Removal				\$10,875.00
Lease Fees	40	Months	\$5,450.00	\$218,000.00
<b>Total Classroom Costs</b>				<b>\$247,335.00</b>

<b>Total Contract amount</b>				<b>\$337,008.00</b>
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These costs were anticipated for the project and there is available budget.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: CONTRACT AMENDMENT #19 FOR ADDITIONAL SERVICES FOR SANTA MONICA HIGH SCHOOL REPLACEMENT OF EXISTING FOOTBALL FIELD WITH SYNTHETIC TURF PROJECT – R.L. BINDER FAIA ARCHITECTS, LLP – CCJUP

RECOMMENDATION NO. A.21

It is recommended that the Board of Education approve Contract Amendment #19 with R.L. Binder FAIA Architects, LLP, for the Santa Monica High School Replacement of Existing Football Field with Synthetic Turf Project, in an amount of \$3,910 for a total contract amount of \$7,133,249.

Funding Information

Budgeted: Yes

Fund: 40

Source: CCJUP MOU #2

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

Description: Design Services

COMMENT: Additional services for a Storm Drain Connection Plan and relevant details for the off-site storm drain near the intersection of Pico Boulevard and 4th Street were approved in the amount of \$8,750 for Contract Amendment #18 at the 4/19/12 Board of Education meeting. However, R.L. Binder's proposal for Contract Amendment #18 included only engineering cost.

This Contract Amendment #19, for \$3,910, is for the architectural work associated with Contract Amendment #18, for the Santa Monica High School Replacement of Existing Football Field with Synthetic Turf Project/Off Site Storm Drain. The revised contract total will be \$7,133,249.

*(Continued on next page)*

ORIGINAL CONTRACT AMOUNT	\$1,209,688
CONTRACT AMENDMENTS #1 & 2 (Siting Study)	180,000
CONTRACT AMENDMENT #3 (Not issued)	0
CONTRACT AMENDMENT #4 (Programming additional services)	209,244
CONTRACT AMENDMENT #5 (DD/CD/CA)	4,878,954
CONTRACT AMENDMENT #6 (Fire protection design)	36,720
CONTRACT AMENDMENT #7 (Revisions to siting study)	11,000
CONTRACT AMENDMENT #8 (Mechanical cooling design)	25,300
CONTRACT AMENDMENT #9 (Geotech Revisions impacts)	54,720
CONTRACT AMENDMENT #10 (50% CD review comments) Study #1	3,120
CONTRACT AMENDMENT #11 (50% CD review comments) Study #2 & #3	31,333
CONTRACT AMENDMENT #12 (50% CD review comments) Study #4	61,800
CONTRACT AMENDMENT #13 (50% CD review comments) Study #5	127,975
CONTRACT AMENDMENT #14* (Siting Study II)	153,950
CONTRACT AMENDMENT #15* (CCJUP Siting Study 2)	0
CONTRACT AMENDMENT #16* (APEOP Synthetic Turf Field)	63,486
CONTRACT AMENDMENT #17 (1500 kW Transformer)	73,299
CONTRACT AMENDMENT #18 (CCJUP MOU#2 Storm Drain)	8,750
CONTRACT AMENDMENT #19 (CCJUP MOU#2 Storm Drain)	3,910
<b>TOTAL</b>	<b>\$7,133,249</b>

MOTION MADE BY: Ms. Lieberman  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: Aye  
 AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
 NOES: None (0)

TO: BOARD OF EDUCATION

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: CERTIFICATED PERSONNEL – Elections, Separations

ACTION/CONSENT  
05/17/12

RECOMMENDATION NO. A.22

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

**ADDITIONAL ASSIGNMENTS**

**ADAMS MIDDLE SCHOOL**

Saling, David	1.75 hrs @\$40.46	3/27/12	<u>Est Hrly/\$71</u>
		TOTAL ESTABLISHED HOURLY	\$71

Comment: Proctor for Make-Up Writing Assessments  
01-Tier III Programs Cat Flex

Beeman-Solano, Amy	1 hr @\$40.46	4/30/12	Est Hrly/\$40
Loopesko, Lorna	1 hr @\$40.46	4/30/12	Est Hrly/\$40
Saling, David	1 hr @\$40.46	4/30/12	<u>Est Hrly/\$40</u>
		TOTAL ESTABLISHED HOURLY	\$120

Comment: Language Arts Planning Meeting  
01-Economic Impact Aid – SCE

Avedian, Ray	6 hrs @\$40.46	6/19/12	Est Hrly/\$243
Brown, Daniel	6 hrs @\$40.46	6/19/12	Est Hrly/\$243
Dresher, Pamela	6 hrs @\$40.46	6/19/12	Est Hrly/\$243
Jurewicz, Kristin	6 hrs @\$40.46	6/19/12	Est Hrly/\$243
Levin, Tracy	6 hrs @\$40.46	6/19/12	Est Hrly/\$243
Post, Joel	6 hrs @\$40.46	6/19/12	Est Hrly/\$243
Sever, Pamela	6 hrs @\$40.46	6/19/12	<u>Est Hrly/\$243</u>
		TOTAL ESTABLISHED HOURLY	\$1,701

Comment: Science Department Planning Meeting  
01-Tier III Programs Cat Flex

**EDISON ELEMENTARY SCHOOL**

Ellis, John	4 hrs @\$40.46	3/21/12-3/28/12	<u>Est Hrly/\$162</u>
		TOTAL ESTABLISHED HOURLY	\$162

Comment: Parent Training Sessions  
01-IASA: Title I Basic-LW Inc/Neg

**EDUCATIONAL SERVICES**

Boxer, Lorissa	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Brumer, Sandra	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Contreras, Luis	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Cueva, Martha	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Dworin, Jeanne	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Fullerton, Anabella	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Jimenez, Sylvia	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Kusion, Alex	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Maiztegui, Laura	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Martinez, Elizabeth	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Meade, Mary	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Melendez, Brisa	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Morales, Carlos	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Murcia, Constanza	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Naranjo, Rocio	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Rankin, Nancy	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Rodriguez, Judith	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Salmaggi, Aileen	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500

Tejeda de Leon, Katrina	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Valentiner, Katharina	37.1 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,500
Williams, Alma	37.1 hrs @\$40.46	8/29/11-6/18/12	<u>Est Hrly/\$1,500</u>
TOTAL ESTABLISHED HOURLY			\$31,500

Comment: Bilingual Stipend  
01-Unrestricted Resource

#### LINCOLN MIDDLE SCHOOL

Duran-Contreras, Martha	1.5 hrs @\$40.46	4/17/12	Est Hrly/\$61
Preuss, Jennifer	1.5 hrs @\$40.46	4/17/12	Est Hrly/\$61
Stauffer, Aimee	1.5 hrs @\$40.46	4/17/12	<u>Est Hrly/\$61</u>
TOTAL ESTABLISHED HOURLY			\$183

Comment: Parent Transition Meeting – Lincoln to Santa Monica HS  
01-Gifts – Equity Fund

#### SANTA MONICA HIGH SCHOOL

Hinojosa-Rieseck, Judith	15.5 hrs @\$40.46	2/11/12-2/18/12	Est Hrly/\$627
Pulido, Maribel	11.0 hrs @\$40.46	2/11/12-2/18/12	<u>Est Hrly/\$445</u>
TOTAL ESTABLISHED HOURLY			\$1,072

Comment: Correcting Transcripts  
01-Econmic Impact Aid - SCE

#### ADDITIONAL ASSIGNMENT – DEPARTMENT CHAIR ASSIGNMENTS GRANT ELEMENTARY SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	Not to <u>Exceed</u>
Croft, Susan	1.25 EDU	5 <sup>th</sup> Grade Outdoor Camp	11/12 SY	\$320
Donovan, Michael	2.50 EDU	5 <sup>th</sup> Grade Outdoor Camp	11/12 SY	\$640
Hynding, Sheri	1.25 EDU	5 <sup>th</sup> Grade Outdoor Camp	11/12 SY	\$320
Kooy, Tracy	3.00 EDU	Student Council	11/12 SY	\$768
Marek, Mallory	2.50 EDU	5 <sup>th</sup> Grade Outdoor Camp	11/12 SY	\$640
Martinez, Lorena	0.75 EDU	Latino Leadership Club	11/12 SY	\$192
Caamal-Murcia, Gabriela	0.75 EDU	Latino Leadership Club	11/12 SY	\$192
Smith, Shelley	2.00 EDU	5 <sup>th</sup> Grade Leadership Club	11/12 SY	<u>\$512</u>
TOTAL				\$3,584

#### PT DUME ELEMENTARY SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	Not to <u>Exceed</u>
Dunn, Margo	5.0 EDU	Overnight Trips/Student Council	11/12 SY	\$1,280
Jennings, Kris	3.5 EDU	Overnight Trips/Student Council	11/12 SY	\$ 896
Mackey, Tammy	1.5 EDU	Overnight Field Trip	11/12 SY	<u>\$ 384</u>
TOTAL				\$2,560

#### ROGERS ELEMENTARY SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	Not to <u>Exceed</u>
Contreras, Sitara	3 EDU	Outdoor Science School	11/12 SY	\$768
Contreras, Sitara	1 EDU	Student Council	11/12 SY	\$256
Schneider, Kirsten	3 EDU	Outdoor Science School	11/12 SY	\$768
Smith, Devon	3 EDU	Outdoor Science School	11/12 SY	\$768
Smith, Devon	1 EDU	Student Council	11/12 SY	\$256
Witt, Carl	1 EDU	Outdoor Science School	11/12 SY	<u>\$256</u>
TOTAL				\$3,072

#### ROOSEVELT ELEMENTARY SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	Not to <u>Exceed</u>
Alexander, Lorie	1 EDU	Student Council	11/12 SY	\$256
Jauregui, Marissa	1 EDU	Student Council	11/12 SY	\$256

Levy, Amy	1 EDU	Student Council	11/12 SY	\$256
Mathewson, Stefanie	1 EDU	Student Council	11/12 SY	\$256
Schneider, Rhonda	1 EDU	Student Council	11/12 SY	\$256
Snow, Angela	1 EDU	Student Council	11/12 SY	<u>\$256</u>
			<b>TOTAL</b>	<b>\$1,536</b>

#### WEBSTER ELEMENTARY SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Cook, Kristina	2 EDU	Yosemite Field Trip	11/12 SY	\$512
Held, Pamela	1 EDU	Math Club	11/12 SY	\$256
Rose, Lori	1 EDU	AstroCamp	11/12 SY	\$256
Rose, Lori	2 EDU	Student Council	11/12 SY	\$512
Rubin, Theresa	1 EDU	AstroCamp	11/12 SY	\$256
Verham, Karen	2 EDU	Yosemite Field Trip	11/12 SY	\$512
Verham, Karen	1 EDU	Math Club	11/12 SY	<u>\$256</u>
			<b>TOTAL</b>	<b>\$2,560</b>

#### JOHN ADAMS MIDDLE SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Blanchard, Cecile	8.0 EDU	Choral Music	1/12-6/12	\$2,048
Brown, Dan	6.0 EDU	Jr. Honor Society	1/12-6/12	\$1,536
Daws, Tracy	3.0 EDU	AVID	1/12-6/12	\$ 768
Garcia, Apryl	8.0 EDU	Orchestra	1/12-6/12	\$2,048
Goldberg, Cori	3.0 EDU	ASB	1/12-6/12	\$ 768
Hale, Shannon	1.5 EDU	AVID	1/12-6/12	\$ 384
Jung, Parisa	1.0 EDU	AVID	1/12-6/12	\$ 256
McNamara, Jeanie	1.5 EDU	AVID	1/12-6/12	\$ 384
Perez, Lourdes	3.0 EDU	AVID	1/12-6/12	\$ 768
Saling, David	2.0 EDU	Cross Currents	1/12-6/12	\$ 512
Woo, Angela	8.0 EDU	Band	1/12-6/12	<u>\$2,048</u>
			<b>TOTAL</b>	<b>\$11,520</b>

#### LINCOLN MIDDLE SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Allstot, Sean	2.00 EDU	Yearbook	1/12-6/12	\$ 512
DeHope, Kathryn	5.00 EDU	Tutor Club	1/12-6/12	\$1,280
Diamond, Renee	0.50 EDU	Jr. Honor Society	1/12-6/12	\$ 128
Greenfield, Sarah	1.50 EDU	Writing Club	1/12-6/12	\$ 384
Hart, Sharon	2.00 EDU	Jr. Honor Society	1/12-6/12	\$ 512
Hunt, Mark	6.00 EDU	Jazz Band	1/12-6/12	\$1,536
Levy, Amanda	0.75 EDU	Friend League	1/12-6/12	\$ 192
O'Brien, Marianna	1.00 EDU	Science Night	1/12-6/12	\$ 256
O'Brien, Marianna	0.50 EDU	Science Workshop	1/12-6/12	\$ 128
O'Brien, Marianna	1.00 EDU	Robotics	1/12-6/12	\$ 256
O'Brien, Marianna	1.50 EDU	Travel Club	1/12-6/12	\$ 384
Seymour, Robert	2.50 EDU	ASB	1/12-6/12	\$ 640
Sherman, Wynn	3.00 EDU	Anime	1/12-6/12	\$ 768
Sinclair, Michele	0.50 EDU	Jr. Honor Society	1/12-6/12	\$ 128
Tolentino, Aimee	0.75 EDU	Friend League	1/12-6/12	\$ 192
Ventre, Vanessa	6.00 EDU	Madrigals	1/12-6/12	\$1,536
Wang, James	6.00 EDU	Electric Strings	1/12-6/12	<u>\$1,536</u>
			<b>TOTAL</b>	<b>\$10,368</b>

**TOTAL ESTABLISHED HOURLY AND EXTRA DUTY UNITS = \$ 70,009**

**CHANGE IN ASSIGNMENT** Effective

Palumbus Debeeche, Elizabeth

Lincoln MS/Humanities

From: 100%/TeacherTo: 80%/Teacher

8/20/12-6/11/13

**LEAVE OF ABSENCE (with pay)**Name/Location

Dunn, Glenda

Child Develop Svcs

Effective

3/1/12-4/30/12

[medical]

(Revision of dates from 4/19/12 Agenda)

O'Meara, Peggy

Roosevelt Elementary

4/26/12-6/18/12

[maternity]

Rowland, Christine

Cabrillo Elementary

3/19/12-3/30/12

[FMLA]

**RESIGNATION**Name/Location

Foo, Angela

Child Develop Svcs

Effective

3/30/12

Marco, Miguel

Lincoln Middle School

5/15/12

**RETIREMENT**Name/Location

Siegel, Marlene

Special Education

Effective

6/30/12

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

FROM: SANDRA LYON / WILBERT YOUNG

RE: CLASSIFIED PERSONNEL – MERIT

ACTION/CONSENT  
05/17/12

RECOMMENDATION NO. A.23

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.

