

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

June 7, 2012

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Thursday, June 7, 2012, in the District Administrative Offices: 1651 16th Street, Santa Monica, CA. The Board of Education called the meeting to order at 4:40 p.m. in the Board Conference Room at the District Offices. At 4:41 p.m., the Board of Education moved to Closed Session regarding the items listed below. The public meeting reconvened at 5:21 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 (30)

- Public Employee Discipline/Dismissal/Release pursuant to GC §54954.5 (5)
- Public Employee Appointment pursuant to GC §54954.5 (Director, Principal) (25)

IV. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (25)

5:23 pm

- **Recognition of Retirees (20)**

Ms. Washington said it was a pleasure to recognize the retirees tonight and read the list of retiree names and their years of dedicated service. The list can be found under Attachments at the end of these minutes. Mr. Allen thanked the retirees for their many years of dedication to the district and students. On behalf of Samohi, Ms. Burnette thanked the retirees.

5:39 pm

- **Outgoing Student Board Members – Caroline Huber & Brontë Burnette (Samohi), Yasi Afsharnive (Malibu HS), & Chynna Summers (Olympic HS)**

Mr. Allen thanked the student board members for their year of service as representatives from their schools. Having served as a student rep on a governing board himself, Mr. Allen said he knew how important their job was and how much time they had committed this year.

5:42 pm

V. APPROVAL OF THE AGENDA

It was moved by Dr. Escarce, seconded by Ms. Lieberman, and voted 6/0 (Mr. de la Torre was absent) to approve the agenda.

5:42 pm

VI. APPROVAL OF MINUTES

A.01	May 14, 2012.....	1
	May 17, 2012	
	May 19, 2012	

5:42 pm

VII. CONSENT CALENDAR (30)

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

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A.03 Conference and Travel Approval Ratification.....3-5
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A.07 Acceptance of Gifts – 2011-12 11-15
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A.09 Award of Districtwide Kitchen Facility Interior Painting to AJ Fiste and Santa Monica High School Pool Building to Omega Construction..... 17
A.10 Award of Flooring Materials – Bid #9.10 – Collins & Aikman Floor Coverings Inc. (C&A/TANDUS) – Year Three of a Five-Year Contract 18-19
A.11 Award of 5,000-Gallon Underground Holding Tank – Malibu Middle/High School – Bid #12.12 – Graph Company 20
A.12 Renew Award of Districtwide Rubber Safety Surfacing Repair/ Replacement – Bid #8.03 – Spectraturf Inc. – Year Five 21
A.13 Award of Los Amigos Preschool ADA Compliance – Bid #12.10R – Korade & Associative Builders..... 22

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A.14 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 23-24
A.15 Amendment to Contract – Lease Leaseback – John Adams Middle School – Replacement of Classroom Buildings E, F, & G, New Administration, Modernization & Site Improvements – Swinerton Builders – Measure BB 25-26
A.16 Award of Contract for Inspection Services – Lincoln Middle School – Replacement of Classroom Building C, Modernization and Site Improvements Project (Package 2) – TYR, Ins. – Measure BB..... 27

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A.18 Classified Personnel – Merit..... 34-36
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A.20 Special Service Employees..... 38
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Principal, Juan Cabrillo Elementary School

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A.22 Replace BP 5111 – Admission 40-42
A.23 Revise BP 5131 – Conduct 43-48
A.24 Adopt BP 5131.2 – Bullying..... 49-52

5:43 pm

6:36 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.**

- *Esther Schiller, Carol Riel, and Griffin Riel encouraged the board to pass a resolution to endorse policies that protect tenants from second-hand smoke. The board directed the superintendent to investigate how this resolution could be made specific to SMMUSD.*
- *Peggy Durst thanked the school district for supporting her son with special needs and making a difference in his life.*
- *Victoria Gray, Claudia Landis, Sherri Walker, Gina Frazier, and Darrell Goode addressed the board regarding a recent incident at a high school. Ms. Lyon announced that the incident is being investigated, but that the district cannot comment due to the fact that it is a personnel issue.*
- *David Cook encouraged the board to adopt a provision that allows for children to attend kindergarten prior to the official start dates according to birth date.*
- *Robb Brown, Dotty Cramer, and Alisa Stewart addressed the board regarding fundraising for the Samohi marching band.*
- *Olla Mitchell addressed the board regarding the suspension of her grandson.*

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)

Brontë Burnette – Santa Monica High School

Student Board Member Burnette reported that the past few weeks have flown by at school. There was a Jamba Juice fundraiser, a dodge ball tournament, prom, an O House pin ceremony, senior grams were for sale, ID pictures were taken for next year, and all the sports teams made CIF. There is a choir concert tomorrow night, a Blue and Gold game, and the Senior Gala is on Saturday. Finals are all next week, with graduation and Grad Nite occurring on Thursday. The campus has already started planning for next year's homecoming and pep rallies. Ms. Burnette announced that four staff members are retiring, and she thanked them for their service on behalf of all the students. She introduced the new student board member for next year, Yuri Kawashima.

Yasi Afsharnive – Malibu High School

Student Board Member Afsharnive thanked the board for recognizing her service as a student board member. She reported that the past several weeks have been fantastic at MHS, and while the school has been getting bad press lately, the students seem more focused on graduation and summer. Last day of school for seniors is tomorrow, and graduation will be on June 14. High school yearbooks have finally arrived. The students performed the musical 9 to 5 last week. ASB elections were last week, and although voter turnout was low, the new ASB President for next year will be Harris Wilson. The film festival was supposed to be held on June 3, but was cancelled due to a lack of submissions. The ASB held its second blood drive of the year on May 23. Ninth grade college guidance night was on May 24. The spring cabaret concert was last Thursday and Friday. Last night was the band concert, while tonight is the orchestra concert. The Malibu High School Sailing Team is recruiting members for next year. On May 24, all the middle and high school students made a promotional video, which can be found online.

7:09 pm

7:11 pm

6:13 pm

Chynna Summers – Olympic High School

Student Board Member Summers reported that teacher Ms. Gecht brought Write Girls to campus, a program involving weekly writing workshops and focuses on the craft of creative writing and empowerment through self-expression. Board Member Oscar de la Torre was a guest speaker in the Criminal Justice class on May 23. He explained how the Pico Youth and Family Center started as well as talked about the district's substance abuse policy. On May 26, Olympic High School students attended Samohi's prom at the Beverly Hilton Hotel. On May 27, teacher Ms. Sweeney led the drama students in an Improv comedy night at the Westside Comedy Theater. Librarian Erika Cuyugan from the Santa Monica Library brought One Story Project to eh campus this semester. Students learned how to interview community members and how to operate the film studio positions at the City TV. The interviews were aired on Channel 16 last Saturday night. Michael Rose, a 1970 Olympic graduate, was a guest inspirational speaker on May 31. On June 4, teachers Mr. Fuller and Ms. Miller took students to the Natural History Museum with tickets donated by a community member Miriam Schulman. Jim Wooden, a local documentarian/producer, visited the art class on June 6 to share his DVDs regarding creativity and the creative process. Today, Chrysalis hosted a Job Readiness Workshop to help students write resumes, complete job applications, develop interview skills, and learn how to make a good first impression. Summer school will be held on campus for all Olympic, OCLC, and independent study students from June 25 to July 31. Olympic's graduation will be on June 12 at 6:30pm. She thanked the board for recognizing her service as a student board member.

6:17 pm

B. SMMCTA Update – Harry Keiley (5)

Ms. Liz Cowgill delivered Mr. Keiley's report. SMMCTA congratulated and thanked all the retirees this year and wished them well. Ms. Cowgill thanked the student board members for their service. SMMCTA is concerned about the total number of teachers projected to be reduced for 2012-13.

C. S.E.I.U. Update – Ms. Keryl Cartee-McNeely (5) – no report

7:20 pm

D. PTA Council – Kelly McMahon Pye (10)

Ms. Pye announced that the PTA Council had its annual service awards breakfast. She then reflected on the past year: PTA Council gathered signatures to place the Our Children, Our Future tax initiative on the November 2012 ballot; hosted dialogue on race events; participated in conversations about centralized fundraising; in collaboration with the Ed Foundation, ran a successful summer adventure program; worked with the Board of Education and superintendent to reinstate the PTA unit reports on the board agenda; donated seed money for the Youth Collaborative; collaborated on the Safe Walk to School and Bike It!/Walk It! Days; educated the community on how to contact board members and speak at board meetings; in association with the League of Voters, hosted a 50th Assembly candidate forum; held the first ever back to school night for special education families; in cooperation with the district, hosted a middle school forum; organized a leadership training and dispute resolution; provided scholarships for graduates; donated contributions for safe graduation celebrations at the high schools, etc. Ms. Pye said she was pleased to have been a part of PTA Council this past year. She introduced incoming Co-PTA Council Presidents,

Lori Whitesell and Patti Braun. Ms. Braun and Ms. Whitesell said they were grateful to have the opportunity to continue to support the good work of the school district and serve the families of the school district. Mr. Allen thanked Ms. Pye for everything she has given to the district and welcomed Ms. Whitesell and Ms. Braun.

Craig Foster – Webster Elementary School PTA President

Mr. Foster’s report can be found under Attachments at the end of these minutes.

9:48 pm **X. SUPERINTENDENT’S REPORT (5)**

Superintendent Lyon presented longevity pins to Ralph Mechur (five years) and Maria Leon-Vazquez (10 years). She announced that at the next board meeting, she will be making a brief presentation, A Year in Review, as well as her direction for the next school year.

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 (50)

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.

7:30 pm	A.25	Public Hearing – 2012-13 Tier III Categorical Funding (5).....	53-55
9:53 pm	A.26	Declaration of Indefinite Salaries for Represented Bargaining Unit Members and Unrepresented Senior Management, Management, Supervisory, and Confidential Employees for 2012-2013 (5).....	56
9:54 pm	A.27	2011-12 Budget Revisions (10).....	57-62
9:55 pm	A.28	Adopt Resolution No. 11-37 – Certificated Administrator Release and Reassignment (5).....	63-65
9:57 pm	A.29	Approve LACOE Expulsion Plan (5).....	66
9:58 pm	A.30	Prop 39 Citizens’ Bond Oversight Committee (BOC) Vacancies (5).....	67-68
10:00 pm	A.31	Adopt Resolution No. 11-38 – Fund 11 (Adult Education) Fund Balance Commitment, No. 11-39 – Fund 14 (Deferred Maintenance) Fund Balance Commitment, and No. 11-40 – Fund 01 (General Fund) Authority to Assign Fund Balance (5)	69-74
10:01 pm	A.32	Adopt Resolution No. 11-41 – Temporary Interfund Cash Borrowing (5).....	75-76
10:04 pm	A.33	Adopt Resolution No. 11-42 – Annual Delegation of Administrative Authority to Process Routine and Non-Routine Budget Revisions, Adjustments, and Transfers for FY 2012-13 (5)	77-80

XII. DISCUSSION ITEMS (205)

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.

5:53 pm	D.01	Preliminary General Fund Budget for 2012-13 (45)	81-115
7:32 pm	D.02	Joint Meeting with Financial Oversight Committee (60)	116
8:12 pm	D.03	Centralized Fundraising (60)	117-118
10:05 pm	D.04	Consider Revising BP 6143 – Courses of Study (5)	119-121
10:07 pm	D.05	Consider Revising BP 6145.2 – Athletic Competition (5).....	122-125
10:10 pm	D.06	Consider Revising BP 6161.1 – Selection and Evaluation of Instructional Materials (5)	126-129
10:12 pm	D.07	Consider Adopting BP 6170.1 – Transitional Kindergarten (5)	130-132

10:19 pm

D.08	Potential Changes to Board of Education Meeting Structure and Timing (20).....	133-134
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10:48 pm

XIII. INFORMATIONAL ITEMS (0)

I.01	Textbooks.....	135
I.02	Rescission of Final Layoff Notices.....	136
I.03	Update on Intra- and Interdistrict Permits for 2012-13	137
I.04	Revision to AR 5144.1 – Suspension & Expulsion / Due Process.....	138-156
I.05	Revision to AR 6143 – Courses of Study	157-162
I.06	Revision to AR 6145.2 – Athletic Competition.....	163-166
I.07	Revision to AR 6161.1 – Selection and Evaluation of Instructional Materials.....	167-170
I.08	Revision to AR 6162.51 – Standardized Testing and Reporting Program	171-175
I.09	Revision to AR 6173.1 – Education for Foster Youth.....	176-180

Break
7:59-8:12pm

XIV. BOARD MEMBER ITEMS (0)

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

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

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

XVI. CONTINUATION OF PUBLIC COMMENTS

A continuation of Section VIII, as needed. (If the number of persons wishing to address the Board of Education exceeds the time limit in section VIII, additional time will be provided in Section XVI, **CONTINUATION OF PUBLIC COMMENTS.**)

XVII. BOARD MEMBER COMMENTS

Board Member Comments is the section where a Board member may make a brief announcement or report on his/her own activities relative to Board business. There can be no discussion under “BOARD MEMBER COMMENTS.”

- *Mr. Allen said he attended the Samohi Rites of Passage event on June 3 and was very impressed.*

XVIII. FUTURE AGENDA ITEMS

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

- *District Advisory Committees (DACs) End-of-Year Reports – communication/information on 6/27/12*
- *Alter Board of Ed Meeting Structure and Timing – action on 6/27/12*
- *Public Hearing on the 2012-13 Budget – action on 6/27/12*
- *Adopt the 2012-13 Budget – action on 6/27/12*
- *Appoint Members to the District Advisory Committees (DACs) – action on 6/27/12*
- *Report on Activities at Samohi to Address Campus Climate (2011-12) and Moving Forward (2012-13) – discussion on 6/27/12*

- *Economic Feasibility Committee Polling Report – discussion on 6/27/12*
- *Assessment and Accountability Update – discussion on 6/27/12*
- *Transitional Kindergarten Course of Study – discussion on 6/27/12*

XIV. CLOSED SESSION

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

XX. ADJOURNMENT

It was moved by Ms. Leon-Vazquez, seconded by Mr. Patel, and voted 6/0 (Mr. de la Torre was absent) to adjourn the meeting at 10:57 p.m. in memory of Jesus Gerena, who coached children of all ages in Santa Monica for many years. The next regular meeting is scheduled for **Wednesday, June 27, 2012**, at the District Office: 1651 16th Street, Santa Monica, CA.

Approved: 6/27/12



 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 st Thursday	2 nd Thursday	3 rd Thursday	4 th Thursday	Special Note:
July			7/20* DO	7/23* DO 7/26* DO	*Wednesday, 7/20 *Saturday, 7/23: retreat *Wednesday, 7/26: special mtg
August		8/10* DO		8/24* DO	*Wednesday, 8/10 *Wednesday, 8/24 First day of school: 8/30
September	9/8 DO			9/22 DO	
October	10/6 M		10/20 DO	10/22* DO	*Saturday, 10/22: retreat
November	11/3 M		11/17 DO	11/29* DO	Thanksgiving: 11/24-25 *Tuesday, 11/29: special mtg
December			12/15 DO	winter break	
Winter Break: December 21 – January 3					
January through June 2012					
Winter Break: December 21 – January 3					
January			1/19 DO		
February	2/2 M		2/16 DO 2/18* DO		*Saturday, 2/18: special mtg
March	3/1 DO	3/8* DO	3/15 DO	3/29* DO	*Thursday, 3/8: special mtg *3/22 & 3/23: Stairway *3/29: 5 th Thursday
Spring Break: April 2 – April 13					
April	spring break	spring break	4/19 DO		
May	5/3 M		5/14*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 16th 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
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July through December 2012					
Month	1 st Thursday	2 nd Thursday	3 rd Thursday	4 th 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	
Winter Break: December 24 – January 4					
January through June 2013					
Winter Break: December 24 – January 4					
January		1/17 DO			
February	2/7 M		2/21 DO		
March	3/7 DO		3/21 M	spring break	
Spring Break: March 25 – April 5					
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 16th Street, Santa Monica.
 Malibu City Council Chambers (M): 23815 Stuart Ranch Road, Malibu, CA

**Santa Monica-Malibu Unified School District
Board of Education
June 7, 2012**

I. CALL TO ORDER

A. Roll Call

Ben Allen – President
Laurie Lieberman – Vice President
Oscar de la Torre – *arrived at 5:59pm*
Jose Escarce
Maria Leon-Vazquez
Ralph Mechur
Nimish Patel

Student Board Members

*Bronte Burnette
Yasi Afsharnive
Chynna Summers*

B. Pledge of Allegiance

Led by former Student Board Member Tanya Choo

4:40pm

4:41pm

5:21pm

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
06/07/12

RECOMMENDATION NO. A.01

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

May 14, 2012

May 17, 2012

May 19, 2012

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

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.02

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

Contractor/ Contract Dates	Description	Site	Funding (Measure BB)
Jane Buelow & Associates 5/1/12 to 7/31/13 Not to Exceed: \$120,000	Project Coordination Communications & Presentations	Measure BB/ Capital Improvements	\$100,000: 21-90500-0- 00000-85000-5802- XXX-2600 \$20,000: 40-90602-0- 00000-85000-5802-015- 2600
Simpson & Simpson 6/4/12 to 7/31/13 Not to Exceed: \$338,000	Project Liaison Construction Activities & Operations	Measure BB	21-90500-0-00000- 85000-5802-XXX-2600

Contractor/ Contract Dates	Description	Site	Funding
Dr. Yosi Payam Behroozan, DDS 7/1/12 to 6/30/13 Not to exceed: \$3,000	To provide dental care services to Head Start eligible families	Child Development Services	12-52101-0-85000- 31400-5802-070-2700 (Head Start Basic)
Marjaneh Moghimi 7/1/12 to 6/30/13 Not to exceed: \$3,000	To provide dental care services to Head Start eligible families.	Child Development Services	12-52101-0-85000- 31400-5802-070-2700 (Head Start Basic)
Donna Iwagaki 5/18/12 – 6/30/12 Not to exceed: \$8,000	Provide training for CLASS and classroom observation for the Head Start program.	Child Development Services	12-52101-0-85000- 10000-5802-070-2700
Art Meet Technology MaryAnne Solomon 7/1/12 to 6/30/13 Not to exceed \$26,000	Maintenance and updating of SMMUSD.org website and 12 school websites.	Superintende nt's Office	01-00000-0-00000- 71500-5802-020-1200

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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	<u>CONFERENCE NAME</u> <u>LOCATION</u> <u>DATE (S)</u>	<u>COST</u> <u>ESTIMATE</u>
<u>ACKER, Nathaniel</u> Santa Monica High 01-90121-0-11100-10000-5220-015-4150 General Fund- Resource: Equity Fund	U.S. Government and Politics Workshop Palos Verdes, CA August 6 – 9, 2012	\$700
<u>ALVARADO, Robert</u> Santa Monica High 01-90121-0-11100-10000-5220-015-4150 General Fund- Resource: Equity Fund	AP Summer Institute-World History Rolling Hills Estates, CA August 6 – 9, 2012	\$750
<u>ASHER, Jeanette</u> Adams Middle 01-90121-0-11100-10000-5220-011-4110 General Fund- Resource: Equity Fund	AVID School Wide Path Training Downey, CA August 14 – 15, 2012	\$350
<u>BON, Nancy</u> Adams Middle 01-90121-0-11100-10000-5220-011-4110 General Fund- Resource: Equity Fund	NCTM High School Reasoning and Sense Making Inst. Los Angeles, CA July 24 -26	\$570
<u>CHU, Rebecca</u> Rogers Elementary 01-30100-0-11100-10000-5220-006-4060 General Fund- Resource: Title I	Advanced Applications of RTI Symposium Santa Monica, CA May 23, 2012	\$210
<u>COX, Shannon</u> Adams Middle 01-90121-0-11100-10000-5220-015-4150 General Fund- Resource: Equity Fund	AP-Summer Institute Riverside, CA July 23 – 26, 2012	\$775 +1 SUB
<u>GATES, Janie</u> Olympic High No Cost to District	ACSA-Educational Options Council Meeting Sacramento, CA May 11, 2012	\$0
<u>GRIEGO, Orlando</u> Food and Nutrition Services 13-53100-0-00000-37000-5220-057-2570 Cafeteria Fund- Resource: Child Nutrition	Working Together Works Downey, CA May 10, 2012	\$25

<u>KAMKAR, Vida</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Resource: Fiscal Services	HRS District Training: Cash Collection Downey, CA May 24, 2012	\$30
<u>LEE, Chon</u> Santa Monica High 01-90121-0-11100-10000-5220-015-4150 General Fund- Resource: Equity Fund	AP Literature English Conference San Gabriel, CA July 23, 2012	\$735
<u>RICHWINE, Dona</u> Food and Nutrition Services 13-53100-0-00000-37000-5220-057-2570 Cafeteria Fund- Resource: Child Nutrition	Make It Right-Lunch Menu Planning Downey, CA May 8, 2012	\$31
<u>RICHARDSON, Steve</u> Rogers Elementary 01-30100-0-11100-10000-5220-006-4060 General Fund- Resource: Title I	Advanced Applications of RTI Symposium Santa Monica, CA May 23, 2012	\$210
<u>TICKLER, Brian</u> Santa Monica High 01-90121-0-11100-10000-5220-015-4150 General Fund- Resource: Equity Fund	AP US History Training San Gabriel, CA July 23 – 26, 2012	\$735

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>ACKER, Ned</u> +3 Additional Staff Santa Monica High	THP Grant: Better Document-Based Teaching and Learning Santa Monica, CA May 10, 2012	\$0 UCLA Pays for (4 SUBS)
<u>ACKER, Ned</u> +3 Additional Staff Santa Monica High	THP Grant: Better Document-Based Teaching and Learning Santa Monica, CA May 29, 2012	0 UCLA Pays for (4 SUBS)
<u>DUNN, Pat</u> +3 Additional Staff Ed Services 01-70900-0-11100-21000-5220-035-1300 General Fund- Resource: Economic Impact Aid	National Council of Teachers of Mathematics Los Angeles, CA July 24 – 26, 2012	\$1,245

Out-of-State Conferences: Individual		
<u>HYATT, Virginia</u> Purchasing Department 01-00000-0-00000-75300-5220-055-2550 General Fund- Function: Purchasing	NeoCon (Educational Programs Regarding Information and Trends) Chicago, IL June 11 – 12, 2012	\$752
<u>SOLLER, Kate</u> Santa Monica High	Shakespeare Workshop For Teachers Portland, OR August 20 – 24, 2012	\$0 +1 SUB

Out-of-State Conferences: Group		
<u>BEEMAN, Amy</u> <u>+2 Additional Staff</u> Adams Middle	STEM Forum Atlantic City, NJ May 16 – 19, 2012	\$0 +2 SUBS
<u>CHAVEZ, Dennis</u> <u>KAMIBAYASHI, Terry</u> Maintenance & Operations	Flooring for School Facilities Chattanooga, TN June 21 -24, 2012	\$0

MOTION MADE BY: Mr. Patel
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: Aye
 AYES: All (6) (Mr. de la Torre was absent)
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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

RE: SUPPLEMENTAL TEXTBOOKS

RECOMMENDATION NO. A.04

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

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

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.

MOTION MADE BY: Mr. Patel

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (6) (Mr. de la Torre was absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2011-2012

RECOMMENDATION NO. A.05

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

NPS

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

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Coldwater Canyon Prep	9/5/96	NPS	111-SPED12194	\$20,497.00
Coldwater Canyon Prep	9/5/96	NPS	112-SPED12195	\$3,460.00
Switzer	5/10/93	NPS	115-SPED12201	\$10,311.00

Amount Budgeted NPS 11/12		\$ 1,700,000
Prior Board Authorization as of 5/17/2012		\$ 2,434,171
	Balance	\$ -734,171
Positive Adjustment (See Below)		\$
		\$
Total Amount for these Contracts		\$ 34,268
	Balance	\$ -768,439

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

NPA

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

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Therapy West	1/10/08	IEE	113-SPED12196	\$1,041.00

Amount Budgeted NPA 11/12		\$ 900,000
Prior Board Authorization as of 5/17/2012		\$ 969,362
	Balance	\$ -69,362
Positive Adjustment (See Below)		\$ 0
		\$
Total Amount for these Contracts		\$ 1,041
	Balance	\$ -70,403

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

Instructional Consultants

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

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Instructional Consultants 11/12	\$ 200,000
Prior Board Authorization as of 5/17/2012	\$ -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
Alan C. Brodney	8/28/02	Vision Therapy	#66-SPED12197	\$1,350.00
Abbe S. Barron, DMD, PhD	12/30/94	IEE	#67-SPED12198	\$4,500.00
Kim Scott	Various	Speech Therapy	#113-SPED12199	\$17,000.00
Administrative Services	Various	Transportation	#114-SPED12200	\$50,000.00

Amount Budgeted Non-Instructional Consultants 11/12	\$ 300,000
Prior Board Authorization as of 5/17/2012	\$ 443,083
Balance	\$ -143,083
Positive Adjustment (See Below)	\$ 0
	\$ -143,083
Total Amount for these Contracts	\$ 72,850
Balance	\$ -215,933

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 5/17/2012		<u>200,000</u>
	Balance	\$ 0
Adjustments for this period		<u>\$ 100,000</u>
		0
Total Amount for these Contracts		<u>\$ 0</u>
	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: Mr. Patel
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: Aye
 AYES: All (6) (Mr. de la Torre was absent)
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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

RE: AWARD OF PURCHASE ORDERS – 2011-12

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from May 8, 2012, through May 24, 2012, for fiscal /12.

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JUNE, 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	
<u>*** NEW PURCHASE ORDERS ***</u>					
126249	AAA ELECTRIC MOTOR SALES	HVAC SUPPLIES	FACILITY MAINTENANCE	500.00	R
126063	ACADEMIC SUPERSTORE	MICROSOFT OFFICE MAC	SPECIAL EDUCATION REGULAR YEAR	458.80	R
126223	ADVANCED BATTERY SYSTEMS	OPEN ORDER OPERATIONS VEHICLES	FACILITY OPERATIONS	125.00	U
126120	ALEXANDER KATJA	REIMBURSEMENT FIELD TRIP	WILL ROGERS ELEMENTARY SCHOOL	294.00	R
126039	AMECI PIZZA & PASTA	PIZZA FOR VIKES CAFE	FOOD SERVICES	1,300.00	F
126025	AMERICAN TECHNOLOGIES INC	SMOKE CLEANUP	INSURANCE SERVICES	25,000.00	U
126139	AMFRO INC	PIZZA FOR MALIBU SCHOOLS	FOOD SERVICES	3,400.00	F
126060	APPLE COMPUTER INC.	AT SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	1,000.00	R
126047	APPLE TEXTBOOKS	SUMMER READER	SANTA MONICA HIGH SCHOOL	2,995.23	R
126130	ATKINSON ANDELSON LOYA RUDD	LEGAL COSTS	BOE/SUPERINTENDENT	6,000.00	U
126252	ATLANTIC EXPRESS OF LA INC	TRANSPORTATION	EDISON ELEMENTARY SCHOOL	385.00	R
126127	B & H PHOTO VIDEO	PORTABLE PA SYSTEM	R O P	1,385.67	R
126041	BARNES & NOBLE/SANTA MONICA	REFERENCE BOOKS	OLYMPIC CONTINUATION SCHOOL	100.00	U
126050	BARNES & NOBLE/SANTA MONICA	LIBRARY BOOKS	FRANKLIN ELEMENTARY SCHOOL	535.89	R
126106	BOURGET BROS	OPEN ORDER OPERATIONS VEHICLES	GROUNDS MAINTENANCE	800.00	R
126166	BULLSEYE SPECIALTY SHOPS	CANOPY SYSTEMS	FRANKLIN ELEMENTARY SCHOOL	147.41	R
126116	CALIFORNIA OFFICE SYSTEMS INC	LOW RISE CHAIR	SPECIAL EDUCATION REGULAR YEAR	130.01	R
126055	CANOGA PARK A/C INC	SAMOHI POOL EXHAUST	FACILITY MAINTENANCE	4,600.00	SR
126256	CANOGA PARK A/C INC	REPLACE ALL IN ONE UNITS	CHILD DEVELOPMENT CENTER	27,882.00	CD
126083	CDS PTA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	440.00	CD
126091	CDS PTA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	880.00	CD
126109	CDS PTA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	174.00	CD
125965	CDW-G COMPUTING SOLUTIONS	Maintenance/Licenses	INFORMATION SERVICES	1,844.19	U
126044	CDW-G COMPUTING SOLUTIONS	COMPUTER MEMORY	CHILD DEVELOPMENT CENTER	84.82	CD
126061	CDW-G COMPUTING SOLUTIONS	SHARP PROJECTOR LAMP	SANTA MONICA HIGH SCHOOL	502.66	R
126068	CDW-G COMPUTING SOLUTIONS	FAX MACHINES	SANTA MONICA HIGH SCHOOL	721.25	R
126111	CDW-G COMPUTING SOLUTIONS	COMPUTER SOFTWARE	CHILD DEVELOPMENT CENTER	383.16	CD
126136	CDW-G COMPUTING SOLUTIONS	USB TO VGA ADAPTER	STATE AND FEDERAL PROJECTS	100.60	R
126208	CDW-G COMPUTING SOLUTIONS	UPS	INFORMATION SERVICES	9,499.83	U
125474	CHAMPION CHEMICAL	FLOOR WAX - SUMMER CLEANING	LINCOLN MIDDLE SCHOOL	931.51	R
126082	CHAMPION CHEMICAL	CUSTODIAL SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	326.03	U
126254	CHAMPION CHEMICAL	Custodial Supplies	FRANKLIN ELEMENTARY SCHOOL	478.79	R
126226	CHOURA EVENTS	RENTAL OF CHAIRS - GRADUATION	MALIBU HIGH SCHOOL	867.19	R
126230	CHOURA EVENTS	RENTAL OF TABLES - DECADES DAY	MALIBU HIGH SCHOOL	645.45	R
126073	CITY OF SANTA MONICA	PLAN CHECK FEE	CHILD DEVELOPMENT CENTER	3,491.44	CD
126220	CITY OF SANTA MONICA	PLAN CHECK FEE DIFFERENCE	CHILD DEVELOPMENT CENTER	107.06	CD
126034	COMPLETE BUSINESS SYSTEMS	COPIER REPAIR	SANTA MONICA HIGH SCHOOL	322.43	U
126108	COMPLETE BUSINESS SYSTEMS	COPIER REPAIR - PO INCREASE	SANTA MONICA HIGH SCHOOL	500.00	U
126179	CROWN DISPOSAL CO INC	WASTE REMOVAL	SANTA MONICA HIGH SCHOOL	12,500.00	BB
126081	CRUZ JR., GERARDO	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	55.00	CD
126064	CULVER NEWLIN	OFFICE CHAIR	FISCAL SERVICES	349.69	U
126040	DAILY BREEZE, THE	ADVERTISING	PURCHASING/WAREHOUSE	500.00	U
126026	DANIELS TIRE SERVICE	Open order for tires- Transp.	TRANSPORTATION	2,200.00	R
126074	DAVE SMITH/ELECTROMECHANICAL	REPAIRS TO DARKROOM EQUIPMENT	R O P	1,527.24	R
125992	DIRECT SOURCE COMMUNICATIONS	COMMUNICATIONS	CHILD DEVELOPMENT CENTER	1,475.22	CD
126015	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	573.01	CD
126115	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	720.45	CD
126153	EAST BAY RESTAURANT SUPPLY INC	FOOD CART	CHILD DEVELOPMENT CENTER	201.51	CD

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 DF-DEFERRED MAINTENANCE SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
126142	EXECUTIVE ENVIRONMENTAL	POOL MONITERING	FACILITY MAINTENANCE	277.35	R
126121	FROGUTS INC	SUBSCRIPTION/VIRTUAL SOFTWARE	JOHN ADAMS MIDDLE SCHOOL	400.00	R
125467	GALE SUPPLY CO	CUST. SUPPLIES SUMMER CLEANING	LINCOLN MIDDLE SCHOOL	2,088.81	U
125622	GALE SUPPLY CO	OPEN ORDER/CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	5,000.00	R
126037	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	1,488.75	R
126072	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	767.70	CD
126078	GALE SUPPLY CO	CUSTODIAL SUPPLY SUMMER SCHOOL	CURRICULUM AND IMC	806.92	R
126087	GALE SUPPLY CO	CUSTODIAL SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	231.81	U
126124	GALE SUPPLY CO	Custodial Supplies	FRANKLIN ELEMENTARY SCHOOL	1,509.02	R
126245	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	2,884.96	R
126253	GALE SUPPLY CO	Custodial Supplies	FRANKLIN ELEMENTARY SCHOOL	785.78	R
126096	GBC/EDUCATION DEPARTMENT	LAMINATOR	CHILD DEVELOPMENT CENTER	2,215.29	CD
126221	GEORGE'S HARDWARE	OPEN ORDER OPERATIONS SUPPLIES	FACILITY OPERATIONS	125.00	U
126203	HASLER INC	MAINTENANCE AGREEMENT	PURCHASING/WAREHOUSE	573.56	U
126104	HOME DEPOT- L.A.	OPEN ORDER GROUNDS SUPPLIES	GROUNDS MAINTENANCE	500.00	R
126076	HOSSACK, SUSAN N.	KEYBOARD ASSISTANCE	SPECIAL EDUCATION REGULAR YEAR	659.58	R
125966	INTELLI-TECH	Warranty Support	INFORMATION SERVICES	1,651.00	U
126042	INTELLI-TECH	COMPUTERS	CHILD DEVELOPMENT CENTER	8,013.17	CD
126046	INTELLI-TECH	COMPUTERS	CHILD DEVELOPMENT CENTER	1,750.97	CD
126102	INTELLI-TECH	NOTEBOOK COMPUTER	PERSONNEL COMMISION	979.08	U
126157	INTELLI-TECH	COMPUTERS	CHILD DEVELOPMENT CENTER	1,825.07	CD
126195	INTELLI-TECH	Mac License	INFORMATION SERVICES	3,937.50	U
126196	INTELLI-TECH	Media lab Computer	INFORMATION SERVICES	904.59	U
126207	INTELLI-TECH	Warrenty Support	INFORMATION SERVICES	127.00	U
126232	INTELLI-TECH	COMPUTER	CHILD DEVELOPMENT CENTER	1,501.57	CD
126233	INTELLI-TECH	COMPUTER REPLACEMENT-JBUNAYOG	FISCAL SERVICES	1,439.57	U
126038	INTERNATIONAL PAPER	COPY PAPER SUPPLY	SANTA MONICA HIGH SCHOOL	4,490.62	U
126243	JOSTENS/DIPLOMAS	DIPLOMAS	SANTA MONICA HIGH SCHOOL	790.00	R
126071	KORADE & ASSOCIATE BUILDERS	BENCH INSTALLATION	ROOSEVELT ELEMENTARY SCHOOL	861.00	R
126077	KORADE & ASSOCIATE BUILDERS	PLUMBING REPAIRS AT LINCOLN	FACILITY MAINTENANCE	3,642.00	DF
126227	KORADE & ASSOCIATE BUILDERS	LOCK FOR FENCE	CHILD DEVELOPMENT CENTER	996.00	CD
126057	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	200.00	CD
125752	LAKESHORE CURRICULUM	CLASSROOM SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	345.28	R
126062	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	1,278.29	R
126154	LAKESHORE CURRICULUM	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	2,365.11	CD
126169	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	2,204.45	CD
126181	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	2,563.93	CD
126183	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	1,899.64	CD
126185	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	193.48	CD
126239	LEARNSMART LLC	Maintanence	INFORMATION SERVICES	2,495.00	U
126134	LIGHTPARTS INCORPORATED	STARTERS FOR MARTIN ROVERS	THEATER OPERATIONS&FACILITY PR	659.77	R
126030	LOS ANGELES COUNTY DEPARTMENT	PLAN CHECK FEES	SANTA MONICA HIGH SCHOOL	4,015.31	SR
126045	MAILROOM FINANCE INC.	POSTAGE	SANTA MONICA HIGH SCHOOL	1,750.00	U
126219	MANCE, MIKE J.	OPERATIONS CUSODIAL EQUIPMENT	FACILITY OPERATIONS	180.20	U
126024	MONASTERO, JON	INDEPENDENT CONTRACTOR PAYMENT	JOHN ADAMS MIDDLE SCHOOL	2,450.00	R
126143	OLIVER WORLDCLASS LABS INC	LAMP FOR SMARTBOARD UNIFI 45	WEBSTER ELEMENTARY SCHOOL	643.77	U
126137	ORTCO INC.	INSTALLATION OF PLAYGROUND	CHILD DEVELOPMENT CENTER	10,642.00	CD
126188	PAPA JOHNS	PIZZA	FOOD SERVICES	15,000.00	F
126191	PARIS LASER PRINTER REPAIR INC	Open Repair	INFORMATION SERVICES	1,300.00	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
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DF-DEFERRED MAINTENANCE SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
125473	PIONEER CHEMICAL CO	CUSTODIAL SUMMER SUPPLIES	LINCOLN MIDDLE SCHOOL	92.77	U
126089	PIONEER CHEMICAL CO	CUSTODIAL SUPPLY	WILL ROGERS ELEMENTARY SCHOOL	49.91	U
126209	PLIXER INTERNATIONAL INC	Maintenance	INFORMATION SERVICES	1,495.00	U
126240	POLITO FAMILY FARMS	PRODUCE FOR FMSB PROGRAM	FOOD SERVICES	500.00	F
126156	POSTMASTER-SANTA MONICA	STAMPS	CHILD DEVELOPMENT CENTER	660.00	CD
126135	PRIORITY MAILING SYSTEMS INC	POSTAGE SUPPLIES	SANTA MONICA HIGH SCHOOL	173.05	U
126167	PRIORITY MAILING SYSTEMS INC	POSTAGE SUPPLIES	SANTA MONICA HIGH SCHOOL	183.98	U
126133	QUESTYS SOLUTIONS	QUESTYS ANNUAL SOFTWARE	STUDENT SERVICES	1,924.30	U
125662	RAMIREZ-OROPEZA, MARTHA	VISUAL ARTS CONTRACT	EDISON ELEMENTARY SCHOOL	1,925.00	R
126031	RECREONICS INC	SWIMMING POOL LIFT CA SEATING	MALIBU HIGH SCHOOL	225.68	R
126033	REFRIGERATION SUPPLIES	MAINT. HVAC SUPPLIES	FACILITY MAINTENANCE	2,000.00	R
126029	REGAN, CHRISTOPHER MICHAEL	REIMBURSEMENT	JOHN ADAMS MIDDLE SCHOOL	168.66	R
126049	RICHWINE, DONA	REIMBURSE FOR CAFE SUPPLIES	FOOD SERVICES	200.00	F
126235	RIFTON EQUIPMENT	REPAIR RIFTON CHAIR HARNESS	SPECIAL EDUCATION REGULAR YEAR	118.21	R
126222	S & S PORTABLE SERVICIES INC	RESTROOM RENTAL	SANTA MONICA HIGH SCHOOL	2,279.88	BB
126145	S C A Q M D	AIR TOXICS PROGRAM FEES	FACILITY MAINTENANCE	227.76	R
126215	SCHOLASTIC INC	SCHOLASTIC STUDENTS WORKBOOKS	STATE AND FEDERAL PROJECTS	87.63	U
126122	SCHOOL HEALTH CORPORATION	HEALTH SUPPLIES	CHILD DEVELOPMENT CENTER	913.79	CD
126158	SCHOOL HEALTH CORPORATION	HEALTH	CHILD DEVELOPMENT CENTER	5,457.04	CD
126250	SCHOOL HEALTH CORPORATION	SURESIGHT CALIBRATE	HEALTH SERVICES	348.16	U
126123	SCHOOL NURSE SUPPLY INC	HEALTH SUPPLIES	CHILD DEVELOPMENT CENTER	716.13	CD
126014	SCHOOL SPECIALTY INC	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	196.62	R
126138	SCHOOL SPECIALTY INC	ADAPTATIONS/MOTOR CONTROL	SPECIAL EDUCATION REGULAR YEAR	943.09	R
126148	SCHOOL SPECIALTY INC	STOOLS FOR THEATER PROGRAM	R O P	684.01	R
126132	SEA CLEAR POOLS	SAMOHI/MALIBU POOL REPAIRS	FACILITY MAINTENANCE	2,545.11	DF
126161	SEA CLEAR POOLS	SAMOHI & MALIBU POOL SERVICES	FACILITY MAINTENANCE	6,000.00	DF
126066	SEHI COMPUTER PRODUCTS	PRINTER CARTRIDGE	GRANT ELEMENTARY SCHOOL	309.41	R
126119	SEHI COMPUTER PRODUCTS	INK CARTRIDGES	SANTA MONICA HIGH SCHOOL	2,000.00	U
126140	SEHI COMPUTER PRODUCTS	HP PRINTER	SANTA MONICA HIGH SCHOOL	287.77	R
126054	SIMON, LAURA	REIMBURSEMENT	WILL ROGERS ELEMENTARY SCHOOL	158.35	R
126151	SIMPLEXGRINNELL	FIRE ALARM REPAIRS	FACILITY MAINTENANCE	2,648.19	DF
126216	SIR SPEEDY PRINTING #0245	SIR SPEEDY FOR PROMOTIONAL	CURRICULUM AND IMC	500.00	U
126246	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	SPECIAL EDUCATION REGULAR YEAR	28.41	R
126065	SMART & FINAL	INCREASE PO # 125415	OLYMPIC CONTINUATION SCHOOL	136.03	R
126234	SMART & FINAL #315	OFFICE SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	400.00	R
126056	SMART & FINAL - FOOD SVCS ONLY	GROCERIES FOR SCHOOL SITES	FOOD SERVICES	500.00	F
126059	SOUTH BAY LANDSCAPING	LAWN MOWER FOR BASEBALL FIELD	THEATER OPERATIONS&FACILITY PR	4,042.25	R
126069	SOUTHWEST SCHOOL SUPPLY	INCREASE OPEN PO 120362	WEBSTER ELEMENTARY SCHOOL	400.00	R
126131	SPARKLETTS WATER CO	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	250.00	U
126228	SPECTRASYSTEMS INC	SAFETY RUBBER FOR PLAYGROUND	CHILD DEVELOPMENT CENTER	11,729.20	CD
126238	SPECTRASYSTEMS INC	SAFETY RUBBER FOR PLAYGROUND	CHILD DEVELOPMENT CENTER	14,092.62	CD
126113	SPEEDO ELECTRIC CO	ARGO TACH CHARTS	TRANSPORTATION	118.98	R
126092	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	4,000.00	R
126097	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	2,500.00	CD
126112	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	5,000.00	CD
126114	STAPLES BUSINESS ADVANTAGE	GLAD SUPPLIES	CHILD DEVELOPMENT CENTER	5,500.00	CD
126175	STAPLES BUSINESS ADVANTAGE	SUPPLIES	CHILD DEVELOPMENT CENTER	300.00	CD
126211	STAPLES BUSINESS ADVANTAGE	Open Supplies	INFORMATION SERVICES	1,000.00	U
126118	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLY END OF YEAR	JOHN ADAMS MIDDLE SCHOOL	200.00	R
126125	TAMAI, GLORIA	PRODUCE FOR FARMERS MRKT SB	FOOD SERVICES	1,500.00	F
126048	TARGET STORES	OPEN ORDER/PARENT ACTIVITY	CHILD DEVELOPMENT CENTER	250.00	CD