**TEMP/ADDITIONAL ASSIGNMENTS**

		<b><u>EFFECTIVE DATE</u></b>
Curry, Kimberley Student Services	Administrative Asst [additional hours, as needed]	4/16/12-6/29/12
Flores, Henry Theater Ops/Facility Permits	Campus Security Officer [additional hours, as needed]	4/21/12-6/30/12
Gleason, Tim Rogers Elementary	Custodian [overtime, as needed for special events]	5/4/12-6/14/12
Martinez, Sonia Malibu High School	Inst Asst – Special Ed [additional hours, Fitgram Testing]	1/1/12-6/15/12
Vasquez, Graciela Adult Education	Campus Security Officer [overtime, as needed]	3/1/12-6/30/12
Venable, Mark Rogers Elementary	Custodian [overtime, as needed for special events]	5/4/12-6/14/12

**SUBSTITUTES**

		<b><u>EFFECTIVE DATE</u></b>
Flores, Henry Operations	Custodian	4/1/12-6/15/12

**VOLUNTARY TRANSFER**

		<b><u>EFFECTIVE DATE</u></b>
Benjamin, Jacquita Lincoln MS	Inst Asst – Special Ed 6 Hrs/SY Fr: 6 Hrs/SY/McKinley Elementary	5/2/12

**LEAVE OF ABSENCE (PAID)**

		<b><u>EFFECTIVE DATE</u></b>
Alvarez, Alicia Edison Elementary	Administrative Asst Maternity	4/12/12-6/29/12
Dodd, Jason Maintenance	Carpenter Medical	4/10/12-4/30/12
Holloway, Shirlene Food Services	Cafeteria Worker I Medical	4/18/12-4/23/12
Lopez, Victoria Santa Monica HS	Campus Security Officer Medical	4/3/12-7/16/12

**LEAVE OF ABSENCE (UNPAID)**

		<b><u>EFFECTIVE DATE</u></b>
Gonzalez, Gabrielle Grant Elementary	Inst Asst – Special Ed Personal	3/2/12-4/26/12

Treto, Sandra Grant Elementary	Inst Asst – Classroom Child Care	4/16/12-6/15/12
<b><u>PROFESSIONAL GROWTH</u></b>		<b><u>EFFECTIVE DATE</u></b>
Cuevas, Jose Operations	Custodian	5/1/12
Delgado, Eduardo Malibu High School	Inst Asst – Special Ed	5/1/12
Mesrobian, Krikor Franklin Elementary	Inst Asst – Special Ed	5/1/12
Walker, Louis Santa Monica HS	Custodian	5/1/12
<b><u>WORKING OUT OF CLASS</u></b>		<b><u>EFFECTIVE DATE</u></b>
Williams, Steven Food Services	Stock Delivery Clerk Fr: Cafeteria Worker I	5/1/12-6/8/12
<b><u>RESIGNATION</u></b>		<b><u>EFFECTIVE DATE</u></b>
Gaylor, Amanda Santa Monica HS	Inst Ass – Special Ed	5/11/12
Jones, Victoria Special Education	Sr. Office Specialist	5/9/12
Vilchez, Luisa Child Develop Svcs	Bilingual Community Liaison	5/31/12
<b><u>RETIREMENT</u></b>		<b><u>EFFECTIVE DATE</u></b>
Boyd, Jacqueline SMASH	Inst Asst – Classroom	6/15/12
Young, Wilbert Personnel Commission	Director, Classified Personnel	12/31/12

MOTION MADE BY: Ms. Lieberman  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
 NOES: None (0)



TO: BOARD OF EDUCATION ACTION/CONSENT  
05/17/12  
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / WILBERT YOUNG  
RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.24

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**

COOPER, TONI	SANTA MONICA HS	4/19/12-6/30/12
HACKETT, SHANE	SANTA MONICA HS	5/2/12-6/30/12
WILLIAMS, RENARD	SANTA MONICA HS	3/20/12-6/30/12

**NOON SUPERVISION AIDE**

NIXON, ROBERT	ROOSEVELT ELEMENTARY	4/20/12-6/15/12
RUIZ, ANTELMA	JOHN ADAMS MIDDLE SCHOOL	2/13/12-6/15/12

**TECHNICAL SPECIALIST – LEVEL II**

HYZIAK, MICHAEL	SMASH [Music Instruction, Jazz program] - Funding: Reimbursed by PTA	1/6/12-6/8/12
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MOTION MADE BY: Ms. Lieberman  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: N/A  
AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: STUDENT TEACHING AGREEMENT – AZUSA PACIFIC UNIVERSITY

RECOMMENDATION NO. A.25

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

INSTITUTION: Azusa Pacific University  
EFFECTIVE: July 1, 2012, through June 30, 2015  
PAYMENT: The University shall pay the District \$200.00 per secondary student teacher, and \$100.00 per elementary student teacher.

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

MOTION MADE BY: Ms. Lieberman  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: Aye  
AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
NOES: None (0)

TO: BOARD OF EDUCATION ACTION/CONSENT  
05/03/12  
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN  
RE: EXPULSION OF STUDENT (B/D 09/15/93)

RECOMMENDATION NO. A.26

It is recommended that the Board of Education expel student (B/D 09/15/93).

COMMENT: The Superintendent of Santa Monica-Malibu Unified School District has recommended the expulsion based on the student's violations of Education Code Sections 48900(a), 48915(a) (1):

Caused, attempted to cause, or threatened to cause physical injury to another person. Education code 48900(a)(1)

Causing serious physical injury to another person, except in self-defense

Additional findings: The presence of this student causes a continuing danger to the safety of students and staff.

MOTION MADE BY: Ms. Lieberman  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: N/A  
AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/17/12

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

RE: CONSIDER APPOINTMENT TO MEASURE BB ADVISORY COMMITTEE

RECOMMENDATION NO. A.27

It is recommended that the Board of Education appoint Barbara Chiavelli to the Measure BB Advisory Committee.

COMMENT: There is currently one opening on the Measure BB Advisory Committee. The District announced this opening in January and received one application. The Measure BB Advisory subcommittee met and recommends the Board of Education appoint the following individual to fill the opening on the Measure BB Advisory Committee:

Barbara Chiavelli

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

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## **MAJOR ITEMS**



TO: BOARD OF EDUCATION

ACTION/MAJOR

05/17/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON /  
MAROLYN FREEDMAN

Postponed

from 05/03/12

RE: REVISE BP 5145.9 AND ADOPT AR AND EXHIBIT 5145.9 – HATE  
MOTIVATED BEHAVIOR

#### RECOMMENDATION NO. A.28

It is recommended that the Board of Education revise BP 5145.9 and adopt AR and Exhibit 5145.9 – Hate Motivated Behavior and Administrative Regulations

COMMENTS: The Hate Motivated Behavior policy has been revised and updated to include a definition of Hate Motivated Behavior and to establish administrative regulations for this policy. The policy revisions and AR were developed in conjunction with district staff, Health and Safety District Advisory Ad Hoc Committee members, members of the community, and SMMUSD Risk Manager.

These changes came forward for board discussion on March 15 (Item No. D.02).

The Administrative Regulations specifies the types of conduct that would constitute hate motivated and how hate motivated behavior should be determined by staff. It also specifies the following:

- How a student subjected or witnessing this behavior should report to staff
- Elements of an investigation
- Notification of the parents and guardian
- Disciplinary Measures
- Support for Students
- Training of staff and students
- Reporting to District Office and Risk Manager
- District Record Keeping
- Reporting to the Board of Education on a quarterly basis
- Consequences for staff have been removed and will be considered for a staff-related policy

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#### Public Comments:

- *Reuben Branfman, Trudie Goodwin, Gina Frazier, Janet McKeithen, and Sherri Walker addressed the board regarding this item.*

*Ms. Freedman said the section regarding employees would be addressed in the Complaints Against Employees process and the Sexual Harassment Policy. Ms. Washington explained the process for investigating a complaint against an employee as well as staff training on appropriate vs. inappropriate behavior. Mr. Patel suggested postponing this item until additional language could be discussed when the alleged aggressor is an adult. Dr. Escarce suggested adding language about the creation of a hostile environment. Ms. Lyon said staff and administrators will work on further revisions to this BP and AR. She emphasized the need for policies to be in alignment and warned against cumbersome policies that can lead to administrators missing a step in the process. This item was postponed.*

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

**HATE-MOTIVATED BEHAVIOR**

The Board of Education affirms the right of every student to be protected from hate-motivated behavior. It is the intent of the Board to promote harmonious relationships that enable students to gain a true understanding of the civil rights and social responsibilities of people in our society. Behavior or statements that degrade an individual on the basis of his/her race, ethnicity, culture, heritage, gender, sexual orientation, physical/mental attributes, religious beliefs or practices shall not be tolerated.

**Definition of Hate Motivated Behavior**

Hate motivated behavior is an act, or attempted act, motivated by hostility toward a victim's actual or perceived race, ethnicity, national origin, immigrant status, gender, sexual orientation, religious belief, age, disability, or any physical or cultural characteristics.(California Ed. Code Section 200.3 and section 422.55 of the California Penal Code.)

Hate-motivated incidents include those actions that are motivated by bias, but do not meet the necessary elements required to prove a crime. This may include such behavior as non-threatening name-calling, using racial slurs or disseminating racist leaflets.

Any student who feels that he/she is a victim of hate-motivated behavior shall immediately contact the principal or designee. If the student believes that the situation has not been remedied by the principal or designee, he/she may file a complaint in accordance with district complaint procedures.

Staff who receive notice of hate-motivated behavior or personally observe such behavior shall immediately notify the principal, Superintendent or designee, and law enforcement, as appropriate. Students demonstrating hate-motivated behavior shall be subject to discipline in accordance with Board policy and administrative regulation.

In addition, the district shall provide counseling and appropriate ~~sensitivity~~ anti-bias training and diversity education for students exhibiting hate-motivated behavior. The district shall also provide counseling, guidance and support, as necessary, to those students who are the victims of hate-motivated behavior.

The Superintendent or designee shall ensure that staff receive appropriate training to recognize hate-motivated behavior and methods for handling such behavior in appropriate ways.

The district shall provide age-appropriate instruction to help promote understanding of and respect for human rights.

Each school will adopt a Student Code of Conduct to be followed by every student at school or at school-sponsored or school-related activities.

At the beginning of each school year, students and staff shall receive a copy of the district's policy on hate-motivated behavior. Additionally, Principals or designee shall visit each student's classroom at the beginning of each school year to discuss consequences of violating this policy.

The district shall develop and implement guidelines designed to raise the awareness and sensitivity of teachers, administrators, and school employees to potentially prejudicial and discriminatory behavior and to encourage the participation of these groups in these programs.



Each teacher shall create and foster an environment that encourages pupils to realize their full potential and that is free from discriminatory attitudes, practices, events, or activities, in order to prevent acts of hate-motivated behavior.

Legal Reference:

EDUCATION CODE

[200-262.4](#) Prohibition of discrimination on the basis of sex

[48900.3](#) Suspension for hate violence

PENAL CODE

[186.21](#) Street terrorism; legislative findings and declarations

[422.55-422.86](#) Hate Crimes

[11410-11414](#) Terrorism

[13023](#) Reports by law enforcement of crimes motivated by race, ethnicity, religion, sexual orientation or physical or mental disability

[13519.6](#) Hate crimes, training courses and guidelines

UNITED STATES CODE, TITLE 18

245 Federally protected activities

Management Resources:

CSBA PUBLICATIONS

*Protecting Our Schools: Governing Board Strategies to Combat School Violence*, 1995

ALAMEDA OFFICE OF EDUCATION & CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Hate-Motivated Behavior in Schools: Response Strategies for School Boards, Administrators, Law Enforcement and Communities*, 1997

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS & NATIONAL ASSOCIATION OF ATTORNEYS

GENERAL PUBLICATIONS

*Protecting Students from Harassment and Hate Crime: A Guide for Schools*, 1999

WEB SITES

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

California Association of Human Relations Organizations: <http://www.cahro.org>

United States Department of Education, Office of Civil Rights: <http://www.ed.gov/offices/OCR/index.html>

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

**HATE MOTIVATED BEHAVIOR**

The Board of Education is committed to maintaining an educational environment that is free from harassment and discrimination of any kind.

**Definition of Hate Motivated Behavior**

Hate motivated behavior is an act, or attempted act, motivated by hostility toward a victim's actual or perceived race, ethnicity, national origin, immigrant status, gender, sexual orientation, religious belief, age, disability, or any physical or cultural characteristics.(California Ed. Code Section 200.3 and section 422.55 of the California Penal Code.)

Hate-motivated incidents include those actions that are motivated by bias, but do not meet the necessary elements required to prove a crime.

Types of conduct which are prohibited in the district and which may constitute hate motivated behavior targeted toward a victim's actual or perceived race, ethnicity, national origin, immigrant status, gender, sexual orientation, religious belief, age, disability, or any physical or cultural characteristics include, but are not limited to:

1. Graffiti containing offensive language
2. Threatening or intimidating conduct
3. Jokes, teasing, rumors or name calling
4. Slurs, negative stereotyping, and other hostile acts
5. Graphic material containing comments or stereotypes which is posted or circulated and which is aimed at degrading the target
6. A physical act of aggression or assault
7. Threatening phone calls, hate mail, cyber or other electronic communication
8. Vandalism or destruction of religious symbols or images
9. Other kinds of aggressive conduct such as theft or damage to property.

The determination of hate motivated behavior should be made when the behavior is judged by a reasonable person of the same protected group as the target to be sufficiently severe or pervasive to have a negative impact on the student's academic environment.

**Investigation of Complaints Regarding Hate Motivated Behavior by Another Student**

1. Notice and Receipt of Complaint: Any student, parent/guardian, or staff who believes a student has been subjected to hate motivated behavior or who has witnessed hate motivated behavior shall report to the school principal or designee immediately. Reports may be either oral or written. The school shall assist the student in the writing of the complaint if necessary.
2. Initiation of Investigation: Principal or designee shall initiate an investigation of an allegation of hate motivated behavior within five school days of receiving notice of the incident, regardless of whether an informal or formal complaint has been filed.

The investigation at the school site shall include interviewing:

- The student who is complaining
- The person accused of harassment
- Anyone who witnessed the conduct complained of
- Anyone mentioned as having related information

Factors to consider may include, but not limited to the following:

- Nature and scope of the incident
- Impact on the target
- Impact on members of the target's group
- Age of the target
- Age of the perpetrator
- Context in which the incident occurred

The complainant or the target shall not be required or asked to meet with the alleged harasser or person suspected of hate motivated behavior.

Principal or designee shall activate the school Threat Assessment Team to determine the level of threat posed to the target and need for safety supports.

The school shall notify the parents/guardians of the following: the target/s, the student/s who made the report and the alleged perpetrator/s of the incident.

3. Reporting: The Principal or designee shall file an Incident Report to be submitted to the Risk Manager.

The principal or designee shall give the Director of Student Services a written report of the complaint and investigation. If the Principal or designee determines that hate motivated behavior has occurred, this report shall describe the actions taken to end the behavior including appropriate disciplinary action, addressing the effects of the behavior on the target, and preventing retaliation or further incidents.

### **Disciplinary Measures**

Any student who engages in hate motivated behavior toward anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action.

Students in grades 4-12 who engage in hate motivated behavior shall be subject to discipline including, but not limited to requiring a behavior contract, counseling, community service, suspension, expulsion, transfer to another school, transfer to an alternative program, or denial of participation in extracurricular or co-curricular activities in accordance with Board Policy and administrative regulation.

The Superintendent or designee shall notify local law enforcement as appropriate.

~~Any employee who engages in hate motivated behavior is in violation of this policy and shall be subject to disciplinary measures including but not limited to suspension, transfer to alternative job location, participation in counseling program, termination of employment.~~

### **Support for Students**

The Superintendent or designee shall take appropriate actions to provide support for students who have been subjected to or witnessed an act of hate motivated behavior.

1. The Principal or designee will make it clear to the affected student(s) and the parents/guardians that any form of retaliation or mistreatment of a student who complained will not be tolerated.
2. ~~In instances where there were substantiated findings that a student was subjected to hate motivated behavior by a district employee or volunteer, the district will offer, and upon the request of the parent/guardian, will assist the student in receiving counseling intervention support.~~
3. The principal or designee shall also **assist the target in receiving counseling intervention support and** advise the target and the parent/guardian of any other resources and supports that may be available.

### **Information and Training**

The Superintendent or designee shall ensure that all staff receive training and all district students receive age-appropriate instruction and information on following regarding hate motivated behavior as follows:

1. Acts and behavior which constitute hate motivated behavior;
2. Encouragement for those subject to, and witnesses of, hate motivated behavior to report incidents immediately, and assurance that they will be protected from retaliation.
3. Name(s) or title(s) of the person(s) to whom hate motivated behavior should be reported.

### **Notifications**

A copy of the district's hate motivated behavior policy and regulation shall:

1. Be summarized in the notifications that are sent to parents/guardians at the beginning of each school year (Education Code [48980](#); 5 CCR [4917](#))
2. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct (Education Code [231.5](#))
3. Be summarized in the student handbook
4. Be provided to employees and employee organizations

### **Record Keeping**

All reports will be forwarded to the Director of Student Services for record keeping. **Records shall be maintained in Student Services for five years.**

**Each quarter (October, January, April, and June), the Superintendent shall inform the public via an Information Item in the Board Agenda regarding the number of reported student hate motivated behavior incidents for the prior quarter, with total number of reported cases by sites with those found to be violations of the policy and their respective resolutions.**

**Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**  
**Approved:**

**HATE MOTIVATED BEHAVIOR****Santa Monica-Malibu Unified School District  
Behavior Report**Date and Time of Alleged Incident(s) \_\_\_\_\_ **School Site:** \_\_\_\_\_

Student Target/s: \_\_\_\_\_

Alleged Perpetrator/: \_\_\_\_\_

Person Reporting the Incident : \_\_\_\_\_

Type of Harassment or Hate Motivated Behavior:

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> <b>Race</b>             | <input type="checkbox"/> <b>Gender</b>                               | <input type="checkbox"/> <b>Age</b>    |
| <input type="checkbox"/> <b>Ethnicity</b>        | <input type="checkbox"/> <b>Religious</b>                            | <input type="checkbox"/> <b>Sexual</b> |
| <input type="checkbox"/> <b>National Origin</b>  | <input type="checkbox"/> <b>Disability</b>                           |  |
| <input type="checkbox"/> <b>Immigrant Status</b> | <input type="checkbox"/> <b>Physical or Cultural Characteristics</b> |  |

Describe the incident, including such things as specific types of behavior, any verbal or written statements (i.e. threats, requests, demands, etc.), any physical contact was involved. Attach additional pages as necessary.

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List any witnesses: \_\_\_\_\_

Have there been any previous incidents? \_\_\_\_\_

Attach additional pages as necessary.

Describe the actions the school has taken to end the behavior including appropriate disciplinary action, addressing the effects of the behavior on the target, and preventing retaliation or further incidents. (Attach additional pages as necessary.) \_\_\_\_\_

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Law Enforcement Notified \_\_\_yes\_\_\_no **Parent/Guardian Notified** **yes** **no**

Investigating Administrator \_\_\_\_\_ Date \_\_\_\_\_

Site Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

**District Office Only****Report reviewed by** \_\_\_\_\_**Date** \_\_\_\_\_**Summary of Investigation** \_\_\_\_\_

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TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON  
RE: CLASSIFIED LAYOFFS / REDUCTION IN HOURS

ACTION/MAJOR  
05/17/12

RECOMMENDATION NO. A.29

It is recommended that the Board of Education approve the Classified Layoffs/Reduction in Hours indicated below, and instruct staff to proceed with lay-off procedures.

COMMENT: At the February 18, 2012, Budget Study Session, the Board of Education first received staff recommendations for reductions in both certificated and classified staffing. As a result, the district has already implemented reductions in certificated and administrative staffing.

The district is now focused on reductions in the classified work force due to lack of funds. The process for considering this layoff begins with notice to SEIU followed by Board action to reduce classified staffing.

Per Article 30.1.1. of the collective bargaining agreement, staff presented 45-day notice of possible reductions in Classified FTEs to SEIU-Local 99 on March 29, 2012. Within the 45-day period, discussions were held with members of the SEIU executive board. Following approval by the Board of Education, impacted employees will receive 45-day notice of Layoff/Reduction in Hours and the option to exercise displacement (bumping) rights, if available.

The list below illustrates the classifications to be reduced:

Reduce Accounting Technician	1.0 F.T.E.	
Reduce Sr. Office Specialist	3.0 F.T.E.	
Reduce Instructional Assistant, Special Ed	5.0 F.T.E.	
Reduce Human Resources Technician	0.5 F.T.E.	Human Resources
Reduce Human Resources Technician	<u>0.5 F.T.E.</u>	Personnel Commission
TOTAL CLASSIFIED F.T.E.	10.0 F.T.E.	

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*Ms. Washington said the specifics regarding these FTEs would be brought back at the next board meeting.*

MOTION MADE BY: Mr. Patel  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: N/A  
AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

05/17/12

FROM: SANDRA LYON / JANECE L. MAEZ

RE: RECOMMENDATION FROM BOARD SUBCOMMITTEE OF APPOINTMENTS  
TO FILL VACANCIES ON THE FINANCIAL OVERSIGHT COMMITTEE (FOC)

RECOMMENDATION NO. A.30

After conducting a thorough application review and interview process, the Board subcommittee unanimously recommends that the Board of Education approve the appointments of Daniel McGee, Cynthia Torres, and David Vukadinovich to fill vacancies on the Financial Oversight Committee (FOC).

COMMENT: At the March 1, 2012, Board meeting, the Board voted to appoint a subcommittee comprised of Jose Escarce, Laurie Lieberman, and Nimish Patel (the current board liaisons to the FOC) to conduct interviews and make recommendations to the Board with respect to the three seats on the FOC wherein the terms of seated members expired on December 31, 2011. This recommendation represents the outcome of the subcommittee's process.

Prior to appointment of the Board subcommittee, the FOC's ad hoc Nominating Subcommittee had independently reviewed and ranked the twelve applications that had been received in response to the District's press release notifying the public of the impending vacancies. The FOC subcommittee had recommended re-appointment of the three sitting FOC members who were seeking re-appointment.

Subsequent to appointment of the Board subcommittee, Joan Chu Reese, one of the applicants for re-appointment to the FOC, submitted her resignation and withdrew her application, which the Board subcommittee deeply regrets. The Board subcommittee interviewed five applicants, two of whom are sitting members of the FOC (since Ms. Chu Reese had withdrawn). The Board subcommittee is unanimous in its recommendation that the Board appoint Daniel McGee, Cynthia Torres, and David Vukadinovich to terms ending December 31, 2014.

*(Continued on next page)*

As board liaisons to the FOC, the subcommittee members intend to work with the FOC going forward to review the FOC Statement of Purpose and to collaborate with the FOC on its charges for the upcoming year. The subcommittee is committed to improving what it believes to be an important relationship between the FOC and the Board.

<b>Term Ends 12/31/12</b>	<b>Term Ends 12/31/13</b>	<b>Term Ends 12/31/14</b>
Craig Hamilton	Patricia Hoffman	<b><i>Daniel McGee</i></b>
Gordon Lee	Paul Silvern	<b><i>Cynthia Torres</i></b>
Carrie Wagner	Shelly Slaugh Nahass	<b><i>David Vukadinovich</i></b>
Thomas Larmore	Craig Foster	

MOTION MADE BY: Ms. Lieberman  
 SECONDED BY: Mr. Patel  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)  
 NOES: None (0)



TO: BOARD OF EDUCATION

ACTION/MAJOR

05/17/12

FROM: SANDRA LYON / WILBERT YOUNG

RE: ADOPT RESOLUTION NO. 11-35 - CLASSIFIED SCHOOL EMPLOYEES  
WEEK, MAY 20-26, 2012

RECOMMENDATION NO. A.31

It is recommended that the Board of Education adopt Resolution No. 11-35 in recognition of Classified School Employees Week, May 20-26, 2012.

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*Ms. Washington summarized what the district has done to celebrate the dedication of its classified staff members.*

MOTION MADE BY: Mr. Allen

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION AND PERSONNEL COMMISSION**

**RESOLUTION NUMBER 11-35  
CLASSIFIED SCHOOL EMPLOYEES WEEK  
MAY 20-26, 2012**

**WHEREAS**, Classified school employees provide valuable services to schools and students of the Santa Monica-Malibu Unified School District; and

**WHEREAS**, Classified school employees contribute to the establishment and promotion of a positive instructional environment in our classrooms for the students and teachers; and

**WHEREAS**, Classified school employees play a vital role in providing for the welfare and safety of the Santa Monica-Malibu Unified School District's students; and

**WHEREAS**, Classified school employees strive for excellence in all areas relative to the life-long learning educational communities of Santa Monica and Malibu;

**THEREFORE, BE IT HEREBY RESOLVED**, that the Santa Monica-Malibu Unified School District's Board of Education and Personnel Commission hereby recognize and wish to honor the contributions of all Classified school employees to quality education in the State of California and in the Santa Monica-Malibu Unified School District, and declare the week of May 20-26, 2012, Classified School Employee's Week in the Santa Monica-Malibu Unified School District.

**PASSED AND ADOPTED** on this 17<sup>th</sup> day of May 2012, by the Santa Monica-Malibu Unified School District Board of Education, and the 12<sup>th</sup> day of June 2012, by the Santa Monica-Malibu Unified School District's Personnel Commission.




Ben Allen, President


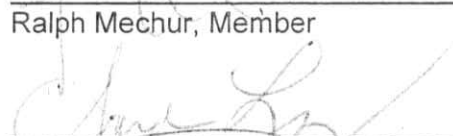


Laurie Lieberman, Vice-President

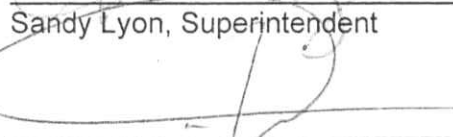
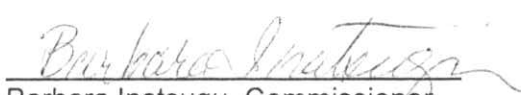
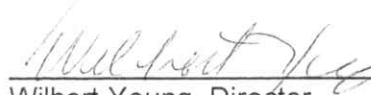
Oscar de la Torre, Member

  
Jose Escarce, Member

Maria Leon-Vazquez, Member

  
Ralph Mechur, Member  
Nimish Patel, Member  
Sandy Lyon, Superintendent

Shane McLoud, Commission Chair

  
Michael Sidley, Commission Vice-Chair  
Barbara Inatsugu, Commissioner  
Wilbert Young, Director

TO: BOARD OF EDUCATION

ACTION/MAJOR

05/17/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 11-36 – REGARDING THE RELEASE OF  
CERTIFICATED TEMPORARY EMPLOYEES

RECOMMENDATION NO. A.32

It is recommended that the Board of Education adopt Resolution No. 11-36 regarding the release of certificated temporary employees pursuant to Education Code Section 44954, effective June 2012.

COMMENT: The Board of Education is required to notify temporary certificated employees before the end of the school year of its decision to release the employees for the next succeeding school year.

MOTION MADE BY: Dr. Escarce

SECONDED BY: Ms. Lieberman

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Mr. de la Torre and Ms. Leon-Vazquez were absent)

NOES: None (0)

**BEFORE THE BOARD OF EDUCATION OF THE  
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
COUNTY OF LOS ANGELES  
STATE OF CALIFORNIA**

**RESOLUTION NO. 11-36**

**RESOLUTION RELEASING CERTIFICATED TEMPORARY EMPLOYEES:**

**WHEREAS**, pursuant to Education Code Section 44954, the Board may release a certificated temporary employee if the employee is notified before the end of the school year of the District's decision not to reemploy the employee for the next succeeding school year; and

**WHEREAS**, the employees listed below are serving only pursuant to temporary employment contracts; and

**WHEREAS**, it is the Board's intent to not reemploy the employees listed below for the subsequent 2012-2013 school year, pursuant to Education Code Section 44954;


**NOW, THEREFORE, BE IT RESOLVED**, that the following employees serving only pursuant to temporary employment contracts be released from employment with this school district effective upon each employee's last working day of this current school year or upon the expiration of any applicable temporary employment contract (whichever occurs first) and are not reemployed for the next succeeding school year:

6509	8418	8687
3364	2857	

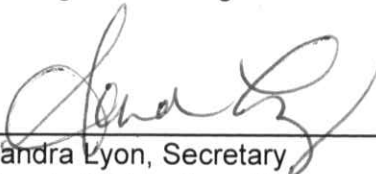
**BE IT FURTHER RESOLVED**, that the Superintendent or designee is directed to issue to the employees named in this Resolution the notice described in Section 44954, informing them that they will not be reemployed for the 2012-2013 school year, and to take such further and additional actions as may be necessary to accomplish the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 17<sup>th</sup> day of May 2012 by the following vote:

Ayes:	<u>5</u>
Noes:	<u>0</u>
Abstentions:	<u>0</u>
Absent:	<u>1</u>

  
\_\_\_\_\_  
Ben Allen, President  
Board of Education of the  
Santa Monica-Malibu Unified School District

I, Sandra Lyon, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its regular meeting held on May 17, 2012.

  
\_\_\_\_\_  
Sandra Lyon, Secretary  
Board of Education of the  
Santa Monica-Malibu Unified School District



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## **DISCUSSION ITEMS**





TO: BOARD OF EDUCATION

DISCUSSION

05/17/12

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

RE: MENTAL HEALTH SERVICES UPDATE

DISCUSSION ITEM NO. D.01

Staff will update the Board of Education regarding changes in the provision of mental health services to students with IEPs in the absence of AB 3632. As of June 30, 2012, the Los Angeles County Department of Mental Health (LACDMH) will no longer be providing these services. Staff will explain how the Tri-City SELPA will be providing mental health services beginning July 1, 2012.

BACKGROUND:

In 1984, the California State Legislature passed AB 3632 mandating that county Departments of Mental Health (DMH) work with school districts to provide services to students with IEPs who require mental health services. Specifically, AB 3632 provides for:

- Case management of students placed in residential treatment centers
- Payment of residential and therapeutic treatment cost of residentially placed students
- Provision of outpatient mental health services to students and their families
- Attendance at IEP meetings for students eligible for DMH services

In October 2010, outgoing Governor Schwarzenegger eliminated both the mandate and the funding for AB 3632. In November 2010, the California Department of Education approved the release to County Offices of Education \$76 million of federal funds for the short-term continuation of AB 3632 services. These funds were exhausted in mid-January 2011. Los Angeles County DMH agreed to continue to provide and pay for services through January 2011. Since school districts are "payers of last resort" for educational services, SMMUSD was required to begin paying for IEP-based mental health services effective February 1, 2011.

On June 30, 2011, Assembly Bill 114, Statute 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. LACDMH received an increase in funds for 2011-12 to provide mental health services during this transitional school year. The Tri-City SELPA also received additional funds to provide these services. On October 6, 2012, the SMMUSD Board of Education approved a Memorandum of Understanding with LACDMH stating that DMH funding would be used until it was completely expended. Meanwhile, the Tri-City SELPA would develop and fund a program to provide the services when LACDMH no longer has funding.