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

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
126159	TRACTION HEAVY DUTY PARTS	repair parts	TRANSPORTATION	197.70	R
126177	U S BANK (GOVT CARD SERVICES)	CONFERENCE SEMINARS	PURCHASING/WAREHOUSE	495.00	U
126192	U S BANK (GOVT CARD SERVICES)	Meeting Supplies	INFORMATION SERVICES	119.63	U
126027	U S GAMES - WEST	WILSON SPORTING PRODUCTS	THEATER OPERATIONS&FACILITY PR	4,587.19	R
126103	UNIVERSAL ASPHALT CO. INC.	INSTALL ASPHALT SAMOHI	FACILITY MAINTENANCE	27,320.00	SR
126075	W.A.S.T.E.C.	WASTE DISPOSAL AT MALIBU SITES	FACILITY MAINTENANCE	3,000.00	U
126005	WARREN DISTRIBUTING INC.	OPEN ORDER OPERATIONS VEHICLES	FACILITY OPERATIONS	120.00	U
126164	WATERLINE TECHNOLOGIES INC	POOL CHEMICAL SUPPLY	FACILITY MAINTENANCE	5,000.00	R
126079	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLY SUMMER SCHOOL	CURRICULUM AND IMC	38.98	R
126080	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	216.58	U
126105	WAXIE SANITARY SUPPLY	OPEN ORDER CUSTODIAL SUPPLIES	FACILITY OPERATIONS	150.00	U
126248	WESTERN FENCE & SUPPLY CO	FENCING/CHAIN REPAIR MATERIALS	FACILITY MAINTENANCE	300.00	R
126213	WESTSIDE TEAM SPORTS LLC	BASEBALL SAFETY GEAR	SANTA MONICA HIGH SCHOOL	107.41	U
126093	XEROX CORPORATION	MAINTENANCE AGREEMENT SY 11-12	SPECIAL EDUCATION REGULAR YEAR	600.00	R
126107	XEROX CORPORATION	PO INCREASE COPIER MAINTENANCE	SANTA MONICA HIGH SCHOOL	100.00	U
126155	YOUNG PS ACQUISITIONS LLC	TOOTH PASTE	CHILD DEVELOPMENT CENTER	79.86	CD
** NEW PURCHASE ORDERS				355,671.95	

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

126099	SEHI COMPUTER PRODUCTS	PRINTER/COPIER SUPPLIES	BUSINESS SERVICES	150.00	BB
126028	U S BANK (GOVT CARD SERVICES)	REFERENCE BOOK	BUSINESS SERVICES	319.18	BB
** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES				469.18	

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

ACTION/CONSENT
06/07/12

RECOMMENDATION NO. A.07

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$35,098.91 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 \$35,098.91 as described on the attached listing.

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

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

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

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

Current Gifts and Donations 2011/2012

School/Site Account Number		Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
JAMS 01-90120-0-00000-00000-8699-011-0000					
Adult Education 11-90120-0-00000-00000-8699-090-0000					
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000					
Cabrillo 01-90120-0-00000-00000-8699-017-0000	\$ 530.00 \$ 250.00 \$ 164.00	\$ - \$ - \$ -		Various Various Various	Field Trip Field Trip Field Trip
CDS 12-90120-0-00000-00000-8699-070-0000					
Edison 01-90120-0-00000-00000-8699-001-0000					
Franklin 01-90120-0-00000-00000-8699-002-0000					
Grant 01-90120-0-00000-00000-8699-003-0000					
Lincoln 01-90120-0-00000-00000-8699-012-0000	\$ 6,844.90 \$ 115.00 \$ 65.00	\$ 149.10 \$ - \$ -		Various Parents Various Parents Jeffrey J. French	General Supplies and Materials General Supplies and Materials Field Trip
Malibu High School 01-90120-0-00000-00000-8699-010-0000	\$ 281.10 \$ 211.00	\$ - \$ -		Various Students Various	General Supplies and Materials General Supplies and Materials
McKinley 01-90120-0-00000-00000-8699-004-0000	\$ 967.00 \$ 727.00	\$ - \$ -		Various Various	4th Grade Field Trip 4th Grade Field Trip
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 1,060.81	\$ -		Wells Fargo Foundation	Field Trip
Olympic HS 01-90120-0-00000-00000-8699-014-0000					
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 40.00	\$ -		Victor Prado	Field Trip
Roosevelt 01-90120-0-00000-00000-8699-007-0000	\$ 340.00 \$ 321.00	\$ 1,325.00 \$ - \$ -	\$ 8,833.00	Anonymous Skirball Cultural Center Rhonda Schneider	Benches for upper yard Field Trip Direct Cost Transfer

BOE Date: 06/07/12

Current Gifts and Donations 2011/2012

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
Samohi 01-90120-0-00000-00000-8699-015-0000			\$ 300.00	Marlene Siegel	Office heater, table, computer screen & Other Misc. Materials
Barnum Hall 01-91150-0-00000-00000-8699-000-0000					
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000					
Webster 01-90120-0-00000-00000-8699-008-0000					
Others:					
Superintendent's Office 01-90120-0-00000-00000-8699-020-0000					
Educational Services 01-90120-0-00000-00000-8699-030-0000	\$ 10,000.00 \$ 2,295.00 \$ 280.00	\$ - \$ - \$ -		Gail Dorin Music Foundation Various Music Parents Various Music Parents	Special Services, Classified General Supplies and Materials General Supplies and Materials
Student & Family Services 01-90120-0-00000-00000-8699-040-0000					
Special Education 01-90120-0-00000-00000-8699-044-0000					
Information Services 01-90120-0-00000-0000-8699-054-0000					
Food and Nutrition Services 01-90120-0-00000-0000-8699-057-0000					
District 01-90120-0-00000-00000-8699-090-0000					
TOTAL	\$ 24,491.81	\$ 1,474.10	\$ 9,133.00		

BOE Date: 06/07/12

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
JAMS 01-90120-0-00000-00000-8699-011-0000	\$ 46,260.40			\$ 46,260.40			\$ -
Adult Education 11-90120-0-00000-00000-8699-090-0000				\$ -			\$ -
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000				\$ -			\$ -
Cabrillo 01-90120-0-00000-00000-8699-017-0000	\$ 23,282.01	\$ 944.00	\$ -	\$ 24,226.01			\$ -
CDS 12-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
Edison 01-90120-0-00000-00000-8699-001-0000	\$ 820.36		\$ -	\$ 820.36			\$ -
Franklin 01-90120-0-00000-00000-8699-002-0000	\$ 467.89		\$ -	\$ 467.89			\$ -
Grant 01-90120-0-00000-00000-8699-003-0000				\$ -			\$ -
Lincoln 01-90120-0-00000-00000-8699-012-0000	\$ 40,844.53	\$ 7,024.90	\$ 149.10	\$ 48,018.53			\$ -
Malibu High School 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i>	\$ 38,851.42	\$ 492.10	\$ -	\$ 39,343.52			\$ -
McKinley 01-90120-0-00000-00000-8699-004-0000	\$ 26,273.13	\$ 1,694.00	\$ -	\$ 27,967.13			\$ -
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 2,244.85	\$ 1,060.81	\$ -	\$ 3,305.66			\$ -
Olympic HS 01-90120-0-00000-00000-8699-014-0000	\$ 7,867.50		\$ -	\$ 7,867.50			\$ -
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 25,732.22	\$ 40.00	\$ -	\$ 25,772.22			\$ -
Roosevelt 01-90120-0-00000-00000-8699-007-0000	\$ 4,855.98	\$ 661.00	\$ 1,325.00	\$ 6,841.98		\$ 8,833.00	\$ 8,833.00
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 26,543.68			\$ 26,543.68	\$ 11,185.69	\$ 300.00	\$ 11,485.69
Barnum Hall 01-91150-0-00000-00000-8699-000-0000	\$ 100,000.00		\$ -	\$ 100,000.00			
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000				\$ -			\$ -

BOE Date: 06/07/12

Current Gifts and Donations 2011/2012

School/Site Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Equity Fund 15% Contrib.	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
ALL OTHER LOCATIONS:							
Webster 01-90120-0-00000-00000-8699-008-0000	\$ 5,000.00		\$ -	\$ 5,000.00			\$ -
Superintendent's Office 01-90120-0-00000-00000-8699-020-0000							
Educational Services 01-90120-0-00000-00000-8699-030-0000	\$ 90,934.74	\$ 12,575.00		\$ 103,509.74	\$ 2,350.00		\$ 2,350.00
Student and Family Support Services 01-90120-0-00000-00000-8699-041-0000				\$ -			\$ -
Special Education 01-90120-0-00000-00000-8699-044-0000				\$ -			\$ -
Information Services 01-90120-0-00000-00000-8699-054-0000				\$ -			\$ -
District 01-90120-00000-0-00000-8699-090-0000				\$ -			\$ -
Food & Nutrition Services 01-90120-0-00000-00000-8699-070-0000				\$ -	\$ 379.90		\$ 379.90
TOTAL GIFTS	\$ 439,978.71	\$ 24,491.81	\$ 1,474.10	\$ 465,944.62	\$ 13,915.59	\$ 9,133.00	\$ 23,048.59
Total Cash Gifts for District:		\$ 24,491.81	Total Equity Fund 15% Contribs. \$ 1,474.10		Total In-Kind Gifts:	\$ 9,133.00	

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

FROM: SANDRA LYON / JANECE L. MAEZ

RE: RENEW CONTRACT – SCHOOL SERVICES OF CALIFORNIA, INC.

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve an agreement for special fiscal services with School Services of California, Inc., effective July 1, 2012, and terminating June 30, 2013.

It is further recommended that in consideration for services provided by School Services of California, Inc., that the District agrees to pay \$3,120 annually, plus expenses.

Funding Information

Source: General Fund-Unrestricted
Currently Budgeted: Yes
Account Number: 01-00000-0-00000-73000-5890-050-1500
Description: Other Gen'l Admin/Contracts/Business Serv.

COMMENT: This request represents a renewal of our contract with School Services of California, Inc. There is no increase in the annual fee over the previous annual contract amount. School Services of California, Inc. provides fiscal services to the District including school finance, legislation, school budgeting and general fiscal issues. This agreement also includes up to 12 direct service hours at no additional cost.

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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

RE: AWARD OF DISTRICTWIDE KITCHEN FACILITY INTERIOR PAINTING TO AJ FISTES AND SANTA MONICA HIGH SCHOOL POOL BUILDING TO OMEGA CONSTRUCTION

RECOMMENDATION NO. A.09

It is recommended that the Board of Education award Bid #12.13 for the interior painting of Districtwide kitchens in Malibu and Santa Monica to AJ Fistes in an amount not to exceed \$120,670, and to Omega Construction for the Santa Monica High School pool building, in an amount not to exceed \$18,000.

Funding Information

Budgeted: Yes

Fund: 14

Source: Deferred Maintenance

Account Number: 14-00000-0-00000-81100-5640-060-2600

COMMENT: This contract is for the interior painting of nine (9) kitchens in Santa Monica and four (4) kitchens in Malibu and their add alternates for serving line and snack bar areas. The awarding contract price for each site is as follows: **AJ Fistes** - Franklin \$9,255, Grant \$6,420, McKinley \$9,255, Muir/SMASH \$4,700, Rogers \$8,105, Roosevelt \$8,755, Adams \$12,290, Lincoln \$11,300, Samohi \$16,050. **Omega Construction** – Samohi pool building \$18,000.

Twenty-three (23) contractors were invited to bid, eleven (11) contractors attended the mandatory Santa Monica job walk and ten (10) contractors attended the mandatory Malibu job walk. Five (5) responsive contractors submitted bids for all projects in both cities. Bids were as follows:

	Santa Monica w/ Alternates	Malibu w/ Alternates	Samohi Pool	Total
AJ Fistes	\$86,130	\$34,540	\$27,820	\$148,490
Omega	\$96,150	\$46,150	\$18,000	\$160,300
CT Georgiou	\$99,600	\$45,200	\$18,800	\$163,600
Piana Construction	\$121,500	\$73,580	\$38,000	\$233,080
Fix Painting	\$161,900	\$74,100	\$27,000	\$263,000

Contractors were asked to submit schedules for the work beginning June 18 and ending August 19, 2012. Summer school schedules and athletic events are considered in the painting schedules. It is anticipated that all work will be completed by the start of the 2012-13 school year. Detailed pricing by site and contractor is available in the Purchasing Office for review upon request.

MOTION MADE BY: Mr. Patel

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (6) (Mr. de la Torre was absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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

RE: AWARD OF FLOORING MATERIALS – BID #9.10 – COLLINS & AIKMAN
FLOORCOVERINGS INC. (C&A/TANDUS) – YEAR THREE OF A FIVE-YEAR
CONTRACT

RECOMMENDATION NO. A.10

It is recommended that the Board of Education award Collins & Aikman Floor coverings Inc. (C&A/Tandus) Bid #9.10 for the purchase of floor coverings in an amount not to exceed \$300,000 annually; This is Year three (3) of a five (5) year contract.

COMMENTS

Purchases will be based on unit cost pricing included in the bid for both rolled and carpet squares; wall base, furniture moving, sheet vinyl, linoleum, tile, walk-off mats, stair treads, removal and disposal of existing flooring; floor prep and moisture proofing and volume discounts based on pre-determined quantities. The contract further incorporates unit pricing for carpet and hard surface cleaning services and equipment, should the District require such services in the future. The contract includes provisions for floor covering cleaning presentations including chemical and cleaning equipment audits, and maintenance troubleshooting.

Collins & Aikman is a carpet manufacturer and as such is able to sell carpet directly to the District at substantial savings. Carpet material pricing is based on GSA pricing, which is guaranteed to be the lowest cost in the State. There is a 30-year non-prorated warranty for all soft surface flooring materials. The specified flooring material is conducive to a green cleaning chemical program. Warehousing, delivery and storage will be provided for the term of the contract at no additional cost should a project be delayed.

Contractors installing carpet for the Measure BB Bond Program will be able to purchase carpet using this unit pricing structure.

History

The Board of Education established the Collaborative for High Performance Schools (CHPS) criteria for all of the Measure BB Bond program installations during its Board meeting of 6/13/07. The CHPS criteria establishes performance and environmental standards to create learning environments that are efficient, healthy and comfortable, while at the same time creating building systems that are easy to maintain and operate. The Board of Education requested that all purchases through-out the District going forward incorporate the CHPS criteria of sustainability to create a green, healthy environment for students, staff and the community. By establishing the flooring standards listed below, it is supporting this philosophy.

The following is a list of minimum criteria established for the flooring contract. Details of the criteria are available for review in the Purchasing Office.

Sustainable Accountability/Indoor Air Quality: All rolled goods and carpet tile products shall meet the sustainable protocol set forth by LEED, NSF140-2007 and CHPS. All sustainable claims shall be third party certified and meet the definitions of the FTC. Adhesives, glues, primers and related installation materials shall meet guidelines provided by Proposition 65, Cal OSHA, Air Resource Board and the Department of Health. All manufacturers shall have certified post-industrial content of 24% and 7% post consumer recycled content in their products for a minimum of 34% by weight and 98% recycled content cushion secondary backing. Products must be 100% closed-loop recyclable backing materials. Manufacturer shall have a collection and recovery system for product and a fully established operational recycling program established per FTC guides Section 260.7(d). (The carpet material supplied to the District shall

have a fully operational reclamation plant that can take existing carpet material and turn it back into carpet. A cradle to cradle recycling process. This means that the product can be recycled over and over again without ending up in a landfill). The carpet shall have a planned obsolescence of thirty (30) years.

Antimicrobial / Pesticide Additives: All proposed carpet materials shall be free of antimicrobials / pesticide additives. No GSA registered pesticides shall be added to the mix design. (This is part of Santa Monica-Malibu Unified School District's commitment to students and teachers alike to reduce chemical exposure in the classrooms). All carpet materials shall have an integrated impermeable backing system that creates a flooring material that is not affected by moisture. (Mold, biological growth or dust mites in the carpet backing will never be a concern with this type of backing).

The bid document allows for other governmental agencies and school districts to piggy-back on the unit pricing schedule.

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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

RE: AWARD OF 5000 GALLON UNDERGROUND HOLDING TANK – MALIBU
MIDDLE/HIGH SCHOOL – BID #12.12 – TO GRAPH COMPANY

RECOMMENDATION NO. A.11

It is recommended that the Board of Education award Bid #12.12 for the installation and purchase of a 5,000 gallon holding tank for the backwash water generated from the regenerative pool filter at Malibu High School, to Graph Company, in an amount not to exceed \$58,014.

Funding Information

Budgeted: Yes

Fund: 14

Source: Deferred Maintenance

Account Number: 14-00000-0-00000-81100-6500-060-2600

COMMENTS: The Neptune Benson pool filter has been ordered by the District under Bid #12.05; and the award of its purchase approved during the Board of Education meeting held on 12/17/11 in an amount of \$120,497.02 (including subsequent change order of \$939.66 approval during Board of Education meeting of 2/16/12).

The installation of the Neptune Benson pool filter is being installed by Nadar, Inc. under Bid #12.11R and was awarded during the Board of Education meeting held on 05/03/12 in an amount of \$69,300.00.

This bid will enable the pool backwash to be extracted to a holding tank and reduce hauling costs and maintenance.

Fourteen (14) contractors were invited to bid, four (4) contractors attended the job walk, and bid was received from one (1) contractor listed below:

Graph Company \$ 58,014

This brings the year to date cost for the filter replacement to \$247,811 excluding soft costs.

MOTION MADE BY: Mr. Patel

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (6) (Mr. de la Torre was absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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

RE: RENEW AWARD OF DISTRICTWIDE RUBBER SAFETY SURFACING
REPAIR/REPLACEMENT – BID# 8.03 – SPECTRATURF INC. – YEAR FIVE

RECOMMENDATION NO. A.12

It is recommended that the Board of Education extend approval of Districtwide Rubber Safety Surfacing Repair/Replacement, Bid #8.03 to Spectraturf, Inc in an amount not to exceed \$162,620. This is year five of a five-year contract.

Funding Information

Budgeted: Yes
Fund Child Development Fund
Source: Facilities Renovation and Repair
Account Number: 12-61450-0-85000-82000-5640-070-2700
Description: Repair by vendor

COMMENT: The original contract was awarded on 06/28/07 with an annual four-year extension. The unit pricing reflects an annual escalator of 5%, which includes any materials and prevailing wage labor. The District will be replacing the playground safety surfacing for Adams Children Center, Pine Street Preschool, and other miscellaneous repairs.

Unit pricing with escalator is as follows:

Black ½” cushion cap per sq. ft.	\$ 7.10
50/50 ½” cushion cap per sq. ft.	\$ 8.26
100% Color ½” cushion cap per sq. ft.	\$ 9.45
100% Color w/resin ½” cushion cap per sq. ft.	\$10.85

It is anticipated that all work will be completed by June 30, 2012

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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

RE: AWARD OF LOS AMIGOS PRESCHOOL ADA COMPLIANCE – BID #12.10R – TO KORADE & ASSOCIATIVE BUILDERS.

RECOMMENDATION NO. A.13

It is recommended that the Board of Education award Bid #12.10R to meet current ADA compliance standards for Los Amigos Preschool to Korade & Associative Builder, in an amount not to exceed \$47,774.

Funding Information

Budgeted: Yes

Fund: Headstart Facility Improvement

Source: Federal Headstart Facility Grant

Account Number: 12-52102-0-85000-82000-5640-070-2700

COMMENTS:

History: The District took over the Headstart program at Los Amigos Pre-school during the summer of 2011. At that time, upgrades were made to allow the site to open for the fall of 2011. As the restroom, kitchen, gate and entry pathways required more time than the summer window allowed, it was determined that these improvements would be done during the summer of 2012 when the students would be on summer recess.

Bids were issued in May under Bid#12.10. Only one (1) bid was received which was over budget, non-compliant and was later rejected. Staff then re-bid the project as Bid#12.10R and received two bids which were more in line with budget estimates.

This bid will allow the Los Amigos facility to be code compliant and be completed by the start of 2012-13 school year.

Seven (7) contractors were invited to bid; three (3) contractors attended the job walk. Bids were received from two (2) contractors listed below:

Jenn/Matt, Inc	\$ 51,480.00
Korade & Associate	\$ 47,774.00

As the project is not located on a school facility, it requires City permits and inspection in order to receive Headstart funding.

MOTION MADE BY: Mr. Patel

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (6) (Mr. de la Torre was absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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.14

It is recommended that the Board of Education approve Change Order No. 5 for Bid #10.40.BB-03-113674 – McKinley Elementary School – Entry and Main Office Reconfiguration Project, to Fast Track Construction Corporation in the not-to-exceed amount of \$34,262.02 for a total contract amount of \$542,541.92.

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 Costs, Construction
Project: Entry and Main Office Reconfiguration Project
Friday Memo: Yes

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

At the May 17, 2012, meeting the Board of Education, Change Order No. 4 was approved in the amount of \$19,939.33

Change Order No. 5 includes the cost for all labor and materials for the additional required scope not included in the contract documents for a total not-to-exceed amount of \$34,262.02 and 0 non-compensable contract day extension on the McKinley Elementary School – Entry and Main Office Reconfiguration Project. The revised contract total will be \$542,541.92. The contract duration remains unchanged at 121 days.

Change Order No. 5 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
Change Order No. 4:	19,939.33
<u>Change Order No. 5 (Not to exceed)</u>	<u>34,262.02</u>
Total Contract Amount:	\$542,541.92

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
<u>Change Order No. 5: (non-compensable)</u>	<u>0 days</u>
Total Contract Duration:	121 days

The District is in the process of negotiating change orders with the Contractor. The District requests the Board of Education to approve the not-to-exceed amount, allowing a change order to be negotiated and approved up to an amount of \$34,262.02.

The McKinley construction budget was increased at the May 17, 2012 meeting. This change order is within the adjusted construction budget amounts.

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

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

RE: AMENDMENT TO CONTRACT – LEASE LEASEBACK – JOHN ADAMS MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDINGS E, F, & G, NEW ADMINISTRATION, MODERNIZATION & SITE IMPROVEMENTS – SWINERTON BUILDERS – MEASURE BB

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve Change Order No. 2 for Lease Leaseback -John Adams Middle School – Replacement of Classroom Building E, F & G, New Administration, Modernization and Site Improvements Project (Package 2B) to Swinerton Builders, for an amount of \$15,787.16 for a total contract amount of \$11,850,980.19.

Funding Information

Budgeted: Yes
Fund: 82
Source: Measure BB
Account Number: 82-90500-0-00000-85000-6200-011-2600
Budget Category: Hard Costs, Construction
DSA #: 03-112808
Friday Memo: Yes

COMMENTS: On July 20, 2011, the Santa Monica-Malibu Unified School District Board of Education awarded Swinerton Builders the lease leaseback contract for the John Adams Middle School – Replacement of Classroom Building E, F & G, New Administration, Modernization and Site Improvements Project in the amount of \$11,728,854.

At the April 19, 2012, meeting the Board of Education, Change Order No. 1 was approved in the amount of 106,339.03.

Change Order No. 2 includes the cost for all labor and materials for the additional required scope and unforeseen conditions not included in the contract documents. The contract duration will remain unchanged on the John Adams Middle School – Replacement of Classroom Building E, F & G, New Administration, Modernization and Site Improvements Project.

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

Original Contract Amount:	\$11,728,854.00
Change Order No. 1:	106,339.03
<u>Change Order No. 2:</u>	<u>15,787.16</u>
Total Contract Amount:	\$11,850,980.19

Change Order No. 2 comprises of the following change orders:

1. \$1,569.41 – Required Additional Scope – Additional W 8 X 10 beams for supporting PV equipment.
2. \$1,175.90 – Required Additional Scope – Additional steel plates at steel columns
3. \$2,635.88 – Required Additional Scope – Upgrade existing gas line to 4” between old meter and new meter

4. \$3,520.09 – Required Additional Scope – Reinstall irrigation backflow preventer
5. \$4,970.10 – Unforeseen Conditions – Unanticipated obstruction of storm drain between Buildings T and U, additional coring was required
6. \$1,182.28 – Required Additional Scope – Additional ladder railings required per OSHA regulations
7. \$733.50 –Unforeseen Condition – Re-route existing electrical to Room 15

These funds will be drawn upon by adjustments to construction contingency. District is still in negotiations with contractor.

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/2011

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

RE: AWARD OF CONTRACT FOR INSPECTION SERVICES – LINCOLN MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDING C, MODERNIZATION AND SITE IMPROVEMENTS PROJECT (PACKAGE 2) – TYR, INC. – MEASURE BB

RECOMMENDATION NO. A.16

It is recommended that the Board of Education award Inspection Services to TYR, INC. at Lincoln Middle School, for the Lincoln Middle School – Replacement of Classroom Building C, Modernization and Site Improvements (Package 2) Project, in the amount of \$274,120.

Funding Information

Budgeted: Yes
Fund: 82
Source: School Building Fund
Account Number: 82-90500-0-00000-85000-5802-012-2600
Budget Category: Soft Costs/Testing & Inspections
Friday memo: Yes

Comments: Division of the State Architect (DSA) Inspection Services are required by code to ensure that school facilities are built to the DSA approved plans and specifications. District staff solicited proposals from seventeen (17) pre-qualified Inspector-of-Record (IOR) firms. The major criteria for evaluation were inspection experience and hourly rate. TYR, Inc. is recommended to provide Inspection Services for the Lincoln Middle School - Replacement of Classroom Building 'C', Modernization and Site Improvements (Package 2) Project, DSA Application No. 03-112865.

This award of Contract for the amount of \$274,120, is for Inspection Services for the Lincoln Middle School – Replacement of Classroom Building C, Modernization and Site Improvements (Package 2) Project , with a construction value of approximately \$12 million. This cost for inspection services was anticipated in the project budget.

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

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

ACTION/CONSENT
 06/07/12

RECOMMENDATION NO. A.17

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

ADDITIONAL ASSIGNMENTS

ADAMS MIDDLE SCHOOL

Jurewicz, Kristin	6.18 hrs @\$40.46	8/29/11-6/18/12	<u>Est Hrly/\$250</u>
		TOTAL ESTABLISHED HOURLY	\$250

Comment: Ham Radio Operator
 01-Tier III Programs Cat Flex

Avedian, Ray	6.18 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$ 250
Brown, Dan	12.35 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$ 500
Brown, Dan	24.70 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$1,000
Levin, Tracy	6.18 hrs @\$40.46	8/29/11-6/18/12	Est Hrly/\$ 250
Post, Joel	12.35 hrs @\$40.46	8/29/11-6/18/12	<u>Est Hrly/\$ 500</u>
		TOTAL ESTABLISHED HOURLY	\$2,500

Comment: Science Magnet Grade Coordinators/Parent Liaisons
 01-Tier III Programs Cat Flex

Breceda, Brenda	3 hrs @\$40.46	4/30/12	<u>Est Hrly/\$121</u>
		TOTAL ESTABLISHED HOURLY	\$121

Comment: Additional hours for State Testing
 01-Tier III Programs Cat Flex

EDUCATIONAL SERVICES

Bautista, Claudia	6 hrs @\$40.46	5/21/12-6/20/12	<u>Est Hrly/\$243</u>
		TOTAL ESTABLISHED HOURLY	\$243

Comment: Assess and Score Student Writings for High School Spanish Placement
 01-Unrestricted Resource

Gitter, Randall	4 days @\$406.97	6/19/12-6/22/12	<u>Own Daily/\$1,628</u>
		TOTAL OWN DAILY	\$1,628

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

Check, Laura	4 hrs @\$40.46	5/19/12	Est Hrly/\$162
Cowgill, Elizabeth	4 hrs @\$40.46	5/19/12	Est Hrly/\$162
DeHope, Katie	4 hrs @\$40.46	5/19/12	Est Hrly/\$162
LaDuke, Stacy	4 hrs @\$40.46	5/19/12	Est Hrly/\$162
Stauffer, Aimee	4 hrs @\$40.46	5/19/12	Est Hrly/\$162
Suffolk, Stefanie	4 hrs @\$40.46	5/19/12	<u>Est Hrly/\$162</u>
		TOTAL ESTABLISHED HOURLY	\$972

Comment: Middle School Experience Forum
 01-Economic Impact Aide – SCE

Andino, Melissa	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Beeman-Solano, Amy	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Contreras, Sitara	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Dresher, Pamela	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Flohr, Elizabeth	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Jurewicz, Kristin	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Kooy, Tracy	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Levy, Amy	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Mendinueto, Darwin	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Menjivar, LaDawna	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
O'Brien, Marianna	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Posey, Steve	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500

Quin-Meyer, Kimberly	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Roman, Bertha	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Rose, Lori	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Seymour, Robert	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Sinclair, Michele	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Snow, Angie	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Suffolk, Stefanie	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
Witt, Carl	12.35 hrs @\$40.46	4/1/12-6/30/12	Est Hrly/\$500
		TOTAL ESTABLISHED HOURLY	\$10,000

Comment: EEI National Geographic and Heal the Bay Project
01-Gifts - 88.5%
01-SMMEF – Sempra Energy CAL/EPA -11.5%

LINCOLN MIDDLE SCHOOL

DeHope, Katie	18 hrs @\$40.46	8/22/11-8/24/11	Est Hrly/\$728
		TOTAL ESTABLISHED HOURLY	\$728

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

Allstot, Sean	60 hrs @\$56.22	5/17/12-6/18/12	Own Hrly/\$3,373
		TOTAL OWN HOURLY	\$3,373

Comment: Additional hours for TOSA assignment
01-Unrestricted Resource

MALIBU HIGH SCHOOL

Segesman, Timothy	6 hrs @\$40.46	10/26/11	Est Hrly/\$243
		TOTAL ESTABLISHED HOURLY	\$243

Comment: Referee for Water Polo Games
01-Reimbursed by ASB

SANTA MONICA HIGH SCHOOL

Lipetz, Sarah	8 hrs @\$40.46	4/9/12-5/6/12	Est Hrly/\$324
Reardon, Marybeth	8 hrs @\$40.46	4/9/12-5/6/12	Est Hrly/\$324
		TOTAL ESTABLISHED HOURLY	\$648

Comment: Science Professional Development
01-Gifts – Equity Fund

Fulcher, Nathan	1 hr @\$40.46	5/3/12	Est Hrly/\$40
Gomez, Antonio	1 hr @\$40.46	5/3/12	Est Hrly/\$40
Gonsalves, Diane	1 hr @\$40.46	5/3/12	Est Hrly/\$40
Jimenez, Jaime	1 hr @\$40.46	5/3/12	Est Hrly/\$40
Schlenker, Heather	1 hr @\$40.46	5/3/12	Est Hrly/\$40
Seals, Mike	1 hr @\$40.46	5/3/12	Est Hrly/\$40
Walker, Megan	1 hr @\$40.46	5/3/12	Est Hrly/\$40
		TOTAL ESTABLISHED HOURLY	\$280

Comment: Personalized Opportunity Period Meeting
01-Gifts – Equity Fund

SPECIAL EDUCATION

Stern, Amanda	25 days @\$384.36	2/20/12-6/30/12	Own Daily/\$9,609
		TOTAL OWN DAILY	\$9,609

Comment: Overload Assignments
01-Special Education

ADDITIONAL ASSIGNMENT – EXTRA DUTY UNITS
CABRILLO ELEMENTARY SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Baltrushes, Susan	1 EDU	Sacramento Trip	9/11-6/12	\$256
Baltrushes, Susan	1 EDU	Outdoor School	9/11-6/12	\$256
Griffin, Kim	2 EDU	Student Council	9/11-6/12	\$512
Levy, Nancy	2 EDU	GATE/Student Paper	9/11-6/12	\$512
Matthews, Jill	1 EDU	Sacramento Trip	9/11-6/12	\$256
Matthews, Jill	1 EDU	Outdoor School	9/11-6/12	\$256
Rowland, Christine	2 EDU	Outdoor School	9/11-6/12	\$512
			TOTAL EDUS	\$2,048

EDISON ELEMENTARY SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Morales, Carlos	2.00 EDU	Catalina Trip	9/11-6/12	\$512
Morales, Carlos	2.25 EDU	Student Activity	9/11-6/12	\$576
Murcia, Constanza	2.00 EDU	Catalina Trip	9/11-6/12	\$512
Naranjo, Rocio	2.00 EDU	Catalina Trip	9/11-6/12	\$512
Naranjo, Rocio	2.50 EDU	Student Activity	9/11-6/12	\$640
			TOTAL EDUS	\$2,752

SANTA MONICA HIGH SCHOOL – Spring Athletics

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Fischer, Tania	13 EDU	Varsity Track	2/12-5/12	\$3,328
Flanders, Matt	13 EDU	Varsity Swimming	2/12-5/12	\$3,328
Sato, Glenn	12 EDU	Asst. Volleyball	2/12-5/12	\$3,072
Sato, Liane	13 EDU	Varsity Volleyball	2/12-5/12	\$3,328
Skaggs, Debbie	13 EDU	Varsity Softball	2/12-5/12	\$3,328
Schwengel, Kurt	8 EDU	Asst. Baseball	2/12-5/12	\$2,048
Tickler, Brian	6 EDU	Asst. Basketball	2/12-5/12	\$1,536
			TOTAL EDUS	\$19,968