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

*Dr. Escarce asked about students who require mental health services, but are not covered under the new model. Dr. Woolverton said the SELPA will be able to provide information about agencies to families who need these services. Dr. Woolverton summarized the SELPA staffing plan. Mr. Mechur asked about funding under the new plan. Dr. Jeanne Davis from the SELPA spoke with Assemblywoman Brownley regarding the plan, which funds based on ADA, and stressed the need to also consider funding on a needs basis.*

*Ms. Lyon said the superintendents on the SELPA Advisory Council meet monthly to oversee the SELPA and are working with the directors to plan for the change in service, which will involve the creation of a day treatment center that serves SELPA students.*

TO: BOARD OF EDUCATION

DISCUSSION

05/17/12

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

RE: AVID PROGRAM UPDATE

DISCUSSION ITEM NO. D.02

This report presents information about the Advancement Via Individual Determination (AVID) programs in SMMUSD schools. In SMMUSD, AVID is currently offered at John Adams and Lincoln Middle Schools and Santa Monica High School.

COMMENT: AVID is a highly regarded secondary college-preparatory program created for low-income, underserved students. It is designed to prepare first generation college-going students for eligibility for admission to a four-year university. It is estimated that the program reaches more than 250,000 students in approximately 3,500 U.S. schools in 45 states. AVID is also implemented in Canada, and 15 other countries.

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

*Mr. Mechur suggested comparing achievement data for those students who started AVID, but exited, with those who remained in AVID through graduation. Ms. Harris announced that the AVID Graduation and Off to College celebration would be on May 30 at 6:30pm. Dr. Escarce asked about achievement data comparing SMMUSD AVID students to those from other districts.*

TO: BOARD OF EDUCATION

DISCUSSION

05/17/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU / AIDA DIAZ

RE: UPDATE ON SERVICES FOR ENGLISH LEARNERS / MASTER PLAN

DISCUSSION ITEM NO. D.03

This report presents information about the District's programs and services for English Learners (EL) in grades K-12. It also includes an update on the District's Master Plan for English Learners.

COMMENTS: There are currently 1,032 SMMUSD students in grades K-12 classified as English Learners. In compliance with state and federal statutes, this is a significant subgroup that requires specific programs and services to meet their academic and linguistic needs. According to CA Ed Code:

*EL 12: Each English learner receives a program of instruction in English Language Development in order to develop proficiency in English as rapidly and effectively as possible.*

*EL 13: Academic instruction for English learners is designed and implemented to ensure that they meet the district's content and performance standards for their respective grade levels in a reasonable amount of time.*

The programs and services that SMMUSD has designed and implemented are intended to provide English Learners with the core and supplementary supports needed and to fulfill the state mandates.

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

*Dr. Escarce asked about reading support for students who do not qualify for EL services but still require intervention. Ms. Diaz replied that there were literacy support classes in place. She also answered questions about supports for students at different levels of English verbal and literacy skills. Dr. Escarce asked how long the students profiled in the graduation cohort had been in the district. Ms. Diaz said she would look into how the students are profiled and their identity.*

TO: BOARD OF EDUCATION

DISCUSSION

05/17/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: CONSIDER REPLACING BP 5111 – ADMISSION

DISCUSSION ITEM NO. D.04

It is recommended that the Board of Education consider replacing BP 5111 – Admission.

COMMENTS: CSBA is recommending this policy update to make the timeline for students to enroll in the school in their attendance area consistent with the timeline for intradistrict open enrollment established pursuant to BP/AR 5116.1 – Intradistrict Open Enrollment. The policy also reflects new federal guidance clarifying that districts may not adopt enrollment procedures based on the actual or perceived citizenship or immigration status of students or their parents/guardians.

The revised policy is attached. (Changes to the administrative regulation can be found under Item No. I.01.)

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*To improve the organization of the policy language, Dr. Escarce suggested moving the fourth paragraph to follow the first. This item will return for action at the June 7, 2012, meeting.*

**ADMISSION**

The Governing Board encourages the enrollment and appropriate placement of all school-aged children in school. The Superintendent or designee shall inform parents/guardians of students entering a district school at any grade level about admission requirements and shall assist them with enrollment procedures.

The Superintendent or designee shall verify the student's age, residency, and any other admission criteria specified in law and in Board policies and administrative regulations.

All resident students who are enrolling either in the school in their attendance area or in another district school shall be subject to the timelines established by the Board in BP/AR 5116.1 - Intradistrict Open Enrollment. Nonresident students may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.

The Superintendent or designee may admit to the ninth grade only those students who have graduated from eighth grade or who are recommended in writing by their eighth-grade principal as capable of profiting from high school instruction.

~~The Board of Education believes that all children should have the opportunity to receive educational services. Staff shall encourage parents/guardians to enroll all school-aged children in school.~~

~~The Superintendent or designee shall maintain procedures that provide for verification of all entrance requirements specified in law and in Board policies and regulations.~~

Legal Reference:**EDUCATION CODE**

46300 Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten

46600 Agreements for admission of students desiring interdistrict attendance

48000 Minimum age of admission (kindergarten)

48002 Evidence of minimum age required to enter kindergarten or first grade

48010 Minimum age of admission (first grade)

48011 Admission from kindergarten or other school; minimum age

48050-48053 Nonresidents

48200 Children between ages of 6 and 18 years (compulsory full-time education)

48350-48361 Open Enrollment Act

48850-48859 Educational placement of foster youth

49076 Access to records by persons without written consent or under judicial order

49408 Information of use in emergencies

49700-49704 Education of children of military families

**HEALTH AND SAFETY CODE**

120325-120380 Education and child care facility immunization requirements

121475-121520 Tuberculosis tests for students

**CODE OF REGULATIONS, TITLE 5**

200 Promotion from kindergarten to first grade

201 Admission to high school

**CODE OF REGULATIONS, TITLE 17**

6000-6075 School attendance immunization requirements

**UNITED STATES CODE, TITLE 42**

11431-11435 McKinney Homeless Assistance Act

Management Resources:

**CSBA PUBLICATIONS**

*Transitional Kindergarten, Issue Brief, July 2011*

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

*Dear Colleague Letter, May 6, 2011*

**WEB SITES**

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

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

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

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

TO: BOARD OF EDUCATION

DISCUSSION

05/17/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: CONSIDER REVISING BP 5131 – CONDUCT

DISCUSSION ITEM NO. D.05

It is recommended that the Board of Education consider revising BP 5131 – Conduct.

COMMENTS: CSBA is recommending this policy update to reflect new law (AB 9), which requires policy prohibiting discrimination, harassment, intimidation, and bullying based on specified characteristics and new law (AB 1156), which encourages the inclusion of bullying prevention strategies in comprehensive safety plans. Material on prevention and intervention of bullying and cyberbullying will be included in a new BP 5131.2 – Bullying. The policy also expands item #5 to clarify that the district is not responsible for students' personal belongings brought on campus or to a school activity, and adds referral to student success team or counseling services as possible consequences for violation of school rules.

The revised policy is attached.

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*Ms. Freedman explained that this policy change was part of adopting a new policy regarding bullying (Item No. D.06), which districts must adopt by July 1, 2012. The board expressed concern about having several procedures associated with various conduct-related policies. Ms. Lyon explained that this is the reason these conduct-related policies refer to the sexual harassment administrative regulation, which is federally mandated and standardized. Staff will provide the AR regarding sexual harassment as backup information when this policy and the bullying policy return for action. The board asked staff to compare the section on cellular devices to the student use of technology policy for continuity.*

*This item will return for action at the June 7, 2012, meeting.*

**CONDUCT**

The Board of Education believes that all students have the right to be educated in a positive learning environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program while on school grounds, while going to or coming from school, while at school activities, and while on district transportation.

Conduct is considered appropriate when students are diligent in study, careful with school property, courteous, and respectful toward their teachers, other staff, students, and volunteers.

The Superintendent or designee shall ensure that each school site develops standards of conduct and discipline consistent with district policies and administrative regulations. Students and parents/guardians shall be notified of district and school rules related to conduct.

Prohibited student conduct includes, but is not limited to:

1. Conduct that endangers students, staff, or others including, but not limited to, physical violence, possession of a firearm or other weapon, and terrorist threats
2. Conduct that disrupts the orderly classroom or school environment
3. Discrimination, Harassment, intimidation, or bullying of students or staff, ~~such as bullying, including sexual harassment, hate motivated behavior, cyberbullying, intimidation, hazing or initiation activity, ridicule, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or emotional suffering, or substantial disruption. in accordance with the section entitled "Bullying/Cyberbullying" below~~

~~"Cyberbullying" includes the transmission of communications, posting of harassing messages, direct threats, social cruelty, or other harmful texts, sounds, or images on the Internet, social networking sites, or other digital technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation or friendships.~~

4. Willful defiance of staff's authority
- 4 5. Damage to or theft of property belonging to students, staff, or the district

The district shall not be responsible for students' personal belongings which are brought on campus or to a school activity and are lost, stolen, or damaged.

5. Possession or use of a laser pointer, unless used for a valid instructional or other school-related purpose, ~~including employment~~

Prior to bringing a laser pointer on school premises for a valid instructional or school-related purpose, students shall first obtain permission from the principal or designee.  
~~The principal or designee shall determine whether the requested use of the laser pointer is for a valid instructional or other school-related purpose.~~

6. Use of profane, vulgar, or abusive language



7. Plagiarism or dishonesty in school work or on tests
8. Inappropriate attire
9. Tardiness or unexcused absence from school
10. Failure to remain on school premises in accordance with school rules
11. Possession, use, or being under the influence of tobacco, alcohol, or other prohibited drugs ~~drug in violation of school rules~~

Employees are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or receive a report of a violation of these standards, to immediately intervene or call for assistance. If an employee believes a matter has not been resolved, he/she shall refer the matter to his/her supervisor or administrator for further investigation.

When a school official suspects that a search of a student or his/her belongings will turn up evidence of the student's violation of the law or school rules, such a search shall be conducted in accordance with BP/AR 5145.12 - Search and Seizure.

When a student uses any prohibited device, or uses a permitted device in any unethical or illegal activity, a district employee may confiscate the device. The employee shall store the item in a secure manner until an appropriate time.

Students who violate district or school rules and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, referral to a student success team or counseling services, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. The Superintendent or designee shall notify local law enforcement as appropriate.

Students also may be subject to discipline for any off-campus conduct during nonschool hours which poses a threat or danger to the safety of students, staff, or district property, or substantially disrupts the educational program of the district or any other district in accordance with law, Board policy, or administrative regulation.

### **Possession/Use of Cellular Phones and Other Mobile Communications Devices**

The Board recognizes that beepers, pagers, cellular phones and other electronic signaling devices have become commonplace in our community and that many families have come to rely on these devices as a means of communication.

Nevertheless, with two exceptions Education Code specifically prohibits the possession and/or use of any electronic signaling device that operates through the transmission or receipt of radio waves, including, but not limited to, paging and signaling equipment, by pupils of the school while the pupils are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees. The exceptions to this provision, which would allow students to possess and use such devices on campus, are cases in which a student or students have:

1. Prior consent of the principal or his/her designee, or
2. Written documentation by a licensed physician or surgeon who has determined that student possession and use of an electronic signaling device is essential for the health of the pupil and where use of such device is limited for purposes related to the health of

the student.

3. Written and/or verbal confirmation from the site Superintendent or designee that a state of emergency exists.

While electronic signaling devices of all types may be useful for communication purposes, the Board also recognizes the potential for distraction that these devices may cause in the classroom, on campus and at school activities. The Superintendent shall therefore establish procedures whereby the possession of electronic signaling devices in grades 9 through 12 is permitted, but use of such devices is restricted only to non-school hours. Under no circumstances shall the possession and/or use of any electronic signaling device be permitted on any school bus or at any time, if such possession and/or use is disruptive to the educational process.

Students who do possess an electronic signaling device under the terms of this policy, must either keep their device turned off while on school campus and during school activities.

The district and/or staff shall not be responsible or liable for the theft or loss of any electronic signaling device.

Students in grades K through 8 are not permitted to possess and/or use any electronic signaling device while on school campus unless the students meets one or both of the exceptions listed in the Education Code.

Students shall not use mobile communications devices, even in hands-free mode, while driving on school grounds or to or from a school-related activity.

A student who violates this policy may be prohibited from possessing a mobile communications device at school or school-related events and/or may be subject to further discipline in accordance with Board policy and administrative regulation.

### **Bullying/Cyberbullying**

The Board desires to prevent bullying by establishing a positive, collaborative school climate and clear rules for student conduct.

The district may provide students instruction, in the classroom or other educational settings, that promotes communication, social skills, and assertiveness skills and educates students about appropriate online behavior and strategies to prevent and respond to bullying and cyberbullying. This instruction may involve parents/guardians, staff, and community members.

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies. Parents/guardians and students also may be provided with similar information.

Students may submit a verbal or written complaint of conduct they consider to be bullying to a teacher or administrator and may also request that their name be kept in confidence. The Superintendent or designee may establish other processes for students to submit anonymous reports of bullying. Complaints of bullying or harassment shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment.

When a student is suspected of or reported to be using electronic or digital communications to engage in cyberbullying against other students or staff or to threaten district property, the investigation shall include documentation of the activity, identification of the source, and a determination of the impact or potential impact on school activity or school attendance. Students

shall be encouraged to save and print any messages sent to them that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

Any student who engages in cyberbullying using district-owned equipment, on school premises, or off-campus in a manner that impacts a school activity or school attendance shall be subject to discipline in accordance with district policies and regulations. If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed. (Board Policy 5131.2 – Bullying)

Legal Reference:

**EDUCATION CODE**

200-262.4 Prohibition of discrimination

32261 Bullying

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

44807 Duty concerning conduct of students

48900-48925 Suspension or expulsion, especially:

48908 Duties of students

51512 Prohibition against electronic listening or recording device in classroom without permission

**CIVIL CODE**

1714.1 Liability of parents and guardians for willful misconduct of minor

**PENAL CODE**

288.2 Harmful matter with intent to seduce

313 Harmful matter

417.25-417.27 Laser scope

647 Use of camera or other instrument to invade person's privacy; misdemeanor

647.7 Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety

**VEHICLE CODE**

23124 Use of cellular phones provisional license holders

**CODE OF REGULATIONS, TITLE 5**

300-307 Duties of pupils

**UNITED STATES CODE, TITLE 42**

2000h-2000h6 Title IX, 1972 Education Act Amendments

**UNITED STATES CODE, TITLE 47**

254 Universal service discounts (e-rate)

**COURT DECISIONS**

*J.C. v. Beverly Hills Unified School District*, (2010) 711 F.Supp.2d 1094

*LaVine v. Blaine School District*, (2000, 9th Cir.) 257 F.3d 981

*Emmett v. Kent School District No. 415*, (2000) 92 F.Supp. 1088

*Bethel School District No. 403 v. Fraser*, (1986) 478 U.S. 675

*Tinker v. Des Moines Independent Community School District*, (1969) 393 U.S. 503

Management Resources:

**CSBA PUBLICATIONS**

*Cyberbullying: Policy Considerations for Boards*, Policy Brief, July 2007

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

*Bullying at School*, 2003

**NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS**

*Digital Discipline: Off-Campus Student Conduct, the First Amendment and Web Sites*, School Law in Review, 2001

**NATIONAL SCHOOL SAFETY CENTER PUBLICATIONS**

*Bullying in School: Fighting the Bullying Battle*, 2006

**WEB SITES**

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

California Cybersafety for Children: <http://www.cybersafety.ca.gov>

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

Center for Safe and Responsible Internet Use: <http://cyberbully.org>

National School Boards Association: <http://www.nsba.org>

National School Safety Center: <http://www.schoolsafety.us>

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

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

TO: BOARD OF EDUCATION

DISCUSSION

05/17/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: CONSIDER REVISING BP 5131.2 – BULLYING

DISCUSSION ITEM NO. D.06

It is recommended that the Board of Education consider revising BP 5131.2 – Bullying.

COMMENTS: CSBA is recommending this new policy to reflect new law (AB 9), which requires a policy prohibiting discrimination, harassment, intimidation, and bullying based on specified characteristics, new law (AB 1156), which encourages the inclusion of bullying prevention strategies in comprehensive safety plans, and new law (AB 746), which expands the definition of bullying committed by means of an electronic act to include posting of messages on social media networks. The policy also expands topics for related student education, adds strategies for supervision and security, and adds language re: reporting of incidents. This new policy contains material formerly in BP 5131 – Conduct regarding strategies for prevention and intervention of bullying.

The new policy is attached.

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*This item will return for action at the June 7, 2012, meeting.*

**BULLYING**

The Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

Cyberbullying includes the transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

Strategies for bullying prevention and intervention shall be developed with involvement of key stakeholders in accordance with law, Board policy, and administrative regulation governing the development of comprehensive safety plans and shall be incorporated into such plans.

**Bullying Prevention**

To the extent possible, district and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

The district may provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies.

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, cafeterias.

**Intervention**

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

As appropriate, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators. He/she also may involve school counselors, mental health counselors, and/or law enforcement.

### **Complaints and Investigation**

Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment.

When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages sent to them that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed.

### **Discipline**

Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32282 Comprehensive safety plan

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

48900-48925 Suspension or expulsion

48985 Translation of notices

PENAL CODE

647 Use of camera or other instrument to invade person's privacy; misdemeanor

647.7 Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

COURT DECISIONS

J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources:

CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

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

Bullying at School, 2003

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

Dear Colleague Letter: Harassment and Bullying, October 2010

WEB SITES

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

California Cybersafety for Children: <http://www.cybersafety.ca.gov>

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

Center for Safe and Responsible Internet Use: <http://cyberbully.org>

National School Boards Association: <http://www.nsba.org>

National School Safety Center: <http://www.schoolsafety.us>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

**Policy CSBA MANUAL MAINTENANCE SERVICE**

**adopted: March 2012**



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

DISCUSSION  
05/17/12

DISCUSSION ITEM NO. D.07

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

\*\*\*\*\*

*Ms. Maez highlighted aspects of the Governor's May Revise, including the fact that the Governor's budget and funding for K-12 relies heavily on the passage of a tax initiative in November.*

TO: BOARD OF EDUCATION

DISCUSSION

05/17/12

FROM: SANDRA LYON

RE: POTENTIAL CHANGES TO BOARD OF EDUCATION MEETING STRUCTURE  
AND TIMING

#### DISCUSSION ITEM NO. D.08

It is recommended that the Board of Education consider revising its regular meeting structure to improve upon discussion/presentation timing. If approved, these changes could go into effect July 1, 2012. The superintendent's office would conduct an extensive outreach campaign to inform district staff and the community of these changes.

In the **current structure**, a regular Board of Education meeting begins in closed session at 4:30pm, and then moves to open session at 6:00pm. Discussion items and presentations are the last items to come before the board, requiring non-senior cabinet staff as well as parents/ students involved in a presentation to stay late into the evening. Additionally, board members are often asked to consider/analyze information that is core to the district's mission at late hours.

In order to allow board members to hear presentations at an earlier hour, and also to allow non-senior cabinet staff an opportunity to go home at a reasonable time and prepare for the next work day, new board meeting structure and timing scenarios have been developed for review and input by board members.

In **Proposed Structure 1**, each meeting would begin in open session with roll call, the Pledge of Allegiance, approval of the agenda and previous meeting minutes, and then there would be a study session. Study session items would not require board action and could include, for example, the following topics:

- Annual Reports/Updates (e.g. Enrollment and Staffing [following the beginning weeks of school], Health Services, Student Achievement Data, Intensive Intervention Summer School, AVID Program, Head Start Training/Presentation, Response to Intervention Framework, etc.)
- Measure BB Project Updates
- Budget Planning Discussions

Study sessions could also include items on which the board would eventually take action, but which require discussion prior to board action. Such items could include:

- Policy Updates
- Measure BB Project Updates
- Budget Planning Discussions

**Proposed Structure 2** is identical to Proposal Structure 1, except the order of Major Items and Discussion Items has flipped. This proposed structure would further ensure that discussion items and presentations are heard by the Board of Education at a reasonable hour.

The following chart summarizes the Current Structure, Proposed Structure 1, and Proposed Structure 2.

<b>Current Structure</b>	<b>Proposed Structure 1</b>	<b>Proposed Structure 2</b>
<u>4:30-6:00pm</u> Closed Session	<u>4:00-5:00pm</u> Open Session	<u>4:00-5:00pm</u> Open Session
<u>6:00pm-?</u> Open Session	Roll Call	Roll Call
Roll Call	Pledge of Allegiance	Pledge of Allegiance
Pledge of Allegiance	Approve Agenda	Approve Agenda
Commendations	Approve Minutes	Approve Minutes
Approve Agenda	Study Session	Study Session
Approve Minutes	<u>5:00-6:30pm</u>	<u>5:00-6:30pm</u>
Consent Items	Closed Session	Closed Session
Public Comments	<u>6:30pm-?</u>	<u>6:30pm-?</u>
Communications	Open Session	Open Session
Major Items	Commendations	Commendations
Discussion Items	Consent Items	Consent Items
Information Items	Public Comments	Public Comments
Adjournment	Communications	Communications
	Major Items	<b>Discussion Items</b>
	Discussion Items	<b>Major Items</b>
	Information Items	Information Items
	Adjournment	Adjournment

Staff is requesting feedback from board members regarding a potential change in meeting structure. Do board members feel a change is necessary? If so, do board members prefer Proposed Structure 1 or 2, or do they have another scenario they would like to suggest?

\*\*\*\*\*

*The board agreed to postpone this item until all board members could be present.*



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## **INFORMATION ITEMS**



TO: BOARD OF EDUCATION

INFORMATION

05/17/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: REVISION TO AR 5111 – ADMISSION

INFORMATION ITEM NO. I.01

This is to inform the Board of Education that a revision has been made to AR 5111 – Admission.

COMMENTS: CSBA is recommending this regulation update to reflect new law (SB 1381, 2010), which revises the age criterion for admission into kindergarten or first grade, moving up the birthdate that triggers enrollment eligibility one month each year between 2012-13 and 2014-15. Material regarding prekindergarten summer program deleted since the program was eliminated pursuant to SB 1381.

The revised regulation is attached. (Suggested changes to the policy can be found under Item No. D.04.)

\*\*\*\*\*

*The words, "...and board policy," from the second full paragraph shall be removed.*

**ADMISSION****Age of Admittance to Grades K-1**

A child shall be eligible for enrollment in kindergarten or first grade, at the beginning of the school year or at a later time in the same year, if the child has his/her fifth or sixth birthday, respectively, on or before one of the following dates: (Education Code 48000, 48010)

1. December 2 of the 2011-12 school year
2. November 1 of the 2012-13 school year
3. October 1 of the 2013-14 school year
4. September 1 of the 2014-15 school year and each school year thereafter

Any child who will have his/her fifth birthday between the date listed above for the applicable school year and December 2 shall be offered a transitional kindergarten program in accordance with law and board policy. (Education Code 48000)

**Documentation of Age/Grade**

Evidence of the child's age may include: (Education Code 48002)

1. A certified copy of a birth certificate or a statement by the local registrar or county recorder certifying the date of birth
2. A duly attested baptism certificate
3. Passport

When none of the foregoing is obtainable, the parent/guardian may provide any other appropriate means of proving the age of the child. (Education Code 48002)

A student enrolling in a district school at any other grade level shall present records from his/her previous school district documenting his/her age and current grade level.

~~Age of Admission~~

~~Proof of age shall be required of all enrolling students. The legal evidences of age, in order of desirability, are a birth certificate, baptismal certificate, passport, immigration certificate, Bible record, or affidavit from the parent/guardian.~~

~~A child who will reach the age of five on or before December 2 of the school year shall be eligible for enrollment in kindergarten at the beginning of that school year or at any later time in the same year. (Education Code 48000)~~

~~A child who will reach the age of five on or before December 2 of the school year shall be eligible for enrollment in the district pre-kindergarten summer program. (Education Code 48000)~~



~~A child who will have reached the age of six years on or before December 2 of the current school year shall be eligible for enrollment in the first grade. (Education Code 48010)~~

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

TO: BOARD OF EDUCATION

INFORMATION

5/17/12

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

RE: SUPPLEMENTAL TEXTBOOKS

INFORMATION ITEM NO. I.02

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

COMMENT: In accordance with the Board of Education policy, the 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

**Wonder**, by R. J. Palacio for grade 4 core reading list at Franklin Elementary School. Adoption requested by Steve Cannell.

**The Wave**, by Susan Casey for summer reading list for grades 9 through 12 at Malibu High School. Adoption requested by Bonnie Thoreson.

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## **ATTACHMENTS**



ATTACHED ARE THE FOLLOWING DOCUMENTS:

- Document: "Roosevelt Elementary School PTSA Board Presentation" (*associated with Communications*)
- Presentation: "Educationally Required Mental Health Services (ERMHS) in a Post-AB3632 Era" (associated with Item No. D.01)
- Presentation: "Santa Monica-Malibu Unified School District Advancement Via Individual Determination" (associated with Item No. D.02)
- Presentation: "English Learners Master Plan: Instructional Programs" (associated with Item No. D.03)



**Roosevelt Elementary School PTA Board Presentation – 5/17/12**  
**Submitted by Gerda Newbold, PTSA President**

Roosevelt Elementary School has many things of which to be proud and to appreciate. One of the most important is the quality and commitment of our teachers.

The professional development of teachers has long been an important piece of Roosevelt's culture. Roosevelt has sent a couple teachers to Columbia Teacher's college for at least the past 6 years to be trained in Readers and Writers Workshop. Since then, our focus on professional learning has continued to grow. Last summer and again this summer we are sending 7 to 8 teachers to a weeklong training in NY. We are able to do this through a donation from Roosevelt's PTA and because our teachers have been able to find places to stay with friends or family. Teachers are also willing to supplement their airfare and to pay their way once they are in New York. Our teachers are using their vacation time and some of their own resources to learn to be better teachers. This commitment and this willingness to go the extra mile is consistently felt by students and parents at Roosevelt every day and in every classroom.

Roosevelt parents, teachers and administrators identify where improvement is needed and push towards making changes to accomplish our goals. A couple of years ago a group of parents, several in their first year at Roosevelt, felt that our science curriculum and Science Fair were not robust and many children were not participating. Through these parents' efforts, collaborating with teachers, providing scientific demonstrations after school, and during assemblies, they have changed the conversation at school around science. We now have about 200 children doing scientific experiments at home and sharing their results at our Science Fair.

Our size is our biggest challenge. Roosevelt has about 825 students. The large number of students is felt by everyone everywhere, but particularly on our playground at lunch and recess. There aren't enough seats at the lunch tables, there are long lines at the tetherball courts and handball courts and the apparatus is swarming with children. Children complain of waiting in line for their entire recess and never getting a turn to play. The social dynamics are also tricky when there are so many children. It is difficult for adults to monitor negative interactions between children and children sometimes feel that there is no one to "help" them.

It is also difficult to create a sense of community for families when there are so many of us. It's difficult to keep parents informed about school events and to make all parents feel welcome. It is easy for parents to put their heads down, drop off and pick up without participating at the school. However, we know that children do better when their parents are engaged in their school communities and so we continue to work to create a cohesive community. We do this through weekly email updates of our calendar, educational seminars geared towards parents, Coffees with the Principal and low cost school community events like our Back to School Picnic, popcorn Fridays and our read-a-thon where volunteer parents, teachers and administrators, go out in teams of 3 or 4 to "catch" children in the act of reading in their homes. Many years we visit up to 500 children at home. It is a tremendous experience for both the volunteers that go out and for those at home being visited and it brings us all closer together.





# Educationally Required Mental Health Services (ERMHS) in a Post-AB3632 Era

A Presentation to the SMMUSD Board of Education

May 17, 2012

**Dr. Sara Woolverton**

Director of Special Education

**Dr. Jeanne Davis**

Interim Director, Tri-City SELPA

**Eileen O'Connor**

Mental Health Case Manager, Tri-City SELPA

## Overview

- October 2010 to June 2012
- AB3632 and ERMHS Comparison
  - Revenues
  - Expenditures
  - Referral and Assessment
  - Eligibility
  - Services
  - Residential Treatment
- SMMUSD ERMHS students

## 2010-2011

- October 2010 – AB3632 suspended
  - District reimbursed LA County for DMH services incurred from January to June 2011
  - District contracted directly with some Residential Treatment Centers (RTCs) for Room and Board and mental health costs
  - The SELPA received some revenues to offset these costs
  - \* Note that these figures do not include the educational or Non-Public School (NPS) costs of residential treatment; the District has always paid NPS costs

Anticipated Revenues	Estimated Expenditures *	Difference
612,000	718,000	106,000

3

## 2011-2012

- DMH continued to provide outpatient services and the case management and therapeutic services of residential students
- DMH will bill the District for residential costs it incurs
- The District continues to direct-pay some residential and therapeutic costs of RTCs

Anticipated Revenues	Estimated Expenditures *	Difference
\$750,000	\$1,600,000	\$850,000

4

## Revenues

AB3632	ERMHS
Provided by the state to the county Departments of Mental Health (DMH)	Provided by the state to the Special Education Local Plan Area (SELPA)
Revenues based on usage and need	Revenues based on ADA. Smaller SELPAs get less money regardless of need and usage
"Blank check" funding – if the county added more students they would be provided more money	Revenues are fixed and projected to fall at least \$2 million short of the Tri-City SELPA's existing need

5

## Expenditures

AB3632	ERMHS
All outpatient services provided or contracted for by DMH and paid by DMH	All outpatient services provided and paid for at the SELPA level
All RTC room and board and therapeutic costs paid for at county DMH level	All residential treatment (room and board and therapeutic services) will be paid for by the districts. Any ERMHS funds not used by the SELPA will be distributed to offset a portion of these costs

6

## Referral and Assessment

AB3632	ERMHS
Referral by IEP team to DMH	Referral by IEP team to SELPA; ERMHS personnel help determine need for and plan for assessment
Assessment conducted by DMH. Few if any objective measures used. School progress data often not addressed or considered	Assessment conducted by SELPA ERMHS clinical counselors. Objective measures used where appropriate. Attention to student's progress in school

7

## Eligibility

AB3632	ERMHS
Eligibility decision made by DMH	Eligibility decision made by IEP team
Eligibility based on consideration of whether the student would benefit from mental health counseling	Eligibility based on data establishing that without mental health counseling the student cannot make meaningful progress in school

8

## Services

AB3632	ERMHS
Based on Medical Model	Based on Educational Model
Student counseling addresses emotional and/or family issues	Student services are goals based - focused on teaching students skills to use in the educational setting
Family and parent training or counseling provided by DMH	Family training classes will be provided by the SELPA

9

## Services

AB3632	ERMHS
Outpatient services provided by DMH counselors or interns or by clinical counselors or interns under contract (e.g. Didi Hirsch)	Outpatient services to be provided by clinicians (psychologists or social workers) or interns employed by the SELPA
Outpatient services provide at clinics, often outside of school hours	Outpatient services provided at school during school hours
Medication management covered and paid for by DMH	Medication management is not covered
No extended day treatment program available	<p>The SELPA is starting an extended day treatment program for secondary students</p> <ul style="list-style-type: none"> <li>• Collaboration with UCLA (tentative)</li> <li>• Extended school day</li> </ul>