SANTA MONICA HIGH SCHOOL – 2nd Semester Academics

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Aiello, Jason	6 EDU	Orchestra	1/12-6/12	\$1,536
Boyd, Bryn	5 EDU	Sr. Advisor	1/12-6/12	\$1,280
Chapman, Amy	6 EDU	Yearbook	1/12-6/12	\$1,536
Corrigan, Michael	13 EDU	Band	1/12-6/12	\$3,328
Escalera, Daniel	12 EDU	Athletic Director	1/12-6/12	\$3,072
Faas, Kathleen	6 EDU	Newspaper	1/12-6/12	\$1,536
Forrer, Brooke	3 EDU	Sr. Advisor	1/12-6/12	\$ 768
Gaida, Ingo	13 EDU	Academic Decathlon	1/12-6/12	\$3,328
Garcia-Hecht, Veronica	12 EDU	ASB	1/12-6/12	\$3,072
Gatell, Frank	4 EDU	Scholarship Advisor	1/12-6/12	\$1,024
Honda, Julie	5 EDU	Scholarship Advisor	1/12-6/12	\$1,280
Huls, Jeffe	13 EDU	Vocal Groups	1/12-6/12	\$3,328
Kariya, Emily	3 EDU	Sr. Advisor	1/12-6/12	\$ 768
Meadors, Amy	12 EDU	Pep Squad	1/12-6/12	\$3,072
Mejia, Rosa	4 EDU	Scholarship Advisor	1/12-6/12	\$1,024
Reardon, Marybeth	3 EDU	Scholarship Advisor	1/12-6/12	\$ 768
Sakow, Terry	6 EDU	Band	1/12-6/12	\$1,536
Soller, Katheryne	13 EDU	Drama	1/12-6/12	\$3,328
Swenson, Joni	13 EDU	Orchestra	1/12-6/12	\$3,328

HOURLY TEACHERS

STUDENT SERVICES

Cook, Kristina	\$40.46, as needed	5/7/12-6/15/12	<u>Est Hrly/\$----</u>
		TOTAL ESTABLISHED HOURLY	\$----
Comment:	Home Instructor		
	01-Unrestricted Resource		

**TOTAL ESTABLISHED HOURLY, OWN HOURLY, OWN DAILY AND
EXTRA DUTY UNITS = \$ 93,275**

ELECTIONS

SUBSTITUTE TEACHERS

Effective

LONG-TERM SUBSTITUTES

(@\$210.00 Daily Rate)

Green, JoAnn	4/16/12-6/18/12
Healey, Raphael	4/30/12-6/18/12
Peterson, Aimee	4/16/12-6/18/12
Schwengel, Tracey	4/16/12-6/18/12

PREFERRED SUBSTITUTES

(@\$162.00 Daily Rate)

Garcia, Christina	4/26/12
Hewitt, David	4/18/12
Olsen, Edward	4/23/12

CHILD DEVELOPMENT SERVICES

(@\$16.19 Hourly Rate)

Bell, Tameka	5/15/12
Rivera, Tasha	4/23/12

CHANGE IN ASSIGNMENT

Effective

Vegas, Kristopher	7/1/12-6/30/13
Special Education/Psychologist	
<u>From:</u> 100%/Psychologist	
<u>To:</u> 60%/Psychologist-40%/Coordinator	

LEAVE OF ABSENCE (with pay)

Name/Location

Effective

Degergorio, Dana Roosevelt Elementary	5/2/12-6/18/12 [maternity]
Garden, Sarah Grant Elementary	3/26/12-5/4/12 [medical]
Garden, Sarah Grant Elementary	5/5/12-6/15/12
Jurewicz, Kristin John Adams MS	4/30/12-6/18/12 [maternity]

McCraw, Renee
McKinley Elementary 5/11/12-6/15/12
[medical]

Posner, Cara
Rogers Elementary 5/21/12-6/21/12

LEAVE OF ABSENCE (without pay)

<u>Name/Location</u>	<u>Effective</u>
Abrams, Meredith Special Education	7/1/12-6/30/13 [20% - child care]

Barba-Ortiz, Carolina Rogers Elementary	8/20/12-6/11/13 [child care]
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Friedman, Nancy Special Education	7/1/12-6/30/13 [20% - personal]
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Greenfield, Sara Lincoln Middle School	8/20/12-6/11/13 [20% - child care]
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Langsdale, Jennifer McKinley Elementary	5/6/12-6/18/12 [child care]
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Langus, Jocelyn Special Education	3/9/12-6/18/12 [child care]
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Martin, Laurie Special Education	8/20/12-6/11/13 [child care]
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Moore, Judy Special Education	7/1/12-6/30/13 [40% - personal]
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Prevett, Amy Muir Elementary	8/20/12-6/11/13 [child care]
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RESCIND RESIGNATION

<u>Name/Location</u>	<u>Effective</u>
Szilagyi, Lisa Malibu High School	6/18/12 [change from 3/1/12 Board Agenda]

TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES

<u>Name/Location</u>	<u>Effective</u>
RK2916381 Child Develop Svcs	5/25/12

RETIREMENT

<u>Name/Location</u>	<u>Effective</u>
Burack, Sharon Lincoln Middle School	6/18/12

Chou, Chiung-Sally Educational Services	6/30/12
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Dworin, Jeanne Edison Elementary	6/18/12
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Freedman, Marolyn Student Services	6/30/12
Sherman, Laura SMASH	6/18/12
Thatcher, Cynthia Rogers Elementary	6/18/12
Whittaker, Elizabeth Roosevelt Elementary	6/18/12
Yates, Barry Cabrillo Elementary	6/30/12

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: N/A
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

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

ACTION/CONSENT
 06/07/12

RECOMMENDATION NO. A.18

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

<u>TEMP/ADDITIONAL ASSIGNMENTS</u>		<u>EFFECTIVE DATE</u>
Gomez, Jack Operations	Custodian [overtime, as needed]	4/1/12-6/30/12
Nao, Kimberly Santa Monica HS	Student Outreach Specialist [additional hours, DAC]	4/1/12-6/30/12
O'Rourke, Thomas Operations	Custodian [overtime, as needed]	4/1/12-6/30/12
Spalding, Jim John Adams MS	Custodian [overtime, school event]	5/5/12-5/6/12
Strahn, Yvonne R.O.P.	Sr, Office Specialist [overtime, special project]	3/1/12-6/30/12
Tate, Alea Webster Elementary	Inst Asst – Classroom [additional hours, school project]	5/3/12
Thomas, William Malibu High School	Inst Asst – Special Ed [overtime, overnight field trip]	3/1/12-3/31/12
<u>SUBSTITUTES</u>		<u>EFFECTIVE DATE</u>
Cervantes, Tracy Theater Ops/Facility Permits	Lifeguard	5/16/12-6/30/12
Cooper, James Personnel Commission	Campus Security Officer	5/16/12-6/15/12
Eby, David Theater Ops/Facility Permits	Sports Facility Attendant	5/1/12-6/30/12
Hawkins, Shelley Child Develop Svcs	Children Center Asst	5/1/12-6/30/12
Price, Quentin Theater Ops/Facility Permits	Sports Facility Attendant	5/7/12-6/30/12
Quon, Rosemary Special Education	Office Specialist	3/6/12-6/15/12
Romero, Clara Edison Elementary	Administrative Asst	4/18/12-6/30/12
Sebastiani, Guido Operations	Gardener	4/30/12-6/30/12

Vriese, Joshua Food Services	Cafeteria Worker I	4/1/12-6/18/12
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CHANGE IN ASSIGNMENT

EFFECTIVE DATE

Garnreiter, Sean John Adams MS	Inst Asst – Music 6 Hrs/SY Fr: 4 Hrs/SY [2 Hrs from abolished position due to retirement]	8/21/12
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Soloway, Beth Pt Dume Elementary	Inst Asst – Classroom 5 Hrs/SY Fr: 3 Hrs/SY	5/1/12
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LEAVE OF ABSENCE (PAID)

EFFECTIVE DATE

Hall, Ana Special Education	Inst Asst – Developmental Health Medical	5/24/12-6/11/12
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Smith, Angelique Special Education	Occupational Therapist Medical	4/16/12-6/15/12
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Zibahalat, Haide Franklin Elementary	Inst Asst – Special Ed Medical	4/16/12-6/15/12
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LEAVE OF ABSENCE (UNPAID)

EFFECTIVE DATE

Cooper, Dionne Pt Dume Elementary	Elementary Library Coord FMLA	5/19/12-6/20/12
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PROFESSIONAL GROWTH

EFFECTIVE DATE

Garcia, Sara Child Develop Svcs	Children Center Asst	6/1/12
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WORKING OUT OF CLASS

EFFECTIVE DATE

Lopez, Jose Grounds	Equip Operator/Tree Trimmer Fr: Gardener	5/15/12-6/30/12
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ABOLISHMENT OF POSITION

EFFECTIVE DATE

Accountant 8 Hrs/12-Month; Fiscal Services	5/5/12
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Inst Asst – Music 2 Hrs/SY; John Adams MS	6/15/12
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Inst Asst – Classroom 3.5 Hrs/SY; Muir Elementary	2/28/12
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DISQUALIFICATION FROM PROBATION

EFFECTIVE DATE

XK2797567 Child Develop Svcs	Children Center Asst	6/1/12
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RESIGNATION

EFFECTIVE DATE

Gaylor, Amanda Santa Monica HS	Inst Asst – Special Ed	5/11/12
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Jones Jr., Melvin Cabrillo Elementary	Physical Activities Specialist	6/15/12
King, Anthony Cabrillo Elementary	Inst Ast – Special Ed	5/11/12
Martinez, Sonia Malibu HS	Inst Asst – Special Ed	6/7/12
Munoz, Maria Food Services	Cafeteria Worker I	6/15/12
Santin, Delmy Special Education	Inst Asst – Specialized	5/10/12

RETIREMENT

Epifani-Worthy, Carla
Child Develop Svcs/JAMS

Children Center Asst

EFFECTIVE DATE

6/15/12

MOTION MADE BY: Mr. Patel
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: N/A
 AYES: All (6) (Mr. de la Torre was absent)
 NOES: None (0)

TO: BOARD OF EDUCATION ACTION/CONSENT
06/07/12
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / WILBERT YOUNG
RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.19

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.

NOON SUPERVISION AIDE

BASTILLO, ABDIEL	MUIR ELEMENTARY	5/14/12-6/15/12
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STUDENT WORKER – WORKABILITY

FELIX, MACQUIRE	SPECIAL EDUCATION	5/1/12-6/20/13
JUAREZ, ALLAN	SPECIAL EDUCATION	5/15/12-6/20/13
O'CONNOR, SIOBHAN	SPECIAL EDUCATION	5/1/12-6/20/13

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: N/A
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: SPECIAL SERVICE EMPLOYEES

RECOMMENDATION NO. A.20

It is recommended that the following Special Services Employee contracts be approved in accordance with District policies and salary schedules, and be assigned pursuant to BP 4213.5. Funding for the positions listed is included in the 2011-2012 budget.

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective Dates</u>	<u>Rate</u>
Carl, Linda	\$3,240	4/1/12-6/30/12	\$162/day
Student Services; substitute Nursing services			
FUNDING:	01-00000-0-11100-31400-1264-041-1501		-100%
	Unrestricted Resource		

MOTION MADE BY: Mr. Patel
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: N/A
 AYES: All (6) (Mr. de la Torre was absent)
 NOES: None (0)

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON
RE: ADMINISTRATIVE APPOINTMENT

ACTION/CONSENT
06/07/12

RECOMMENDATION NO. A.21

It is recommended that the Board of Education approve the following administrative appointment:

CERTIFICATED APPOINTMENT

Effective

Dr. Mark Kelly
Director, Student Services

07/01/12

Dr. Pamela Herkner-Chasse
Principal, Juan Cabrillo Elementary School

07/01/12

Ms. Shirley Compton
Principal, Grant Elementary School

07/01/12

***** ***** ***** ***** ***** *****

Superintendent Lyon announced the Dr. Sally Chou, Ms. Marolyn Freedman, Mr. Alan Friedenber, and Mr. Barry Yates were retiring at the end of the month. She then announced that Dr. Mark Kelly would be the new Director of Student Services, Ms. Shirley Compton would be the new Principal of Grant Elementary School, and Dr. Herkner-Chasse would be the new Principal of Juan Cabrillo Elementary School. She summarized the qualifications and accomplishments of each of the appointees.

MOTION MADE BY: Ms. Leon-Vazquez
SECONDED BY: Mr. Patel
STUDENT ADVISORY VOTE: N/A
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/07/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: REPLACE BP 5111 – ADMISSION

RECOMMENDATION NO. A.22

It is recommended that the Board of Education replace 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.

This item came forward for discussion at the May 17, 2012, board meeting. During that discussion, board members asked about the paragraph regarding ninth grade admission. After further investigation, staff determined that this paragraph should only be included in policies for high school districts, not unified school districts.

The revised policy is attached. (Changes to the administrative regulation were on the May 17, 2012, agenda under Item No. I.01.)

MOTION MADE BY: Mr. Patel
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

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

ACTION/CONSENT

06/07/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: REVISE BP 5131 – CONDUCT

RECOMMENDATION NO. A.23

It is recommended that the Board of Education revise 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.

This item came forward for discussion at the May 17, 2012, board meeting. During that discussion, board members asked staff to ensure the language regarding cellular phones is consistent with the policy or regulation addressing use of such devices by students. After further investigation, staff determined that the language regarding cellular phones in the BP 5131 is consistent with AR 5131.8 – Beepers, Pagers, Cellular Phones and Other Electronic Signaling Devices.

The revised policy is attached.

Staff pulled this item for further revisions.

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

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/lss>

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

ACTION/CONSENT

06/07/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: ADOPT BP 5131.2 – BULLYING

RECOMMENDATION NO. A.24

It is recommended that the Board of Education adopt 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.

This item came forward for discussion at the May 17, 2012, board meeting.

The new policy is attached.

MOTION MADE BY: Mr. Patel

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (6) (Mr. de la Torre was absent)

NOES: None (0)

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

MAJOR ITEMS

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/07/12

FROM: SANDRA LYON / JANECE L. MAEZ

6:55pm

RE: PUBLIC HEARING – 2012-13 TIER III CATEGORICAL FUNDING

RECOMMENDATION NO. A.25

It is recommended that the Board of Education hold a public hearing and approve the proposed use of Tier III funds as required by Assembly Bill (AB) X4 2, Education Code Section (EC) 42605, paragraphs (c)(2) and (3) on the proposed uses of funds under categorical flexibility. This will also serve as the additional public hearing requirement imposed by Assembly Bill (AB) 189, which becomes effective for 2012-13. The hearing is scheduled for June 7, 2012.

The language of AB 189 is as follows:

AB 189

(2) (A) As a condition of receipt of funds, the governing board of the school district or board of the county office of education, as appropriate, at a regularly scheduled open public hearing shall take testimony from the public, discuss, approve or disapprove the proposed use of funding, and make explicit for each of the budget items in paragraph (2) of subdivision (a) the purposes for which the funds will be used.

(B) The regularly scheduled open public hearing held pursuant to subparagraph (A) shall be held prior to and independent of a meeting where the governing board of the school district or governing board of the county office of education adopts a budget. If the governing board intends to close a program funded by the items listed in paragraph (2) of subdivision (a), the governing board shall identify, in the notice of the agenda of the public hearing or at another public hearing, the program or programs proposed to be closed.

COMMENT: The District is estimated to receive in the General Fund \$4,761,182 in what was previously categorical, restricted funds. These funds are now deposited into the unrestricted portion of the General Fund and are available for any use designated by the Board. During the budget reduction process in previous years, the Board made decisions regarding reductions of the Tier III designation in several areas. Allocations and use of Tier III funds for the 2012-13 Fiscal Year will remain the same.

The following table details the projected expenditures considered Tier III for next year. The difference between these designated amounts and the projected revenue from Tier III will be used to offset the overall projected deficit in the General Fund.

Also included as back-up is a list that represents the categorical programs that were originally funded by these funds. It should be noted that the District continues to operate each of these programs and has no plans to close or discontinue any of the listed programs.

PROPOSED TIER III EXPENDITURES 2012-13

PROGRAMS	2011-12	2012-13
FUND 01:		
SCHOOL IMPROVEMENT TO SCHOOL SITE:	436,470	428,734
OUTREACH PROGRAM AT SAMOHI	184,587	185,000
SCIENCE MAGNET AT JOHN ADAMS	80,000	80,000
TEXTBOOKS		150,000
NATIONAL BOARD CERTIFICATED TEACHERS (NBCT)	20,000	20,000
STAFF DEVELOPMENT (BTSA) /STAFF DEVELOPMENT	77,039	171,937
APEX LEARNING	23,650	25,000
CALSAFE - STUDENT	17,645	18,000
TRANSPORTATION/ENCROACHMENT	246,259	249,514
GENERAL FUND /SUMMER SCHOOLS, MUSIC TEACHERS, COUNSELORS & DEFICIT OFFSET	3,300,958	3,058,423
FUND 11:		
ADULT EDUCATION	230,998	230,998
COMMUNITY BASE ENGLISH TUTORING (CBET)	36,990	36,990
FUND 12:		
CALSAFE /CHILD CARE	106,586	106,586
TOTAL:	4,761,182	4,761,182

TIER III PROGRAMS – PRIOR TO FLEXIBILITY

Adult Education	Instructional Materials Fund
Arts and Music Block Grant	Peer Assistance and Review
California High School Exit Exam (CAHSEE) Intervention	Professional Development Block Grant
California School Age Families Educational Program (CalSAFE)	Pupil Retention Block Grant
Child Oral Health Assessments	School and Library Improvement
Community Based English Tutoring (CBET)	School Safety Consolidated
Community Day Schools	Staff Development: English / Math
Counselors, Grades 7-12	Supplemental Hourly Programs
Deferred Maintenance	Targeted Instructional Improvement Block Grant (TIIG)
Gifted and Talented Education (GATE)	Teacher Credentialing Block Grant

OPEN PUBLIC HEARING (7:30pm)

MOTION MADE BY: Mr. Patel
 SECONDED BY: Ms. Leon-Vazquez
 STUDENT ADVISORY VOTE: N/A
 AYES: All (7)
 NOES: None (0)

CLOSE PUBLIC HEARING (7:30pm)

MOTION MADE BY: Ms. Leon-Vazquez
 SECONDED BY: Mr. Patel
 STUDENT ADVISORY VOTE: N/A
 AYES: All (7)
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/07/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: DECLARATION OF INDEFINITE SALARIES FOR REPRESENTED
BARGAINING UNIT MEMBERS AND UNREPRESENTED SENIOR
MANAGEMENT, MANAGEMENT, SUPERVISORY, AND CONFIDENTIAL
EMPLOYEES FOR 2012-2013

RECOMMENDATION NO. A.26

It is recommended that the Board declare salaries as indefinite for bargaining unit members and unrepresented senior management, management, supervisory, and confidential employees for the 2012-2013 school year.

COMMENT: Because salaries for represented bargaining unit members and unrepresented senior management, management, supervisory, and confidential employees are set by the Board of Education, if the Board of Education declares, in advance of the new fiscal year, that salaries for its employees are indefinite, whether subject to future review, negotiations, financial condition, or other factors, such action will suffice to permit retroactive salary adjustments back to the beginning of the new year.

This action meets the requirements specified in Education Code Section 45032.

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Dr. Escarce
STUDENT ADVISORY VOTE: N/A
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO
RE: 2011-12 BUDGET REVISIONS

ACTION/MAJOR
06/07/12

RECOMMENDATION NO. A.27

It is recommended that the Board of Education approve the following budget transfers, as described on the following pages, for these below-listed Funds. These routine paper transfers are intended to accomplish the formal/final shifting to recognize the accounting of previously-approved activities after the 2nd Interim Report.

Fund 01	-	General Fund (Unrestricted & Restricted)
Fund 11	-	Adult Education Fund
Fund 12	-	Child Development Fund
Fund 13	-	Cafeteria Fund
Fund 21.0	-	Building Fund /Measure BB Series A
Fund 21.1	-	Building Fund /Measure BB Series B
Fund 21.2	-	Building Fund /Measure BB Series C
Fund 25	-	Capital Facilities Fund
Fund 40	-	Special Reserve Fund for Capital Outlay Projects

MOTION MADE BY: Mr. Patel
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: N/A
AYES: All (7)
NOES: None (0)

Fund: 01 General Fund				
		2nd Interim	Revised	
		Budget	Budget	
Object	Description	as of 1/31/12	as of 5/22/12	Changes
	Beginning Fund Balance	23,354,109	23,354,109	
8011-8099	Revenue Limit	58,062,087	57,630,482	(431,605)
8100-8299	Federal Revenue	5,530,532	5,583,278	52,746
8300-8590	State Revenue	9,479,599	9,870,512	390,913
8600-8799	Local Revenue	39,387,113	40,494,827	1,107,714
8900-8999	Interfund Transfer	1,560,873	1,560,873	-
	Total Revenue	114,020,204	115,139,972	1,119,768
1000-1999	Certificated Salaries	54,689,147	54,872,878	183,731
2000-2999	Classified Salaries	22,672,194	22,425,501	(246,693)
3000-3999	Employee Benefits	25,711,369	25,437,018	(274,351)
4000-4999	Books and Supplies	4,136,906	4,387,306	250,400
5000-5999	Services and Other Operating Costs	12,773,513	13,346,447	572,934
6000-6999	Capital Outlay	729,062	750,767	21,705
7100-7299	Other Outgo		6,949	6,949
7300-7399	Indirect Costs	(477,634)	(477,634)	-
	Total Expenditures	120,234,557	120,749,232	514,675
	Increase / (Decrease) Fund Balance	(6,214,353)	(5,609,260)	605,093
	Projected Fund Balance	17,139,756	17,744,849	

Major Changes

Revenues:

\$ (431,605)	Mid-year cuts / Revenue Limit
\$ 32,608	Federal Ed Jobs
\$ 15,000	Medical
\$ 5,138	Special Ed: Basic Grant
\$ 399,733	Restored Transportation Cut
\$ 294,007	PTAs/ Gifts & other Local Incomes
\$ 600,000	Prop Y
\$ 161,834	Permits / Barnum Hall

Expenditures:

\$ 183,731	Increase in Certificated Salaries
\$ (246,693)	Decrease in Classified Salaries
\$ (274,351)	Decrease in Benefits
\$ 250,400	Increase in Books & Supplies to reflect the increase of revenue for various local programs
\$ 572,934	Increase in Services and Other Operating Costs
	\$340,046 - Special Ed Mental Health
	\$149,824 - Special Ed & District legal fees
\$ 21,705	Increase in Equipment and Replacement
\$ 6,949	State Special School

Fund: 11 Adult Education Fund				
		2nd interim	Revised	
		Budget	Budget	
Object	Description	as of 1/31/12	as of 5/22/12	Changes
	Beginning Fund Balance	285,272	285,272	
8100-8299	Federal Revenue	92,729	92,729	-
8300-8590	State Revenue	267,988	267,988	-
8600-8799	Local Revenue	74,947	74,947	-
	Total Revenues	435,664	435,664	-
1000-1999	Certificated Salaries	199,209	199,209	-
2000-2999	Classified Salaries	113,770	113,770	-
3000-3999	Employee Benefits	101,577	101,577	-
4000-4999	Books and Supplies	27,181	25,681	(1,500)
5000-5999	Services and Other Operating Costs	17,964	19,464	1,500
	Total Expenditures	459,701	459,701	-
	Increase /(Decrease) Fund Balance	(24,037)	(24,037)	-
	Projected Fund Balance	261,235	261,235	

Fund: 12 Child Development Fund				
		2nd Interim	Revised	
		Budget	Budget	
Object	Description	as of 1/31/12	as of 5/22/02	Changes
	Beginning Fund Balance	118,675	118,675	
8100-8299	Federal Revenue	3,681,765	3,505,324	(176,441)
8300-8590	State Revenue	2,537,243	2,537,243	-
8600-8799	Local Revenue	3,065,120	3,065,120	-
	Total Revenues	9,284,128	9,107,687	(176,441)
1000-1999	Certificated Salaries	2,923,739	2,761,472	(162,267)
2000-2999	Classified Salaries	2,658,383	2,562,381	(96,002)
3000-3999	Employee Benefits	2,039,484	2,040,655	1,171
4000-4999	Books and Supplies	249,837	357,216	107,379
5000-5999	Services and Other Operating Costs	1,059,136	1,032,414	(26,722)
6000-6999	Capital Outlay	29,405	29,405	-
7300-7399	Indirect Costs	324,144	324,144	-
	Total Expenditures	9,284,128	9,107,687	(176,441)
	Increase /(Decrease) Fund Balance	-	-	-
	Projected Fund Balance	118,675	118,675	
Revenues:				
	\$(176,441) Decrease in Headstart program (fewer children)			

Fund: 13 Cafeteria Fund				
		2nd Interim Budget	Revised Budget	
Object	Description	as of 1/31/12	as of 5/22/12	Changes
	Beginning Fund Balance	442,369	442,369	
8100-8299	Federal Revenue	1,350,000	1,350,000	-
8300-8590	State Revenue	105,000	105,000	-
8600-8799	Local Revenue	1,747,754	1,747,754	-
	Total Revenues	3,202,754	3,202,754	-
2000-2999	Classified Salaries	1,453,201	1,393,763	(59,438)
3000-3999	Employee Benefits	565,512	534,572	(30,940)
4000-4999	Books and Supplies	1,534,159	1,540,127	5,968
5000-5999	Services and Other Operating Costs	(452,930)	(404,398)	48,532
6000-6999	Capital Outlay	15,000	3,000	(12,000)
7300-7399	Indirect Costs	153,490	153,490	-
	Total Expenditures	3,268,432	3,220,554	(47,878)
	Increase /(Decrease) Fund Balance	(65,678)	(17,800)	47,878
	Projected Fund Balance	376,691	424,569	

Fund: 25 Capital Facilities Fund				
		2nd Interim Budget	Revised Budget	
Object	Description	as of 1/31/12	as of 5/22/12	Changes
	Beginning Fund Balance	7,870,597	7,870,597	
8600-8799	Local Revenue	990,760	940,760	(50,000)
	Total Revenues	990,760	940,760	(50,000)
4000-4999	Supplies	-	-	-
5000-5999	Services and Other Operating Costs	430,760	230,760	(200,000)
6000-6999	Capital Outlay		150,000	150,000
	Total Expenditures	430,760	380,760	(50,000)
	Increase /(Decrease) Fund Balance	560,000	560,000	-
	Projected Fund Balance	8,430,597	8,430,597	

Major Changes:

\$ 150,000 Washington West Renovation

Fund: 21.0 Building Fund /Measure "BB" Series A				
		2nd Interim Budget	Revised Budget	
Object	Description	as of 1/31/12	as of 5/22/12	Changes
	Beginning Fund Balance	14,901,079	14,901,079	
8600-8799	Local Revenue			-
	Total Revenues	-	-	-
2000-2999	Classified Salaries	283,675	284,390	715
3000-3999	Employee Benefits	126,496	133,521	7,025
4000-4999	Books and Supplies	874,100	874,100	-
5000-5999	Services and Other Operating Costs	5,777,434	5,833,669	56,235
6000-6999	Capital Outlay	3,868,766	3,922,116	53,350
	Total Expenditures	10,930,471	11,047,796	117,325
	Increase /(Decrease) Fund Balance	(10,930,471)	(11,047,796)	(117,325)
	Projected Fund Balance	3,970,608	3,853,283	

Fund: 21.1 Building Fund /Measure "BB" Series B				
		2nd Interim Budget	Revised Budget	
Object	Description	as of 1/31/12	as of 5/22/12	Changes
	Beginning Fund Balance	53,503,041	53,503,041	
8600-8799	Local Revenue	500,000	500,000	-
	Total Revenues	500,000	500,000	-
4000-4999	Books and Supplies	33,300	33,300	-
5000-5999	Services and Other Operating Costs	8,173,260	8,403,310	230,050
6000-6999	Capital Outlay	16,091,500	16,091,500	-
	Total Expenditures	24,298,060	24,528,110	230,050
	Increase /(Decrease) Fund Balance	(23,798,060)	(24,028,110)	(230,050)
	Projected Fund Balance	29,704,981	29,474,931	

Fund: 21.2 Building Fund / Measure "BB" Series C				
		2nd Interim Budget	Revised Budget	
Object	Description	as of 1/31/12	as of 5/22/12	Changes
	Beginning Fund Balance	60,163,906	60,163,906	
8600-8799	Local Revenue	500,000	500,000	-
	Total Revenues	500,000	500,000	-
4000-4999	Books and Supplies	225,200	225,200	-
5000-5999	Services and Other Operating Costs	8,955,260	9,051,460	96,200
6000-6999	Capital Outlay	26,589,600	30,589,600	4,000,000
	Total Expenditures	35,770,060	39,866,260	4,096,200
	Increase /(Decrease) Fund Balance	(35,270,060)	(39,366,260)	(4,096,200)
	Projected Fund Balance	24,893,846	20,797,646	

Fund: 40		Special Reserve Fund for Capital Outlay Project		
		2nd Interim Budget as of 1/31/12	Revised Budget as of 5/22/12	Changes
Object	Description			
	Beginning Fund Balance	4,902,853	4,902,853	
8600-8799	Local Revenue	6,341,605	6,341,605	-
	Total Revenues	6,341,605	6,341,605	-
2000-2999	Classified Salaries	20,493	23,933	3,440
3000-3999	Benefits	11,247	12,657	1,410
4000-4999	Supplies	15,000	15,000	-
5000-5999	Services and Other Operating Costs	3,225,300	3,333,000	107,700
6000-6999	Capital Outlay	1,255,000	1,414,600	159,600
7400-7499	COPS Payments	1,463,049	1,463,049	-
7600-7699	Transfer to Fund 01	1,560,873	1,560,873	-
	Total Expenditures	7,550,962	7,823,112	272,150
	Increase /(Decrease) Fund Balance	(1,209,357)	(1,481,507)	(272,150)
	Projected Fund Balance	3,693,496	3,421,346	
Major Changes:				
\$27,320	Samohi Asphalt Project			
\$15,000	Roosevelt Fence Project			
\$188,100	Increase in CCJUP Project			

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/07/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 11-37 – CERTIFICATED ADMINISTRATOR
RELEASE AND REASSIGNMENT

RECOMMENDATION NO. A.28

It is recommended that the Board of Education approve the attached Resolution No. 11-37, Certificated Administrator Release and Reassignment of pursuant to Education Code Section 44951 as indicated on the Resolution, effective June 2012.

COMMENT: As required, the Board of Education notified certificated administrators on or before March 15 of its decision that the employee may be released from an administrative position and reassigned to a teaching position for the next succeeding school year. This resolution finalizes that action.

MOTION MADE BY: Mr. Mechur
SECONDED BY: Ms. Lieberman
STUDENT ADVISORY VOTE: N/A
AYES: All (7)
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. 11-37

**RESOLUTION REGARDING RELEASE AND REASSIGNMENT OF CERTIFICATED
ADMINISTRATIVE EMPLOYEE PURSUANT TO EDUCATION CODE 44951**

WHEREAS, California Education Code Section 44951 requires that unless a certificated employee holding a position requiring an administrative or supervisory credential is sent written notice by registered mail by March 15, or, unless the signature of the employee is obtained on the written notice by March 15 that he or she may be released from his or her position for the following school year, then he or she shall be continued in the position; and,

WHEREAS, the purpose of California Education Code Section 44951 is to afford affected administrative employees adequate notice of possible reassignment and sufficient time to permit such employees to possibly seek other administrative employment prior to the beginning of the next school year; and,

WHEREAS, California Education Code Section 44896 states that whenever a person employed in an administrative or supervisory position is transferred to a teaching position, the Board of Education of the school district shall give each employee, when requested by him or her, a written statement of the reasons for such transfer; and,

WHEREAS, the employees listed below is currently employed by the Santa Monica-Malibu Unified School District in a position requiring an administrative credential;

WHEREAS, the Board and Superintendent have considered the anticipated needs of the District and have determined that the employees listed below should be released from his or her administrative assignment.

NOW THEREFORE BE IT RESOLVED AND ORDERED, the Board of Education has determined, upon consideration on an individual basis, that the individuals listed below, who are certificated employees, shall be released from his or her administrative position and its respective salary placement at the end of the 2011-2012 school year to a teaching position and its respective salary placement for the 2012-2013 school year, and the Superintendent, or designee, is hereby authorized to give written notice of this action.

9886	7163	5743	1264
7991	3236	6493	6068

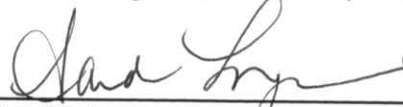
The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 7th day of June 2012 by the following vote:

Ayes: 7
Noes: 0
Absent: 0



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 June 7, 2012.



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

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/07/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: APPROVE LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE)
EXPULSION PLAN

RECOMMENDATION NO. A.29

It is recommended that the Board of Education approve the Los Angeles County Office of Education (LACOE) Expulsion Plan as a basic plan to address the needs of all expelled pupils in Los Angeles County, as required by EC Section 48926.

COMMENT: LACOE is requesting further assistance in meeting the mandates of Education Code (EC) Section 48926, which requires school districts and county offices of education to **develop a countywide plan for providing education services to all expelled students in the county**. The updated plan, last published in 2006, was adopted by the Los Angeles County Board of Education at its April 10, 2012, regular meeting, and reflects district responses to the September 1, 2011, survey that was provided to districts countywide.

The plan also provides a basic overview of how the mandates of EC 48926 have been addressed in Los Angeles County, plus includes suggestions for the future to better meet district needs.

A copy of the *Los Angeles County Plan for Expelled Pupils* is available for public viewing the Pupil Services Department.

Following board approval, the superintendent will send the verification of votes to LACOE.

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Ms. Lieberman

STUDENT ADVISORY VOTE: N/A

AYES: All (7)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/07/12

FROM: SANDRA LYON / JANECE L. MAEZ

RE: PROP 39 CITIZENS' BOND OVERSIGHT COMMITTEE (BOC) VACANCIES

RECOMMENDATION NO. A.30

It is recommended that a Board subcommittee be formed to consider applications from interested parties to serve on the BOC.

COMMENTS: The first Prop 39 Citizens' Bond Oversight Committee (BOC) was appointed by the Board of Education on December 12, 2006. As required after the passage of the bond measure approved by voters and known as Measure BB, the BOC purpose is to inform the public concerning the expenditure of the bond proceeds. The Committee shall engage in the following activities to carry out this purpose:

- Actively review and report on the proper expenditure of taxpayers' money for school construction;
- Advise the public as to whether the school district is in compliance with the requirement of the measure;
- Convene to provide oversight for but not limited to:
 - Ensuring that bond revenues are expended only for the construction, reconstruction, rehabilitation or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities;
 - Ensuring that no funds are used for any teacher or administrative salaries or other school operating expenses.

Education Code 15278(a) is specific as to the number of committee members that should be appointed to the BOC and even more specific as related to the length of term and number of terms permitted. Ed Code states that the Committee shall consist of at least seven (7) members to serve for a term or two (2) years without compensation and for no more than two (2) consecutive terms. The law continues to specify that the committee must include:

- One member who is active in a business organization representing the business community located within the school district;
- One member active in a senior citizens' organization;
- One member who is the parent or guardian of a child enrolled in the school district;
- One member who is both a parent or guardian of a child enrolled in the school district and active in a parent-teacher organization;
- One member who is active in a bon fide taxpayers' organization; and
- Two members at large.

The Committee currently has two vacancies that need to be filled. The first vacancy was created upon the resignation of Mr. Robert Tompkins, who moved out of the jurisdiction. Mr. Tompkins was an at-large member of the Committee and his term was originally scheduled to expire June 30, 2013. A second vacancy was created by the term limits imposed on the Committee by Education Code. Mr. Ralph Erickson completed his second term on June 30, 2011, and was a member active in a senior citizens organization.

Furthermore, four members of the Committee will be termed out of their position on June 30, 2012. The remaining members will continue through June 30, 2013, when Mr. Rodman will be termed out; however, the two new appointees will be

eligible for the second two-year term. Below to this item is a table that identifies the composition of the BOC, current members, terms, and where the vacancies exist.

A press release inviting applicants to respond was sent and notices forwarded for posting at the District's school sites, the PTA Council, Santa Monica and Malibu City Halls and Libraries, as well as WISE & Healthy Aging. The application is also available on the District's website

(<http://www.smmusd.org/measureBB/CitizensOversight/index.html>) and in the Office of the Superintendent.

Staff recommends that a Board subcommittee be formed to conduct an application review, interview process, and recommendation to fill the vacancies on the Bond Oversight Committee (BOC).

**Composition of the Prop 39 Bond Oversight Committee (BOC)
per By-laws Established by Board of Education**

Number of Reps.	Category	Current Member	Exp. Date
1	Parent	Jerry Nickelsburg	6/30/12
1	Parent Active in PTA or Site Council	Laurie Charchut	6/30/12
1	Citizen Active in a Business Organization	Jeffrey Jarow, Chair	6/30/12
1	Citizen Active in a Senior Citizen Organization	VACANT	6/30/13
1	Citizen Active in a Bona-fide Taxpayers Association	Steven Rodman	6/30/13
2	Members at Large	Neil Carrey, Co-Chair	6/30/13
		VACANT	6/30/12

***** ***** ***** ***** ***** ***** *****

The board agreed that Mr. Mechur, Ms. Leon-Vazquez, and Ms. Lieberman serve on this subcommittee.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR
06/07/12

FROM: SANDRA LYON / JANECE L. MAEZ

RE: ADOPT RESOLUTION NO. 11-38 – FUND 11 (ADULT EDUCATION) FUND BALANCE COMMITMENT, NO. 11-39 – FUND 14 (DEFERRED MAINTENANCE) FUND BALANCE COMMITMENT, AND NO. 11-40 – FUND 01 (GENERAL FUND) AUTHORITY TO ASSIGN FUND BALANCE

RECOMMENDATION NO. A.31

It is recommended that the Board of Education Adopt Resolutions No. 11-38 – Fund 11 (Adult Education) Fund Balance Commitment, No. 11-39 – Fund 14 (Deferred Maintenance) Fund Balance Commitment, and No. 11-40 – Fund 01 (General Fund) Authority to Assign Fund Balance.

COMMENT:

In order to prepare for fiscal year end 2011-12 in compliance with the provision of GASB 54 the Board is requested to adopt the following three resolutions.

Statement 54 (GASB 54) *Fund Balance Reporting and Governmental Fund Type Definitions* considerably altered the categories and terminology used to describe the components that compose fund balance. These changes enhanced how fund balance information is reported and improved its usefulness by establishing new fund balance classifications that are easier for users to understand and apply. The new standard also clarifies the definitions of certain governmental funds.

It is necessary for the Board to adopt specific resolutions each year. Those resolutions may commit portions of the General Fund Balance as appropriate, designate specific employees who may assign remaining balances in the General Fund, and establish the specific minimum fund balance for the General Fund. For the 2011-12 fiscal year additional resolutions will be necessary for Funds 11 (Adult Education) and 14 (Deferred Maintenance) due to the flexibility provisions of the state budget and because the district has chosen to retain the use of those funds for the specific purposes in separate funds.

The new standard does not change the actual amount of fund balance reported, and does not change most aspects of day-to-day accounting.

BACKGROUND

Fund balance reporting is unique to governmental fund accounting. Fund balance represents the difference between the assets and liabilities reported within a governmental fund. It has traditionally been broken into two components, reserved and unreserved, with a focus on identifying whether resources are available for spending in the subsequent year's budget.

The GASB's initial intent in developing this new standard was to clarify the relationship between the reserved fund balances reported in governmental funds and the restricted net assets reported in the government-wide statements required by GASB Statement 34. It became clear to the GASB that fund balance reporting guidance was interpreted and applied inconsistently, resulting in fund balance information that is not easily understood by financial statement users. The GASB concluded that it was necessary to redefine fund balance classifications in order to improve the clarity and usefulness of fund balance information presented in the financial statements.

EFFECTIVE DATE

GASB 54 is effective for school district financial statements for fiscal year 2011-12.

NEW FUND BALANCE CLASSIFICATIONS

GASB 54 implements a five-tier fund balance classification hierarchy that depicts the extent to which a government is bound by spending constraints imposed on the use of its resources. Note that not all of these classifications will be needed in every governmental fund or by every school district. The five classifications, discussed in more detail below, are:

- Non-spendable
- Restricted
- Committed
- Assigned
- Unassigned

Non-spendable Fund Balance

The non-spendable fund balance classification reflects amounts that are not in spendable form. Examples include inventory, prepaid items, the long-term portion of loans receivable, and nonfinancial assets held for resale. This classification also reflects amounts that are in spendable form but that are legally or contractually required to remain intact, such as the principal of a permanent endowment.

Restricted Fund Balance

The restricted fund balance classification reflects amounts subject to externally imposed and legally enforceable constraints. Such constraints may be imposed by creditors, grantors, contributors, or laws or regulations of other governments, or may be imposed by law through constitutional provisions or enabling legislation. These are the same restrictions used to determine restricted net assets as reported in the government-wide, proprietary fund, and fiduciary trust fund statements.

Committed Fund Balance

The committed fund balance classification reflects amounts subject to internal constraints self-imposed by formal action of the government's highest level of decision-making authority. The constraints giving rise to committed fund balance must be imposed no later than the end of the reporting period (June 30, for school districts). The actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

In contrast to restricted fund balance, committed fund balance may be redirected by the government to other purposes as long as the original constraints are removed or modified in the same manner in which they were imposed, that is, by the same formal action of the highest level of decision-making authority.

"Formal action" varies considerably from government to government. For example, formal action for which governments such as cities, counties, or states have authority typically includes the passage of laws, ordinances, or levies. By contrast, formal action for which California school district governing boards have authority is typically limited to actions taken at a public meeting such as a vote, a resolution, or some similar action such as adoption of a budget. For school districts, therefore, the difference between the committed classification and the assigned classification may not be as great as for other governments. As discussed below, an school district may not have a need to report both classifications.

Assigned Fund Balance

The assigned fund balance classification reflects amounts that the government *intends* to be used for specific purposes. Assignments may be established either by the governing body or by a designee of the governing body, and are subject to neither the restricted nor committed levels of constraint.

In contrast to the constraints giving rise to committed fund balance, constraints giving rise to assigned fund balance are not required to be imposed, modified, or removed by formal action of the highest level of decision-making authority. The action does not require the same level of formality and may be delegated to another body or official. Additionally, the assignment need not be made before the end of the reporting period, but rather may be made any time prior to the issuance of the financial statements.

As noted above, for school districts, the difference between the committed and assigned fund balance classifications may be minimal. School districts are not required to report both classifications, but must disclose in the notes to the financial statements the nature of the constraints giving rise to whichever classifications it does report.

Unassigned Fund Balance

In the general fund only, the unassigned fund balance classification reflects the residual balance that has not been assigned to other funds and that is not restricted, committed, or assigned to specific purposes.

In any fund other than the general fund, a positive unassigned fund balance is never reported because amounts in any other fund are assumed to have been assigned, at least, to the purpose of that fund. However, deficits in any fund, including the general fund, that cannot be eliminated by reducing or eliminating amounts assigned to other purposes are reported as negative unassigned fund balance.

MOTION MADE BY: Mr. de la Torre
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: N/A
AYES: All (7)
NOES: None (0)

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

RESOLUTION NO. 11-38
FUND 11 (ADULT EDUCATION) FUND BALANCE COMMITMENT

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions; and

WHEREAS, changes brought by GASB 54 are intended to enhance how fund balance information is reported and improve its usefulness by establishing new fund balance classifications that are easier for user to understand and apply; and

WHEREAS, fund balance reporting is unique to governmental fund accounting; and

WHEREAS, fund balance represents the difference between the assets and liabilities reported within a governmental fund; and

WHEREAS, GASB 54 became effective for school district financial statements for fiscal year 2010-11; and

WHEREAS, GASB 54 applies to all funds within the district; and

NOW, THEREFORE, BE IT RESOLVED that the revenue, expenditures and ending fund balance for the Fund 11, Adult Education Fund, is hereby committed by the Santa Monica-Malibu Unified School District governing board for the specific purposes of the adult education program. Expenditures in this fund may be made only for direct instructional costs, direct support costs, and indirect costs as specified in Education Code Section 52616.4

PASSED AND ADOPTED, this 7th day of June 2012 by the following vote:

AYES: 7
NOES: 0
ABSTAIN: 0
ABSENT: 0



Ben Allen
Board President



Sandra Lyon
Superintendent

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

RESOLUTION NO. 11-39
FUND 14 (DEFERRED MAINTENANCE) FUND BALANCE COMMITMENT

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions; and

WHEREAS, changes brought by GASB 54 are intended to enhance how fund balance information is reported and improve its usefulness by establishing new fund balance classifications that are easier for user to understand and apply; and

WHEREAS, fund balance reporting is unique to governmental fund accounting; and

WHEREAS, fund balance represents the difference between the assets and liabilities reported within a governmental fund; and

WHEREAS, GASB 54 became effective for school district financial statements for fiscal year 2011-12; and


WHEREAS, GASB 54 applies to all funds within the district; and

NOW, THEREFORE, BE IT RESOLVED the revenues, expenditures and ending fund balance for the Fund 14, Deferred Maintenance Fund, is hereby committed by the Santa Monica-Malibu Unified School District governing board for the specific purposes of:

- Major repair or replacement of plumbing, heating, air-conditioning, electrical, roofing, and floor systems
- Exterior and interior painting of school buildings
- The inspection, sampling, and analysis of building materials
- The encapsulation or removal of asbestos-containing materials
- The inspection, identification, sampling, and analysis of building materials to determine the presence of lead-containing materials
- Any other items of maintenance approved by the State Allocation Board

PASSED AND ADOPTED, this 7th day of June 2012 by the following vote:

AYES: 7
NOES: 0
ABSTAIN: 0
ABSENT: 0



Ben Allen
Board President



Sandra Lyon
Superintendent

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

**RESOLUTION NO. 11-40
FUND 01 (GENERAL FUND) AUTHORITY TO ASSIGN FUND BALANCE**

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions; and

WHEREAS, changes brought by GASB 54 are intended to enhance how fund balance information is reported and improve its usefulness by establishing new fund balance classifications that are easier for user to understand and apply; and

WHEREAS, fund balance reporting is unique to governmental fund accounting; and

WHEREAS, fund balance represents the difference between the assets and liabilities reported within a governmental fund; and

WHEREAS, GASB 54 became effective for school district financial statements for fiscal year 2011-12; and


WHEREAS, GASB 54 applies to all funds within the district; and

NOW, THEREFORE, BE IT RESOLVED the Board designates the Superintendent and the Chief Financial Officer the authority to designate as an Assigned Reserve any remaining balances above those committed: and

NOW, THEREFORE, BE IT RESOLVED the Board intends to hold as a minimum in the Unassigned Fund Balance an amount equal to 3% of the total general fund expenditures, including other sources and uses, as an Unassigned Reserve for Economic Uncertainty

PASSED AND ADOPTED, this 7th day of June 2012 by the following vote:

AYES: 7
NOES: 0
ABSTAIN: 0
ABSENT: 0



Ben Allen
Board President



Sandra Lyon
Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/07/12

FROM: SANDRA LYON / JANECE L. MAEZ

RE: ADOPT RESOLUTION NO. 11-41 – TEMPORARY INTERFUND CASH
BORROWING

RECOMMENDATION NO. A.

It is recommended that the Board of Education adopt Resolution No. 11-41 – *Temporary Interfund Cash Borrowing*.

COMMENTS: Education Code §42603 allows school districts to use cash reserves in one Fund to meet short-term cash deficiencies in another Fund. The amount of such transfers is limited to 75% of available resources in a Fund. With the possibility that the District Revenue Limit apportionment will be delayed, it may be necessary to use this authority in the 2012-13 fiscal year. It is common that school districts adopt a Resolution of this nature on an annual basis to facilitate District operations. Board adoption of this Resolution will allow for inter-fund cash borrowing between District Funds.

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. de la Torre

STUDENT ADVISORY VOTE: N/A

AYES: All (7)

NOES: None (0)

Los Angeles County Office of Education
Division of School Financial Services

Santa Monica-Malibu Unified School District


RESOLUTION NO. 11-41

TEMPORARY INTERFUND CASH BORROWING

- WHEREAS,** The State continues to defer apportionment payments to school districts; and
- WHEREAS,** The District may temporarily find that they do not have enough cash to meet their fiscal obligations in the General or other operating Funds due to the shortage of funds created by the deferral of apportionment payments or the lack of an authorizing State Adopted Budget which delays the release of other state funds normally received during this period; and
- WHEREAS,** The District may temporarily borrow, as identified under Education Code §42603, cash from Funds of the District, not-to-exceed 75% of available resources in any Fund; and
- WHEREAS,** The District cannot use funds approved by voters under the provisions of Proposition 39; and
- NOW THEREFORE,** The Governing Board hereby approves this blanket resolution to authorize the Superintendent or their designee the use of an aggregate cash balance in District Funds, except funds received as the result of Measure BB, if the need arises

PASSED AND ADOPTED, this 7th day of June 2012 by the following vote:

AYES: 7
NOES: 0
ABSTAIN: 0
ABSENT: 0



Ben Allen
Board President



Sandra Lyon
Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/07/12

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

RE: ADOPT RESOLUTION NO. 11-42 – ANNUAL DELEGATION OF ADMINISTRATIVE AUTHORITY TO PROCESS ROUTINE AND NON-ROUTINE BUDGET REVISIONS, ADJUSTMENTS, AND TRANSFERS FOR FY 2012-13

RECOMMENDATION NO. A.33

It is recommended that the Board of Education adopt Resolution No. 11-42 – Annual Delegation of Administrative Authority to Process Routine and Non-Routine Budget Revisions, Adjustments, and Transfers. This Resolution will provide authority for Superintendent Sandra Lyon and Chief Financial Officer Janece L. Maez to authorize routine and non-routine revisions, adjustments and transfers to the District 2012-13 budget within the limits defined in the resolution. Individual routine revisions up to \$500,000, no more than \$1,000,000 at a time, and non-routine revisions up to \$250,000. This will facilitate processing of District business. All revisions made will be brought to the Board for ratification.

COMMENTS: The governing of a district may adopt a formal resolution allowing their administrative staff to process certain budget adjustments and transfers and submit them to the Los Angeles County Office of Education (*LACOE*) prior to their individual approval by the Board. Any district that considers implementing this option should carefully weight all of its fiscal implications, including setting well-defined guidelines and parameters on the amounts and kinds of adjustments and transfers that district staff may process. Such guidelines should include limiting this authority to the routine transfer of amounts between objects of expenditures within funds and between funds, as necessary, to facilitate the payment of district obligation and to effect technical adjustments related to the budget.

Other “non-routine” adjustments and transfers, such as revenue increases or decreases and the related offsetting impact to expenditures and/or fund balance, transactions involving other sources and uses, interfund transfers, or transactions exceeding a prescribed dollar amount, should continue to be processed and approved directly by the governing board. In addition, to ensure that this practice does not become unmanageable, LACOE has established the following “delegation of authority” guidelines:

Delegation of Budget Adjustment and Transfer Authority Guidelines

- In order for a district to utilize the “delegation of authority” option, the district’s governing board must annually adopt and file with LACOE an original resolution delegating budget adjustment and transfer authority to the superintendent and staff of the district.
- The governing board resolution authorizing this delegation of authority to staff must define, by types of budget adjustments and transfers, funds, and dollar limitations, if any.

- All budget adjustments and transfers processed by the district's staff must be entered into the PSFS and submitted to LACOE for approval on the appropriate budget revision summary form, e.g., Form No. 503-056-A or 4504-057-T. The districts should indicate on the revision form the date on which the governing board approved the written resolution establishing the delegation of authority to staff.
- During formal board meetings, the governing board must ratify/approve all budget adjustments and transfers not previously board-approved but processed by staff under the delegation of authority. This must be done at least three times annually, i.e., with the First Interim Report, Second Interim Report, and the Unaudited Actuals, and not later than June 30.

Please note that the implementation of this optional procedure does not imply or indicate a means of bypassing Education Code requirements, LACOE procedures for school districts obtaining governing board approval, or LACOE approvals of budget revisions. In addition, this procedure does not relieve school districts from the timely submission of the standard budget revision documents and forms, or initiating the necessary data input to the PSFS in support of the budget revisions submitted under the provisions of the governing board's written resolution.

MOTION MADE BY: Ms. Leon-Vazquez
SECONDED BY: Mr. de la Torre
STUDENT ADVISORY VOTE: N/A
AYES: All (7)
NOES: None (0)

RESOLUTION NUMBER 11-42

ANNUAL DELEGATION OF ADMINISTRATIVE AUTHORITY TO PROCESS ROUTINE AND NON-ROUTINE BUDGET REVISIONS, ADJUSTMENTS, AND TRANSFERS

Santa Monica-Malibu Unified School District

GOVERNING BOARD RESOLUTION NUMBER: 11-42

BOARD ADOPTION DATE: June 7, 2012

The Governing Board of the Santa Monica-Malibu Unified School District authorizes Sandra Lyon, Superintendent and Janece L. Maez, Chief Financial Officer, to make such routine and non-routine budget revisions, adjustments and transfers as necessary for the payment of District obligations and to effect technical adjustments of the Board-adopted budget during the 2012-13 fiscal year, in accordance with the provisions of this resolution.

This resolution is adopted for the purpose of expediting the processing of routine and non-routine budget revisions, adjustments, and transfers, and shall remain in effect for a period of one year, from July 1, 2012 to June 30, 2013, and is subject to annual review and renewal by duly adopted resolution of the Governing Board of the Santa Monica-Malibu Unified School District.

The amount of any individual routine budget revision, adjustment, or transfer shall not exceed \$500,000. The total amount of routine budget revisions, adjustments, and transfers at any one time may not exceed \$1,000,000.

This resolution shall be limited to the administrative approval and processing of routine budget revisions, adjustments, and transfers, within or between account objects of expenditures and within or between resources and funds, including, budget revisions that do not change the fund balance.

This resolution shall not permit the administrative processing of non-routine budget revisions, adjustments, and transfers that increase or decrease revenues and other financing sources and uses, along with the corresponding revisions in expenditures; or budget revisions, adjustments, and transfers that reduce or increase the fund balance of any related fund; or transfers between funds exceeding \$250,000. Such non-routine budget revisions, adjustments, and transfers must continue to be presented to the Governing Board for approval prior to processing and submission to the Los Angeles County Office of Education (*LACOE*) for further review, approval, and processing.

A summary report of budget revisions, adjustments and transfers approved and processed by the Superintendent in accordance with this resolution, listed by major objects and funds, transaction numbers, dates, and amounts shall be submitted to the Governing Board for adoption/ratification not less than three times annually (by October 31, January 31 and June 30) with the District's First Interim, Second Interim and in conjunction with the annual close of the District's financial records and Unaudited Actuals Reports.

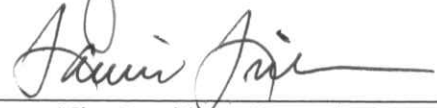
All budget adjustments and transfers must be made in accordance with the provisions of the Education Code Sections '42600, '42601, '42602, '42603, and '42610, and processed using the appropriate forms and documentation as provided by the County Office, and in compliance with applicable District guidelines.

This resolution by the Governing Board and written authorization by the persons herein designated may be used by the Los Angeles County Office of Education to permit budget revisions, adjustments, and transfers in accordance with the foregoing guidelines.

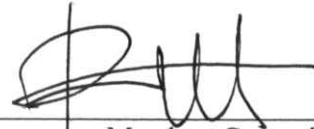
ADOPTED by the Santa Monica-Malibu Unified School District Governing Board on this 7th day of June, 2012.



President, Governing Board



Vice President, Governing Board



Member, Governing Board



Superintendent, Governing Board

DISCUSSION ITEMS

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO
RE: PRELIMINARY GENERAL FUND BUDGET FOR 2012-13

DISCUSSION
06/07/12
5:30pm

DISCUSSION ITEM NO. D.01

INTRODUCTION

Following is a preliminary General Fund Budget for 2012-13 according to the most recent information we have received for State and federal funding. This includes revenue and expenditure assumptions, the estimated Reserve, Revenue and Expenditure Summaries, and Multi-year Projections.

Listed below are the assumptions used to develop the SMMUSD budget:

REVENUE ASSUMPTIONS

3.24% statutory Cost of Living Adjustment (COLA) is applied to the 2012-13 Revenue Limit funding before applying the deficit.

The Base Revenue Limit for Santa Monica-Malibu USD will be \$6,800.84 per ADA (2011-12 P2 ADA – 10,949). A <22.272%> deficit factor is applied to the Revenue Limit, and the adjusted Based Revenue Limit will be \$5,286.16 per ADA. The total Revenue Limit is \$58,933,338.

The projection of the 2012-13 District Enrollments for all students is 11,323.

The Lottery allocation will be \$141.75 per annual ADA, of which \$111 is for unrestricted expenditures and the remaining \$23.75 is for Proposition 20 – Mandated for Instructional Materials.

The District will participate in the K-3 Class Size Reduction Program and receive \$1,071 per pupil, less the penalties for classes above the 20:1 limit. Staffing ratios for K-3 classes in 2012-13 will be: K-1 (25:1); Grade 2-3 Non-Title I (30:1); and Grade 2-3 Title I (25:1).

No COLA for Special Education Funding. Adjusted Special Education funding is \$5,092.74 per ADA from AB602. This amount reflects a reduction in SELPA funding due to the elimination of the statewide Special Disability Adjustment. The Special Education transfer from the Revenue Limit is \$2,157,026.

A Mandated Cost reimbursement is not included in the 2012-13 Budget.

The Measure “R” parcel tax of \$366.45 per parcel is estimated to generate \$10,910,225, after processing the senior exemptions.

The estimated revenue from Prop Y is \$6,380,000 from the City of Santa Monica.

The District will receive \$8,128,198 from the Joint Use Agreement with the City of Santa Monica.

The District will receive \$135,500 from the Joint Use Agreement funding with the City of Malibu.

The combined lease revenue is \$2,270,478 which is from the DoubleTree Hotel, Madison Site, 9th & Colorado and 16th Street properties.

The estimated revenue of Tier III programs is \$4.7M.

EXPENDITURE ASSUMPTIONS

Staffing Ratio Changes:

K-1	25
Grade 2-3	30
Grade 2-3 (Title I Schools)	25
Grade 4-5	30
Grade 4-5 (Title I schools)	27
Grade 6-8	35
Grade 6-8 (JAMS)	33
Grade 9-12	36

Full-Time Equivalent (FTE) Changes:

Certificated: Due to the change of class size and enrollment projections, a decrease of 20.2 FTE teaching positions are budgeted as follows:

- (1.0) FTE teaching position at Roosevelt Elementary School
- (1.0) FTE teaching position at Pt. Dume Elementary School
- (1.0) FTE teaching position at Grant Elementary School
- (1.0) FTE teaching position at Cabrillo Elementary School
- (2.0) FTE teaching positions at Rogers Elementary School
- (0.8) FTE teaching position at John Adams Middle School
- (2.2) FTE teaching positions at Lincoln Middle School
- (2.8) FTE teaching positions at Malibu High School
- (6.8) FTE teaching positions at Santa Monica High School
- (3.0) FTE teaching positions at Special Education
 - 1.0 FTE teaching position at McKinley Elementary School
 - 0.4 FTE teaching position for Independent Study at Malibu

Other Certificated Support:

- 0.2 FTE increase of Teacher on Special Assignment for BTSA program.
- 0.5 FTE increase of Teacher on Special Assignment for Educational Services.

Management:

- (0.2) FTE H/R Coordinator at Human Resources Department
- (1.0) FTE Coordinator at Special Education
- (0.5) FTE Assistant Principal at Grant Elementary School
- (0.3) FTE Assistant Principal at Rogers Elementary School
- 0.1 FTE Assistant Principal at McKinley Elementary School

Classified:

- (0.50) FTE Accounting Technician at Fiscal Services
- (0.50) FTE H/R Technician Position at Human Resources Department
- (0.80) FTE Senior Office Specialist at Rogers Elementary School
- (0.25) FTE Senior Office Specialist at Muir Elementary School
- (0.25) FTE Senior Office Specialist at Webster Elementary School
- (0.50) FTE Senior Office Specialist at Lincoln Middle School
- (0.50) FTE Senior Office Specialist at Malibu High School
- (5.00) FTE Special Ed Instructional Aides at Special Education

Salary:

- 1.5% step and column increase for certificated employees
- 1.5% step and column increase for classified employees

Benefits:

Statutory Benefits:

- 8.25% STRS employer contribution rate
- 6.20% OASDI contribution rate
- 1.45% Medicare contribution rate
- 1.10% SUI contribution
- 2.40% Workers' Compensation contribution
- 11.4117% PERS Employer contribution rate
- 1.603% PERS Reduction
- 1.25% Other Postemployment Benefit

Health & Welfare:

The premium for District-paid employee health benefits is budgeted for a 10% increase in 2013 calendar year. Cal-PERS has not announced the new rate for 2013. We will adjust these rates when we receive the official notification.

Summer Schools:

The proposed budget of Summer Schools is \$522,755.

Others:

The budget for the schools' Formula Money allocation for supplies and other operating costs:

- K-5 \$ 37.75 per pupil
- 6-8 \$ 42.66 per pupil
- 9-12 \$ 63.48 per pupil

Lottery Instructional Materials funds (Proposition 20) will be used to partly fund this allocation.

\$693,734 of Tier III funds are allocated to Schools.

The contribution for the On-Going Maintenance program is \$3,464,874.

The estimated Property and Liability Insurance is \$1,155,404.

TRANSFERS

The Indirect Rate is changed from 5.37% to 6.78% in 2012-13.

RESERVE for ECONOMIC UNCERTAINTIES

The District Budget reflects a 3% reserve of the total General Fund Budget for 2012-13, 2013-14, and 2014-15. However, budget adjustments will be necessary to bring the District into compliance as state flexibility ends and the district continues operating with deficit spending.

Deficit Spending

The multi-year budget projection reflects a pattern of deficit spending of between \$2.5 and \$5.3 million dollars. This deficit grows to over \$10.0 million annually if funding from the State is further reduced by the application of a trigger as described in the next paragraph.

The Mid-Year Cut

The proposed budget for SMMUSD is based upon assumptions provided within the State budget. It should be noted that the State budget as proposed by the Governor is dependent on passage of a tax measure in November 2012. If that measure fails, the Governor has proposed significant reductions to schools in the form of a trigger cut of \$441/student. For SMMUSD, this reduction has a potential impact of \$4.8 million dollars. Should this occur, additional reductions will be necessary.

The following documents include the General Fund Revenue / Expenditure Summary, the Unrestricted General Fund Revenue / Expenditure Summary, Multi-year Projections, and Proposed Site Budgets.

***** ***** ***** ***** ***** ***** *****

Public Comments:

- *Diane Nyden addressed the board regarding proposed reductions in classified staff.*

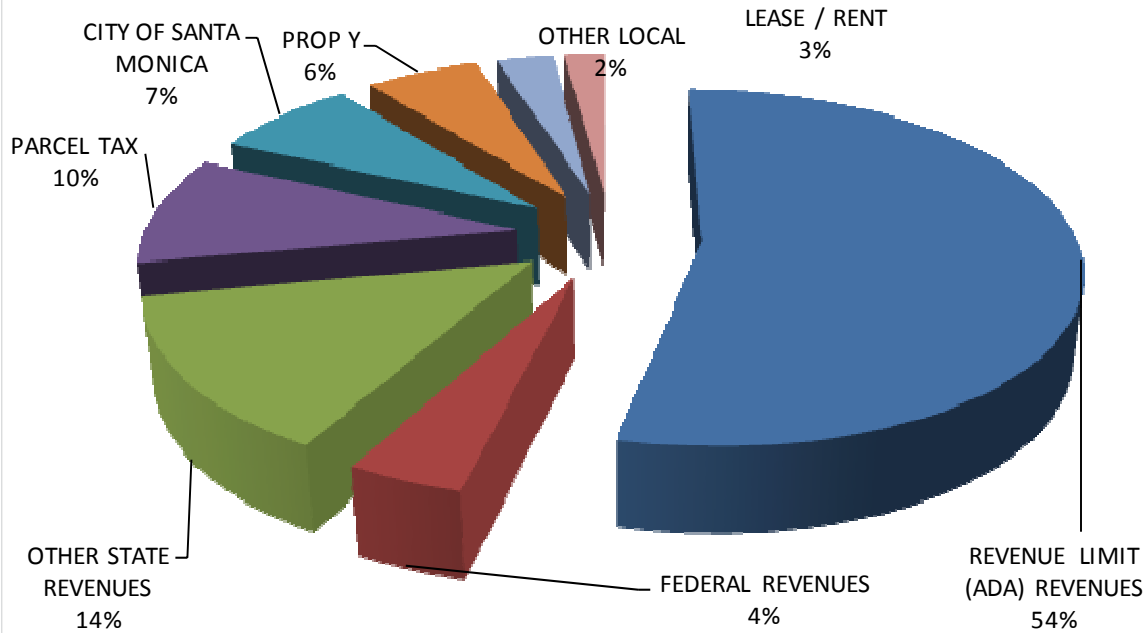
Ms. Maez's presentation can be found under Attachments at the end of these minutes. She answered board members' questions regarding the purpose of a reserve fund balance, any possible flexibility LACOE might offer districts regarding their adopted budget, teacher-to-student ratios, and expenditure assumptions.

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
2012-13 PRELIMINARY BUDGET
GENERAL FUND**

REVENUES

PROJECTED BEGINNING BALANCE	\$ 17,744,849
REVENUE LIMIT (ADA) REVENUES	59,099,862
FEDERAL REVENUES	4,655,983
OTHER STATE REVENUES	15,398,306
PARCEL TAX	10,910,229
CITY OF SANTA MONICA	8,128,198
PROP Y	6,380,000
LEASE / RENT	3,186,484
OTHER LOCAL	2,201,887
TOTAL REVENUES	109,960,949
TOTAL AVAILABLE FUNDS	127,705,798

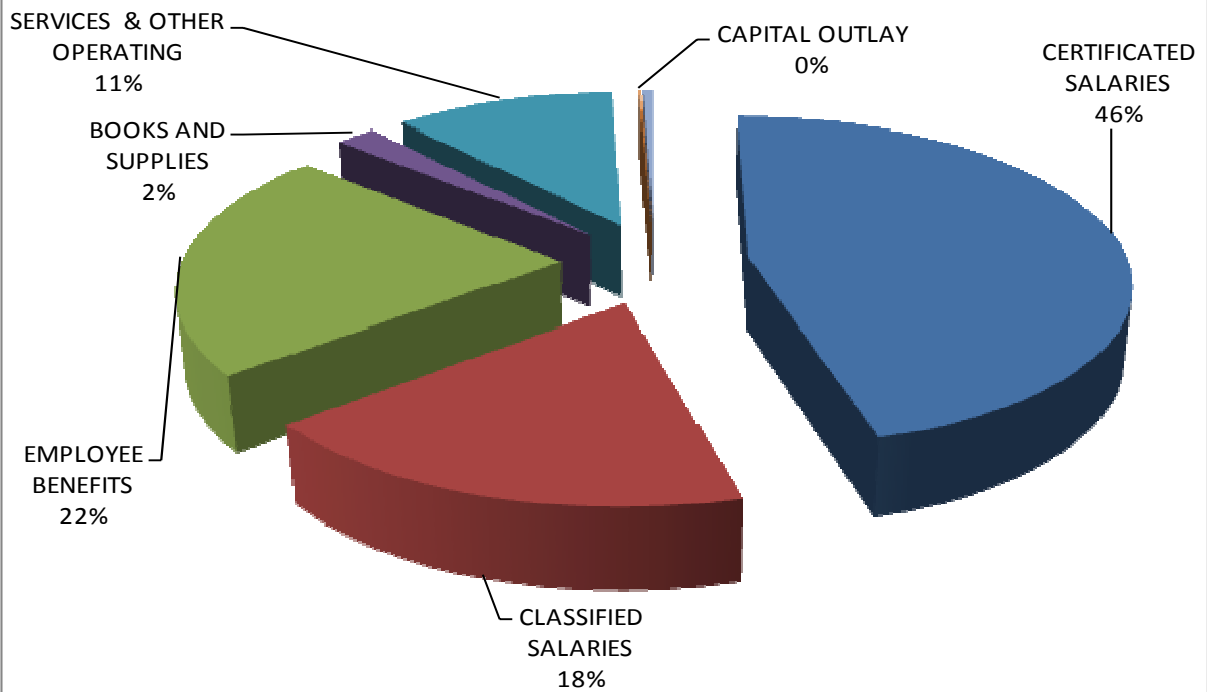
**PRELIMINARY GENERAL FUND (FUND 01)
REVENUES**



EXPENDITURES

PROPOSED EXPENDITURES:	
CERTIFICATED SALARIES	53,225,636
CLASSIFIED SALARIES	21,441,659
EMPLOYEE BENEFITS	25,959,152
BOOKS AND SUPPLIES	2,392,485
SERVICES & OTHER OPERATING	12,743,758
CAPITAL OUTLAY	128,730
OTHER OUTGO	(597,255)
TOTAL EXPENDITURES	115,294,165
PROJECTED ENDING BALANCE	13,022,023

PRELIMINARY GENERAL FUND (FUND 01) EXPENDITURES



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT			
SUMMARY BUDGET OF GENERAL FUND			
FUND 01: UNRESTRICTED GENERAL FUND			
	2011-12 ESTIMATED ACTUALS	2012-13 Preliminary BUDGET	CHANGES
BEGINNING BALANCE	19,846,945	15,657,374	(4,189,571)
REVENUES			-
REVENUE LIMIT	55,473,456	56,942,836	1,469,380
FEDERAL REVENUE	300,000	300,000	-
OTHER STATE REVENUE	8,043,896	7,943,302	(100,594)
LOCAL REVENUES	28,287,434	28,359,969	72,535
LOCAL GENERAL FUND CONTRIBUTION	(17,976,057)	(18,950,055)	(973,998)
INTERFUND TRANSFER	1,560,873	-	(1,560,873)
TOTAL REVENUES	75,689,602	74,596,052	(1,093,550)
EXPENDITURES			
CERTIFICATED SALARIES	42,285,170	42,242,356	(42,814)
CLASSIFIED SALARIES	12,083,334	12,136,384	53,050
EMPLOYEE BENEFITS	17,773,665	18,270,735	497,070
BOOKS AND SUPPLIES	1,039,308	1,060,420	21,112
SERVICES & OTHER OPERATING COSTS	6,909,345	7,116,111	206,766
CAPITAL OUTLAY	274,347	15,000	(259,347)
OTHER OUTGO	(819,823)	(980,039)	(160,216)
TOTAL EXPENDITURES	79,545,346	79,860,967	315,621
NET INCREASE (DECREASE)	(3,855,744)	(5,264,915)	(1,409,171)
PROJECTED FUND BALANCE	15,991,201	10,392,459	(5,598,742)
FUND 01 - RESTRICTED GENERAL FUND			
	2011-12 ESTIMATED ACTUALS	2012-13 Preliminary BUDGET	CHANGES
BEGINNING BALANCE	3,507,164	1,753,648	(1,753,516)
REVENUES			
REVENUE LIMIT	2,157,026	2,157,026	-
FEDERAL REVENUE	5,283,278	4,355,983	(927,295)
OTHER STATE REVENUE	1,826,616	1,724,081	(102,535)
LOCAL REVENUES	12,207,393	8,177,752	(4,029,641)
INTERFUND TRANSFER	17,976,057	18,950,055	973,998
TOTAL REVENUES	39,450,370	35,364,897	(4,085,473)
EXPENDITURES			
CERTIFICATED SALARIES	12,587,708	10,983,280	(1,604,428)
CLASSIFIED SALARIES	10,342,167	9,305,275	(1,036,892)
EMPLOYEE BENEFITS	7,663,353	7,688,417	25,064
BOOKS AND SUPPLIES	3,347,998	1,332,065	(2,015,933)
SERVICES & OTHER OPERATING COSTS	6,437,102	5,627,647	(809,455)
CAPITAL OUTLAY	476,420	113,730	(362,690)
OTHER OUTGO	349,138	382,784	33,646
TOTAL EXPENDITURES	41,203,886	35,433,198	(5,770,688)
NET INCREASE (DECREASE)	(1,753,516)	(68,301)	1,685,215
PROJECTED FUND BALANCE	1,753,648	1,685,347	(68,301)

SANTA MONICA - MALIBU USD				
MULTI-YEAR PROJECTION				
UNRESTRICTED GENERAL FUND -ASSUMPTIONS				
Factor	2011-12	2012-13	2013-14	2014-15
Statutory COLA	2.24%	3.24%	2.50%	2.70%
Base Revenue Limit Per P2 ADA	6,631.60	\$ 6,844.99	\$ 7,026.17	\$ 7,203.31
Deficit Factor	-20.602%	-22.272%	-22.272%	-22.272%
Enrollment Projection	11,344	11,344	11,344	11,344
P2 ADA Projection	10,949	10,949	10,949	10,949
Revenue Limit ADA (Prior Yr)	10,982	10,949	10,949	10,949
Federal Revenues	0%	0%	0%	0%
City of Santa Monica	\$ 7,953,227	\$ 8,128,198	\$ 8,290,762	\$ 8,456,577
Measure "R"	\$ 10,685,827	\$ 10,910,229	\$ 11,193,895	\$ 11,518,518
Prop. Y/ City of Santa Monica	\$ 6,100,000	\$ 6,380,000	\$ 6,560,000	\$ 6,756,800
Lottery	\$140.5/ADA	\$141.75/ADA	\$141.75/ADA	\$141.75/ADA
Special Ed COLA - State	0%	0%	0%	0%
Salary Increase: Certificated	0%	0%	0%	0%
Salary Increase: Management	0%	0%	0%	0%
Salary Increase: Classified	0%	0%	0%	0%
Step & Column Incr. - Certificated	1.50%	1.50%	1.50%	1.50%
Step & Column Incr. - Mgmt.	1.50%	1.50%	1.50%	1.50%
Step & Column Incr. - Classified	1.50%	1.50%	1.50%	1.50%
Furlough Days	0	0	0	0
Health/Welfare -Annualized	7%	7%	7%	7%
Workers' Compensation	2.20%	2.40%	2.40%	2.40%
Other Postemployment Benefits	1.25%	1.25%	1.25%	1.25%
Indirect Cost Rate	5.37%	6.78%	5.00%	5.00%
Interest Rate	1.00%	1.00%	1.00%	1.00%
Ongoing Maintenance	3%	3%	3%	3%
Reserve for Uncertainties	3%	3%	3%	3%

SANTA MONICA - MALIBU USD				
MULTI-YEAR PROJECTION				
UNRESTRICTED GENERAL FUND				
Description	2011-12 WORKING	2012-13 PROJECTED	2013-14 PROJECTED	2014-15 PROJECTED
Revenue:				
Revenue Limit	55,473,456	57,004,009	58,486,175	59,955,670
Other Federal	300,000	300,000	300,000	300,000
Other State Revenue	4,396,548	4,396,548	4,412,613	4,423,785
Class Size Reduction	2,188,053	2,188,053	2,188,053	2,188,053
Lottery	1,301,852	1,358,701	1,271,479	1,271,479
Mandated Reim.	157,443			
Measure R	10,685,827	10,910,229	11,193,895	11,518,518
Prop. Y / City of Santa Monica	6,100,000	6,380,000	6,560,000	6,756,800
All Other Local Income	11,501,607	11,008,567	11,246,510	11,421,325
Transfer In	1,560,873			
Local General Fund Contribution	(17,976,057)	(18,950,055)	(18,000,000)	(18,000,000)
TOTAL REVENUE	75,689,602	74,596,052	77,658,726	79,835,631
Expenditure:				
Certificated Salary	42,285,170	42,242,356	42,875,991	43,519,131
Classified	12,083,334	12,136,384	12,318,430	12,503,206
Benefits	17,773,665	18,270,735	19,184,272	19,951,643
Supplies/Books	1,039,308	1,060,420	900,000	900,000
Other Operational Costs	6,909,345	7,116,111	6,000,000	6,000,000
Capital Outlay	274,347	15,000	0	0
State Special Ed School	6,949	7,000	7,000	7,000
Indirect	(826,772)	(987,039)	(950,000)	(950,000)
TOTAL EXPENDITURE	79,545,346	79,860,967	80,335,693	81,930,980
Increase (Decrease) Fund Balance	(3,855,744)	(5,264,915)	(2,676,967)	(2,095,349)
Beginning Fund Balance	19,846,945	15,991,201	10,726,285	8,049,318
Ending Fund Balance	15,991,201	10,726,285	8,049,318	5,953,969
Reserve - Revolving cash, Store	95,000	80,000	80,000	80,000
Reserve - Deficit Spending	5,264,915	2,676,967	2,095,349	3,921,572
3% Contingency Reserve	3,622,477	3,458,825	3,500,000	3,600,000
Unappropriated Balance	7,008,809	4,510,493	2,373,969	(1,647,603)