10

## Residential Treatment

AB3632	ERMHS
Students placed at RTCs based on parent request or DMH recommendation that student not live at home	Recommendation for RTC based on data establishing that the only way for the student to benefit from education is to live at school
Student placed at any RTC parent or DMH provider chooses that already contracts with DMH	SELPA places at RTCs the SELPA chooses based on quality of program and willingness to work within ERMHS guidelines

11

## SMMUSD Students

- Approximately 50-60 students eligible for AB3632 outpatient services
- Approximately 35-45 students use DMH outpatient services
- 15-20 students in Residential Treatment Centers
- Students may or may not have diagnosed mental health disorders or eligibility under Serious Emotional Disturbance (SED)

12

## Looking Forward

- The SELPA has already taken over case management of the RTC students and any new ERMHS assessments
- For students who receive Extended School Year (ESY), outpatient services will be ready to go as of July 1, 2012
- All other outpatient ERMHS students will begin receiving services from the SELPA at the start of the school year

13

## Looking Forward

- AB3632 families will receive a letter this month informing them of the change from AB3632 to ERMHS
- The Extended Day Treatment Program will open sometime during the 2012-2013 school year
- The anticipated unreimbursed cost to SMMUSD for mental health services for the 2012-2013 school year is \$1-1.5 million

14

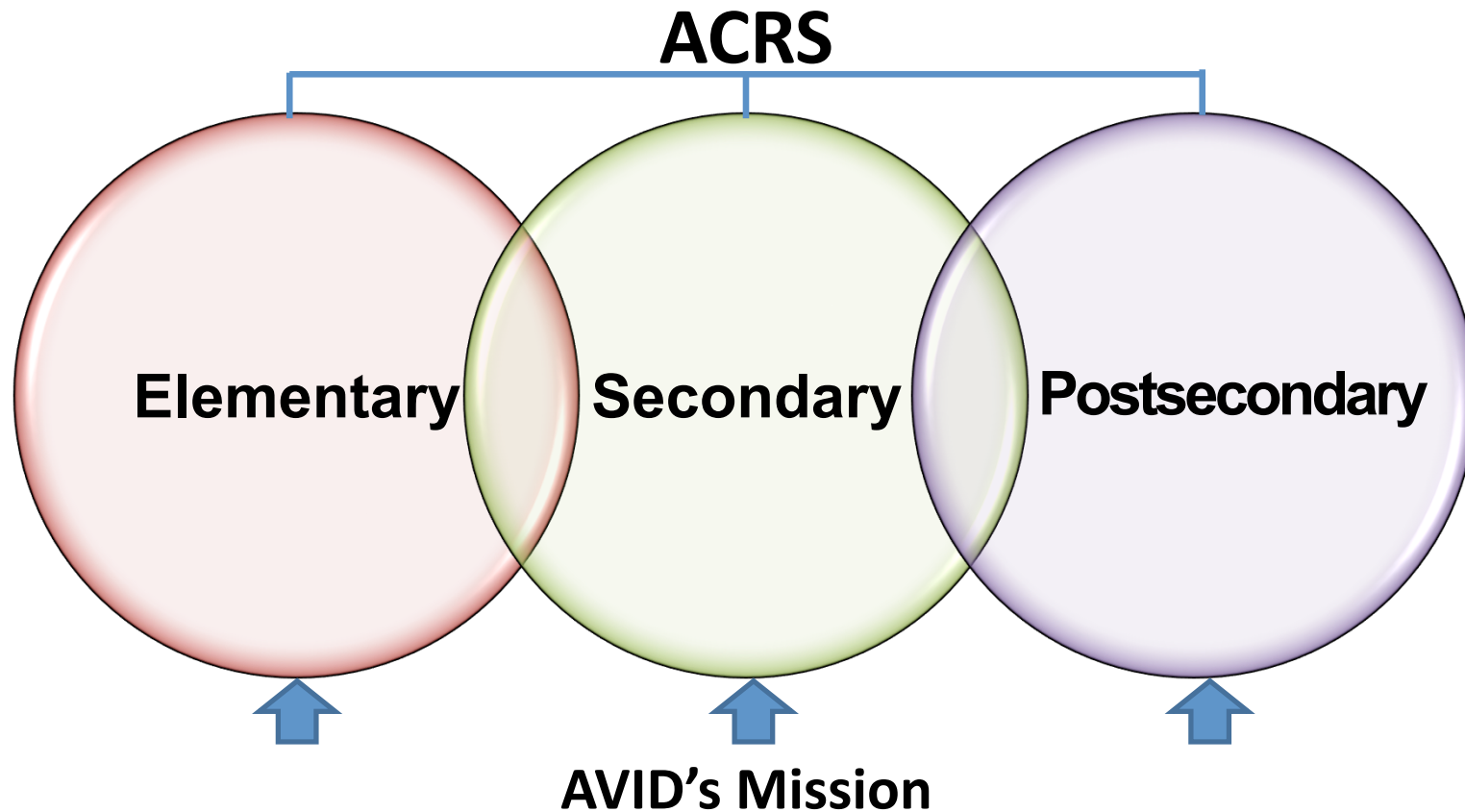




# Santa Monica-Malibu Unified School District Advancement Via Individual Determination



# The AVID College Readiness System

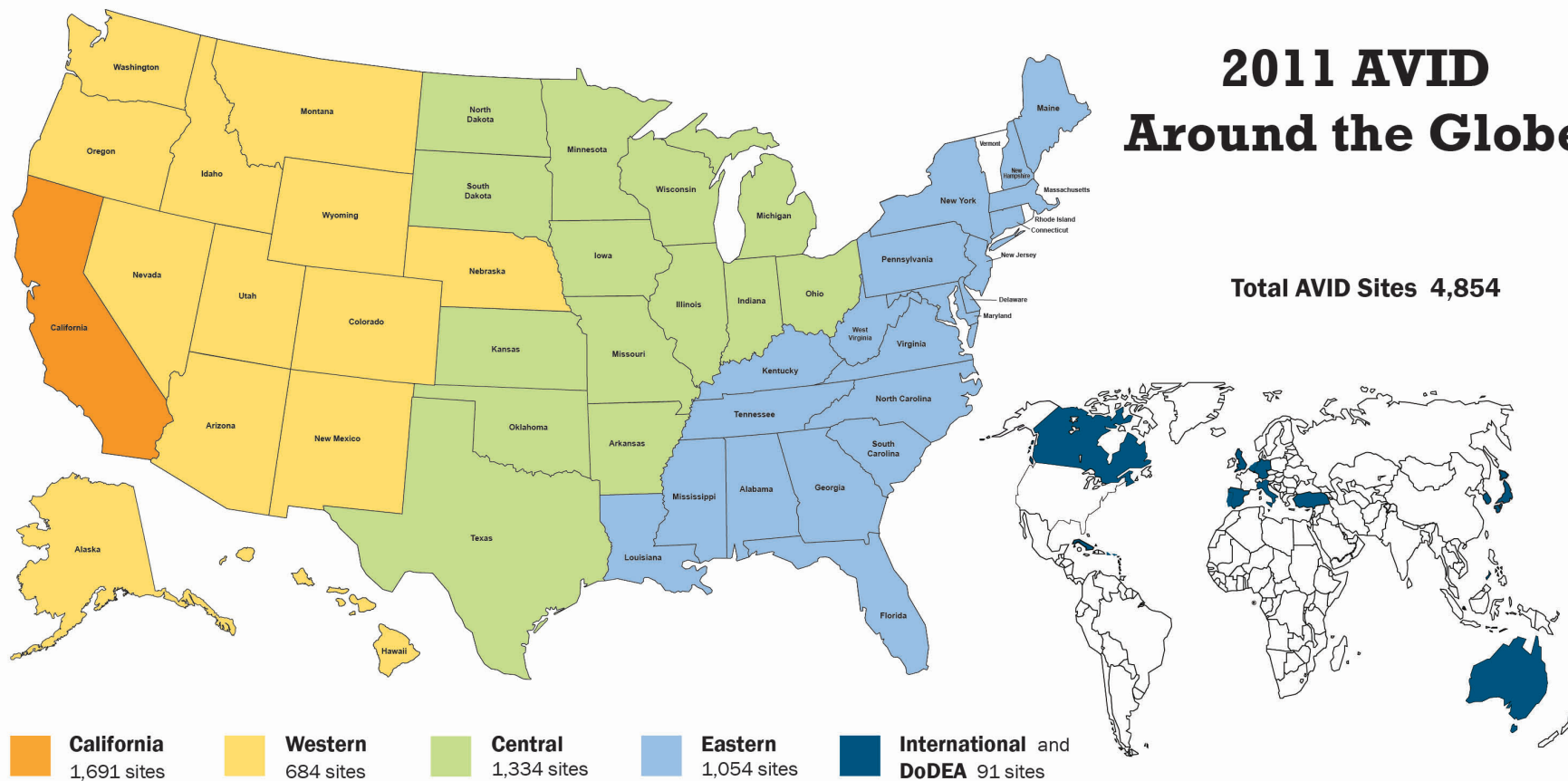


*AVID's mission is to close the achievement gap by preparing **all** students for college readiness and success in a global society.*

# Where in the world is AVID?

## 2011 AVID Around the Globe

Total AVID Sites 4,854



\*Numbers as of 10/1/11

# What is AVID?

- A **non-profit** structured **college preparatory system** working directly with schools and districts
- A **direct support** structure for first-generation college goers, grades 4-12
- A **schoolwide approach** to curriculum and rigor



**RIGOR** +  
**Support**  
**EQUALS** **ACADEMIC!**  
**Success!**

# The AVID Elective Student Profile

## **Meets one or more of the following criteria:**

- First to attend college
- Historically underserved in four-year colleges
- Low income
- Special circumstances

While all criteria are considered for acceptance, no single criteria will necessarily eliminate a student from consideration. The KHS AVID program should reflect the demographics of the school.



# The AVID Elective Student Profile

## Has academic potential

- Average to high test scores
- 2.0-3.5 GPA
- College potential with support
- Desire and determination





# AVID in SMMUSD





# Lincoln Program

- 3rd year of implementation
- Offered in grades 7 and 8
- 62 Students Participating
- 2 Sections offered; 1 Grade 7 and 1 Grade 8



# John Adams Program

- 10<sup>th</sup> year of implementation
- Offered in grades 7 and 8
- 125 Students Participating
- 4 Sections offered; 2 Grade 7 and 2 Grade 8



# SAMOHAI Program

- 10<sup>th</sup> year of implementation
- 193 Students Participating
- Offered in grades 9 – 12;
- 9 Sections offered:
  - 3 Grade 9
  - 3 Grade 10
  - 2 Grade 11
  - 1 Grade 12



# The 11 Essentials

1. AVID student **selection**
2. **Voluntary** participation
3. **AVID elective class** offered **during the school day**
4. **Rigorous** course of study
5. Strong, relevant **writing and reading** curriculum

# The 11 Essentials

6. **Inquiry** to promote critical thinking
7. **Collaboration** as a basis of instruction
8. Trained **tutors**
9. **Data** collection and analysis
10. District and school **commitment**
11. Active, interdisciplinary **site team**

# Meeting the Challenge

- Develop as **readers and writers**
- Develop deep **content knowledge**
- Know content specific **strategies** for reading, writing, thinking, and talking
- Develop **habits, skills, and behaviors** to use knowledge and skills



# WICOR

## Writing

- Writing process (prewrite to final draft)
- Respond, revise
- Edit, final draft
- Cornell notes
- Quickwrites
- Learning logs, journals





# WICOR

## Inquiry

- Skilled questioning
- Socratic Seminars
- Quickwrites/discussions
- Critical-thinking activities
- Writing questions
- Open-minded activities





# WICOR

## Collaboration

- Group projects
- Response/edit/revision groups
- Collaboration activities
- Tutorials
- Study groups
- Jigsaw activities
- Read-arounds



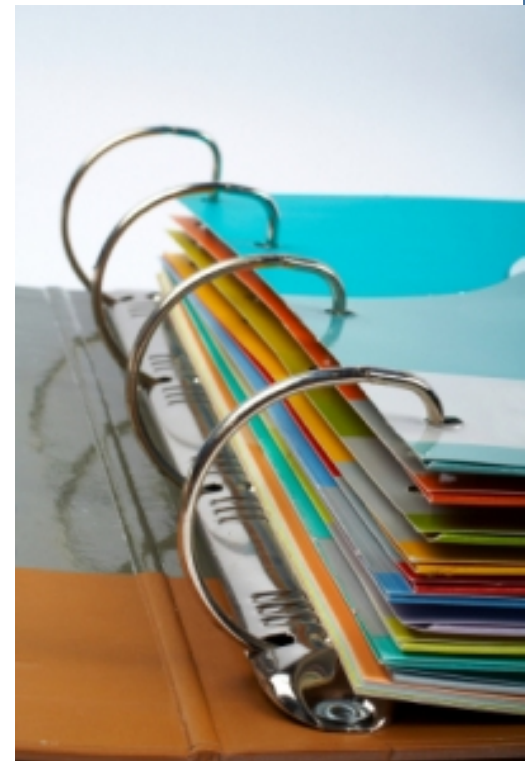
## Organization

### Tools

- Binders
- Calendars, planners, agendas
- Graphic organizers

### Methods

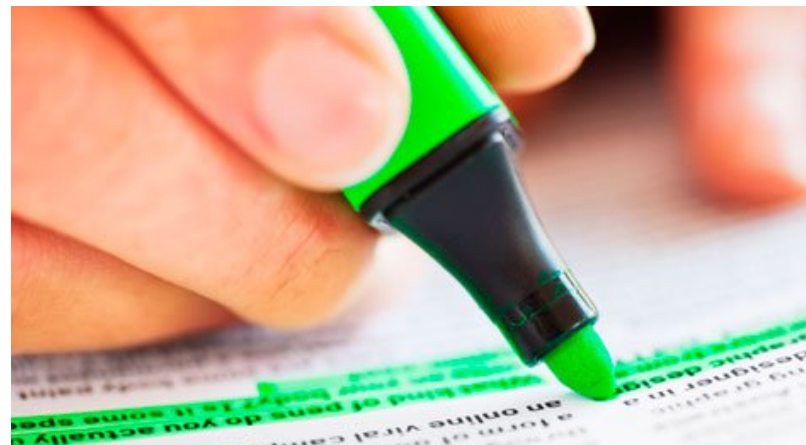
- Focused note-taking system
- Tutorials, study groups
- Project planning, SMART goals



# WICOR

## Reading

- SQ5R (Survey, Question, Read, Record, Recite, Review, Reflect)
- KWL (What I Know; What to Learn; Learned)
- Reciprocal teaching
- “Think-alouds”
- Text structure
- Critical reading



# A Sample Week in the AVID Elective

## Daily or Block Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
AVID Curriculum	Tutorials	AVID Curriculum	Tutorials	Binder Evaluation Field Trips Media Center Speakers Motivational Activities (within block)
Combination for Block Schedule		Combination for block schedule		

### Curriculum:

- Writing
- College and Careers
- Strategies for Success
- Critical Reading

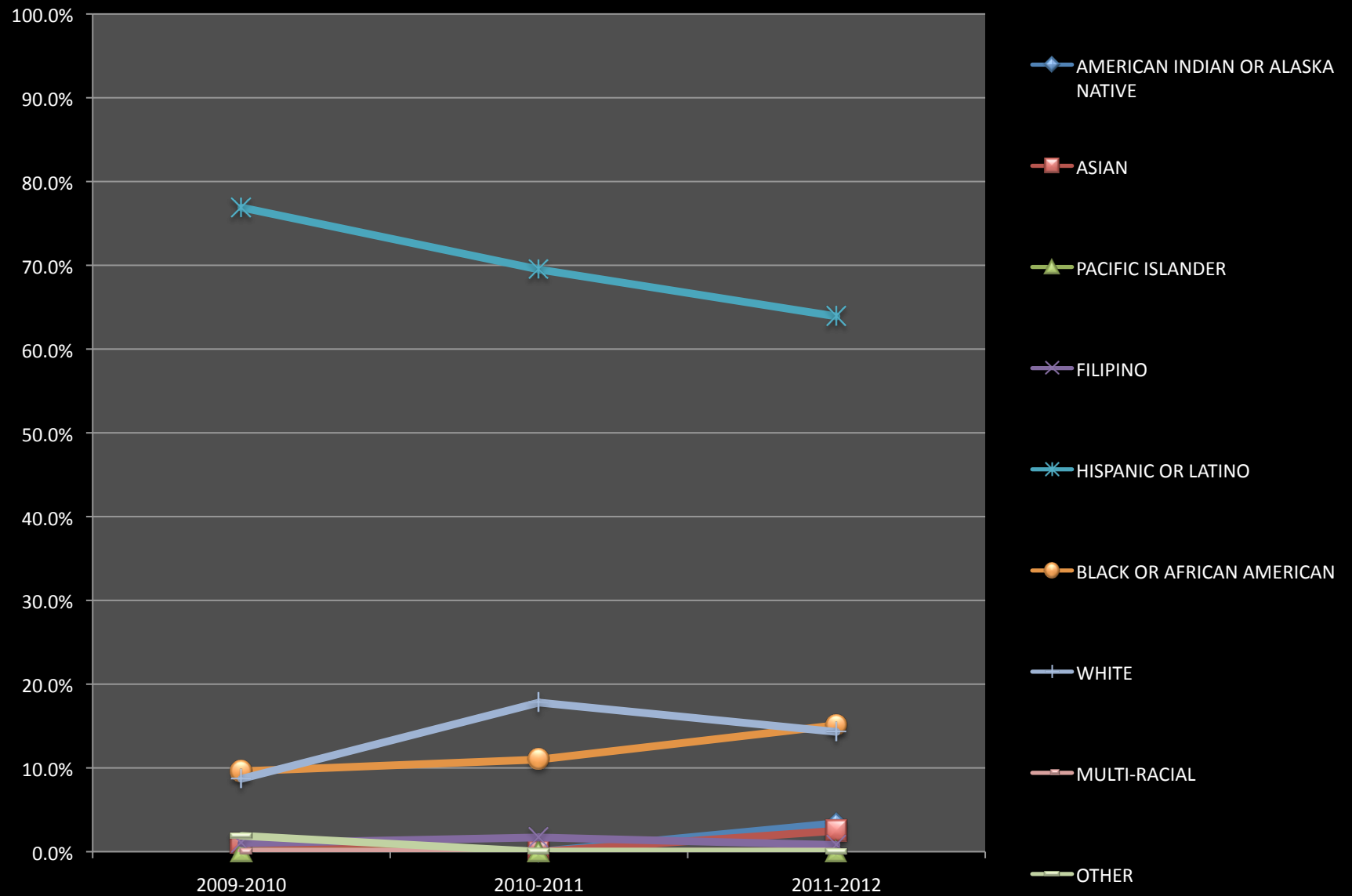
### Tutorials:

- Collaborative Study Groups
- Writing Groups
- Socratic Seminars

# Some Programmatic Successes

- JAMS/ Lincoln SMC Tutors
- Tech for Success Program at SAMO
- District Support
  - Sections
  - Materials/ Time
- Partnership with LACOE AVID Consultant
- Increase in African-American Participation

## JOHN ADAMS AVID - ETHNICITY



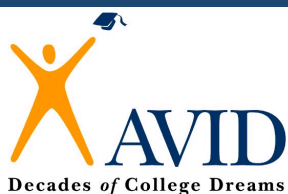
# Rigor and the JAMS AVID Program

- Many AVID students are enrolled in up to 4 rigorous classes.
- Some important percentages to note:
  - 70% in 7<sup>th</sup> grade Honors Math
  - 81% in 8<sup>th</sup> grade Algebra
  - 67% in 8<sup>th</sup> grade Language Arts
  - 41% in 7<sup>th</sup>/8<sup>th</sup> grade Science Magnet

# Implementation at Lincoln

- Complete program
- Enrollment increasing
- Students and Teachers note the difference in skills of AVID participants





## SANTA MONICA HIGH SCHOOL LONGITUDINAL REPORT FOR

|2009-2010| |2010-2011| |2011-2012|

	2009-2010	2010-2011	2011-2012
Percent of AVID school students eligible for federal free or reduced lunch	71%	73.2%	64.1%
Number of high school AVID sections	7	6	8
Number of high school peer or adult tutor hours per week	3	6	10
Number of high school college tutor hours per week	0	0	0

	2009-2010	2010-2011	2011-2012
Number of AVID seniors in previous year	28	27	32
Percent of AVID seniors in previous year taking at least one AP or IB exam	75.0%	81.5%	75.0%
Percent of AVID seniors in previous year completing college entrance requirements	85.7%	96.3%	100.0%
Percent of AVID seniors in previous year enrolled in elective for at least three years	57.1%	44.4%	96.9%
Percent of AVID seniors graduating in the previous year	96.4%	100.0%	100.0%
Percent of AVID seniors in previous year taking the SAT or ACT	100.0%	92.6%	96.9%
Percent of AVID seniors in previous year applying to four-year college	100.0%	96.3%	100.0%
Percent of AVID seniors in previous year getting accepted to four-year college	100.0%	92.6%	96.9%
Percent of AVID seniors in previous year planning to attend a four-year college	85.7%	77.8%	87.5%
Percent of AVID seniors in previous year planning to attend a two-year college	0.0%	22.2%	12.5%

# Class of 2012 AVID Seniors



**Name****Attending in Fall****Also Accepted to**

Ali Alliyani:	Chico State	CSUN
Lizeth Antonio:	CSUN	CSDH
Elisa Aquino:	UCSC	Simmons, Cal Poly SLO, UCR, SFSU
Leslie Bautista:	UCSC	SFSU, Chico State, Pace, U of the Pacific, UCM
Jordan Butts:	Howard	Sacramento State, UCR, St. John's, Drexel
Carlos Estevez:	SMC	
Carla Garcia:	CSUN	CSUCI
Yana Gonzalez:	UCSC	SFSU, USF, UCI, Pepperdine
Crystal Hwang:	SMC	Mt. St. Mary's
Wassim Sami Issa:	(Undecided)	Sacramento State, CSUCI, CSU San Marcos
Marleny Izquierdo:	Marymount	CSUN, UCR, UCLA
Rafee Khan:	CSUN	Sacramento State, SFSU
Jason Lopez:	SFSU	
Melissa Luis:	UCSC	SFSU, Mills, Marymount, UCSC
Liliana Mercado:	CSUN	CSUDH, Cal Poly
Alexandra Mier:	CSUN	CSUDH, UCR, SFSU
Kourtney Murphy:	SFSU	U of New Orleans, Sacramento State, CSULA
Daisy Perez Sanabri:	Wellesley	CSULB, Simmons, UCI, Boston U, LMU, USF
Ada Pokras:	UCM	UCR, UCSC, SFSU, Cal Poly Pomona, CSULB
David Ramirez:	Cal Poly SLO	Marymount, UCR, CSUCI, UCSB, Cal Poly SLO, Pace
Fanny Rivera:	Mt. St. Mary's	CSUN, CSULA, Chico State, Arizona State
Ishmael Ross:	UCM	CSU East Bay, Sonoma State, Humboldt State, Hofstra
Viviana Sanchez:	UCM	CSUN, CSUCI, UCR
Karina Sandoval:	UCSC	SFSU, Bowling Green, U Mass-Amherst
Sandra Shenouda:	UCR	
Oren Shimshi:	UCR	CSUN, CSUF
Sean Tyler:	Santa Barbara CC	St. John's CSUN
Miguel Vazquez:	UCSC	St. John's
Dakarai Willis:	(Undecided)	

# Some Programmatic Challenges

- The roles and responsibilities of AVID coordinator continue to increase. The time commitment required to coordinate a quality program without a stipend/prep is unmanageable at many times throughout the year.
- Need for greater consistency and alignment in policies, procedures and program tools between the high school and middle school.
- Need to increase parent participation in the AVID Program.
- Need for continued district support for sections

# Thank You AVID Staff!

## John Adams:

- Lourdes Perez
- Shannon Hale
- Jeanne McNamara
- Tracy Daws - (Coordinator)

## SAMOH

- Veronica Garcia Hecht
- Emily Kariya
- Gilda de la Cruz  
(Coordinator)

## Lincoln:

- Rose Moe
- Danielle Murawski
- Katie De Hope (Coordinator)



# **English Learners Master Plan**

## **Instructional Programs**

**Board Presentation**

**May 17, 2012**

### **Education Code**

(Section 400-410)

- English Learners should receive an instructional program that includes:
  - **English Language Development**
    - Provide students with explicit instruction in English Language Development (ELD) necessary to develop the academic proficiency required to master the English Language Arts content standards as efficiently and effectively as possible.
  - **Access to the Core Curriculum**
    - Provide academic instruction to ensure that ELs meet the district's content and performance standards for their respective grade levels in a reasonable amount of time.

## English Learners Data

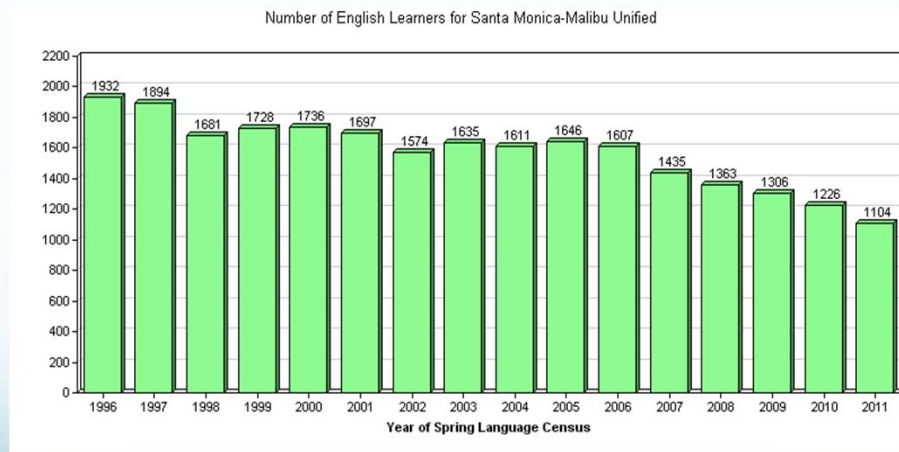
### California English Language Development (CELDT) English Proficiency Levels

CELDT Proficiency Levels	
Beginning (BG)	Less than Reasonable Fluency  ----- Reasonable Fluency
Early Intermediate (EI)	
Intermediate (IN)	
Early Advanced (EA)	
Advanced (AD)	

▪ **Reasonable Fluency:**

ELs at the Early Advanced (EA) and Advanced (AD) are considered to have “reasonable fluency” which means that they have adequate English proficiency to be able to participate in the English Mainstream Classroom with some ELD support.





## English Learners by Site

School	2010-2011	2011-2012
Cabrillo	22	34
Edison	162	144
Franklin	73	59
Grant	40	34
McKinley	120	116
Muir	33	34
Pt. Dume	6	9
Rogers	128	118
Roosevelt	46	65
Webster	14	16
SMASH	7	7
Adams	140	110
Lincoln	87	58
Malibu	43	42
Olympic	11	6
Samohi	168	180
<b>Total</b>	<b>1101</b>	<b>1032</b>

## Long Term English Learners 2011-2012

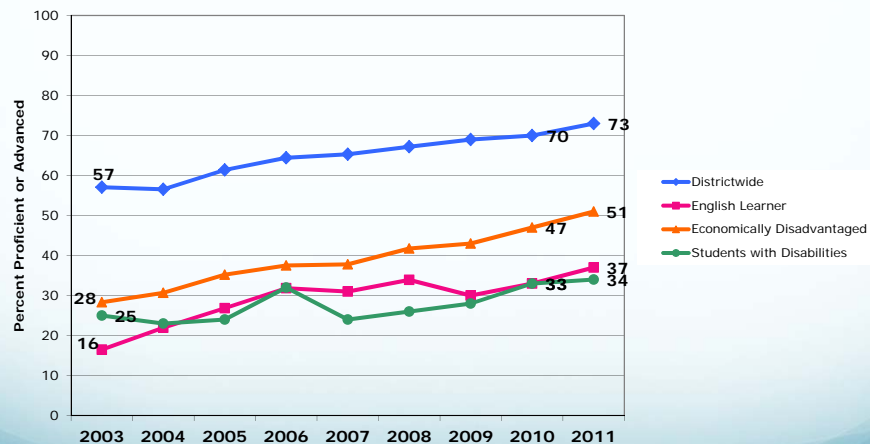
Years in USA schools	Number of students	Special Ed	% Sp Ed	Number not Sp Ed	% not Sp Ed
11	29	13	45%	16	55%
10	30	16	53%	14	47%
9	45	12	27%	33	73%
8	36	14	39%	22	61%
7	67	16	24%	51	76%
6	27	4	14%	23	85%
<b>Total</b>	<b>234</b>	<b>75</b>	<b>32%</b>	<b>159</b>	<b>68%</b>

- **Of the total ELs**
  - 23% of ELs are LTELs
  - 7% are Special Ed

- **Characteristics:**
  - 7 or more years in US
  - Often born in the US
  - High levels of oral fluency in English
  - Reading and writing below grade level
  - Some may have adequate grades, but low test scores
- **Benefit from:**
  - target instruction in accelerated literacy development
  - Site-based interventions /tutoring
  - Summer school

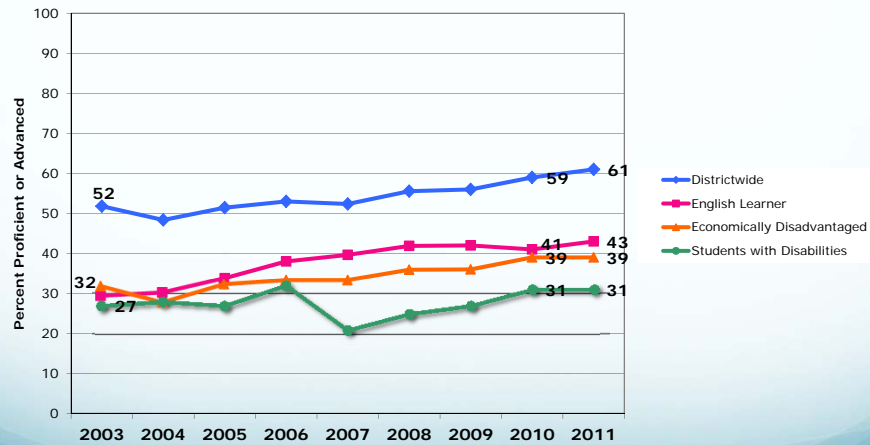
### District: CST ELA By Group

Source: DataDirector (No inclusion/exclusion rules for AYP applied!)