SANTA MONICA - MALIBU USD				
MULTI-YEAR PROJECTION - WITH \$441/ADA REVENUE LIMIT REDUCTION				
UNRESTRICTED GENERAL FUND				
Description	2011-12 WORKING	2012-13 PROJECTED	2013-14 PROJECTED	2014-15 PROJECTED
Revenue:				
Revenue Limit	55,473,456	57,004,009	58,486,175	59,955,670
MID-YEAR CUT \$441/ADA		(4,828,509)	(4,828,509)	(4,828,509)
Other Federal	300,000	300,000	300,000	300,000
Other State Revenue	4,396,548	4,396,548	4,412,613	4,423,785
Class Size Reduction	2,188,053	2,188,053	2,188,053	2,188,053
Lottery	1,301,852	1,358,701	1,271,479	1,271,479
Mandated Reim.	157,443			
Measure R	10,685,827	10,910,229	11,193,895	11,518,518
Prop. Y / City of Santa Monica	6,100,000	6,380,000	6,560,000	6,756,800
All Other Local Income	11,501,607	11,008,567	11,246,510	11,421,325
Transfer In	1,560,873			
Local General Fund Contribution	(17,976,057)	(18,950,055)	(18,000,000)	(18,000,000)
TOTAL REVENUE	75,689,602	69,767,543	72,830,217	75,007,122
Expenditure:				
Certificated Salary	42,285,170	42,242,356	42,875,991	43,519,131
Classified	12,083,334	12,136,384	12,318,430	12,503,206
Benefits	17,773,665	18,270,735	19,184,272	19,951,643
Supplies/Books	1,039,308	1,060,420	900,000	900,000
Other Operational Costs	6,909,345	7,116,111	6,000,000	6,000,000
Capital Outlay	274,347	15,000	0	0
State Special Ed School	6,949	7,000	7,000	7,000
Indirect	(826,772)	(987,039)	(950,000)	(950,000)
TOTAL EXPENDITURE	79,545,346	79,860,967	80,335,693	81,930,980
Increase (Decrease) Fund Balance	(3,855,744)	(10,093,424)	(7,505,476)	(6,923,858)
Beginning Fund Balance	19,846,945	15,991,201	5,897,777	(1,607,699)
Ending Fund Balance	15,991,201	5,897,777	(1,607,699)	(8,531,557)
Reserve - Revolving cash, Store	95,000	80,000	80,000	80,000
Reserve - Deficit Spending	10,093,424	7,505,476	6,923,858	0
3% Contingency Reserve	3,622,477	3,458,825	3,500,000	3,600,000
Unappropriated Balance	2,180,300	(5,146,524)	(12,111,557)	(12,211,557)

PRELIMINARY BUDGET SUMMARY			
UNRESTRICTED GENERAL FUND			
FISCAL YEAR 2012-2013			
	2011-12	2012-13	
	BUDGET	BUDGET	CHANGES
EDISON ELEMENTARY SCHOOL	2,420,142	2,462,316	42,174
FRANKLIN ELEMENTARY SCHOOL	3,529,842	3,543,115	13,273
GRANT ELEMENTARY SCHOOL	3,147,142	3,037,052	(110,090)
MCKINLEY ELEMENTARY SCHOOL	2,399,821	2,400,577	756
JOHN MUIR ELEMENTARY SCHOOL	1,617,974	1,624,623	6,649
ROGERS ELEMENTARY SCHOOL	2,773,388	2,592,782	(180,606)
ROOSEVELT ELEMENTARY SCHOOL	3,635,663	3,580,650	(55,013)
WEBSTER ELEMENTARY SCHOOL	1,902,197	1,885,311	(16,886)
SMASH (ALTERNATIVE) SCHOOL	1,189,203	1,225,627	36,424
MALIBU HIGH SCHOOL	6,265,277	6,139,053	(126,224)
JOHN ADAMS MIDDLE SCHOOL	5,738,330	5,753,922	15,592
LINCOLN MIDDLE SCHOOL	5,508,985	5,512,597	3,612
OLYMPIC HIGH SCHOOL	847,299	926,960	79,661
SANTA MONICA HIGH SCHOOL	15,884,155	15,952,939	68,784
CABRILLO ELEMENTARY SCHOOL	1,498,579	1,431,597	(66,982)
PT. DUME ELEMENTARY SCHOOL	1,572,769	1,486,783	(85,986)
EDUCATIONAL SERVICES	3,740,060	3,966,433	226,373
TOTAL INSTRUCTIONAL BUDGET	63,670,826	63,522,337	(148,489)
TOTAL	79,545,346	79,860,967	
	80%	80%	
RESOURCES:			
#00000 - UNRESTRICTED GENERAL FUND			
#11000 - UNRESTRICTED LOTTERY			
#00001 - MEASURE R			
#00010 - TIER III			
#32050 - FEDERAL ED JOB FUND (2011-12 ONLY)			

EDISON ELEMENTARY SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		449			
2011-12		452			
2012-13	457				
	2011-12	2011-12	2012-13	2012-13	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	18.000	1,403,733	18.000	1,440,153	36,420
EXTRA DUTY UNITS		2,816		2,816	-
PRINCIPAL	1.000	112,970	1.000	112,970	-
	19.000		19.000		
CLASSIFIED SALARIES					
CLERICAL	2.000	77,919	2.000	86,223	8,304
CLERICAL HOURLY		9,600			
CUSTODIANS	2.000	103,908	2.000	103,908	-
NOON AIDES		8,928		8,928	-
SECURITY /HOURLY				-	-
MEASURE "R"					
LIBRARY ASSISTANT	0.875	31,235	0.875	31,771	536
PHYSICAL ACTIVITY SPEC.	0.750	28,103	0.750	25,935	(2,168)
	5.625		5.625		
BENEFITS					
		596,424		614,469	18,045
SUPPLIES/NON-CAPITAL EQUIP					
		14,803		11,339	(3,464)
SERVICES & OPERATING COST					
		300		300	-
TOTAL:	24.625	2,390,739	24.625	2,438,812	48,073
TIER III*		29,403		23,504	
LOTTERY*		5,675		5,424	
*INCLUDES 10-11 CARRYOVER					

FRANKLIN ELEMENTARY SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		772			
2011-12		765			
2012-13	770				
	2011-12	2011-12	2012-13	2012-13	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	28.000	2,091,182	28.000	2,090,266	(916)
EXTRA DUTY UNITS		4,352		4,352	-
PRINCIPAL	1.000	112,970	1.000	115,706	2,736
ASST. PRINCIPAL	1.000	104,102	1.000	104,114	12
	30.000		30.000		
CLASSIFIED SALARIES					
CLERICAL	3.000	117,569	3.000	117,569	-
CUSTODIANS	2.000	85,284	2.000	85,284	-
NOON AIDES		20,016		20,016	
MEASURE "R"					
LIBRARY ASSISTANT	0.875	29,754	0.875	29,754	-
PHYSICAL ACTIVITY SPEC.	0.750	20,606	0.750	21,444	838
	6.625		6.625		
BENEFITS		874,250		895,131	20,881
					-
SUPPLIES		21,291		14,300	(6,991)
SERVICES AND OTHER OPERATING		5,400		5,399	(1)
TOTAL	36.625	3,486,776	36.625	3,503,335	16,559
TIER III*		43,066		39,780	
LOTTERY*		14,963		9,180	
*INCLUDES 10-11 CARRYOVER					

GRANT ELEMENTARY SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		631			
2011-12		623			
2012-13	634				
	2011-12	2011-12	2012-13	2012-13	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	24.000	1,850,520	23.000	1,803,523	(46,997)
TEACHER HOURLY					
EXTRA DUTY UNITS		3,584		3,584	-
PRINCIPAL	1.000	121,174	1.000	121,166	(8)
ASST. PRINCIPAL	1.000	93,182	0.500	46,591	(46,591)
	26.000		24.500		-
CLASSIFIED SALARIES					-
CLERICAL	2.500	99,252	2.500	95,833	(3,419)
CUSTODIANS	2.000	76,418	2.000	77,172	754
NOON AIDES		15,552		15,552	-
MEASURE "R"					
LIBRARY ASSISTANT	0.875	30,858	0.875	30,858	-
PHYSICAL ACTIVITY SPEC.	0.750	28,994	0.750	28,994	-
	6.125		6.125		-
BENEFITS		772,795		765,341	(7,454)
					-
SUPPLIES		20,393		16,042	(4,351)
					-
SERVICES AND OTHER OPERATING		252			(252)
TOTAL:	32.125	3,112,974	30.625	3,004,656	(108,318)
TIER III*		34,168		32,396	
LOTTERY*		7,572		7,476	
*INCLUDES 10-11 CARRYOVER					

MCKINLEY ELEMENTARY SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		440			
2011-12		448			
2012-13	494				
	2011-12	2011-12	2012-13	2012-13	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	18.000	1,399,631	19.000	1,414,196	14,565
EXTRA DUTY UNITS		2,560		2,560	-
PRINCIPAL	1.000	112,970	1.000	115,706	2,736
ASSISTANT PRINCIPAL	0.400	59,828	0.500	50,078	(9,750)
	19.400		20.500		
CLASSIFIED SALARIES					
CLERICAL	2.400	91,341	2.000	77,332	(14,009)
CUSTODIANS	2.000	91,200	2.000	91,200	-
NOON AIDES		8,784		8,784	-
MEASURE "R"					-
LIBRARY ASSISTANT	0.875	24,479	0.875	24,894	415
PHYSICAL ACTIVITY SPEC.	0.750	23,853	0.750	24,705	852
	6.025		5.625		
BENEFITS		538,399		556,290	17,891
					-
SUPPLIES		15,234		11,036	(4,198)
					-
SERVICES AND OTHER OPERATING		450		500	50
TOTAL:	25.4250	2,368,729	26.1250	2,377,281	8,552
TIER III*		31,092		23,296	
LOTTERY*		5,943		5,376	
*INCLUDES 10-11 CARRYOVER					

JOHN MUIR ELEMENTARY SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		316			
2011-12		305			
2012-13	300				
	2011-12	2011-12	2012-13	2012-13	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	12.000	891,694	12.000	899,145	7,451
EXTRA DUTY UNITS		2,560		2,560	-
TEACHER HOURLY		21,009			
PRINCIPAL	1.000	115,706	1.000	115,706	-
	13.000		13.000		
CLASSIFIED SALARIES					
CLERICAL	1.75	70,334	1.50	60,775	(9,559)
CUSTODIANS	1.50	57,165	1.50	59,292	2,127
NOON AIDES		7,488		7,488	-
MEASURE "R"					
LIBRARY ASSISTANT	0.875	25,179	0.875	25,179	-
PHYSICAL ACTIVITY SPEC.	0.75	22,713	0.75	23,999	1,286
	4.875		4.625		
BENEFITS**		375,034		406,765	31,731
SUPPLIES		7,231		2,176	(5,055)
SERVICES AND OTHER OPERATING		5,345		5,678	333
TOTAL:	17.875	1,601,458	17.625	1,608,763	28,314
TIER III*		16,516		15,860	
LOTTERY*		3,947		3,660	
*INCLUDES 10-11 CARRYOVER					

ROGERS ELEMENTARY SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		497			
2011-12		484			
2012-13	499				
	2011-12	2011-12	2012-13	2012-13	
	FTES	BUDGET	FTES	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	22	1,615,553	20	1,535,196	(80,357)
HOURLY TEACHER					
EXTRA DUTY UNITS		3,072		3,072	-
PRINCIPAL	1.000	112,298	1.000	110,246	(2,052)
ASST. PRINCIPAL	0.800	64,572	0.500	42,337	(22,235)
	23.800		21.500		
CLASSIFIED SALARIES					
CLERICAL	2.791	114,245	2.000	84,073	(30,172)
CUSTODIANS	2.000	77,172	2.000	77,172	-
CUSTODIANS /OVERTIME		306			
NOON AIDES		12,816		12,816	-
MEASURE "R"					
LIBRARY ASSISTANT	0.875	28,336	0.875	28,823	487
PHYSICAL ACTIVITY SPEC.	0.750	25,047	0.750	25,047	-
	6.416		5.625		
BENEFITS		677,359		636,369	(40,990)
					-
SUPPLIES		13,654		12,040	(1,614)
					-
SERVICES AND OTHER OPERATING		423		423	-
TOTAL:	30.2160	2,744,853	27.1250	2,567,614	(177,239)
TIER III*		28,535		25,168	
LOTTERY*		8,283		5,808	
*INCLUDES 10-11 CARRYOVER					

ROOSEVELT ELEMENTARY SCHOOL					
2011-12					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		781			
2011-12		785			
2012-13	814				
	2011-12	2011-12	2012-13	2012-13	
	FTES	BUDGET	FTES	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	29.000	2,211,875	28.000	2,184,242	(27,633)
EXTRA DUTY UNITS		1,619			(1,619)
TEACHER HOURLY		4,096		4,096	
PRINCIPAL	1.000	112,970	1.000	112,970	-
ASST. PRINCIPAL	1.000	93,183	1.000	93,182	(1)
	31.000		30.000		
CLASSIFIED SALARIES					
CLERICAL	3.000	106,782	3.000	108,667	1,885
INSTRUCTIONAL AIDES		15,355			
CUSTODIANS	2.000	69,827	2.000	69,827	-
NOON AIDES		20,880		20,880	-
MEASURE "R"					
LIBRARY ASSISTANT	0.875	29,754	0.875	29,754	-
PHYSICAL ACTIVITY SPEC.	0.750	27,610	0.750	27,610	-
	6.625		6.625		-
BENEFITS		867,804		868,388	584
SUPPLIES		26,083		19,244	(6,839)
SERVICES & OTHER OPERATING		1,900		970	(930)
TOTAL:	37.625	3,589,738	36.625	3,539,830	(34,553)
TIER III*		45,925		40,820	
LOTTERY*		13,617		9,420	
*INCLUDES 10-11 CARRYOVER					

WEBSTER ELEMENTARY SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		377			
2011-12		337			
2012-13	344				
	2011-12	2011-12	2012-13	2012-13	
	FTES	BUDGET	FTES	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	13.0000	1,071,411	13.0000	1,084,222	12,811
EXTRA DUTY UNITS		2,560		2,560	-
PRINCIPAL	1.0000	122,688	1.0000	122,688	-
	14.0000		14.0000		
CLASSIFIED SALARIES					
CLERICAL	1.7500	74,537	1.5000	65,910	(8,627)
INSTRUCTIONAL AIDES		2,786			
CUSTODIANS	2.0000	66,816	2.0000	68,880	2,064
NOON AIDES		9,072		9,072	
MEASURE "R"					
LIBRARY ASSISTANT	0.8750	32,798	0.8750	32,798	-
PHYSICAL ACTIVITY SPEC.	0.7500	23,853	0.7500	25,830	1,977
	5.3750		5.1250		-
BENEFITS					
		449,216		447,149	(2,067)
SUPPLIES					
		11,750		7,450	(4,300)
SERVICES & OTHER OPERATING					
		1,499		1,228	(271)
TOTAL:	19.3750	1,868,986	19.1250	1,867,787	1,587
TIER III*					
		33,211		17,524	
LOTTERY*					
		4,626		4,044	
*INCLUDES 2010-11 CARRYOVER					

SMASH (ALTERNATIVE) SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		223			
2011-12		228			
2012-13	229				
	2011-12	2011-12	2012-13	2012-13	
	FTES	BUDGET	FTES	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	8.500	633,192	8.500	643,161	9,969
EXTRA DUTY UNITS		3,328		3,328	-
PRINCIPAL	0.800	90,376	0.800	90,376	-
	9.300		9.300		
CLASSIFIED SALARIES					
CLERICAL	1.500	58,006	1.500	58,006	-
CUSTODIANS	0.500	9,058	0.500	19,764	10,706
INSTRUCTIONAL AIDES	1.375	43,965	1.375	44,170	205
NOON AIDES		2,880		2,880	-
MEASURE "R"					
LIBRARY ASSISTANT	0.250	8,501	0.250	8,501	-
PHYSICAL ACTIVITY SPEC.	0.500	16,758	0.500	16,758	-
	4.125		4.125		
BENEFITS		302,096		320,729	18,633
FORMULA					
SUPPLIES		6,615		4,000	(2,615)
SERVICES AND OTHER OPERATING		1,600		2,098	498
TOTAL:	13.425	1,176,375	13.425	1,213,771	37,396
TIER III*		12,828		11,856	
LOTTERY*		12,521		2,892	
*INCLUDES 10-11 CARRYOVER					

MALIBU HIGH SCHOOL						
2012-13						
GENERAL FUND - UNRESTRICTED						
ENROLLMENT	PROJECTED	CBEDS				
2010-11		1,160				
2011-12		1,157				
2012-13	1,086					
	2011-12	2011-12	2012-13	2012-13		
	FTES	BUDGET	FTES	BUDGET	CHANGES	
CERTIFICATED SALARIES						
CLASSROOM TEACHERS	41.800	3,000,911	39.000	2,902,453	(98,458)	
TEACHERS, HOURLY	0.000	1,111	0.000	-	(1,111)	
EXTRA DUTY UNITS		209,152		209,152	-	
PRINCIPAL	1.000	135,125	1.000	136,925	1,800	
ASST. PRINCIPAL	2.000	229,093	2.000	229,093	-	
COUNSELOR	4.000	340,187	4.000	344,096	3,909	
LIBRARIAN (MEASURE "R")	1.000	90,866	1.000	90,866	-	
	49.800		47.000			
CLASSIFIED SALARIES						
CLERICAL	6.000	259,659	5.500	233,083	(26,576)	
CUSTODIANS	5.000	201,924	5.000	204,054	2,130	
SECURITY	2.000	78,724	2.000	78,210	(514)	
LIFEGUARD/PE AIDES	0.375	9,574	0.375	10,163	589	
SECURITY OVERTIME		4,049		5,000	951	
CUSTODIANS, OVERTIME		4,000		5,000	1,000	
INSTRUCTIONAL AIDES/HOURLY & SUB					-	
MEASURE "R"						
LIBRARY ASSISTANT	1.000	33,396	1.000	33,396	-	
MUSIC AIDES	1.750	51,116	1.750	51,116	-	
	16.125		15.625			
BENEFITS		1,484,774		1,486,000	1,226	
FORMULA						
SUPPLIES/NON-CAPITAL EQUIP		45,704		41,338	(4,366)	
SERVICES AND OTHER OPERATING		48,267		48,050	(217)	
TOTAL:	65.925	6,227,632	62.625	6,107,995	(119,637)	
TIER III*		37,645		31,058		
LOTTERY*		18,416		16,198		
*INCLUDES 10-11 CARRYOVER						

JOHN ADAMS MIDDLE SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		1042			
2011-12		1053			
2012-13	1007				
	2011-12	2011-12	2012-13	2012-13	
	FTES	BUDGET	FTES	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	37.800	2,860,605	37.000	2,844,975	(15,630)
SATURDAY SCHOOL		10,000		8,000	(2,000)
SUMMER SCHOOL		36,062		38,000	1,938
EXTRA DUTY UNITS		23,040		23,040	-
PRINCIPAL	1.000	121,010	1.000	121,010	-
ASST. PRINCIPAL	2.000	205,337	2.000	210,269	4,932
COUNSELOR	3.000	254,174	3.000	256,154	1,980
LIBRARIAN (MEASURE "R")	1.000	60,424	1.000	62,244	1,820
	44.800		44.000		
CLASSIFIED SALARIES					
CLERICAL	4.500	205,515	4.500	205,515	-
SUMMER SCHOOL CLERICAL		2,738		2,738	-
CUSTODIANS	4.000	189,294	4.000	189,444	150
SECURITY	2.000	95,675	2.000	95,675	-
SUMMER SCHOOL SECURITY		2,500		2,500	-
NOON AIDES		19,008		19,008	-
MEASURE "R"					
LIBRARY ASSISTANT	0.750	30,993	0.750	30,023	(970)
MUSIC AIDES	1.438	46,069	1.438	50,655	4,586
PE AIDES	0.875	26,498	0.875	26,498	-
	13.563		13.563		-
BENEFITS					
		1,377,747		1,403,239	25,492
SUPPLIES		26,918		26,179	(739)
					-
SERVICES AND OTHER OPERATING		3,650		4,000	350
TOTAL:	58.363	5,597,257	57.563	5,619,166	21,909
TIER III*	0.250	61,073	0.250	54,756	
SCIENCE MAGNET		80,000		80,000	
LOTTERY*		20,755		14,742	
*INCLUDES 10-11 CARRYOVER					

LINCOLN MIDDLE SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		1129			
2011-12		1053			
2012-13	1034				
	2011-12	2011-12	2012-13	2012-13	
	FTES	BUDGET	FTES	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	37.800	2,868,487	35.600	2,832,660	(35,827)
SATURDAY SCHOOL		2,500		2,500	-
TEACHERS, SUB		2,500			
EXTRA DUTY UNITS		20,736		20,736	-
PRINCIPAL	1.000	121,010	1.000	121,010	-
ASST. PRINCIPAL	2.000	195,725	2.000	205,337	9,612
COUNSELOR	3.000	200,557	3.000	229,667	29,110
LIBRARIAN (MEASURE "R")	1.000	69,014	1.000	70,834	1,820
	44.800		42.600		
CLASSIFIED SALARIES					
CLERICAL	5.000	218,182	4.500	200,467	(17,715)
CUSTODIANS	4.000	190,705	4.000	183,540	(7,165)
SECURITY	2.000	71,570	2.000	71,570	-
LIFEGUARD	0.750	23,034	0.750	23,034	-
MEASURE "R"					
LIBRARY ASSISTANT	0.750	18,827	0.750	19,173	346
MUSIC AIDES	1.275	42,226	1.275	44,588	2,362
PE AIDES	0.750	21,518	0.750	21,518	-
	14.525		14.025		
BENEFITS		1,322,205		1,381,028	58,823
SUPPLIES		24,763		17,629	(7,134)
SERVICES & OTHER OPERATING COST		13,584		12,550	(1,034)
TOTAL:	59.325	5,427,143	56.625	5,457,841	33,198
TIER III*		81,842		54,756	
LOTTERY*		54,458		14,742	
*INCLUDES 10-11 CARRYOVER					

OLYMPIC HIGH SCHOOL						
2012-13						
GENERAL FUND - UNRESTRICTED						
ENROLLMENT	PROJECTED	CBEDS				
2010-11		112				
2011-12		99				
2012-13	91					
	2011-12	2011-12	2012-13	2012-13		
	FTEs	BUDGET	FTEs	BUDGET	CHANGES	
CERTIFICATED SALARIES						
CLASSROOM TEACHERS	5.60	329,296	5.60	407,809	78,513	
TEACHERS, HOURLY		2,500		2,500	-	
SUMMER SCHOOL		52,565		55,000	2,435	
EXTRA DUTY UNITS		1,280		1,280	-	
PRINCIPAL	0.500	61,262	0.500	61,262	-	
COUNSELOR	0.750	71,802	0.750	71,802	-	
	6.100		6.100			
CLASSIFIED SALARIES						
CLERICAL	1.000	46,872	1.000	46,872	-	
CUSTODIANS	0.500	21,786	0.500	21,786	-	
SECURITY	1.000	45,028	1.000	45,028	-	
SECURITY/HOURLY & OT		6,491		5,800		
	2.500		2.500			
BENEFITS		192,320		201,932	9,612	
INSTRUCTIONAL MATERIALS		12,363		3,649	(8,714)	
NON INSTRUCTIONAL		2,614		1,250	(1,364)	
TOTAL:	8.600	846,179	8.600	925,970	80,482	
TIER III*		1,120		990		
LOTTERY*		1,955		1,386		
*INCLUDES 10-11 CARRYOVER						

SANTA MONICA HIGH SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		3103			
2011-12		3045			
2012-13	3056				
	2011-12	2011-12	2012-13	2012-13	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	107.200	7,631,506	101.000	7,501,995	(129,511)
HOURLY/SATURDAY		10,000		10,000	-
SUMMER SCHOOL		190,080		190,000	(80)
TEACHERS, SUB					-
EXTRA DUTY UNITS		220,160		220,160	-
PRINCIPAL	1.000	132,177	1.000	134,918	2,741
HOUSE PRINCIPALS	5.000	537,442	5.000	542,134	4,692
DEAN OF STUDENTS	1.000	108,674	1.000	108,674	-
COUNSELORS (LOTTERY)	13.000	966,567	13.000	1,038,172	71,605
LIBRARIAN (MEASURE"R")	1.500	94,171	1.500	94,171	-
	128.700		122.500		
CLASSIFIED SALARIES					
PLANT MANAGER	1.000	56,268	1.000	60,702	4,434
CLERICAL	15.750	727,825	15.750	746,681	18,856
CUSTODIANS	10.500	417,664	11.500	469,782	52,118
SECURITY	5.650	224,127	5.650	225,008	881
CUSTODIANS/OVERTIME		-		-	-
SECURITY/HOURLY & OT		42,125		41,000	(1,125)
PE AIDE/TRAINER	2.563	77,517	1.750	64,787	(12,730)
LIFEGUARD	1.000	32,568	1.000	32,568	-
ATHLETIC TRAINER	0.525	21,530	0.525	21,530	-
LAB TECH	0.750	24,289	0.750	24,705	416
OTHER HOURLY		942			(942)
MUSIC AIDES	1.125	49,009	1.125	54,165	5,156
LIBRARY ASSISTANT/TEXT.BK	2.000	72,891	2.000	75,367	2,476
OUTREACH WORKER (TIER III)	2.000	127,443	2.000	127,443	-
	42.863		43.050		-
BENEFITS		3,739,385		3,813,070	73,685
					-
SUPPLIES/NONCAPITAL EQUIP		121,839		105,442	(16,397)
SERVICES AND OTHER OPERATING COST		142,191		140,725	(1,466)
TOTAL:	171.563	15,768,390	165.550	15,843,199	74,809
		184,587		185,000	
TIER III*		34,343		30,450	
LOTTERY*		61,471		42,630	
STUDENT STORE	0.175	81,422	0.175	79,290	
*INCLUDES 10-11 CARRYOVER					

CABRILLO ELEMENTARY SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		254			
2011-12		253			
2012-13	246				
	2011-12	2011-12	2012-13	2012-13	
	FTES	BUDGET	FTES	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	10.000	765,766	10.000	713,719	(52,047)
EXTRA DUTY UNITS		2,560		2,560	-
PRINCIPAL	1.000	115,706	1.000	115,706	-
	11.000		11.000		
CLASSIFIED SALARIES					
CLERICAL	1.750	66,500	1.500	57,513	(8,987)
CUSTODIANS	2.000	86,124	2.000	86,124	-
COMMUNITY LIAISON					
NOON AIDES		8,064		8,064	
MEASURE "R"					
LIBRARY ASSISTANT	0.875	24,206	0.875	30,258	6,052
PHYSICAL ACTIVITY SPEC.	0.625	20,873	0.625	20,873	-
	5.250		5.000		-
BENEFITS		381,586		377,109	(4,477)
FORMULA		10,777		6,515	
SUPPLIES					-
(LOTTERY)					-
SERVICES AND OPERATING COST		16			(16)
TOTAL:	16.250	1,482,178	16.000	1,418,441	(59,475)
TIER III*	0.25	16,401	0.225	13,156	
LOTTERY*		3,952		3,036	
*INCLUDES 10-11 CARRYOVER					

PT. DUME ELEMENTARY SCHOOL					
2012-13					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2010-11		273			
2011-12		257			
2012-13	245				
	2011-12	2011-12	2012-13	2012-13	
	FTES	BUDGET	FTES	BUDGET	CHANGES
CERTIFICATED SALARIES					
CLASSROOM TEACHERS	10.000	841,430	10.000	774,456	(66,974)
TEACHER/HOURLY		2,246			(2,246)
EXTRA DUTY UNITS		2,560		2,560	-
PRINCIPAL	1.000	98,640	1.000	105,062	6,422
OTHER CERTIFICATED		10,733			(10,733)
	14.000		14.000		
CLASSIFIED SALARIES					
CLERICAL	1.500	65,798	1.500	65,798	-
CUSTODIANS	2.000	77,366	2.000	80,126	2,760
NOON AIDES		9,792		9,792	-
MEASURE "R"					
LIBRARY ASSISTANT	0.875	32,597	0.875	32,597	-
PHYSICAL ACTIVITY SPEC.	0.750	16,975	0.750	20,629	3,654
	5.125		5.125		
BENEFITS		391,755		375,781	(15,974)
SUPPLIES		7,907		6,418	(1,489)
SERVICES AND OTHER OPERATING		135		200	65
TOTAL:	19.125	1,557,934	19.125	1,473,419	(84,515)
TIER III*		14,835		13,364	
LOTTERY*		3,306		3,084	
*INCLUDES 10-11 CARRYOVER					

EDUCATIONAL SERVICES					
2012-13					
GENERAL FUND - UNRESTRICTED					
	2011-12	2011-12	2012-13	2012-13	
	FTES	BUDGET	FTES	BUDGET	CHANGES
CERTIFICATED SALARIES					
CHIEF ACADEMIC OFFICER	1.000	158,873	1.000	158,873	-
DIRECTOR	1.630	207,397	2.000	254,756	47,359
COORDINATOR		-		-	-
MUSIC COORDINATOR	1.000	101,415	1.000	101,415	-
SUMMER SCHOOL TCHR		117,788		120,000	2,212
TEACHERS, SUB		46,297		45,000	(1,297)
TEACHERS, HOURLY		4,000		5,000	1,000
MUSICAL TEACHER	10.000	746,391	10.000	755,544	9,153
INDEPENDENT STUDY	2.000	118,589	2.400	153,331	34,742
TOSA /SPECIAL ASSIGNMENT	1.000	70,834	1.000	72,655	1,821
OPPORTUNITY CLASS	1.000	59,912	1.000	61,732	1,820
EXTRA DUTY UNITS		10,240		10,240	-
BILINGUAL STIPEND		50,000		50,000	-
	17.630		18.400		
CLASSIFIED SALARIES					
AIDES/ IND. STUDY	0.625	14,804	0.625	13,776	(1,028)
CLERICAL	4.000	207,070	4.250	218,541	11,471
CLERICAL HOURLY & OVERTIME		5,535		6,315	780
ELEMENTARY PE AIDES	3.700	93,820	3.700	98,593	4,773
PE AIDES SUB		26,125		26,000	(125)
SECURITY, HOURLY/OT		3,017		2,700	(317)
TRANSLATOR/HOURLY		31		1,000	969
TECHNICIAN	0.500	19,360	0.500	17,283	(2,077)
COMMUNITY LIASION	6.489	223,133	6.489	228,475	5,342
	15.314		15.564		-
BENEFITS		758,025		810,054	52,029
TRANSFER FROM BB TECH		(43,934)		-	43,934
TEXTBOOKS		500		150,500	150,000
SUPPLIES		84,182		78,500	(5,682)
SERVICES & OTHER OPERATING		556,656		526,150	(30,506)
EQUIPMENT		100,000		-	(100,000)
TOTAL:	32.944	3,740,060	33.964	3,966,433	226,373
	32.9440	3,740,060	33.9640	3,966,433	226,373
LOTTERY		196,652		14,000	

SPECIAL EDUCATION					
2012-13					
					P.1
	2011-12	2011-12	2012-13	2012-13	
	FTES	BUDGET	FTES	BUDGET	CHANGES
REVENUES:					
REVENUE LIMIT /ADA REVENUE		2,157,026		2,157,026	-
FEDERAL REVENUE		2,520,418		2,520,418	-
AB 602		5,730,923		5,730,923	
OTHER STATE		70,212		69,682	(530)
GENERAL FUND CONTRIBUTION		13,613,380		14,493,252	879,872
TOTAL:	-	24,091,959	-	24,971,301	879,342
EXPENDITURES:					
CERTIFICATED SALARIES					
TEACHERS, MONTHLY	97.900	6,687,164	91.800	6,800,294	113,130
TEACHERS, HOURLY		406,990		390,958	(16,032)
TEACHERS, SUB		501,000		265,000	(236,000)
PSYCHOLOGISTS, MONTHLY	13.100	1,224,764	13.100	1,262,115	37,351
BEHAVIORAL INTERVENTION	2.000	166,726	2.000	178,805	12,079
NURSES, MONTHLY	1.400	126,918	1.400	127,212	294
NURSES, HOURLY		6,207		6,000	(207)
PSYCHOLOGISTS, HOURLY & SUB		19,277		18,000	(1,277)
DIRECTOR, MONTHLY	1.000	124,385	1.000	127,121	2,736
COORDINATORS, CERT	4.400	475,796	3.400	367,785	(108,011)
TOTAL CERTIFICATED SALARY	119.800	9,739,227	112.700	9,543,290	(195,937)
CLASSIFIED SALARIES					
SPEECH LANG PATHOLOGIST ASST.	2.000	85,224	2.000	84,060	(1,164)
INSTRUCTIONAL AIDES	110.423	3,032,460	106.400	3,152,588	120,128
INSTRUCTIONAL AIDES, HOURLY		125,781		129,828	4,047
INSTRUCTIONAL AIDES, SUB		120,500		90,000	(30,500)
IA / BEHAVIOR INTERVENTION	21.062	538,595	21.906	676,896	138,301
CLERICAL	3.000	95,233	4.000	145,254	50,021
INTERPRETER / TRANSLATOR	1.550	59,335	1.550	58,927	(408)
OCCUPATIONAL THERAPIST	8.000	566,015	8.000	566,287	272
SPECIAL SERVICES		60,885		50,000	(10,885)
CERT. OCCUPAT.THERAPY ASST	2.000	41,324	2.000	71,400	30,076
PHYSICAL THERAPIST	2.000	131,414	2.000	154,484	23,070
STUDENT ASSISTANT		45,202		23,680	(21,522)
OTHER CLASSIFIED	1.125	34,127	1.125	32,483	(1,644)
OTHER HOURLY & OVERTIME		60,725		55,200	(5,525)
TOTAL CLASSIFIED:	151.1605	4,996,820	148.9810	5,291,087	294,267
BENEFITS:					
		4,900,462		5,467,753	567,291

SPECIAL EDUCATION				
2012-13				
				P.2
SUPPLIES				
BOOKS AND SUPPLIES		208,121	117,209	(90,912)
NON-CAPITAL EQUIPMENT		13,225	5,000	(8,225)
TOTAL SUPPLIES		221,346	122,209	(99,137)
SERVICES AND OTHER OPERATING COSTS				
NPS CONTRACT		1,550,000	1,500,000	(50,000)
NPA CONTRACT		850,000	800,000	(50,000)
MILEAGE		26,000	20,000	(6,000)
CONFERENCE AND TRAVEL		1,695	792	(903)
DUES AND MEMBERSHIP		1,419	1,000	(419)
INTRA FUND TRANSFER		10,000	7,500	(2,500)
CONSULTANT		301,283	300,000	(1,283)
LEGAL		300,000	150,000	(150,000)
ADVERTISING		415	-	(415)
MENTAL HEALTH		750,000	1,500,000	750,000
OTHER OPERATING COST		301,575	200,000	(101,575)
LEGAL SETTLEMENTS		120,000	50,000	(70,000)
COMMUNICATION		5,100	5,000	(100)
SERVICES AND OTHER OPERATING COSTS		4,217,487	-	4,534,292
EQUIPMENT		6,448	-	839,610
INDIRECT CHARGE		10,169	12,670	2,501
TOTAL:	270.9605	24,091,959	261.6810	24,971,301
				985,790

TRANSPORTATION					
2012-13					
	2011-12	2011-12	2012-13	2012-13	
HOME TO SCHOOL:	FTES	BUDGET	FTES	BUDGET	CHANGES
REVENUES:					
STATE REVENUE		418,291		415,145	(3,146)
TRANSPORTATION FEE	-	130,000	-	126,600	(3,400)
OTHER LOCAL REV.		15,000		25,000	10,000
CONTRIBUTION FROM UNRESTR.		233,951		249,514	15,563
TOTAL:	-	797,242	-	816,259	19,017
EXPENDITURES:					
BUS DRIVERS / MECHANICS	7.625	316,657	7.625	316,657	-
HOURLY/OVERTIME		32,500		32,500	-
DIRECTOR	0.500	44,630	0.500	44,630	-
CLERICAL	0.500	27,126	0.500	27,126	-
TOTAL CLASSIFIED SALARIES:	8.625	420,913	8.625	420,913	-
BENEFITS		246,729		259,046	12,317
SUPPLIES		134,602		141,850	7,248
CONFERENCE AND TRAVEL		150		-	(150)
UTILITIES		8,348		7,950	(398)
LEASE		6,000		6,000	-
REPAIR		96,000		96,000	-
MAINTENANCE		12,000		12,000	-
INTRA FUND TRANSFER / FIELD TRIPS		(136,000)		(136,000)	-
OTHER OPERATING COST		7,500		7,500	-
COMMUNICATION		1,000		1,000	-
TOTAL:	8.625	797,242	8.625	816,259	19,017
SPECIAL ED TRANSPORTATION					
REVENUE:					
STATE REVENUE		387,234		384,321	(2,913)
LGFC - FROM GENERAL FUND		709,115		733,715	24,600
TOTAL REVENUE:		1,096,349		1,118,036	21,687
EXPENDITURE:					
BUS DRIVERS/MECHANICS,MO	11.875	460,075	11.875	458,482	(1,593)
HOURLY /OVERTIME		73,000		75,000	2,000
DIRECTOR	0.5	44,630	0.5	44,630	-
CLERICAL	0.5	27,126	0.5	27,126	-
TOTAL CLASSIFIED SALARIES:	12.875	604,831	12.875	605,238	407
BENEFITS		330,768		339,798	9,030
SUPPLIES		84,000		91,250	7,250
UTILITIES		9,150		9,150	-
LEASE		6,000		6,000	-
REPAIR		55,000		60,000	5,000
MAINTENANCE		1,000		1,000	-
INTRA FUND TRANSFER		600		600	-
OTHER OPERATING COST		5,000		5,000	-
TOTAL EXPENDITURE:	12.875	1,096,349	12.875	1,118,036	21,687

DEPARTMENT BUDGET						
2012-13						
						P.1
	2011-12	2011-12	2012-13	2012-13		
	FTES	BUDGET	FTES	BUDGET		CHANGES
BOARD AND SUPERINTENDENT						
BOARD MEMBERS	7.000	33,600	7.000	33,600		-
SUPERINTENDENT	1.000	230,004	1.000	230,004		-
SR. ADMIN ASST	2.000	113,652	2.000	113,652		-
OTHER CLASSIFIED		5,300		10,600		5,300
BENEFITS		173,036		182,533		9,497
SUPPLIES/NON-CAPITAL EQUIP		13,500		10,200		(3,300)
SERVICES AND OPERATING COSTS		214,650		300,450		85,800
SUBTOTAL:	3.000	783,742	3.000	881,039		97,297
HUMAN RESOURCE						
TEACHER - BTSA	0.500	45,740	1.000	86,248		
TEACHERS, SUB & HOURLY	-	1,324,135	-	1,333,000		8,865
ASST. SUPERINTENDENT	1.000	151,263	1.000	151,263		-
COORDINATOR	0.200	20,488	0.200			(20,488)
MASTER TEACHER		1,648		1,000		(648)
SUPERVISOR	1.000	68,640	1.000	68,640		-
CLERICAL	7.000	347,736	6.500	328,248		(19,488)
SUB/HOURLY		49,700		54,000		4,300
BENEFITS		469,624		482,648		13,024
SUPPLIES/NON-CAPITAL EQUIP		22,512		22,500		(12)
SERVICES AND OPERATING COSTS		110,375		132,500		22,125
SUBTOTAL:	9.200	2,611,861	8.700	2,660,047		7,678
EMPLOYEE RELATIONS						
SMMCTA- REP	1.000	90,866	1.000	90,866		-
SEIU	1.000	78,252	1.000	82,164		3,912
BENEFITS		66,498		69,631		3,133
SUPPLIES/NON-CAPITAL EQUIP		10,500		10,500		-
SERVICES AND OPERATING COSTS		359,274		321,500		(37,774)
SUBTOTAL:	2.000	605,390	2.000	574,661		(30,729)
PERSONNEL COMMISSION						
MEMBERS		1,500		1,800		300
DIRECTOR	1.000	120,840	1.000	104,158		(16,682)
PERSONEL ANALYST	1.000	78,106	1.000	78,106		-
CLERICAL	3.500	159,255	3.500	189,834		30,579
CLERICAL HOURLY		3,052		3,050		(2)
BENEFITS		141,392		163,738		22,346
SUPPLIES/NON-CAPITAL EQUIPMENT		11,937		8,000		(3,937)
SERVICES AND OPERATING COSTS		12,298		14,800		2,502
SUBTOTAL:	5.500	528,380	5.500	563,486		35,106

						P.2
PUPIL SERVICES & ISP						-
HOME HOSPITAL TEACHERS		80,000		80,000		-
DIRECTOR	1.000	128,330	1.000	131,066		2,736
COUNSELOR	0.400	32,493	0.400	32,493		-
CLERICAL	1.800	92,082	1.800	93,698		1,616
OTHER HOURLY/OT		2,355		500		(1,855)
BENEFITS		98,485		101,075		2,590
SUPPLIES/NON-CAPITAL EQUIP		14,111		8,500		(5,611)
SERVICES AND OPERATING COSTS		34,899		89,500		54,601
SUBTOTAL:	3.200	482,755	3.200	536,832		54,077
HEALTH SERVICES						
NURSES, MONTHLY	6.400	508,573	6.400	514,470		5,897
NURSES, HOURLY	-	71,000	-	20,000		(51,000)
LVN	1.000	39,362	1.000	40,030		668
NURSE ASISTANTS	4.375	92,509	4.375	122,005		29,496
SPECIAL SERVICE (NURSE)		6,324		10,000		3,676
OTHER HOURLY		6,560		2,000		(4,560)
BENEFITS		196,750		195,317		(1,433)
SUPPLIES/NON-CAPITAL EQUIP		15,008		7,700		(7,308)
SERVICES AND OPERATING COSTS		2,100		3,400		1,300
SUBTOTAL:	11.775	938,186	11.775	914,922		(23,264)
* INCLUDE MEDICAL PROGRAM						
INSURANCE OFFICE						
SUPPLIES		22,000		3,000		(19,000)
LIABILITY INSURANCE	-	1,145,000	-	1,160,000		15,000
SERVICES AND OPERATING COSTS		56,500		51,000		(5,500)
EQUIPMENT REPLACEMENT		15,000		15,000		-
SUBTOTAL:	-	1,238,500	-	1,229,000		(9,500)
THEATER & FACILITIES OPERATIONS						
PHYSICAL ACTIV SPECIALISTS	1.500	35,279	1.500	53,873		18,594
CUSTODIANS	1.000	26,140	1.000	32,025		5,885
EQUIP. OPERATORS	1.000	34,448	1.000	51,672		17,224
SUPERVISOR / CLASSIFIED	0.500	21,100	0.500	29,138		8,038
TECHNICIANS	2.000	89,979	2.000	93,579		3,600
OTHER HOURLY & OVERTIME		80				
BENEFITS		100,486		127,054		26,568
SUPPLIES/NON-CAPITAL EQUIP		18,401		24,000		5,599
SERVICES AND OPERATING COSTS		11,599		6,000		(5,599)
SUBTOTAL:		337,512		417,341		30,168

						P.3
<u>BUSINESS AND FISCAL SERVICES</u>						
ASST. SUPERINTENDENT	1.000	153,884	1.000	153,884	-	
SR. ADMIN. ASST.	1.000	52,560	1.000	52,560	-	
CLERICAL - HOURLY		8,132		5,000	(3,132)	
BENEFITS		68,991		68,417	(574)	
SUPPLIES		5,100		4,600	(500)	
SERVICES AND OPERATING COSTS		240,552		290,350	49,798	
SUBTOTAL:	2.000	529,219	2.000	574,811	45,592	
<u>FISCAL SERVICES</u>						
ADMINSTRATORS/SUPERVISOR	3.000	291,385	3.000	294,931	3,546	
CLERICAL	11.500	576,725	10.000	566,143	(10,582)	
BENEFITS		396,611		396,288	(323)	
SUPPLIES/NON-CAPITAL EQUIP		18,630		19,000	370	
SERVICES AND OPERATING COSTS		138,270		109,100	(29,170)	
SUBTOTAL:	14.500	1,421,621	13.000	1,385,462	(36,159)	
<u>COMPUTER SERVICES</u>						
ADMINSTRATOR	1.000	120,319	1.000	125,791	5,472	
NETWORK ENGINEER	2.000	145,584	2.000	145,584	-	
DATABASE ADMINISTRATOR	1.000	72,708	1.000	72,708	-	
COMP TECH	10.900	544,799	10.900	558,982	14,183	
CLERICAL	2.000	119,805	2.000	119,740	(65)	
BENEFITS		414,386		432,368	17,982	
SUPPLIES		65,774		65,500	(274)	
SERVICES AND OPERATING COSTS		585,576		498,700	(86,876)	
EQUIPMENT		140,667		-	(140,667)	
SUBTOTAL:	16.900	2,209,618	16.900	2,019,373	(190,245)	
<u>PURCHASING DEPARTMENT</u>						
ADMINSTRATOR/SUPERVISOR	1.000	123,464	1.000	123,464	-	
BUYER/CLERICAL	3.000	148,100	3.000	152,610	4,510	
SUBTOTAL:		13,000				
MAIL DELIVERY	0.875	26,499	0.875	26,000	(499)	
BENEFITS		117,200		135,137	17,937	
SUPPLIES		13,150		13,000	(150)	
SERVICES AND OPERATING COSTS		45,650		37,650	(8,000)	
SUBTOTAL:	4.875	487,063	4.875	487,861	13,798	
<u>PRINTING SERVICES</u>						
CLERICAL	1.000	12,240	1.000	36,720	24,480	
BENEFITS		10,309		28,404	18,095	
SUPPLIES/NON-CAPITAL EQUIP		22,742		21,000	(1,742)	
SERVICES AND OPERATING COSTS		(43,142)		(58,000)	(14,858)	
EQUIPMENT		9,006		-	(9,006)	
SUBTOTAL:	1.000	11,155	1.000	28,124	16,969	

						P.4
DISTRICT UTILITIES						
UTILITIES						
NATURAL GAS		200,000		210,000		10,000
LIGHT AND POWER		1,375,000		1,443,750		68,750
WATER		500,000		525,000		25,000
STORMWATER USER FEE		40,000		40,000		-
WASTE DISPOSAL		300,000		300,000		-
ALARM/FIRE		16,000		16,000		-
OTHER OPERATING COSTS		20,000		20,000		-
COMMUNICATION		300,000		250,000		(50,000)
SUBTOTAL:		-	2,751,000	-	2,804,750	53,750
FACILITY MAINTENANCE OPERATIONS						
ADMINSTRATOR	0.500	36,571	0.500	38,399		1,828
CLERICAL	1.000	56,964	1.000	56,964		-
CUSTODIANS	10.000	399,965	10.000	405,289		5,324
CUSTODIANS, HOURLY		60,000		60,000		-
CUSTODIANS. SUB		150,000		150,000		-
CUSTODIANS, OVERTIME		15,000		15,000		-
GARDENERS/EQUIPMENT OP.	7.000	349,454	7.000	354,036		4,582
SUB & HOURLY		13,675		17,000		3,325
BENEFITS		480,621		503,162		22,541
SUPPLIES		46,645		44,000		(2,645)
SERVICES AND OPERATING COSTS		11,394		18,250		6,856
SUBTOTAL:	18.500	1,620,289	18.500	1,662,100		41,811
ONGOING AND MAJOR MAINTENANCE PROGRAM			RESOURCE: 81500			
ADMINSTRATOR / SUPERVISOR	3.500	268,839	3.500	275,783		6,944
CLERICAL	1.000	38,556	1.000	40,810		2,254
MAINTENANCE WORKER	17.000	965,986	17.000	975,653		9,667
GARDENERS	6.000	278,864	6.000	290,868		12,004
MECHANICS	1.000	64,739	1.000	65,400		661
OTHER HOURLY/OT		12,384		9,500		(2,884)
BENEFITS		762,797		818,395		55,598
SUPPLIES		317,052		285,000		(32,052)
SERVICES AND OPERATING COSTS		485,215		460,050		(25,165)
EQUIPMENT		18,980		25,000		6,020
INDIRECT		171,540		218,415		46,875
SUBTOTAL	28.500	3,384,952	28.500	3,464,874		79,922
RETIREE BENEFITS						
REIMBURSEMENT/ADMIN FEES		1,031,221		1,068,753		37,532
SUBTOTAL:		1,031,221		1,068,753		37,532
COUNTY						
SERVICES & OTHER OPERATING COSTS		220,307		221,100		793
LEASE FOR TRANSPORTATION						
LEASE/RENTAL		187,323		195,000		7,677

TO: BOARD OF EDUCATION

DISCUSSION

06/07/12

FROM: SANDRA LYON / JANECE L. MAEZ

7:00pm

RE: JOINT MEETING WITH THE FINANCIAL OVERSIGHT COMMITTEE

DISCUSSION ITEM NO. D.02

As part of the requirements associated with the annual funds given to the School District from the City of Santa Monica, the Financial Oversight Committee (FOC) was appointed as an independent oversight committee regarding the financial matters of the District. This includes an annual report from the FOC to the School Board, reviewing the past year and offering its observations about the District's financial matters.

In addition, the FOC's charge was amended at the June 5, 2008 Board meeting (Item A.22) to include responsibilities associated with the Measure R parcel tax, approved by the voters at the February 2008 Special Election. Measure R requires that an Independent Citizens Oversight Committee monitor proposed and actual parcel tax expenditures each year.

Therefore, in compliance with the foregoing, the Board of Education will convene a joint session with the Financial Oversight Committee on June 7, 2012 at 7:00 p.m. for the purpose of addressing the following items:

- I. Report from the FOC as presented by Chair Carrie Wagner
 - A. Introduction
 - B. Summary of FOC Activities During FY 2011-12
 - C. Report on Measure R Expenditures
 - D. Views on the Proposed 2012-13 District Budget
 - E. Proposed FOC Focus for FY 2012-13
- II. Discussion between the Board of Education and the FOC

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The FOC's annual report and presentation can be found under Attachments at the end of these minutes. Ms. Maez introduced the FOC members present in the audience. The FOC Chair, Carrie Wagner, summarized the report.

Mr. Mechur commented on the FOC's 2012-13 focus. Mr. Silvern answered questions regarding the effects the demise of RDA funds have had on the district. Mr. Hamilton commented on the special education portion of the budget. The board requested a copy of the report from the FOC's Comparative District Subcommittee. Mr. Patel would like more information regarding what other school districts are doing for fundraising and forming partnerships with local businesses. Dr. Escarce requested that the FOC agendize this topic at their next meeting.

The board thanked the FOC for their collaborative and cooperative relationship with the district.

TO: BOARD OF EDUCATION
FROM: SANDRA LYON
RE: CENTRALIZED FUNDRAISING

DISCUSSION
06/07/12
8:00pm

DISCUSSION ITEM NO. D.03

Background

At the November 29, 2011, Board meeting the Board revised BP 3290 – Acceptance of Gifts. In the policy, the Board acknowledges the community's desire to participate in promoting excellence in our schools while also recognizing the Board's intent to ensure that gifts accepted by the district provide equitable access to educational opportunities to meet the need of all students. To that end, the Board established a centralized and collaborative fundraising model.

The new Board Policy set out these expectations:

- The model will be implemented in phases.
- The Santa Monica-Malibu Education Foundation will be the central fundraising entity for the district.
- Once the fundraising model is implemented, the Education Foundation will be the only fundraising entity to raise funds for the district to use to pay for personnel and professional development.
- The superintendent will create an Advisory Committee to study best practices and propose an implementation plan for the policy.
- The Advisory Committee will work to create a plan that actualizes the Board's goal of achieving program parity and equity for all schools and students by increasing programming and resources at underserved schools, while preserving and sustaining programs of excellence that are important to a community's learning goals.
- The Advisory committee will develop a proposal for centralizing certain donations from the business//corporate community.
- The policy will be implemented in all elementary schools no earlier than July 1, 2013, and no later than July 1, 2014.
- Should the Board be required to make cuts to personnel as a result of budget reductions, only the Education Foundation, on behalf of the district, shall raise those funds and positions must be reinstated at all schools from which they were cut.
- The Board will approve a Memorandum of Understanding between the district and the Education Foundation, specifying the role of each entity, the governance structure, transparency regarding reporting revenues and expenditures, accountability for fundraising goals, district review of the effectiveness of the Education Foundation to raise the money and the actions the Board may take based on that review, and the frequency with which the MOU will be renewed.
- The equity fund will remain intact until the Centralized Fundraising is implemented.

The Past Six Months

The Superintendent's Advisory Group, as the Advisory Committee was called, was formed in December 2011 and began meeting in January 2012. Task Committees were formed to research and make recommendations on the following areas:

- PTA/Education Foundation Forums
- PTA/Education Foundation Relationship
- Elementary School Issues
- Corporate Gifts
- Implementation Considerations
- Middle School and High School

The committee met and discussed what a quality educational program should look like; what programs and personnel schools currently have (funded through all other sources, such as

donations and categorical programs); what Title I funding is and what it can be used for; recommendations from Educational Services and principals regarding what centralized funds should be used to fund. Each task committee created a recommendation for the superintendent and Board to consider. Additionally, the Education Foundation hired fundraising consultants. These consultants met with the Education Foundation Board, members of the Board of Education, principals, the SAG, and various community members. All of these factors have been considered in determining a timeline for implementation and a recommendation to the superintendent.

Next Steps

Following the task committee reports and feedback from the Education Foundation consultants, the superintendent recommends the following elements and timeline for implementation.

Elements of Implementation: 2012-13:

- Develop MOU & AR / Revise Appropriate Policies
- Form Education Foundation Advisory Committee / Begin Work
- Determine Program / Dollar Amount to be Raised
- Raise Funds One Year in Advance
- Implement Communication Plan
- Begin Fundraising

Timeline of Implementation: 2013-14:

- July 2013: Fundraising Underway
- By January 2014: Advisory Committee Meets to Discuss District Needs for Funds Raised / Assure 2014-15 Funds
- As of June 30, 2014: All Employees Who Had Been Paid for Using Donations Are Switched to Centrally-Raised Funds
- By June 30, 2014: Review MOU

Implementation: 2014-15 and Beyond:

- Centralized Fundraising: Fully Implemented
- Advisory Committee: Continues Its Work; Timeline Benchmarks Followed
- MOU: Reviewed Annually

The plan is for the Board to discuss this timeline at this board meeting and take action at the June 27, 2012, meeting.

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Mr. Mechur recused himself from this item due to his relationship with the Executive Director of the Education Foundation.

The presentations associated with this item can be found under Attachments at the end of these minutes. Ms. Lyon introduced each of the task committees, who summarized their charges and findings. LPR fundraising consultant Paul Lanning presented his preliminary findings and recommendations. Ms. Lyon presented the elements and next steps for centralized fundraising.

The board thanked the superintendent and SAG for their hard work on this issue. Linda Gross reported that the PR staff in the Education Foundation will be developing talking points regarding the implementation process for the district to use when discussing centralized fundraising with parents and the community. Dr. Escarce requested periodic reports and updates from the Superintendent.

TO: BOARD OF EDUCATION

DISCUSSION

06/07/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: CONSIDER REVISING 6143 – COURSES OF STUDY

DISCUSSION ITEM NO. D.04

It is recommended that the Board of Education consider revising 6143 – Courses of Study.

COMMENTS: This mandated policy includes expanded language on the articulation of courses of study across grade levels and with postsecondary institutions, and clarifies requirement to offer secondary students a course of study that prepares them to meet the prerequisites for college admission and to attain entry-level employment skills. Material regarding notifications to students in grades 9-12 has been moved to the AR (Item No. I.05 in this agenda).

The revised policy is attached.

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This item will return for action at the next board meeting.

COURSES OF STUDY

The Board of Education recognizes that a well-articulated sequence of courses fosters academic progress and provides for the best possible use of instructional time. The district's course of study shall provide students with opportunities to attain the skills, knowledge, and abilities they need to be successful in school, college, and/or the workplace.

The Superintendent or designee shall establish processes for ensuring the articulation of courses across grade levels within the district. ~~and, As necessary, he/she also shall work with representatives of appropriate area districts and postsecondary institutions to ensure articulation with other institutions to which district students may matriculate. of courses between elementary and secondary schools.~~ The sequence of courses shall be designed to ensure that each course provides adequate preparation for the next course in the sequence, avoids significant duplication of content, and allows for reinforcement and progression in the subject matter.

Elementary Grades

The Board shall adopt a course of study for elementary grades that sufficiently prepares students for the secondary school course of study.

Secondary Grades

The district shall offer all otherwise qualified students in secondary grades a course of study that, upon graduation from high school, prepares them to meet the requirements and prerequisites for admission to California public colleges and universities and/or attain entry-level employment skills in business or industry. (Education Code 51228)

The Superintendent or designee shall ensure that all otherwise qualified students have a timely opportunity, within the four years before graduation, to enroll in each course necessary to fulfill the requirements and prerequisites for admission to California public colleges and universities prior to graduation from high school. (Education Code 51228)

In addition, the course of study for high school students shall include instruction in skills and knowledge for adult life and career technical training. (Education Code 51224)

The Superintendent or designee shall develop a process by which courses are submitted to the University of California (UC) for review and certification in order to meet university admission criteria (referred to as "a-g" course requirements). He/she shall maintain an accurate list of all current district high school courses that have been so certified and shall ensure that the list is provided annually to each student in grades 9-12 and that updated lists are made readily available. (Education Code 66204)

~~At the beginning of each school year, the Superintendent or designee shall provide written notice to parents/guardians of students in grades 9-12 that, to the extent possible, shall not exceed one page in length and that includes all of the following: (Education Code 51229)~~

- ~~1. A brief explanation of the college admission requirements~~
- ~~2. A list of the current UC and California State University (CSU) web sites that help students and their families learn about college admission requirements and that list high school courses that have been certified by UC as satisfying the requirements for~~

~~admission to UC and CSU~~

- ~~3. A brief description of what career technical education is, as defined by the California Department of Education (CDE)~~
- ~~4. The Internet address for the portion of the web site of the CDE where students can learn more about career technical education~~
- ~~5. Information about how students may meet with school counselors to help them choose courses that will meet college admission requirements and/or enroll in career technical education courses~~

Legal Reference:

EDUCATION CODE

33319.3 *Driver education; CDE materials on road rage*
33540 *Government and civics instruction in interaction with government agencies*
48980 *Parental notifications*
51202 *Instruction in personal and public health and safety*
51203 *Instruction on alcohol, narcotics and restricted dangerous drugs*
51204 *Course of study designed for student's needs*
51204.5 *History of California; contributions of men, women and ethnic groups*
51210-51212 *Areas of study for grades 1-6*
51220-51229 *Course of study for grades 7-12*
51241 *Exemption from physical education*
51911-51921 *Comprehensive health educational plans*
51930-51939 *California Comprehensive Sexual Health and HIV/AIDS Prevention Act*
51940 *Curriculum for brain and spinal cord injury prevention*
53278-53280 *Supplemental School Counseling Program*
66204 *Certification of high school courses as meeting university admission criteria*
HEALTH AND SAFETY CODE
11032 *Definition of dangerous drugs*
CODE OF REGULATIONS, TITLE 5
10020-10049 *Automobile driver education and training*
10060 *Physical education program*
UNITED STATES CODE, TITLE 20
6101-6251 *School-to-Work Opportunities Act of 1994*

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>
California Career Resource Network: <http://www.californiacareers.info>
California Colleges.edu: <http://www.californiacolleges.edu>
California Department of Education: <http://www.cde.ca.gov>
University of California, Certified Course Lists: <http://doorways.ucop.edu/list>
University of California, College Prep Online Courses and Services: <http://www.uccp.org>

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

TO: BOARD OF EDUCATION

DISCUSSION

06/07/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: CONSIDER REVISING BP 6145.2 – ATHLETIC COMPETITION

DISCUSSION ITEM NO. D.05

It is recommended that the Board of Education consider revising BP 6145.2 – Athletic Competition.

COMMENTS: CSBA is recommending this policy update to reflect new law (AB 25), which requires districts to distribute information on concussions and head injuries to student athletes and their parents/guardians and requires that a student athlete who is suspected of sustaining a concussion be immediately removed from the athletic activity and not allowed to return until a health care provider provides written clearance. The policy also reflects (1) new court decision regarding the liability for failure to provide equivalent athletic opportunities for males and females even if the females did not provide notice of their disadvantageous treatment; (2) new law (SB 107), which extends the operation of the California Interscholastic Federation (CIF) until 2017; and (3) CIF bylaws related to student eligibility for interscholastic athletic programs, including bylaws limiting eligibility of students in home schooling or home study/independent study programs.

The revised policy is attached. (Revisions to the AR can be found in Item No. I.06.)

Mr. Patel requested more information on the practices at the various secondary sites regarding charging fees for participation on the athletic teams. Ms. Lyon said staff could provide this information on all similar programs.

This item will return for action at the next board meeting.

ATHLETIC COMPETITION

The Board of Education recognizes that the athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The athletic program shall be designed to meet students' interests and abilities and be varied in scope to attract wide participation.

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

Nondiscrimination and Equivalent Opportunities in the Athletic Program

The district's athletic program shall be free from discrimination and discriminatory practices in accordance with state and federal law. The Superintendent or designee shall ensure that equivalent athletic opportunities are provided for both sexes.

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.

Sportsmanship

The Board values the quality and integrity of the athletic program and the ethical well-being and character development of the student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the Codes of Conduct, as adopted by the California Interscholastic Federation (CIF) in its publication "Pursuing Victory with Honor."

Students and staff may be subject to disciplinary action for improper conduct.

California Interscholastic Federation

The Board maintains membership in the California Interscholastic Federation (CIF) and requires that interscholastic athletic activities be conducted in accordance with Board policy, administrative regulation, and CIF bylaws and rules. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for the site-level decisions, as appropriate.

Upon recommendation of the Superintendent, the Board shall annually designate an employee from each high school to serve as a representative to the local CIF league. Appointees shall represent the district in performing all duties required by the CIF league. In making this selection, the Board shall consider the employee's understanding of the district's goals for interscholastic and extracurricular activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and individual interpersonal communication and leadership skills.

The Superintendent or designee shall ensure that the district representatives to the CIF report regularly to the Board on league, section, and statewide issues, as well as activities and prospective actions related to athletics.

Student Eligibility

The first priority of student athletes shall be a commitment to their education and performing well in the classroom.

Eligibility requirements for participation in the district's interscholastic athletic program, including eligibility for a child in foster care or a child of a military family, are the same as those set by the district for participation in extracurricular and cocurricular activities.

In addition, the Superintendent or designee shall ensure that students participating interscholastic athletic governed by the CIF satisfy CIF eligibility requirements.

Students shall not be charged a fee to participate in an athletic program.

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities. Universal precautions shall be observed when injuries occur.

Students shall have a medical clearance before participating in the interscholastic athletic program. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

Supervision

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, training, and preparation for competition. Athletic events shall be officiated by qualified personnel.

In the event that an injury occurs, the coach or other appropriate district employee shall observe universal precautions and shall remove the student athlete from the activity and/or seek medical treatment for the student as appropriate.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

270-271 Athletes' Bill of Rights

17578 Cleaning and sterilizing of football equipment

17580-17581 Football equipment

32221.5 Required insurance for athletic activities

33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program

33354 California Department of Education authority over interscholastic athletics

35160.5 District policies; rules and regulations

35161 Powers and duties generally

35179 Interscholastic athletics

48850 Interscholastic athletics; students in foster care

48900 Grounds for suspension and expulsion

48930-48938 Student organizations

49020-49023 Athletic programs; legislative intent, equal opportunity

49030-49034 Performance-enhancing substances

49700-49701 Education of children of military families

60850-60859 High school exit examination
PENAL CODE
245.6 Hazing
CODE OF REGULATIONS, TITLE 5
4900-4965 Nondiscrimination in elementary and secondary education programs
5531 Supervision of extracurricular activities of students
5590-5596 Employment of noncertificated coaches
UNITED STATES CODE, TITLE 20
1681-1688 Discrimination based on sex or blindness, Title IX
CODE OF FEDERAL REGULATIONS, TITLE 34
106.31-106.42 Discrimination on the basis of sex in education programs or activities prohibited
COURT DECISIONS
Kahn v. East Side Union High School District, (2004) 31 Cal. 4th 990t
Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

CSBA PUBLICATIONS
A School Board Member's Guide to CIF and Interscholastic Sports, 1997
CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE
Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009
CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS
A Guide to Equity (Equity Handbook)
Pursuing Victory with Honor, 1999
California Interscholastic Federation Constitution and Bylaws
WEB SITES
CSBA: <http://www.csba.org>
California Department of Education: <http://www.cde.ca.gov>
California Interscholastic Federation: <http://www.cifstate.org>
National Federation of State High School Associations: <http://www.nfhs.org>
National Operating Committee on Standards for Athletic Equipment: <http://www.nocsae.org>

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

TO: BOARD OF EDUCATION

DISCUSSION

06/07/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: CONSIDER REVISING BP 6161.1 – SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

DISCUSSION ITEM NO. D.06

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

COMMENTS: CSBA is recommending this policy update to reflect new law (SB 70), which extends flexibility for the use of Instructional Materials Funding Realignment Program funds through the 2014-15 fiscal year. The policy also reflects new law (SB 509), which authorizes districts, until July 1, 2015, to purchase the newest adopted instructional materials for schools in deciles 1-3 of the Academic Performance Index without purchasing them for other schools.

The revised policy is attached. (Revisions to the AR can be found in Item No. I.07.)

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This item will return for action at the next board meeting.

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

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

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

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

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

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

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

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

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

Public Hearing on Sufficiency of Instructional Materials

The Board shall annually conduct one or more public hearings on the sufficiency of the district's textbooks and other instructional materials. The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119; 5 CCR 9531)

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

At the hearing(s), the Board shall determine, through a resolution, whether each student in each

school, including each English learner, has sufficient textbooks and/or instructional materials that are aligned to the state content standards adopted pursuant to Education Code 60605 and consistent with the content and cycles of the state's curriculum frameworks in each of the following subjects: (Education Code 60119)

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

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

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

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

However, the district may purchase the newest adopted instructional materials for students in district schools ranked in deciles 1-3 of the base Academic Performance Index in any one of the past three school years without necessarily purchasing these materials for use in other district schools. (Education Code 1240.3)

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

Legal Reference:

EDUCATION CODE

1240 County superintendent, general duties
1240.3 Definition of sufficiency for categorical flexibility
33050-33053 General waiver authority
33126 School accountability report card
35272 Education and athletic materials
42605 Tier 3 categorical flexibility
44805 Enforcement of course of studies; use of textbooks, rules and regulations
49415 Maximum textbook weight
51501 Subject matter reflecting on race, color, etc.
60000-60005 Instructional materials, legislative intent
60010 Definitions
60040-60052 Instructional requirements and materials
60060-60062 Requirements for publishers and manufacturers
60070-60076 Prohibited acts (re instructional materials)
60110-60115 Instructional materials on alcohol and drug education
60119 Public hearing on sufficiency of materials
60200-60206 Elementary school materials
60226 Requirements for publishers and manufacturers
60240-60252 State Instructional Materials Fund
60350-60352 Core reading program instructional materials
60400-60411 High school textbooks
60420-60424 Instructional Materials Funding Realignment Program
60510-60511 Donation for sale of obsolete instructional materials
60605 State content standards
CODE OF REGULATIONS, TITLE 5
9505-9535 Instructional materials, especially:
9531-9532 Instructional Materials Funding Realignment Program

Management Resources:

CSBA PUBLICATIONS

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

CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE

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

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Standards for Evaluation of Instructional Materials with Respect to Social Content, rev. 2000

STATE BOARD OF EDUCATION POLICIES

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

WEB SITES

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

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

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

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

adopted: August 19, 2009 Santa Monica, California

revised: September 1, 2010; May 19, 2011

TO: BOARD OF EDUCATION

DISCUSSION

06/07/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: CONSIDER ADOPTING BP 6170.1 – TRANSITIONAL KINDERGARTEN

DISCUSSION ITEM NO. D.07

It is recommended that the Board of Education consider adopting BP 5131 – Transitional Kindergarten.

COMMENTS: CSBA is recommending this policy update to reflect new state law, Kindergarten Readiness Act (SB 1381, 2010), which requires districts to establish "transitional kindergarten" programs beginning in the 2012-13 school year for children whose admission to kindergarten is delayed due to changes in law affecting the age criterion for admission to kindergarten. The change for 2012-13 will require the students to be five by November 1, 2012, in order to be enrolled in kindergarten. The policy addresses student eligibility for the program, curriculum and instruction, staffing, and students' continuation to kindergarten at the completion of the transitional kindergarten program.

The new policy is attached.

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Dr. Chou remarked that the Governor's proposed budget does not provide funding for transitional kindergarten. The board requested more information on what would be involved to include a waiver process for admitting a child whose fifth birthday occurs after the cut-off date. Staff will examine what other school districts are doing regarding this issue, including sample board policies.

This item will return for action at the next board meeting.

TRANSITIONAL KINDERGARTEN

The Governing Board desires to offer a high-quality transitional kindergarten program for eligible children who do not yet meet the minimum age criterion for kindergarten. The program shall assist children in developing the academic, social, and emotional skills they need to succeed in kindergarten and beyond.

The district's transitional kindergarten shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among district preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in program development, implementation, and evaluation.

Eligibility

The district's transitional kindergarten program shall admit children whose fifth birthday lies between: (Education Code 48000)

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

Parents/guardians of eligible children shall be notified of the availability of this program and the age, residency, and any other enrollment requirements. Enrollment in the transitional kindergarten program shall be voluntary.

Curriculum and Instruction

The district's transitional kindergarten program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

Upon recommendation by the Superintendent or designee, the Board shall approve academic standards for transitional kindergarten that bridge preschool learning foundations and kindergarten standards. Such standards shall be designed to facilitate students' development in essential skills which may include, as appropriate, language and literacy, mathematics, physical development, the arts, science, social sciences, English language development, and social-emotional development.

The number of instructional minutes offered in transitional kindergarten shall be the same as that required for the district's kindergarten program.

Transitional kindergarten students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.

Staffing

Teachers assigned to teach in transitional kindergarten classes shall possess a teaching credential or permit that authorizes instruction at the kindergarten grade level.

The Superintendent or designee may provide professional development as needed to ensure that transitional kindergarten teachers are knowledgeable about district standards and effective instructional methods for teaching young children.

Continuation to Kindergarten

Students who complete the transitional kindergarten program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed parental permission form for kindergarten attendance.

A student shall not attend more than two years in a combination of transitional kindergarten and kindergarten. (Education Code 46300)

Program Evaluation

The Superintendent or designee shall develop or identify appropriate assessments of transitional kindergarten students' development and progress. He/she shall monitor and regularly report to the Board regarding program implementation and the progress of students in meeting related academic standards.

Legal Reference:

EDUCATION CODE

8973 Extended-day kindergarten

44258.9 Assignment monitoring by county office of education

46111 Kindergarten, hours of attendance

46114-46119 Minimum school day, kindergarten

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

48000 Minimum age of admission (kindergarten)

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

48200 Compulsory education, starting at age six

60605.8 Academic Content Standards Commission, development of Common Core Standards

Management Resources:

CSBA PUBLICATIONS

Transitional Kindergarten, Issue Brief, July 2011

CALIFORNIA COUNTY SUPERINTENDENTS EDUCATIONAL SERVICES ASSOCIATION PUBLICATIONS

Transitional Kindergarten (TK) Planning Guide: A Resource for Administrators of California Public School Districts, November 2011

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Transitional Kindergarten FAQs

California Preschool Curriculum Framework, Vol. 1, 2010

California Preschool Learning Foundations, Vol. 1, 2008

Prekindergarten Learning Development Guidelines, 2000

First Class: A Guide for Early Primary Education, 1999

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

11-08 Transitional Kindergarten Assignments, Credential Information Alert, August 25, 2011

WEB SITES

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

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

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

California Kindergarten Association: <http://www.ckanet.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Transitional Kindergarten California: <http://www.tkcalifornia.org>

Policy: SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT adopted:

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

DISCUSSION
06/07/12
Postponed
from 05/17/12

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, followed by closed session and a return to open 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 Invention 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.

Proposed Structure 3 is similar to the Current Structure, with closed session preceding open session, but the order of open session items has dramatically changed.

The following chart summarizes the Current Structure, Proposed Structure 1, Proposed Structure 2, and Proposed Structure 3.

Current Structure	Proposed Structure 1	Proposed Structure 2	Proposed Structure 3
<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>4:00-5:30pm</u> Closed Session
<u>6:00pm-?</u> Open Session	Roll Call	Roll Call	<u>5:30-6:30pm</u> Open Session
Roll Call	Pledge of Allegiance	Pledge of Allegiance	Roll Call
Pledge of Allegiance	Approve Agenda	Approve Agenda	Pledge of Allegiance
Commendations	Approve Minutes	Approve Minutes	Approve Agenda
Approve Agenda	Study Session	Study Session	Approve Minutes
Approve Minutes	<u>5:00-6:30pm</u> Closed Session	<u>5:00-6:30pm</u> Closed Session	Study Session
Consent Items	<u>6:30pm-?</u> Open Session	<u>6:30pm-?</u> Open Session	<u>6:30pm-?</u> Open Session
Public Comments	Commendations	Commendations	Commendations
Communications	Consent Items	Consent Items	Public Comments
Major Items	Public Comments	Public Comments	Communications
Discussion Items	Communications	Communications	Discussion Items
Information Items	Major Items	Discussion Items	Major Items
Adjournment	Discussion Items	Major Items	Consent Items
	Information Items	Information Items	Information Items
	Adjournment	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, 2, or 3, or do they have another scenario they would like to suggest?

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The board agreed with Proposed Structure 3, but with closed session from 4:30-5:30pm, and the second part of open session from Proposed Structure 2. The superintendent and senior staff will develop a study session calendar for the 2012-13 school year and share that with the board by the end of summer. This item will return action at the June 27, 2012, board meeting.

INFORMATION ITEMS

TO: BOARD OF EDUCATION

INFORMATION

06/07/12

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

RE: TEXTBOOKS

INFORMATION ITEM NO. I.01

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

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

World History, 7th Edition, by William J. duiker, Jackson J. Spielvogel for grade 10 AP World History at Santa Monica High School. Adoption requested by Robert Alvarado.

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON
RE: RESCISSION OF FINAL LAYOFF NOTICES

INFORMATION
06/07/12

INFORMATION ITEM NO. I.02

Following staffing and budget updates, as well as additional unanticipated resignations and retirements, the following certificated employees (Teachers) been notified that their final layoff notice of May 7, 2012 has been rescinded. Their employment will continue for the 2012-2013 school year.

# 3608	Elementary
# 3900	Elementary
# 9571	Special Education – Elementary
# 4972	Special Education – Elementary
# 4463	Special Education – Secondary

TO: BOARD OF EDUCATION

INFORMATION

06/07/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: UPDATE ON INTRA- AND INTERDISTRICT PERMITS FOR 2012-13

INFORMATION ITEM NO. I.03

This is to update the Board of Education on intra- and interpermit data for the 2012-13 school year, as of May 31, 2012.

The deadline for intradistrict permits (resident transfers) is May 31 each year. Beginning June 1, Student Services begins placing resident transfers. When those transfers are complete, placements for interdistrict permits will begin.

Student Services has received a significant increase in kindergarten applications for 2012-13. As of May 31, 2012, there are 95 applications. (Last year, there were 75 applications for the 2011-2012 school year by August 15.) Student Services continues to receive kindergarten applications for 2012-13 daily.

Student Services has issued both intra- and interpermit permits for McKinley and Will Rogers Elementary Schools. The new kindergarten class at McKinley ES is completed, and staff is in the process of contacting applicants for Will Rogers ES.

Students Services has also received the following new permit applications for secondary schools:

- 17 for Samohi
- 13 for Lincoln MS
- 7 for John Adams MS
- 7 for Malibu MS/HS

TO: BOARD OF EDUCATION INFORMATION
06/07/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: REVISION TO AR 5144.1 – SUSPENSION AND EXPULSION / DUE PROCESS

INFORMATION ITEM NO. I.04

This is to inform the Board of Education that AR 5144.1 – Suspension and Expulsion / Due Process has been revised.

COMMENT: The revisions in this AR reflect the *Los Angeles County Plan for Expelled Pupils*, which the county adopted on April 10, 2012. LACOE has asked school districts within Los Angeles County to approve the *Los Angeles County Plan for Expelled Pupils* (Item No. A.29 in this agenda). SMMUSD staff determined that the district's current BP and AR regarding suspensions and expulsions would meet the requirements of the plan by revising the AR to include suggested language on post-expulsion placements. The additional language reflects the district's current practice.

Attached is the revised regulation.

SUSPENSION AND EXPULSION/DUE PROCESS**Definitions**

Suspension from school means removal of a student from ongoing instruction for adjustment purposes. However, suspension does not mean any of the following: (Education Code 48925)

1. Reassignment to another education program or class at the same school where the student will receive continuing instruction for the length of day prescribed by the Board of Education for students of the same grade level
2. Referral to a certificated employee designated by the principal to advise students
3. Removal from the class, but without reassignment to another class or program, for the remainder of the class period without sending the student to the principal or designee as provided in Education Code 48910. Removal from a particular class shall not occur more than once every five school days.