### District : CST Math by Groups

Source: DataDirector (No inclusion/exclusion AYP rules applied)



### Suspensions

- Based on data for 2009-2010
- 23 English Learners (1.9% of all Els) were suspended

## Graduation

- Based on 2009-2010 data
  - Cohort-is the group of students that could potentially graduate during a 4-year time period (grade 9 through grade 12).
    - Includes students that transfer into the cohort
    - Students who drop out as well as students that remain enrolled after four years are also included as part of the cohort.
    - Students are removed from the cohort when the student is appropriately given an exit code as he/she enrolls in another CA school

Program Name	Cohort Students	Cohort Graduates	Cohort Graduation Rate
<b>English Learners</b>	<b>42</b>	<b>25</b>	<b>59.5</b>
Special Education	78	61	78.2
Socioeconomically Disadvantaged	299	256	85.6
All Students	1,089	913	83.8

## SMMUSD Reclassification Process

### English Learner (EL) to Fluent English Proficient (R-FEP)

#### CELDT:

Overall score and all sub scores (Listening, Speaking, Writing and Reading) of:

**Early Advanced or Advanced**

#### CST:

Mid-Basic (325) or Above in ELA

-CST Writing (4+)  
-District Writing Score (4+)

#### CLASSROOM GRADES in ELA:

- Basic or Above (3-5)  
-C or better (6-12)

#### SCHOOL RECLASSIFICATION COMMITTEE

- ELD Coordinator  
-Classroom / English Teacher  
-Administrator

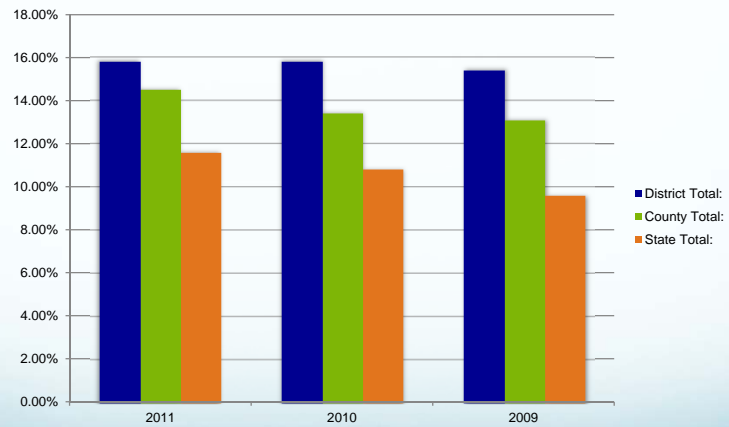
#### PARENT OPINION AND CONSULTATION

-Provide an opportunity parents to participate in process

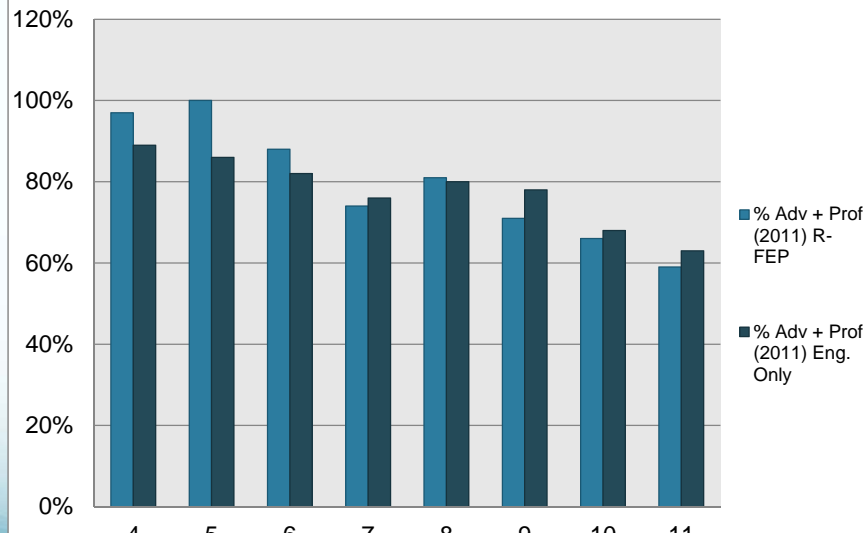
#### FOLLOW-UP OF STUDENT PROGRESS

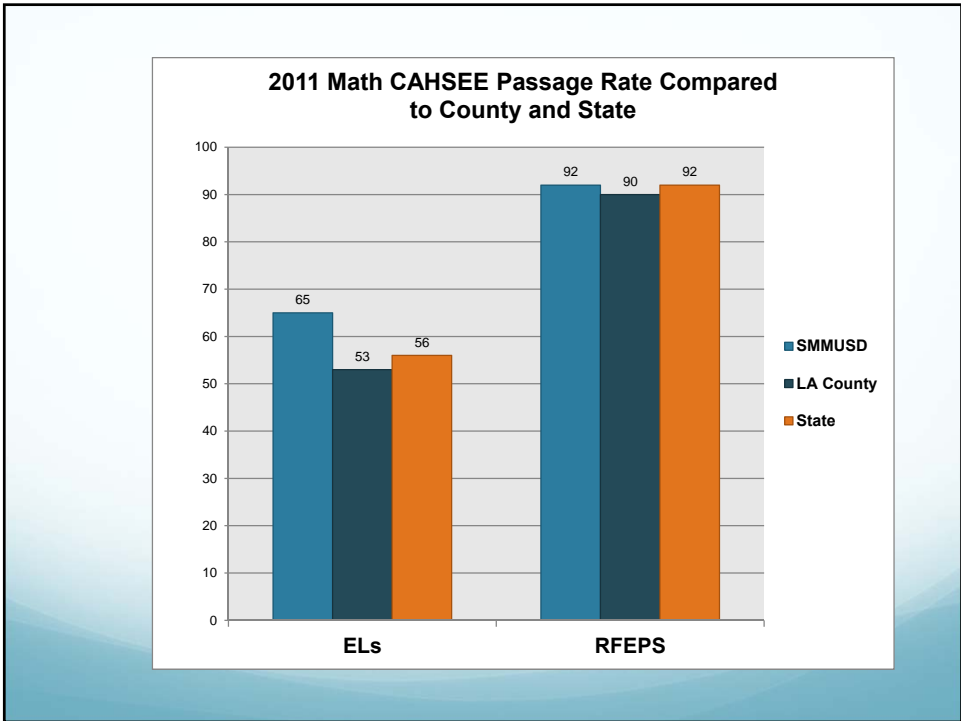
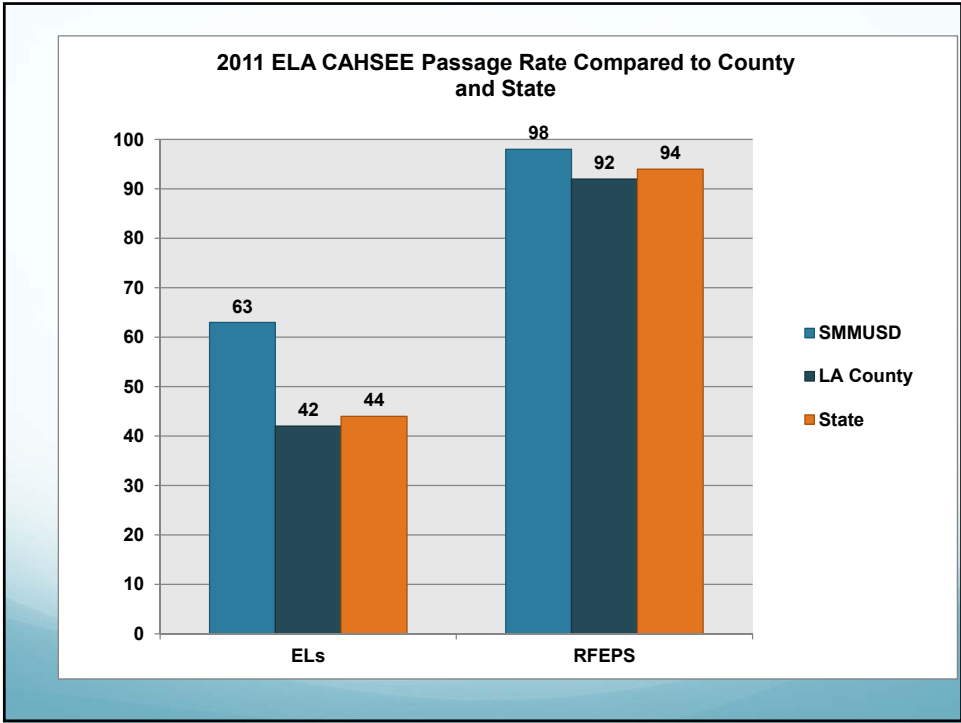
-At the end of the First and Second semester for 2 consecutive years after reclassification

## Reclassification Profile



## 2011 CST-ELA R-FEP and English Only





## **Title III Accountability**

- Title III of Elementary and Secondary Education Act provides supplemental funding to districts in order to implement programs for English Learners.
- With Title III funding comes additional accountability requirements known as Annual Measurable Achievement Objectives (AMAOs):
  - AMAO 1: Percent making Progress in Learning English
  - AMAO 2: Percent Attaining English Proficiency
  - AMAO 3: Percent making Adequate Yearly Progress (AYP)

## **AMAO 1: Percent of ELs Attaining English Proficiency**

- Targets set for the percentage of students who move up from one level to another on CELDT:
  - Level 1: Beginning
  - Level 2: Early Intermediate
  - Level 3: Intermediate
  - Level 4: Early Advanced
  - Level 5: Advanced

Year	AMAO Target	SMMUSD CELDT Growth
2010	53.1%	72.8%
2011	54.6%	68.4%

## AMAO 2: Percent of ELs Attaining English Proficiency

- Targets for the percentage of students who meet the CELDT reclassification criteria
- Separate targets for students in instructional programs for less than 5 years and for those in programs for five years or more.

	2010 AMAO Target	2010 SMMUSD	2011 AMAO Target	2011 SMMUSD
< 5 Years	17.4%	44.7% (n = 736)	18.7%	41.4% (n = 281)
≥ 5 Years	41.3%	69.2% (n = 354)	43.2%	68.0% (n = 244)

## AMAO 3: Meeting AYP Proficiency Levels for English Learners

- English learners held to same AYP targets as all district students for proficiency in English language arts and mathematics
- Based on CST, CMA and CAPA for grades 2 – 8 and CAHSEE or CAPA for grade 10

	2010 AMAO Proficiency Target	2010 SMMUSD Proficiency for EL	2010 AMAO vs. SMMUSD Proficiency Result	2011 AMAO Proficiency Target	2011 SMMUSD Proficiency for EL	2010 AMAO vs. SMMUSD Proficiency Result
ELA	56.0%	54.8%	-1.2%	67.0%	56.5%	10%
Math	56.4%	55.3%	-1.1%	67.3%	55.8%	11.5%



## **Year 2 of Not Meeting the Annual Measurable Achievement Objectives (AMAOs)**

- District:
  - Provides Parent Notification of status
- LEA:
  - Develops the Title III Improvement Plan and begins to implement strategies:
    - to improve ELD
    - to improve academic achievement in ELA
    - to improve academic achievement in Math
    - to provide PD
    - to provide parent involvement and outreach activities

## **English Learners Master Plan**

### **Instructional Programs**

## **Purposes of Master Plan**

- Provide an operational guide for teachers, administrators, counselors, para-educators, clerks and others.
- Guide the implementation of outstanding programs for English learners, and ensure that these programs achieve the district's goals for ELs.
- Ensure coherent, cohesive and effective programs for all English learners.

## **Achievement Goals for English Learners**

- **English Proficiency**
  - ELs will make steady progress in developing academic English, and attain academic English language proficiency as efficiently and effectively as possible.
- **Academic Progress**
  - ELs will make steady progress in core academic subjects. ELs in our district five years or longer will meet grade-level standards in core academic subjects.
- **Positive Self-Esteem**
  - ELs will develop a positive self-concept and cross-cultural understanding.

## English Learner Instructional Programs

- Santa Monica-Malibu Unified School District offers three types of program settings for ELs:
  - Structured English Immersion (SEI),
  - English Language Mainstream (ELM) and
  - Bilingual Alternative Program (BAP)
    - Dual Immersion Program (Edison, JAMS and Samohi)

## Structured English Immersion (SEI) Elementary

At elementary level it is SEI is imbedded in the English Language Mainstream classrooms.

- Students Served:
  - ELs with less than “reasonable fluency” in English
    - ELs at the BG, EI and IN proficiency levels;
- Student groupings/placement:
  - **Optimum placement is one ELD level per classroom with no more than 2 contiguous proficiency levels**
- Program Components
  - Explicit ELD: daily minimum 30 minutes,
  - Access to the Core- differentiated instruction i.e. SDAIE
  - Primary language support
- Staffing: BCLAD/CLAD or equivalent

## Structured English Immersion (SEI) Secondary Level

- Students Served:
  - ELs with less than “reasonable fluency” in English
    - ELs at the BG, EI and IN proficiency levels; and
    - 3 years or less in USA schools
- Student groupings/placement:
  - 1 to 2 per periods ELD
  - **Cluster students in lower size core classes for effective differentiated instruction**
  - **Priority scheduling of EL Clusters to ensure proper instructional support in core classes**
- Program Components
  - Explicit ELD:
  - Access to the Core- differentiated instruction i.e. SDAIE
  - Primary language support
- Staffing: BCLAD/CLAD or equivalent

## English Language Mainstream (ELM) Elementary and Secondary

- Students served
  - ELs with “reasonable Fluency” in English
  - ELs levels IN, EA and AD
- Program Components
  - Explicit ELD > Academic Vocabulary
  - Access to the Core > SDAIE
  - Primary language support minimal
- Staffing: BCLAD/CLAD or equivalent

## Instructional Program Needs by Level

CELDT Level					
	Beginning	Early Intermediate	Intermediate	Early Advanced	Advanced
Instructional Time					
Program Phase	SEI			Mainstream	

ELD
  Sheltered Instructed
  Primary Language Support
  Mainstream English

## Expected Benchmarks for English Learners

ELD Level (CELDT)	Beginning	Early Inter.	Intermediate	Early Adv.	Advanced	Reclassified
Timeline based on student's ELD level at entry into district	1st year	2nd year	3rd year	4th year	5th year	6th year
		1st year	2nd year	3rd year	4th year	5th year
			1st year	2nd year	3rd year	4th year
				1st year	2nd year	3rd year
					1st year	2nd year
California Standards	Far Below Basic	Far Below Basic	Below Basic	Basic	Basic	Basic
Tests (CST)	150+	200+	263+	300+	325+	340+
CST Writing Grades 4 & 7	2	2+	3+	4+	5+	5+

## Overcoming Academic Deficits -EL Catch-Up Plan

- English Learners who do not meet the expected proficiency growth in English or show deficits in content areas are identified by ELD Coordinator/Coach and Advisors/Teacher. Together they are to develop a Academic Improvement Plan (Catch-up Plan) for the student.
- Elements of the Catch-Up Plan
  - Identification based on multiple measures
    - CELDT, CST, CAHSEE
    - Grades
    - Time in USA schools (LTELs)
  - Implement Interventions
  - Monitor Student Progress

## Challenges – Secondary

- Greatest challenge is providing Sheltered English Content Classes for the low number of ELs at the Beginning, Early Intermediate and Intermediate English Proficiency levels.
- An alternative to SE classes is outline in our EL Master Plan:
  - **Cluster students in lower size core classes for effective differentiated instruction**
  - **Prioritize scheduling of EL Clusters to ensure proper instructional support in core classes**