Expulsion means removal of a student from the immediate supervision and control, or the general supervision, of school personnel. (Education Code 48925)

Day means a calendar day unless otherwise specifically provided. (Education Code 48925)

School day means a day upon which the schools of the district are in session or weekdays during the summer recess. (Education Code 48925)

Student includes a student's parent/guardian or legal counsel. (Education Code 48925)

Principal's designee means one or more administrators or, if there is not a second administrator at one school site, a certificated person specifically designated by the principal, in writing, to assist with disciplinary procedures. Only one such person may be designated at any time as the principal's primary designee and only one such person may be designated as secondary designee for the school year. The names of such persons shall be on file in the principal's office. (Education Code 48911)

School property, for the purposes described in Education Code 48900, includes, but is not limited to, electronic files and databases. (Education Code 48900(t))

Notice of Regulations

At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, suspension, and expulsion. (Education Code 48900.1, 48980)

Grounds for Suspension and Expulsion

A student may be subject to suspension or expulsion when it is determined that he/she:

1. Caused, attempted to cause, or threatened to cause physical injury to another person or willfully used force or violence upon the person of another, except in self-defense. (Education Code 48900(a))

A student who aids or abets the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31, may be suspended, but not expelled. However, a student may be suspended or expelled pursuant to Education Code 48900(a) once he/she has been adjudged by a juvenile court to have committed, as an aider or abettor, a crime of physical violence in which the victim suffered great or serious bodily injury. (Education Code 48900(s))

2. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence. (Education Code 48900(b))
3. Unlawfully possessed, used, sold, or otherwise furnished, or was under the influence of, any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind. (Education Code 48900(c))
4. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented same as controlled substance, alcoholic beverage, or intoxicant. (Education Code 48900(d))
5. Committed or attempted to commit robbery or extortion. (Education Code 48900(e))
6. Caused or attempted to cause damage to school property or private property. (Education Code 48900(f))
7. Stole or attempted to steal school property or private property. (Education Code 48900(g))
8. Possessed or used tobacco or any products containing tobacco or nicotine products, including, but not limited to, cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. This restriction shall not prohibit a student from using or possessing his/her own prescription products. (Education Code 48900(h))
9. Committed an obscene act or engaged in habitual profanity or vulgarity. (Education Code 48900(i))
10. Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5. (Education Code 48900(j))
11. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties. (Education Code 48900(k))
12. Knowingly received stolen school property or private property. (Education Code 48900(l))
13. Possessed an imitation firearm. (Education Code 48900(m))

Imitation firearm means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the

replica is a firearm. (Education Code 48900(m))

14. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committed a sexual battery as defined in Penal Code 243.4. (Education Code 48900(n))
15. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness. (Education Code 48900(o))
16. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma. (Education Code 48900(p))
17. Engaged in, or attempted to engage in, hazing. (Education Code 48900(q))

Hazing means a method of initiation or preinitiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. Hazing does not include athletic events or school-sanctioned events. (Education Code 48900(q))

18. Made terrorist threats against school officials and/or school property. (Education Code 48900.7)

A terrorist threat includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person, or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out. (Education Code 48900.7)

A student in grades 4-12 is also subject to suspension or recommendation for expulsion when it is determined that he/she:

19. Committed sexual harassment as defined in Education Code 212.5. (Education Code 48900.2)

Sexual harassment means that conduct, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment. (Education Code 212.5, 48900.2)

20. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233. (Education Code 48900.3)

Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include injuring or intimidating another person, interfering with the exercise of a person's civil rights, or damaging a person's property because of the person's race, color, religion, ancestry, national origin, disability, gender, or sexual orientation. (Education Code 233)

21. Intentionally engaged in harassment, threats, or intimidation against district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably

expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment. (Education Code 48900.4)

22. Engaged in an act of bullying, including, but not limited to, bullying by means of an electronic act, directed toward a student or school personnel. (Education Code 48900(r))

Bullying means one or more acts by a student or group of students that constitutes sexual harassment pursuant to Education Code 48900.2, as defined in item #19 above; hate violence pursuant to Education Code 48900.3, as defined in item #20 above; or harassment, threats, or intimidation pursuant to Education Code 48900.4, as defined in item #21 above. (Education Code 32261)

Electronic act means the transmission of a communication, including, but not limited to, a message, text, sound, or image by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. (Education Code 32261)

A student may be suspended or expelled for any of the acts listed above if the act is related to school activity or school attendance occurring at any district school under the jurisdiction of the Superintendent or principal or within any other school district, including, but not limited to, the following circumstances: (Education Code 48900)

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

The Superintendent or principal may use his/her discretion to provide alternatives to suspension or expulsion for a student subject to discipline under this administrative regulation, including, but not limited to, counseling and an anger management program. (Education Code 48900(u))

Alternatives to suspension or expulsion shall be used with students who are truant, tardy, or otherwise absent from assigned school activities.

Removal from Class by a Teacher/Parental Attendance

A teacher may suspend any student from his/her class for the remainder of the day and the following day for any act listed in "Grounds for Suspension and Expulsion" above. (Education Code 48910)

A teacher also may refer a student to the principal or designee for consideration of suspension from school. (Education Code 48910)

When removing a student from his/her class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. The student shall be appropriately supervised during the class periods from which he/she has been removed. (Education Code 48910)

As soon as possible, the teacher shall ask the student's parent/guardian to attend a parent-teacher conference regarding the removal. A counselor or psychologist may attend the

conference if it is practicable, and a school administrator shall attend if either the parent/guardian or teacher so requests. (Education Code 48910)

A student removed from class shall not be returned to class during the period of removal without the approval of the teacher of the class and the principal. (Education Code 48910)

A student removed from class shall not be placed in another regular class during the period of removal. However, if a student is assigned to more than one class per day, he/she may be placed in any other regular classes except those held at the same time as the class from which the student was removed. (Education Code 48910)

The teacher of any class from which a student is removed may require the student to complete any assignments and tests missed during the removal. (Education Code 48913)

Pursuant to Board policy, a teacher may provide that the parent/guardian of a student whom the teacher has removed attend a portion of a school day in his/her child's classroom. When a teacher makes this request, the principal shall send the parent/guardian a written notice that the parent/guardian's attendance is requested pursuant to law. (Education Code 48900.1)

This notice shall also:

1. Inform the parent/guardian when his/her presence is expected and by what means he/she may arrange an alternate date
2. State that if the parent/guardian does not have a means of transportation to school, he/she may ride the school bus with the student
3. Ask the parent/guardian to meet with the principal after the visit and before leaving school, as required by Education Code 48900.1

Suspension by Superintendent, Principal, or Principal's Designee

The Superintendent or principal may suspend a student from school for not more than five consecutive school days unless the suspension is extended pending expulsion. (Education Code 48911)

The Superintendent or principal shall immediately suspend any student found at school or at a school activity to be: (Education Code 48915)

1. Possessing, as verified by a district employee, selling, or otherwise furnishing a firearm, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence
2. Brandishing a knife, as defined in Education Code 48915(g), at another person
3. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
4. Committing or attempting to commit a sexual assault or committing a sexual battery as defined in item #14 under "Grounds for Suspension and Expulsion" above
5. Possession of an explosive as defined in 18 USC 921

Explosive means a destructive device and includes, but is not limited to, any explosive, incendiary, or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine

or similar device. A destructive device includes any other type of weapon (except a shotgun or shotgun shell recognized by the United States Secretary of Army as suitable for sporting purposes) which might be converted to project an explosive. (18 USC 921)

Suspension also may be imposed upon a first offense if the Superintendent or principal determines that the student violated items #1-5 listed in "Grounds for Suspension and Expulsion" above or if the student's presence causes a danger to persons or property or threatens to disrupt the instructional process. (Education Code 48900.5)

A student may be suspended from school for not more than 20 school days in any school year unless, for purposes of adjustment, the student enrolls in or is transferred to another regular school, an opportunity school, or continuation school or class, in which case suspension shall not exceed 30 days in any school year. However, this restriction on the number of days of suspension does not apply when the suspension is extended pending an expulsion. (Education Code 48903, 48911, 48912)

The district may count suspensions that occur while a student is enrolled in another school district toward the maximum number of days for which the student may be suspended in any school year. (Education Code 48903)

Suspensions shall be initiated according to the following procedures:

1. **Informal Conference:** Suspension shall be preceded by an informal conference conducted by the Superintendent, principal, or principal's designee with the student and, whenever practicable, the teacher, supervisor, or school employee who referred the student to the principal. At the conference, the student shall be informed of the reason for the disciplinary action, presented with the evidence against him/her, and given the opportunity to present his/her version and evidence in support of his/her defense. (Education Code 48911)

This conference may be omitted if the Superintendent, principal, or designee determines that an emergency situation exists. An emergency situation involves a clear and present danger to the lives, safety, or health of students or school personnel. If a student is suspended without this conference, both the parent/guardian and student shall be notified of the student's right to return to school for the purpose of the conference. The conference shall be held within two school days, unless the student waives his/her right to it or is physically unable to attend for any reason. In such case, the conference shall be held as soon as the student is physically able to return to school. (Education Code 48911)

2. **Administrative Actions:** All requests for student suspension are to be processed by the principal or designee of the school in which the student is enrolled at the time of the misbehavior. A school employee shall report the suspension, including the name of the student and the cause for the suspension, to the Superintendent or designee. (Education Code 48911)
3. **Notice to Parents/Guardians:** At the time of the suspension, a school employee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall be notified in writing of the suspension. (Education Code 48911)

This notice shall state the specific offense committed by the student. (Education Code 48900.8)

In addition, the notice may state the date and time when the student may return to

school. If school officials wish to ask the parent/guardian to confer regarding matters pertinent to the suspension, the notice may add that state law requires the parent/guardian to respond to such requests without delay.

4. **Parent/Guardian Conference:** Whenever a student is suspended, school officials may meet with the parent/guardian to discuss the causes and duration of the suspension, the school policy involved, and any other pertinent matter. (Education Code 48914)

While the parent/guardian is required to respond without delay to a request for a conference about a student's behavior, no penalties may be imposed on the student for the failure of the parent/guardian to attend such a conference. The student may not be denied readmission solely because the parent/guardian failed to attend the conference. (Education Code 48911)

5. **Extension of Suspension:** If the Board is considering the expulsion of a suspended student from any school or the suspension of a student for the balance of the semester from continuation school, the Superintendent or designee may, in writing, extend the suspension until such time as the Board has made a decision. (Education Code 48911(g))

Any extension of the original period of suspension shall be preceded by notice of such extension with an offer to hold a conference concerning the extension, giving the student an opportunity to be heard. This conference may be held in conjunction with a meeting requested by the student or parent/guardian to challenge the original suspension. Extension of the suspension may be made only if the Superintendent or designee determines, following a meeting in which the student and the student's parent/guardian were invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process. (Education Code 48911)

Suspension by the Board

The Board may suspend a student for any of the acts listed in "Grounds for Suspension and Expulsion" above and within the limits specified in "Suspension by Superintendent, Principal, or Principal's Designee" above. (Education Code 48912)

The Board may suspend a student enrolled in a continuation school or class for a period not longer than the remainder of the semester if any of the acts listed in "Grounds for Suspension and Expulsion" occurred. The suspension shall meet the requirements of Education Code 48915. (Education Code 48912.5)

When the Board is considering a suspension, disciplinary action, or any other action (except expulsion) against any student, it shall hold closed sessions if a public hearing would lead to disclosure of information violating a student's right to privacy under Education Code 49073-49079. (Education Code 35146, 48912)

The Board shall provide the student and his/her parent/guardian with written notice of the closed session by registered or certified mail. Upon receiving this notice, the student or parent/guardian may request a public meeting, and this request shall be granted if made in writing within 48 hours after receipt of the Board's notice. However, any discussion that conflicts with any other student's right to privacy still shall be held in closed session. (Education Code 35146, 48912)

Supervised Suspension Classroom

Students for whom an expulsion action has not been initiated and who pose no imminent danger or threat to the school may be assigned to a supervised suspension classroom in a separate classroom, building, or site for the entire period of suspension. The following conditions shall apply: (Education Code 48911.1)

1. The supervised suspension classroom shall be staffed in accordance with law.
2. The student shall have access to appropriate counseling services.
3. The supervised suspension classroom shall promote completion of schoolwork and tests missed by the student during the suspension.
4. Each student shall be responsible for contacting his/her teacher(s) to receive assignments to be completed in the supervised suspension classroom. The teacher(s) shall provide all assignments and tests that the student will miss while suspended. If no such work is assigned, the person supervising the suspension classroom shall assign schoolwork.

At the time a student is assigned to a supervised suspension classroom, the principal or designee shall notify the student's parent/guardian in person or by telephone. When the assignment is for longer than one class period, this notification shall be made in writing. (Education Code 48911.1)

Authority to Expel

A student may be expelled only by the Board. The Board shall expel, as required by law, any student found to have committed any offense listed below under "Mandatory Recommendation and Mandatory Expulsion." (Education Code 48915)

The Board may also order a student expelled for any of the acts listed above under "Grounds for Suspension and Expulsion" upon recommendation by the principal, Superintendent, hearing officer, or administrative panel, based on either or both of the following finding(s): (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

Mandatory Recommendation for Expulsion

Unless the principal, Superintendent or designee finds that expulsion is inappropriate due to particular circumstances, the principal or the Superintendent or designee shall recommend a student's expulsion for any of the following acts: (Education Code 48915(a))

1. Causing serious physical injury to another person, except in self-defense
2. Possession of any knife as defined in Education Code 48915(g), explosive, or other dangerous object of no reasonable use to the student
3. Unlawful possession of any controlled substance, as listed in Health and Safety Code

11053-11058, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis

4. Robbery or extortion
5. Assault or battery, as defined in Penal Code 240 and 242, upon any school employee

Mandatory Recommendation and Mandatory Expulsion

The principal, Superintendent or designee shall recommend that the Board expel any student found at school or at a school activity to be: (Education Code 48915(c))

1. Possessing, as verified by a district employee, selling, or otherwise furnishing a firearm, unless the student had obtained prior written permission to possess the firearm from a certificated school employee, with the principal or designee's concurrence
2. Brandishing a knife as defined in Education Code 48915(g) at another person
3. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
4. Committing or attempting to commit a sexual assault or committing a sexual battery as defined in item #14 under "Grounds for Suspension and Expulsion" above
5. Possessing an explosive as defined in 18 USC 921

Upon finding that the student committed any of the above acts, the Board shall expel the student. (Education Code 48915)

Student's Right to Expulsion Hearing

The student is entitled to a hearing to determine whether the student should be expelled. The hearing shall be held within 30 school days after the principal or Superintendent or designee determines that one of the acts listed under "Grounds for Suspension and Expulsion" has occurred. (Education Code 48918(a))

The student is entitled to at least one postponement of an expulsion hearing for a period of not more than 30 calendar days. The request for postponement shall be in writing. Any subsequent postponement may be granted at the Board's discretion. (Education Code 48918(a))

If the Board finds it impractical during the regular school year to comply with these time requirements for conducting an expulsion hearing, the Superintendent or designee may, for good cause, extend the time period by an additional five school days. Reasons for the extension shall be included as a part of the record when the expulsion hearing is held. (Education Code 48918(a))

If the Board finds it impractical to comply with the time requirements of the expulsion hearing due to a summer recess of Board meetings of more than two weeks, the days during the recess shall not be counted as school days. The days not counted during the recess may not exceed 20 school days, as defined in Education Code 48925. Unless the student requests in writing that the expulsion hearing be postponed, the hearing shall be held not later than 20 calendar days prior to the first day of the next school year. (Education Code 48918(a))

Once the hearing starts, all matters shall be pursued with reasonable diligence and concluded without unnecessary delay. (Education Code 48918(a))

Rights of Complaining Witness

An expulsion hearing involving allegations of sexual assault or sexual battery may be postponed for one school day in order to accommodate the special physical, mental, or emotional needs of a student who is the complaining witness. (Education Code 48918.5)

Whenever the Superintendent or designee recommends an expulsion hearing that addresses allegations of sexual assault or sexual battery, he/she shall give the complaining witness a copy of the district's suspension and expulsion policy and regulation and shall advise the witness of his/her right to: (Education Code 48918.5)

1. Receive five days' notice of his/her scheduled testimony at the hearing
2. Have up to two adult support persons of his/her choosing present in the hearing at the time he/she testifies
3. Have a closed hearing during the time he/she testifies

Whenever any allegation of sexual assault or sexual battery is made, the Superintendent or designee shall immediately advise complaining witnesses and accused students to refrain from personal or telephone contact with each other during the time when an expulsion process is pending. (Education Code 48918.5)

Written Notice of the Expulsion Hearing

Written notice of the expulsion hearing shall be forwarded to the student and the student's parent/guardian at least 10 calendar days before the date of the hearing. The notice shall include: (Education Code 48900.8, 48918(b))

1. The date and place of the hearing.
2. A statement of the specific facts, charges, and offense upon which the proposed expulsion is based.
3. A copy of district disciplinary rules which relate to the alleged violation.
4. Notification of the student's or parent/guardian's obligation, pursuant to Education Code 48915.1, to provide information about the student's status in the district to any other district in which the student seeks enrollment. This obligation applies when a student is expelled for acts other than those described in Education Code 48915(a) or (c).
5. The opportunity for the student or the student's parent/guardian to appear in person or be represented by legal counsel or by a nonattorney advisor.

Legal counsel means an attorney or lawyer who is admitted to the practice of law in California and is an active member of the State Bar of California.

Nonattorney advisor means an individual who is not an attorney or lawyer, but who is familiar with the facts of the case and has been selected by the student or student's parent/guardian to provide assistance at the hearing.

6. The right to inspect and obtain copies of all documents to be used at the hearing.
7. The opportunity to confront and question all witnesses who testify at the hearing.

8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf, including witnesses.

Conduct of Expulsion Hearing

1. **Closed Session:** Notwithstanding the provisions of Government Code 54953 and Education Code 35145, the Board shall conduct a hearing to consider the expulsion of the student in a session closed to the public unless the student requests in writing at least five days prior to the hearing that the hearing be a public meeting. If such request is made, the meeting shall be public unless another student's privacy rights would be violated. (Education Code 48918(c))

Whether the expulsion hearing is held in closed or public session, the Board may meet in closed session to deliberate and determine whether or not the student should be expelled. If the Board admits any other person to this closed session, the parent/guardian, the student, and the counsel of the student shall also be allowed to attend the closed session. (Education Code 48918(c))

If a hearing that involves a charge of sexual assault or sexual battery is to be conducted in public, a complaining witness shall have the right to have his/her testimony heard in closed session when testifying in public would threaten serious psychological harm to the hearing room by closed-circuit television. (Education Code 48918(c))

2. **Record of Hearing:** A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made. (Education Code 48918(g))
3. **Subpoenas:** Before commencing a student expulsion hearing, the Board may issue subpoenas, at the request of either the student or the Superintendent or designee, for the personal appearance at the hearing of any person who actually witnessed the action that gave rise to the recommendation for expulsion. After the hearing has commenced, the Board or the hearing officer or administrative panel may issue such subpoenas at the request of the student or the County Superintendent of Schools or designee. All subpoenas shall be issued in accordance with the Code of Civil Procedure 1985-1985.2 and enforced in accordance with Government Code 11455.20 (Education Code 48918(i))

Any objection raised by the student or the Superintendent or designee to the issuance of subpoenas may be considered by the Board in closed session, or in open session if so requested by the student, before the meeting. The Board's decision in response to such an objection shall be final and binding. (Education Code 48918(i))

If the Board determines, or if the hearing officer or administrative panel finds and submits to the Board, that a witness would be subject to unreasonable risk of harm by testifying at the hearing, a subpoena shall not be issued to compel the personal attendance of that witness at the hearing. However, that witness may be compelled to testify by means of a sworn declaration as described in item #4 below. (Education Code 48918(i))

4. **Presentation of Evidence:** Technical rules of evidence shall not apply to the expulsion hearing, but relevant evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. The decision of the Board to expel shall be supported by substantial evidence that the

student committed any of the acts pursuant to Education Code 48900 and listed in "Grounds for Suspension and Expulsion" above. (Education Code 48918(h))

Findings of fact shall be based solely on the evidence at the hearing. While no finding shall be based solely on hearsay, sworn declarations may be admitted as testimony from witnesses whose disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm. (Education Code 48918(f))

In cases where a search of a student's person or property has occurred, evidence describing the reasonableness of the search shall be included in the hearing record.

5. Testimony by Complaining Witnesses: The following procedures shall be observed when hearings involve allegations of sexual assault or sexual battery by a student: (Education Code 48918, 48918.5)
 - a. Any complaining witness shall be given five days' notice before being called to testify.
 - b. Any complaining witness shall be entitled to have up to two adult support persons, including, but not limited to, a parent/guardian or legal counsel, present during his/her testimony.
 - c. Before a complaining witness testifies, support persons shall be admonished that the hearing is confidential.
 - d. The person presiding over the hearing may remove a support person whom he/she finds is disrupting the hearing.
 - e. If one or both support persons are also witnesses, the hearing shall be conducted in accordance with Penal Code 868.5.
 - f. Evidence of specific instances of prior sexual conduct of a complaining witness shall be presumed inadmissible and shall not be heard unless the person conducting the hearing determines that extraordinary circumstances require the evidence to be heard. Before such a determination is made, the complaining witness shall be given notice and an opportunity to oppose the introduction of this evidence. In the hearing on the admissibility of this evidence, the complaining witness shall be entitled to be represented by a parent/guardian, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of a complaining witness shall not be admissible for any purpose.
 - g. In order to facilitate a free and accurate statement of the experiences of the complaining witness and to prevent discouragement of complaints, the district shall provide a nonthreatening environment.
 - (1) The district shall provide a room separate from the hearing room for the use of the complaining witness before and during breaks in testimony.
 - (2) At the discretion of the person conducting the hearing, the complaining witness shall be allowed reasonable periods of relief from examination and cross-examination during which he/she may leave the hearing room.
 - (3) The person conducting the hearing may:

- (a) Arrange the seating within the hearing room so as to facilitate a less intimidating environment for the complaining witness
 - (b) Limit the time for taking the testimony of a complaining witness to the hours he/she is normally in school, if there is no good cause to take the testimony during other hours
 - (c) Permit one of the support persons to accompany the complaining witness to the witness stand
6. Decision Within 10 School Days: The Board's decision on whether to expel a student shall be made within 10 school days after the conclusion of the hearing, unless the student requests in writing that the decision be postponed. (Education Code 48918(a))
7. Decision Within 40 School Days: If the Board does not meet on a weekly basis, its decision on whether to expel a student shall be made within 40 school days after the student is removed from his/her school of attendance, unless the student requests in writing that the decision be postponed. (Education Code 48918(a))

Alternative Expulsion Hearing: Hearing Officer or Administrative Panel

Instead of conducting an expulsion hearing itself, the Board may contract with the county hearing officer or with the Office of Administrative Hearings of the State of California for a hearing officer. Alternatively, the Board may appoint an impartial administrative panel composed of three or more certificated personnel, none of whom shall be members of the Board or on the staff of the school in which the student is enrolled. (Education Code 48918(d))

A hearing conducted by the hearing officer or administrative panel shall conform to the same procedures applicable to a hearing conducted by the Board as specified above in "Conduct of Expulsion Hearing." (Education Code 48918(d))

The hearing officer or administrative panel shall, within three school days after the hearing, determine whether to recommend expulsion of the student to the Board. If expulsion is not recommended, the expulsion proceeding shall be terminated and the student shall be immediately reinstated. The Superintendent or designee shall place the student in a classroom instructional program, any other instructional program, a rehabilitation program, or any combination of these programs after consulting with district staff, including the student's teachers, and with the student's parent/guardian. The decision to not recommend expulsion shall be final. (Education Code 48918(e))

If expulsion is recommended, findings of fact in support of the recommendation shall be prepared and submitted to the Board. All findings of fact and recommendations shall be based solely on the evidence presented at the hearing. The Board may accept the recommendation based either upon a review of the findings of fact and recommendations submitted or upon the results of any supplementary hearing the Board may order. (Education Code 48918(f))

In accordance with Board policy, the hearing officer or administrative panel may recommend that the Board suspend the enforcement of the expulsion for a period of one year. (Education Code 48917, 48918)

The Board shall make its decision about the student's expulsion within 40 school days after the date of the student's removal from school unless the student requests in writing that the decision be postponed. (Education Code 48918(a))

Final Action by the Board

Whether the expulsion hearing is conducted in closed or public session by the Board, a hearing officer, or an administrative panel, the final action to expel shall be taken by the Board at a public meeting. (Education Code 48918(j))

If the Board conducts the hearing and reaches a decision not to expel, this decision shall be final and the student shall be reinstated immediately.

Upon ordering an expulsion, the Board shall set a date when the student shall be reviewed for readmission to a school within the district. For a student expelled for an act listed under "Mandatory Recommendation and Mandatory Expulsion" above, this date shall be one year from the date the expulsion occurred, except that the Board may set an earlier date on a case-by-case basis. For a student expelled for other acts, this date shall be no later than the last day of the semester following the semester in which the expulsion occurred. If an expulsion is ordered during the summer session or the intersession period of a year-round program, the Board shall set a date when the student shall be reviewed for readmission not later than the last day of the semester following the summer session or intersession period in which the expulsion occurred. (Education Code 48916)

At the time of the expulsion order, the Board shall recommend a plan for the student's rehabilitation, which may include: (Education Code 48916)

1. Periodic review, as well as assessment at the time of review, for readmission
2. Recommendations for improved academic performance, tutoring, special education assessments, job training, counseling, employment, community service, or other rehabilitative programs

With parent/guardian consent, students who have been expelled for reasons relating to controlled substances or alcohol may be required to enroll in a county-sponsored drug rehabilitation program before returning to school. (Education Code 48916.5)

Written Notice to Expel

The Superintendent or designee shall send written notice of the decision to expel to the student or parent/guardian. This notice shall include the following:

1. The specific offense committed by the student for any of the causes for suspension or expulsion listed in Education Code 48900, 48900.2, 48900.3, 48900.4, 48900.7, or 48915 (Education Code 48900.8)
2. The fact that a description of readmission procedures will be made available to the student and his/her parent/guardian (Education Code 48916)
3. Notice of the right to appeal the expulsion to the County Board of Education (Education Code 48918)
4. Notice of the alternative educational placement to be provided to the student during the time of expulsion (Education Code 48918)
5. Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1 (Education Code 48918)

Decision Not to Enforce Expulsion Order

In accordance with Board policy, when deciding whether to suspend the enforcement of an expulsion, the Board shall take into account the following criteria:

1. The student's pattern of behavior
2. The seriousness of the misconduct
3. The student's attitude toward the misconduct and his/her willingness to follow a rehabilitation program

The suspension of the enforcement of an expulsion shall be governed by the following:

1. The Board may, as a condition of the suspension of enforcement, assign the student to a school, class, or program appropriate for the student's rehabilitation. This rehabilitation program may provide for the involvement of the student's parent/guardian in the student's education. However, a parent/guardian's refusal to participate in the rehabilitation program shall not be considered in the Board's determination as to whether the student has satisfactorily completed the rehabilitation program. (Education Code 48917)
2. During the period when enforcement of the expulsion order is suspended, the student shall be on probationary status. (Education Code 48917)
3. The suspension of the enforcement of an expulsion order may be revoked by the Board if the student commits any of the acts listed under "Grounds for Suspension and Expulsion" above or violates any of the district's rules and regulations governing student conduct. (Education Code 48917)
4. When the suspension of the enforcement of an expulsion order is revoked, a student may be expelled under the terms of the original expulsion order. (Education Code 48917)
5. Upon satisfactory completion of the rehabilitation assignment, the Board shall reinstate the student in a district school. Upon reinstatement, the Board may order the expunging of any or all records of the expulsion proceedings. (Education Code 48917)
6. The Superintendent or designee shall send written notice of any decision to suspend the enforcement of an expulsion order during a period of probation to the student or parent/guardian. The notice shall also inform the parent/guardian of the right to appeal the expulsion to the County Board. (Education Code 48918(j)).
7. Suspension of the enforcement of an expulsion order shall not affect the time period and requirements for the filing of an appeal of the expulsion order with the County Board. (Education Code 48917)

Right to Appeal

The student or parent/guardian is entitled to file an appeal of the Board's decision with the County Board. The appeal must be filed within 30 days of the Board's decision to expel, even if the expulsion action is suspended and the student is placed on probation. (Education Code 48919)

The student shall submit a written request for a copy of the written transcripts and supporting documents from the district simultaneously with the filing of the notice of appeal with the County Board. The district shall provide the student with these documents within 10 school days following the student's written request. (Education Code 48919)

Notifications to Law Enforcement Authorities

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate city or county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee also shall notify appropriate city or county law enforcement authorities of any student acts which may involve the possession or sale of narcotics or of a controlled substance or possession of weapons or firearms in violation of Penal Code 626.9 and 626.10. (Education Code 48902)

Within one school day after a student's suspension or expulsion, the principal or designee shall notify appropriate city or county law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900(c) or (d), relating to the possession, use, offering, or sale of controlled substances, alcohol, or intoxicants of any kind. (Education Code 48902)

Post-Expulsion Placements

The Board may provide one or more of the following expulsion orders, which describes the student's educational placement:

1. Suspended enforcement of the expulsion order with placement on the same school campus [EC 48927(a)];
2. Suspended enforcement of the expulsion order with placement on a different school campus within the district or a district alternative program, such as a school or continuation high school programs [EC 48927(a)];
3. Expulsion with a referral to a District Community Day School program, if available [EC 48660]; or
4. Expulsion with a referral to a county community school or other appropriate programs operated by the Los Angeles County Office of Education [EC 1981(c)].

The Board shall refer expelled students to a program of study that is: (Education Code 48915, 48915.01)

1. Appropriately prepared to accommodate students who exhibit discipline problems
2. Not provided at a comprehensive middle, junior, or senior high school or at any elementary school, unless the program is offered at a community day school established at such a site
3. Not housed at the school site attended by the student at the time of suspension

At the time an expulsion of a pupil is ordered, the Board shall ensure that an educational program is provided to the pupil who is subject to the expulsion order for the period of the expulsion. Any education program provided may be operated by the District, the County Superintendent of Schools, or a consortium of districts or in joint agreement with the County

Superintendent of Schools.

When the placement described above is not available, and when the County Superintendent so certifies, students expelled for acts described in items #6-13 and #20-22 under "Grounds for Suspension and Expulsion" above may be instead referred to a program of study that is provided at another comprehensive middle, junior, or senior high school, or at an elementary school. (Education Code 48915)

The program for a student expelled from any of grades K-6 shall not be combined or merged with programs offered to students in any of grades 7-12. (Education Code 48916.1)

Readmission After Expulsion

Readmission procedures shall be as follows:

1. On the date set by the Board when it ordered the expulsion, the district shall consider readmission of the student. (Education Code 48916)
2. The Superintendent or designee shall hold a conference with the parent/guardian and the student. At the conference the student's rehabilitation plan shall be reviewed and the Superintendent or designee shall verify that the provisions of this plan have been met. School regulations shall be reviewed and the student and parent/guardian shall be asked to indicate in writing their willingness to comply with these regulations.
3. The Superintendent or designee shall transmit to the Board his/her recommendation regarding readmission. The Board shall consider this recommendation in closed session if information would be disclosed in violation of Education Code 49073-49079. If a written request for open session is received from the parent/guardian or adult student, it shall be honored.
4. If the readmission is granted, the Superintendent or designee shall notify the student and parent/guardian, by registered mail, of the Board's decision regarding readmission.
5. The Board may deny readmission only if it finds that the student has not satisfied the conditions of the rehabilitation plan or that the student continues to pose a danger to campus safety or to other district students or employees. (Education Code 48916)
6. If the Board denies the readmission of a student, the Board shall determine either to continue the student's placement in the alternative educational program initially selected or to place the student in another program that serves expelled students, including placement in a county community school. (Education Code 48916)
7. The Board shall provide written notice to the expelled student and parent/guardian describing the reasons for denying readmittance into the regular program. This notice shall indicate the Board's determination of the educational program which the Board has chosen. The student shall enroll in that program unless the parent/guardian chooses to enroll the student in another school district. (Education Code 48916)

Maintenance of Records

The Board shall maintain a record of each expulsion, including the specific cause of the expulsion. The expulsion record shall be maintained in the student's mandatory interim record and sent to any school in which the student subsequently enrolls upon receipt of a written request by the admitting school. (Education Code 48900.8, 48918(k))

The Superintendent or designee shall, within five working days, honor any other district's request for information about an expulsion from this district. (Education Code 48915.1)

Outcome Data

The Superintendent or designee shall maintain the following data: (Education Code 48900.8, 48916.1)

1. The number of students recommended for expulsion
2. The specific grounds for each recommended expulsion
3. Whether the student was subsequently expelled
4. Whether the expulsion order was suspended
5. The type of referral made after the expulsion
6. The disposition of the student after the end of the expulsion period

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

TO: BOARD OF EDUCATION

INFORMATION

06/07/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: REVISIONS TO AR 6143 – COURSES OF STUDY

INFORMATION ITEM NO. I.05

This is to inform the Board of Education that AR 6143 – Courses of Study has been revised.

COMMENTS: CSBA is recommending this policy update to reflect reflects new law (SB 48), which requires social sciences instruction at the appropriate elementary and secondary grade levels to include a study of the contributions of lesbian, gay, bisexual, and transgender (LGBT) Americans, persons with disabilities, European Americans, and members of other cultural groups to the development of California and the United States. The regulation also reflects new law (AB 199), which encourages social sciences instruction at secondary grade levels to include the role of Filipinos in World War II. A new section on "Certification of College Preparatory Courses" has been added to address the process of seeking certification of a-g courses by the University of California. Material regarding notifications to students in grades 9-12 has been moved from the BP to the AR.

The revised regulation is attached.

COURSES OF STUDY**Grades 1-6**

Courses of study for grades 1 through 6 shall include the following:

1. English: knowledge and appreciation of language and literature, and the skills of speaking, reading, listening, spelling, handwriting, and composition (Education Code 51210)
2. Mathematics: concepts, operational skills and problem solving (Education Code 51210)
3. Social sciences: age-appropriate instruction drawing upon the disciplines of anthropology, economics, geography, history, political science, psychology, and sociology, including instruction in: (Education Code 51210)
 - a. The history, resources, development, and government of California and the United States

Instruction shall include the early history of California and a study of the role and contributions of men and women, Native Americans, ~~black African~~ American Indians, Mexican Americans, Asian Americans, Pacific Islanders ~~people~~, European Americans, lesbian, gay, bisexual, and transgender Americans, persons with disabilities, and members of ~~and~~ other ethnic groups to the economic, political, and social development of California and the United States, with particular emphasis on portraying the role of these groups in contemporary society. (Education Code 51204.5, 60040)

- b. The development of the American economic system, including the role of the entrepreneur and labor
 - c. The relations of persons to their human and natural environments
 - d. Eastern and western cultures and civilizations
 - e. Contemporary issues
 - f. The wise use of natural resources
4. Science: biological and physical aspects, with emphasis on experimental inquiry and the place of humans in ecological systems (Education Code 51210)
5. Visual and performing arts: instruction in dance, music, theatre, and visual arts aimed at developing aesthetic appreciation and creative expression (Education Code 51210)
6. Health: principles and practices of individual, family, and community health (Education Code 51210)

The adopted course of study shall provide instruction at the appropriate grade levels and subject areas in: (Education Code 51202)

- a. Personal and public safety and accident prevention, including instruction in emergency first aid, hemorrhage control, treatment for poisoning, resuscitation

techniques, and cardiopulmonary resuscitation when appropriate equipment is available

- b. Fire prevention
 - c. The protection and conservation of resources, including the necessity for the protection of our environment
 - d. Sexually transmitted disease
 - e. The effects of alcohol, narcotics, drugs, and tobacco upon the human body
 - f. Prenatal care
 - g. Violence as a public health issue
7. Physical education, with emphasis on physical activities conducive to health and vigor of body and mind (Education Code 51210)
8. Career awareness exploration

Grades 7-12

Courses of study for grades 7 through 12 shall include the following:

1. English: knowledge and appreciation of literature, language and composition, and the skills of reading, listening, and speaking (Education Code 51220)
2. Social sciences: age-appropriate instruction drawing upon the disciplines of anthropology, economics, geography, history, political science, psychology and sociology, with instruction in: (Education Code 51220)
 - a. The history, resources, development, and government of California and the United States, including:
 - (1) Early California history, and the role and contributions of both men and women, Native Americans, ~~black~~ African Americans, ~~American Indians~~, Latinos/Hispanics, Mexican Americans, Asian Americans, Pacific Islanders, ~~people~~ European Americans, lesbian, gay, bisexual, and transgender Americans, persons with disabilities, and members of ~~and~~ other ethnic groups to the economic, political and social development of California and the nation, with particular emphasis on the role of these groups in contemporary society (Education Code 51204.5)
 - (2) World War II and the American role in that war and the Vietnam War, including the "Secret War" in Laos and role of Southeast Asians in that war
 - b. The American legal system, the operation of the juvenile and adult criminal justice systems, and the rights and duties of citizens under the criminal and civil law and the state and federal constitutions

This course may include participation in a teen court or peer court program. (Education Code 51220.2)

- c. The development of the American economic system, including the role of the entrepreneur and labor
 - d. The relations of persons to their human and natural environments, including the wise use of natural resources (Education Code 51221)
 - e. Eastern and western cultures and civilizations
 - f. Human rights issues, with particular attention to the study of the inhumanity of genocide, slavery, and the Holocaust
 - g. Contemporary issues
3. Foreign language(s): understanding, speaking, reading, and writing, beginning not later than grade 7 (Education Code 51220)
 4. Physical education: with emphasis on physical activities conducive to health and vigor of body and mind, as required by Education Code 51222 (Education Code 51220)
 5. Science: physical and biological aspects; emphasis on basic concepts, theories, and processes of scientific investigation and on the place of humans in ecological systems; appropriate applications of the interrelation and interdependence of the sciences (Education Code 51220)
 6. Mathematics: mathematical understandings, operational skills and problem-solving procedures; algebra (Education Code 51220, 51224.5)
 7. Visual and performing arts: dance, music, theatre, and visual arts, with emphasis upon development of aesthetic appreciation and creative expression (Education Code 51220)
 8. Applied arts: consumer and homemaking education, financial literacy industrial arts, general business education, or general agriculture (Education Code 51220)
 9. Career technical/vocational-technical education: in the occupations and in the numbers appropriate to the personnel needs of the state and community served and relevant to the career desires and needs of students (Education Code 51220)
 10. HIV/AIDS prevention (Education Code 51934)
 11. Personal and public safety, accident prevention and health, including instruction in: (Education Code 51202, 51203)
 - a. Emergency first aid, hemorrhage control, treatment for poisoning, resuscitation techniques, and cardiopulmonary resuscitation when appropriate equipment is available
 - b. Fire prevention
 - c. The protection and conservation of resources, including the necessity for the protection of our environment
 - d. Sexually transmitted disease
 - e. The effects of alcohol, narcotics, drugs, and tobacco upon the human body and upon prenatal development

- f. Prenatal care
- g. Violence as a public health issue

In addition, the course of study for grade 7 and/or 8 may include parenting skills and education that address at least all of the following: (Education Code 51220.5)

1. Child growth and development
2. Parental responsibilities
3. Household budgeting
4. Child abuse and neglect issues
5. Personal hygiene
6. Maintenance of healthy relationships
7. Teen parenting issues
8. Self-esteem

High schools may offer automobile driver education that includes instruction in:

1. Vehicle Code provisions and other relevant state laws (Education Code 51220)
2. Proper acceptance of personal responsibility in traffic (Education Code 51220)
3. Appreciation of the causes, seriousness and consequences of traffic accidents (Education Code 51220)
4. Knowledge and attitudes necessary for the safe operation of motor vehicles (Education Code 51220)
5. The safe operation of motorcycles (Education Code 51220)
6. The dangers involved in consuming alcohol or drugs in connection with the operation of a motor vehicle (Education Code 51220.1)
7. The rights and duties of a motorist pertaining to pedestrians and the rights and duties of pedestrians pertaining to traffic laws and traffic safety (Education Code 51220.4)

At the beginning of each school year, the Superintendent or designee shall provide written notice to parents/guardians of students in grades 9-12 that, to the extent possible, shall not exceed one page in length and that includes all of the following: (Education Code 51229)

1. A brief explanation of the college admission requirements
2. A list of the current UC and California State University (CSU) web sites that help students and their families learn about college admission requirements and that list high school courses that have been certified by UC as satisfying the requirements for admission to UC and CSU

3. A brief description of what career technical education is, as defined by the California Department of Education (CDE)
4. The Internet address for the portion of the web site of the CDE where students can learn more about career technical education
5. Information about how students may meet with school counselors to help them choose courses that will meet college admission requirements and/or enroll in career technical education courses

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

TO: BOARD OF EDUCATION

INFORMATION

06/07/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: REVISION TO AR 6145.2 – ATHLETIC COMPETITION

INFORMATION ITEM NO. I.06

This is to inform that Board of Education that AR 6145.2 – Athletic Competition has been revised.

COMMENTS: CSBA is recommending this policy and regulation update to reflect new law (AB 25), which requires districts to distribute information on concussions and head injuries to student athletes and their parents/guardians and requires that a student athlete who is suspected of sustaining a concussion be immediately removed from the athletic activity and not allowed to return until a health care provider provides written clearance. The updated regulation also clarifies requirements related to ensuring that equivalent athletic opportunities are provided to both sexes.

The revised regulation is attached.

ATHLETIC COMPETITION**Nondiscrimination and Equivalent Opportunities in the Athletic Program**

No person shall on the basis of sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability be excluded from participation in, be denied the benefits of, be denied equivalent opportunity in, or otherwise be discriminated against in interscholastic, intramural, or club athletics. (Education Code 220, 230; 5 CCR 4920)

The Superintendent or designee may provide single-sex teams where selection for the teams is based on competitive skills. (34 CFR 106.41; 5 CCR 4921)

When a school provides only one team in a particular sport for members of one sex, but provides no team in the same sport for members of the other sex, and athletic opportunities in the total program for that sex have been previously limited, members of the excluded sex shall be allowed to try out and compete with the team. The same standards for eligibility shall be applied to every student trying out for a team, regardless of sex, sexual orientation, or other protected group status. (5 CCR 4921; 34 CFR 106.41)

When determining whether equivalent opportunities are available to both sexes in athletic programs, the Superintendent or designee shall consider, among other factors: (5 CCR 4922; 34 CFR 106.41)

1. Whether the selection of sports and levels of competition offered effectively accommodate the interests and abilities of both sexes

To help ensure that the district's athletic program effectively accommodates the interests and abilities of both sexes in athletics, the district shall use one of the following criteria: (Education Code 230)

- a. Whether the interscholastic-level participation opportunities for male and female students are provided in numbers substantially proportionate to their respective enrollments
 - b. When the members of one sex have been and are underrepresented among interscholastic athletes, whether the district can show a history and a continuing practice of program expansion that is demonstrably responsive to the developing interests and abilities of the members of that sex
 - c. When the members of one sex are underrepresented among interscholastic athletes and the district cannot show a history and a continuing practice of program expansion as required in item #b above, whether the district can demonstrate that the interests and abilities of the members of that sex have been fully and effectively accommodated by the present program
2. The provision and maintenance of equipment and supplies
 3. Scheduling of games and practice times, selection of the season for a sport, and location of the games and practices
 4. Travel and per diem allowances

5. Opportunities to receive coaching and academic tutoring
6. Assignment and compensation of coaches and tutors
7. Provision of locker rooms and practice and competitive facilities
8. Provision of medical and training facilities and services
9. Provision of housing and dining facilities and services
10. Publicity
11. Provision of necessary funds

Health and Safety

The Superintendent or designee shall annually distribute to student athletes and their parents/guardians a concussion and head injury information sheet. The student and parent/guardian shall sign and return the information sheet before the student's initiating practice or competition. (Education Code 49475)

If a student athlete is suspected of sustaining a concussion or head injury in an athletic activity, he/she shall be immediately removed from the activity for the remainder of the day. The student shall not be permitted to return to the activity until he/she is evaluated by a licensed health care provider trained in the management of concussions and receives the health care provider's written clearance to return to the activity. (Education Code 49475)

The Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury suffered by the student and any actions taken to treat the student.

The Superintendent or designee shall provide training to coaches, athletic trainers, and/or school nurses regarding concussion symptoms, prevention, and appropriate response.

Parental Notifications

Before a student participates in interscholastic athletic activities, the Superintendent or designee shall send a notice to the student's parents/guardians which:

1. Contains information about the procedures for filing a discrimination complaint that arises out of an interscholastic athletic activity, including the name of the district's Title IX Coordinator
2. Includes a copy of the Athletes' Bill of Rights pursuant to Education Code 271
3. Explains that there is an element of risk associated with all athletic competitions and that the district cannot guarantee that students will not be injured, despite a commitment to provide for every participant's health and welfare
4. Provides information about insurance protection pursuant to Education Code 32221.5
5. Requests parental permission for the student to participate in the program and, if appropriate, be transported by the district to and from competitions
6. States the Board of Education's expectation that students adhere strictly to all safety

rules, regulations, and instructions, as well as rules and guidelines related to conduct and sportsmanship

7. Includes a copy of the local California Interscholastic Federation (CIF) league rules
8. Includes information about the CIF bylaw and district policy requiring any student athlete and his/her parent/guardian to sign a statement that the student will not use steroids or dietary supplements banned by the U.S. Anti-Doping Agency

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

TO: BOARD OF EDUCATION

INFORMATION

06/07/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: REVISION TO AR 6161.1 – SELECTION AND EVALUATION OF
INSTRUCTIONAL MATERIALS

INFORMATION ITEM NO. I.07

This is to inform that Board of Education that AR 6161.1 – Selection and Evaluation of Instructional Materials has been revised.

COMMENTS: CSBA is recommending this regulation update to reflect (1) new law (SB 70), which prohibits the State Board of Education (SBE) from adopting K-8 instructional materials until the 2015-16 school year; (2) new law (AB 114), which provides that districts are not required, through the 2014-15 fiscal year, to provide students with instructional materials within 24 months of the SBE's adoption; (3) new law (SB 140), which requires the California Department of Education to prepare a list of K-8 supplemental instructional materials that are aligned with the Common Core Standards; and (4) new law (SB 48), which prohibits the use of instructional materials that adversely reflect upon persons based on their religion, sexual orientation, or other specified characteristics and which requires instructional materials to include the role and contributions of LGBT, disabled, and European American individuals.

The revised regulation is attached.

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS~~Instructional Materials Funding Realignment Program~~

~~The district shall use state funds received under the Instructional Materials Funding Realignment Program to ensure that each student is provided with standards-aligned textbooks or instructional materials, in an electronic or hard-bound format, as adopted by the State Board of Education (SBE) for grades K-8, in the core curriculum areas of reading/language arts, mathematics, science, and history/social science. (Education Code 60422, 60422.3)~~

Instructional materials for grades K-8 shall be selected from the list of standards-aligned materials adopted by the State Board of Education (SBE). Instructional materials for grades 9-12 shall be adopted by the Board of Education. Standards-aligned materials in each core curriculum area shall be provided to each student at the beginning of the first school term that commences no later than 24 months after those materials are adopted by the SBE or the Board, as applicable. (Education Code 60049, 60422)

For grades 9-12, the Superintendent or designee shall review instructional materials in history/social science, mathematics, reading/language arts, and science using a standards map in order to determine the extent to which the materials are aligned to the content standards adopted by the SBE.

After the Board has certified that all students have been provided with standards-aligned instructional materials in the core curriculum areas, the district may use any remaining program funds for the purposes specified in Education Code 60242. (Education Code 60119, 60422)

Criteria for Selection and Adoption of Instructional Materials

Instructional materials adopted by the Board shall:

1. For basic instructional materials in grades K-8, be selected from among the list of materials approved by the SBE in accordance with law (Education Code 60200)
2. For instructional materials in high schools, be provided by publishers who comply with the requirements of Education Code 60040-60048, 60060-60062, and 60226 (Education Code 60400)
3. Not reflect adversely upon persons because of their race or ethnicity, ~~color, creed,~~ gender, religion, national origin, ancestry, sexual orientation, disability, or occupation, or contain any sectarian or denominational doctrine or propaganda contrary to law (Education Code 60044)
4. To the satisfaction of the Board, be accurate, objective, current, and suited to the needs and comprehension of students at their respective grade levels (Education Code 60045)
5. With the exception of literature and trade books, use proper grammar and spelling (Education Code 60045)
6. Not provide any exposure to a commercial brand name, product, or corporate or company logo unless the Board makes a specific finding that the use is appropriate based on one of the following: (Education Code 60200, 60048)

- a. The commercial brand name, product, or corporate or company logo is used in text for an educational purpose as defined in guidelines or frameworks adopted by the SBE.
 - b. The appearance of a commercial brand name, product, or corporate or company logo in an illustration is incidental to the general nature of the illustration.
7. If the materials are technology-based materials, be both available and comparable to other, equivalent instructional materials (Education Code 60052)
 8. Meet the requirements of Education Code 60040-60043 for specific subject content
 9. Support the district's adopted courses of study and curricular goals
 10. Contribute to a comprehensive, balanced curriculum
 11. Demonstrate reliable quality of scholarship as evidenced by:
 - a. Accurate, up-to-date, and well-documented information
 - b. Objective presentation of diverse viewpoints
 - c. Clear, concise writing and appropriate vocabulary
 - d. Thorough treatment of subject
 12. Provide for a wide range of materials at all levels of difficulty, with appeal to students of varied interests, abilities, and developmental levels
 13. Include materials that stimulate discussion of contemporary issues and improve students' thinking and decision-making skills
 14. Contribute to the proper articulation of instruction through grade levels
 15. As appropriate, have corresponding versions available in languages other than English
 16. Include high-quality teacher's guides
 17. Meet high standards in terms of the quality, durability, and appearance of paper, binding, text, and graphics
 18. When available from the publishers, consider options for lighter weight materials in order to help minimize any injury to students by the combined weight of instructional materials

Instructional Materials Evaluation Committee

The Superintendent or designee may establish an instructional materials evaluation committee to evaluate and recommend instructional materials for Board approval. This committee shall consist of a majority of teachers and may also include administrators, other staff who have subject-matter expertise, parents/guardians, community members, and students as appropriate.

The committee shall review instructional materials using criteria provided above and in law, and shall provide the Board with documentation supporting its recommendations.

Conflict of Interest

To ensure integrity and impartiality in the evaluation and selection of instructional materials, any district employee who is participating in the evaluation of instructional materials and not otherwise designated in the district's conflict of interest code shall not:

1. Accept any emolument, money, or other valuable thing or inducement, to directly or indirectly introduce, recommend, vote for, or otherwise influence the adoption or purchase of any instructional material (Education Code 60072)

Sample copies of instructional materials are excepted from this prohibition. (Education Code 60075)
2. Be employed by or receive compensation from any person, firm, organization, or any of its subsidiaries or controlling entities submitting instructional materials to the district
3. Have or negotiate a contractual relationship with any person, firm, or organization or any of its subsidiaries or controlling entities submitting instructional materials to the district
4. Have an interest as a contributor, author, editor, or consultant in any textbook or other instructional material submitted to the district

Regulation **SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**
approved: **August 19, 2009** **Santa Monica, California**
revised: **April 6, 2011**

TO: BOARD OF EDUCATION

INFORMATION

06/07/12

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MAROLYN FREEDMAN

RE: REVISION TO AR 6162.51 – STANDARDIZED TESTING AND REPORTING PROGRAM

INFORMATION ITEM NO. I.08

This is to inform the Board of Education that AR 6162.51 – Standardized Testing and Reporting Program has been revised.

COMMENT: The revisions in this AR reflect new state regulations (Register 2011, No. 15), which (1) list criteria that should be considered in determining whether a student with disabilities should be assessed using the California Modified Assessment; (2) lengthen the testing window to 25 instructional days, which includes 12 days before and after completion of 85 percent of the school's instructional days; (3) address the handling of exemptions from the testing requirement requested by parents/guardians after testing has begun; (4) make a number of changes related to allowable testing variations; (5) authorize the appointment of a contractor to administer the assessments; and (6) specify the qualifications of test proctors and translators.

Attached is the revised regulation.

STANDARDIZED TESTING AND REPORTING PROGRAM

The district shall administer the following assessments in the Standardized Testing and Reporting (STAR) Program:

1. The California Standards Tests (CSTs) in English language arts, mathematics, science, and history-social science to students in grades 2-11 (Education Code 60640)

In addition, students in grade 11 may voluntarily take an augmented CST as part of the Early Assessment Program to determine their readiness for college-level work in English and/or mathematics. (Education Code 60641, 99300-99301)

2. The Standards-Based Test in Spanish (STS) to Spanish-speaking English language learners in grades 2-11 who either: (Education Code 60640)

- a. Receive instruction in Spanish, regardless of how long they have been in the United States

- b. Have been enrolled in a California public school for less than 12 months

This test shall be required in addition to the CST administered in English. (Education Code 60640)

Following the first year of enrollment in a California public school, Spanish-speaking English language learners in grades 2-11 shall continue to take the STS in addition to the CST in English, if the Superintendent or designee determines that such test results would provide useful information about students' performance.

3. The California Alternate Performance Assessment (CAPA) for students with severe cognitive disabilities who are unable to take the CSTs even with accommodations or modifications, or the California Modified Assessment (CMA) for students who are not severely cognitively disabled, when determined appropriate by the student's individualized education program (IEP) team (Education Code 56345, 60640; 5 CCR 850; 34 CFR 200.1)

Any special education student who is an English learner may be tested with the STS in accordance with item #2 above, unless the IEP specifically exempts him/her from such testing. (Education Code 56345)

A student with disabilities may be assessed using the CAPA in all subject areas, CMA in all subject areas, or a combination of CSTs and CMA in the subject areas being assessed, but shall not be allowed to take both the CAPA and CMA. Eligibility to take the SMC shall be based on the criteria specified in 5 CCR 850. The Superintendent or designee shall inform the parents/guardians of students selected to be assessed with the CMA that their child's achievement will be measured based on modified achievement standards. (5CCR 850)

The Superintendent or designee shall make arrangements as necessary to test all eligible students in alternative education programs or programs conducted off campus.

Testing Period

The STAR tests, with the exception of the writing assessment, shall be administered to students during a testing window of ~~24~~ 25 instructional days that includes ~~10~~ 12 instructional days before and after completion of 85 percent of the instructional days of the school, track, or program. (Education Code 60640; 5 CCR 855)

The Superintendent or designee shall arrange for at least two make-up days for the testing of students who were absent during the testing period. All make-up testing shall occur within five instructional days of the last date that the district administered the tests, but not later than the ~~24~~ 25 instructional day window established above. (Education Code 60640; 5 CCR 855)

The STAR writing assessment shall be administered only on the testing day(s) and make-up day(s) specified annually by the Superintendent of Public Instruction. (Education Code 60640; 5 CCR 855)

Exemptions

A parent/guardian may submit to the school a written request to excuse his/her child from any or all parts of any test, district employees may discuss the STAR Program with parents/guardians and may inform them of the availability of exemptions under Education Code 60615. However, the district and its employees shall not solicit or encourage any written exemption request on behalf of any student or group of students. (5 CCR 852)

If a parent/guardian submits an exemption request after testing has begun, any test(s) completed before the request is submitted shall be scored and the results reported to the parent/guardian and included in the student's records. (5 CCR 852)

Testing Variations

The CSTs and STS shall be administered in accordance with the manuals or other instructions provided by the test contractor, unless a testing variation, accommodation, or modification is specifically allowed pursuant to 5 CCR 853.5. (5 CCR 853, 853.5)

All students may be provided with the following variations: (5 CCR 853.5)

1. Simplified or clarified test directions
2. Write-in test booklets (e.g., underlining, highlighting, working math problems), provided that in grades 2-3 any marks other than those in response circles must be erased or responses must be transcribed into new test booklet(s) to ensure that the tests can be scored
3. Testing in small group setting
- ~~3~~4. As much time as needed within a single sitting to complete a test or test part

In addition, all students shall be provided with the following testing variations if such variations are regularly used in the classroom: (5 CCR 853.5)

1. Special adaptive furniture
2. Special lighting, special acoustics, noise-canceling devices, or visual magnifying or audio amplification equipment

3. An individual carrel or study enclosure
4. Individual testing in a separate testing room provided that a district employee who has signed the STAR Test Security Affidavit directly supervises the student
5. Colored overlay, masks, or other means to maintain visual attention to the test or test questions
6. Manually Coded English or American Sign Language to communicate directions for test administration

Identified English learners shall be provided with the following testing variations if such variations are regularly used in the classroom or for assessment: (5 CCR 853.5)

1. Flexible setting: testing in a separate room with other English learners provided that a district employee who has signed the Test Security Affidavit directly supervises the student.
2. Flexible schedule: additional supervised breaks following each section within a test part provided that the test section is completed within a testing day. A test section is identified by a "STOP" at the end of it.
3. Translated directions: hearing the test directions printed in the test administration manual translated into their primary language. English learners shall have the opportunity to ask clarifying questions about any test directions presented orally in their primary language.
4. Glossaries: access to translation glossaries/word lists for the standards-based achievement tests in mathematics, science, and history/social science (English to primary language). The translation glossaries/word lists are to include only the English words or phrases with the corresponding primary language words or phrases. The glossaries/word lists shall not include definitions or formulas.

Students with disabilities shall be permitted to take the assessments with any of the testing variations listed in 5 CCR 853.5, provided the variations are specified in their IEP or Section 504 plan. These variations may include, but are not limited to, accommodations in the presentation or setting of the test administration or in how a student is allowed to respond, and/or modifications in accordance with 5 CCR 853.5. (5 CCR 850, 853, 853.5)

District and Test Site Coordinators Responsibilities

Each year the Superintendent or designee shall designate a district coordinator who shall serve as the district representative and liaison with the California Department of Education (CDE) for all matters relating to the STAR Program. The Superintendent or designee also shall designate a coordinator at each test site. (5 CCR 857-858)

In addition to the duties prescribed in 5 CCR 857-858, the district coordinator shall establish guidelines to help ensure that the test contractor is provided complete student information, as specified in 5 CCR 861 and 870, for purposes of the Academic Performance Index.

After receiving summary reports and files from the test contractor, the district coordinator shall review the files and reports for completeness and accuracy and shall notify the test contractor and the CDE of any errors, discrepancies, or incomplete information. (5 CCR 857)

The Superintendent or designee also shall appoint test examiner(s) to administer the

assessments. A test examiner shall be an employee or contractor of the district or, for the CAPS, shall be a certificated or licensed school, district, or county staff member. (5 CCR 850)

As appropriate, the Superintendent or designee shall assign a specially trained district employee to serve as a text proctor to assist the text examiner; a specially trained district employee, or other person supervised by a district employee, to serve as a translator to translate the test directions into a student's primary language; and a district employee to serve as a scribe to transcribe a student's responses to the format required by the test. A student's parent/guardian shall not be eligible to be that student's translator or scribe. (5 CCR 850)

Test coordinators, examiners, proctors, translators, and scribes shall sign a text security agreement or affidavit. (5 CCR 850, 857-859)

Report of Test Results

Within 20 working days of receiving the student report from the test contractor, the Superintendent or designee shall forward the student report to the student's parents/guardians. If these reports are received from the contractor after the last day of instruction in the school year, each student's results shall be mailed to his/her parents/guardians. (Education Code 60641; 5 CCR 863)

The report shall include a clear explanation of the purpose of the test, the student's score, and its intended use by the district. (Education Code 60641)

An individual student's scores shall also be reported to his/her school and teacher(s) and shall be included in his/her student record. (Education Code 60641)

The Superintendent or designee shall present districtwide, school-level, and grade-level results to the Board of Education at a regularly scheduled meeting. The Board shall not receive individual students' scores or the relative position of any individual student. (Education Code 60641)

Individual test results shall not be released without the written consent of the adult student or the minor student's parents/guardians to any person other than the following: (Education Code 60607, 60641)

1. The student's parent/guardian
2. A teacher, counselor, or administrator directly involved with the student
3. A postsecondary educational institution for the purposes of credit, placement, or admission

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

TO: BOARD OF EDUCATION

INFORMATION

06/07/12

FROM: SANDRA LYON / CHIUNG-SALLY CHOU

RE: REVISION TO AR 6173.1 – EDUCATION FOR FOSTER YOUTH

INFORMATION ITEM NO. I.09

This is to inform the Board of Education that AR 6173.1 – Education for Foster Youth has been revised.

COMMENT: The revisions in this AR reflect new law (AB 709), which aligns Health and Safety Code with Education Code provisions requiring districts to immediately enroll foster youth even if immunization records normally required for enrollment are not available, and to subsequently work to obtain these records. The regulation also reflects new law (SB 578), which requires districts to accept coursework satisfactorily completed by a student in foster care while attending another school and to award full or partial credit for such coursework as specified.

Attached is the revised regulation.

EDUCATION FOR FOSTER YOUTH

Definitions

Foster youth means a child who has been subject to one of the following: (Education Code 48853.5)

1. Has been removed from his/her home pursuant to Welfare and Institutions Code 309 (temporary custody)
2. Is the subject of a petition filed under Welfare and Institutions Code 300 or 602 (jurisdiction of juvenile court)
3. Has been removed from his/her home and is the subject of a petition filed under Welfare and Institutions Code 300 or 602

Person holding the right to make educational decisions means a responsible adult appointed by a court pursuant to Welfare and Institutions Code 361 or 727.

School of origin means the school that the foster youth attended when permanently housed or the school in which he/she was last enrolled. If the school the foster youth attended when permanently housed is different from the school in which he/she was last enrolled, or if there is some other school that the foster youth attended within the preceding 15 months and with which the youth is connected, the district liaison shall, in consultation with and with the agreement of the foster youth and the person holding the right to make educational decisions for the youth, determine, in the best interest of the foster youth, which school is the school of origin. (Education Code 48853.5)

Best interest means that, in making educational and a school placement decisions for a foster youth, consideration is given to, among other factors, educational stability, the opportunity to be educated that ensures that the youth is placed in the least restrictive educational program setting necessary to achieve academic progress, and the foster youth's and has access to academic resources, services, and extracurricular and enrichment activities that are available to district students. (Education Code ~~48850~~, 48853)

District Liaison

The Superintendent or designee designates the following position as the district liaison for foster youth: (Education Code 48853.5)

Director Student Services
1651 16th Street
Santa Monica, CA 90402
(310) 450-8338

The district's liaison for foster youth shall:

1. Ensure and facilitate the proper educational placement, enrollment in school, and checkout from school of students in foster care (Education Code 48853.5)
2. Assist foster youth when transferring from one school to another or from one district to another in ensuring proper transfer of credits, records, and grades, including ensuring

that records reflect full or partial credit for courses taken (Education Code 48645.5, 48853.5)

3. As necessary, make appropriate referrals to ensure that students in foster care receive necessary special education services and services under Section 504 of the federal Rehabilitation Act of 1973
4. Ensure that students in foster care receive appropriate school-based services, such as supplemental instruction, counseling, or after-school programs
5. Develop protocols and procedures so that district staff, including principals, school registrars, and attendance clerks, are aware of the requirements for the proper enrollment, placement, and transfer of foster youth
6. Collaborate with the county placing agency, social services, probation officers, juvenile court officers, nonprofit organizations, and advocates to help coordinate services for the district's foster youth
7. Monitor the educational progress of foster youth and provide reports to the Superintendent or designee and the Board of Education based on indicators identified in Board policy.

Enrollment

A foster youth placed in a licensed children's institution or foster family home shall attend programs operated by the district unless one of the following circumstances applies: (Education Code 48853, 48853.5)

1. The student has an individualized education program requiring placement in a nonpublic, nonsectarian school or agency or in another local educational agency.
2. The parent/guardian or other person holding the right to make educational decisions for the student determines that it is in the best interest of the student to be placed in another educational program.
3. The student is entitled to remain in his/her school of origin as defined above.
4. At the initial placement, or any subsequent change in placement of a foster youth, the district shall allow the student to continue his/her education in the school of origin for the duration of the academic school year. However, the district liaison may, in consultation with and with the agreement of the foster youth and the person holding the right to make educational decisions for the youth, recommend that the youth's right to attend the school of origin be waived and he/she be enrolled in any school that students living in the attendance area in which the foster youth resides are eligible to attend. All decisions shall be made in accordance with the foster youth's best interest. (Education Code 48853.5)

Prior to making any recommendation to move a foster youth from his/her school of origin, the liaison shall provide the youth and the person holding the right to make educational decisions for the youth with a written explanation of the basis for the recommendation and how this recommendation serves the youth's best interests. (Education Code 48853.5)

The role of the liaison shall be advisory with respect to placement decisions and determination of the school of origin. (Education Code 48853.5)

If the liaison, in consultation with the foster youth and the person holding the right to make educational decisions for the foster youth, agree that the best interests of the youth would be served by his/her transfer to a school other than the school of origin, the principal or designee of the new school shall immediately enroll the foster youth. The youth shall be immediately enrolled even if he/she has outstanding fees, fines, textbooks, or other items or monies due to the school last attended or is unable to produce records, such as academic or medical records, proof of residency, or clothing normally required for enrollment. (Education Code 48853.5)

Within two business days of enrollment, the liaison shall contact the school last attended by the student to obtain all academic and other records. Upon receiving a request from a new school, the liaison for the school last attended shall provide all records within two business days of receiving the request. (Education Code 48853.5)

If a parent/guardian or foster youth or the person with the right to make educational decisions for a foster youth disagrees with the liaison's enrollment recommendation, he/she may appeal the decision to the Superintendent. The Superintendent shall make a determination within 30 days of receipt of the appeal. Within 30 days of receipt of the Superintendent's decision, the parent/guardian or foster youth may appeal that decision to the Board. The Board shall consider the issue at its next regularly scheduled meeting. The Board's decision shall be final.

If any dispute arises regarding the request of a foster youth to remain in the school of origin, the youth has the right to remain in the school of origin pending resolution of the dispute. (Education Code 48853.5)

Transfer of Coursework and Applicability of Graduation Requirements

If the foster youth did not complete the entire course, he/she shall be issued partial credit for the coursework completed and shall be required to take the portion of the course that he/she did not complete at his/her previous school. However, the district may require the foster youth to retake the portion of the course completed if, in consultation with the holder of educational rights for the foster youth, the district finds that the foster youth is reasonably able to complete the requirements in time to graduate from high school. Whenever partial credit is issued to a foster youth in any particular course, he/she shall be enrolled in the same or equivalent course, if applicable, so that he/she may continue and complete the entire course. (Education Code 51225.2)

In no event shall the district prevent a foster youth from taking or retaking a course to meet the eligibility requirements for admission to the California State University or the University of California. (Education Code 51225.2)

When a foster youth in grade 11 or 12 transfers into the district from another school district or transfers between high schools within the district, he/she shall be exempted from all coursework and other graduation requirements adopted by the Board that are in addition to the statewide coursework requirements specified in Education Code 51225.3 and the high school exit examination, unless the district makes a finding that the student is reasonably able to complete the additional requirements in time to graduate from high school while he/she remains in foster care. (Education Code 51225.3, 60851)

District shall provide notice to foster youth or the person holding the right to make educational decisions for the student exempted from additional district requirements if failure to satisfy such local requirements will affect the pupil's ability to gain admission to a postsecondary educational institution and shall provide information about transfer opportunities available through the California Community Colleges. (Education Code 51225.3).

The Superintendent or designee shall notify any student who is granted an exemption and, as appropriate, the person holding the right to make educational decisions for the student if any of the requirements that are waived will affect the student's ability to gain admission to a postsecondary educational institution and shall provide information about transfer opportunities available through the California Community Colleges. (Education Code 51225.3)

Grades/Credits

Grades for a student in foster care shall not be lowered if the student is absent from school due to either of the following circumstances: (Education Code 49069.5)

1. A decision by a court or placement agency to change the student's placement, in which case the student's grades and credits shall be calculated as of the date the student left school
2. A verified court appearance or related court-ordered activity

Eligibility for Extracurricular Activities

A foster youth who changes residences pursuant to a court order or decision of a child welfare worker shall be immediately deemed to meet all residency requirements for participation in interscholastic sports or other extracurricular activities. (Education Code 48850)

Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
Approved: August 19, 2009
Revised: August 18, 2010; April 6, 2011

ATTACHMENTS

ATTACHED ARE THE FOLLOWING DOCUMENTS:

- Document: "Webster Elementary School PTA Board Presentation" (*associated with Communications*)
- Presentation: "Preliminary General Fund Budget for 2012-13" (*associated with Item No. D.01*)
- Document: "Annual Report to the Board of Education by the Santa Monica-Malibu Unified School District Financial Oversight Committee" (*associated with Item No. D.02*)
- Presentation: "Financial Oversight Committee Report" (*associated with Item No. D.02*)
- Presentation: "Preliminary Findings and Recommendations" (*associated with Item No. D.03*)
- Presentation: "Centralized Funding Implementation Plan" (*associated with Item No. D.03*)

Webster Elementary School PTA Board Presentation – 6/7/12
Submitted by Craig Foster, PTA President

One point of concern and one point of comfort

Concern: Class Size

This has a generational impact. Each child's life is changed by each year in our schools. Also, each child we lose to private schools is a child unlikely to return.

It is easy to believe "We are doing everything we can."

This is true to a point and our PTA applauds your efforts to date. Still, continued efforts and renewed focus is needed.

These potential efforts might include:

- Economizing away from the classroom to the greatest extent possible.
- Aggressively cutting other costs.
- Looking for opportunities to use capital investments to reduce operating costs.
- Harnessing parents and the community giving to support classroom size.
- Other ideas - let's crowdsource from our amazing community!

Comfort: Webster Principal Phil Cott

Without Phil Cott, Webster would not be the Webster we know.

His impact is clear across:

- Community
- School culture
- Levels of PTA support
- Clarity and coherence of our enrichment programs
- School pride
- Safety and emotional calm - emotionally as well as physically

He has given us nearly 25 years of personal commitment and love.

Phil Cott is an extraordinary individual with many, many gifts and a deft and powerful gift for leadership who was born to be an educational leader at the school level.

"A" principals make "A" schools

"B" Principals make "C" schools

We are deeply grateful for everything he's given and everything he does. Phil is an A+ principal!

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

Preliminary General Fund Budget for 2012-13

Board of Education Presentation

Janece L. Maez, Chief Financial Officer

June 7, 2012

Agenda Item D.01

Status of State Budget

- **The May Revise**
 - recognized that the State economy has not improved.
 - The two year shortfall grew from \$9.2 billion to \$15.7 billion.
 - sets funding levels for schools at current amounts.
 - is **DEPENDENT** upon passage of a tax measure in November.
 - triggers automatic reductions to school district revenues if a tax measure fails.
- **Uncertainty is the major risk for schools:**
 - LACOE, School Services, and School Innovations and Advocacy **ALL RECOMMEND** planning, preparing, and reserving for a revenue reduction of \$441/ADA.
 - The timing of cash receipts become a significant factor for most districts.

Budget Approval Process

- As the AB 1200 oversight agency, the County Office of Education (LACOE) reviews and approves district budgets
- To receive budget approval, a district must:
 - Develop a budget based on accepted, reasonable assumptions
 - Include projections for the budget year and two subsequent years
 - Each year must maintain the required 3% Reserve for Economic Uncertainty (REU)
 - **DEFICIT SPENDING PATTERNS** must be addressed with a Board plan

SMMUSD Revenue Assumptions

- District enrollment is 11,323, up slightly
- State Funding
 - Revenue Limit funding at \$5,286.16/student ADA after a 22.272% **deficit**
 - Lottery Funds are projected to be \$141.75/ADA
 - Tier III Flexibility is \$4.7 million
- Federal Funding
 - No increases/reductions have been projected
- Local Funding
 - Measure R Parcel Tax is estimated at \$10.9 million
 - Prop Y is estimated at \$6.4 million
 - Cities of Santa Monica and Malibu contribute \$8.2 million
 - Lease revenue is estimated at \$2.3 million

Steps Taken with the SMMUSD Budget

- Beginning with a workshop on February 18th, the Board has considered various reductions in the budget.
- Guidelines used to propose reductions included:
 - Realistic but measured approach
 - Least direct impact to students
 - Avoid disruption to educational programs
 - Reductions should be sustainable - not one time
- Due to the uncertainty of state revenue, the Board recognized that smaller reductions now, with the possibility of future cuts was the most reasonable approach.

2012-13 Budget Reductions

Site Administration Elementary Assistant Principals

- Establish AP staffing ratio at Elementary schools
 - Enrollment > 700 1.0 fte
 - Enrollment $\geq 500 \leq 700$ 0.5 fte
 - Enrollment < 500 0.0 fte

- Loss of 0.7 fte

Elementary Asst. Principals

SITE	Current AP Staffing	Proposed AP Staffing
Cabrillo	0	0
Edison	0	0
Franklin	1	1
Grant	1	.5
McKinley	.4	.5
Muir/SMASH	0	0
Pt. Dume	0	0
Roosevelt	1	1
Webster	0	0
Will Rogers	.8	.5
TOTAL	4.2	3.5

Special Education

Coordinators/Teachers/ Instructional Aides

- **Reduction of 1.0 fte Special Education Coordinator position**
- **Reduction of 3.0 fte Special Education teaching positions**
- **Reduction of 5.0 fte Special Education Instructional Assistants**

District Wide Classified – Supplies and Other Services

- **Reduction of 1.0 fte between Fiscal Services and Human Resources**
- **Reduction of 3.0 fte Senior Office Specialists at schools – establishing a staffing ratio that varies with site enrollment**
- **Reduction in Supplies, Contracts and Other Services across the district**

Senior Office Specialist Proposed Ratios

Site Enrollment	Staffing Ratio - fte
Less than 400	0.5
Between 400 and 550	1.0
Between 551 and 700	1.5
Greater than 700	2.0

Classroom Teachers

- No change in grades K-1
- Change in grades 2- 3 (non Title I)
Elementary School staffing ratio from 25:1 to 30:1
- All Other Elementary and Middle School staffing ratios remain unchanged
- Change in grades 9 – 12 High School staffing ratio from 35:1 to 36:1

SMMUSD Expenditure Assumptions

- **Staffing Ratios**
 - K-1 25:1
 - Grades 2-3 (Title I) 30:1 (25:1)
 - Grades 4-5 (Title I) 30:1 (27:1)
 - Grades 6-8 (JAMS) 35:1 (33:1)
 - Grades 9-12 36:1

- **Step and Column Costs** 1.5% increase

- **Health and Welfare Costs** 10.0% increase

- **Summer School Costs** \$522,755

Summary - Reductions

Description	FTE	Amount
Site Administration	0.7	\$87,500
Special Education Coordinator	1.0	\$127,500
Special Education Classroom Teachers	3.0	\$240,000
Special Education Instructional Assistants	5.0	\$325,000
Fiscal/Human Resources	1.0	\$75,000
Site - Senior Office Specialists	3.0	\$150,000
Classroom Teachers	16.7	\$1,336,000
Supplies, Contracts, Other Services		\$200,000
TOTAL		\$2,541,000

SMMUSD Reserve Assumptions

- SMMUSD 3% Reserve for Economic Uncertainties is \$3.6 million
- SMMUSD 2012-13 Beginning Balance is projected to be \$16.0 million

**MULTI-YEAR PROJECTION
UNRESTRICTED GENERAL FUND**

**BEST CASE -
TAX MEASURE
PASSES**

Description	2011-12 PROJECTED	2012-13 PROJECTED	2013-14 PROJECTED	2014-15 PROJECTED
TOTAL REVENUE	75,689,602	74,596,052	77,658,726	79,835,631
TOTAL EXPENDITURE	79,545,346	79,860,967	80,335,693	81,930,980
Increase (Decrease) Fund Balance	(3,855,744)	(5,264,915)	(2,676,967)	(2,095,349)
Beginning Fund Balance	19,846,945	15,991,201	10,726,285	8,049,318
Ending Fund Balance	15,991,201	10,726,285	8,049,318	5,953,969
Reserve - Revolving cash, Store	95,000	80,000	80,000	80,000
Reserve - Deficit Spending	5,264,915	2,676,967	2,095,349	-
3% Contingency Reserve	3,622,477	3,458,825	3,500,000	3,600,000
Unappropriated Balance	7,008,809	4,510,493	2,373,969	2,273,969

WORST CASE - TAX MEASURE FAILS

MULTI-YEAR PROJECTION WITH TRIGGER CUT
UNRESTRICTED GENERAL FUND

Description	2011-12 PROJECTED	2012-13 PROJECTED	2013-14 PROJECTED	2014-15 PROJECTED
TOTAL REVENUE	75,689,602	69,767,543	72,830,217	75,007,122
Unspent Allocations	-	-	-	-
TOTAL EXPENDITURE	79,545,346	79,860,967	80,335,693	81,930,980
Increase (Decrease) Fund Balance	(3,855,744)	(10,093,424)	(7,505,476)	(6,923,858)
Beginning Fund Balance	19,846,945	15,991,201	5,897,777	(1,607,699)
Ending Fund Balance	15,991,201	5,897,777	(1,607,699)	(8,531,557)
Reserve - Revolving cash, Store	95,000	80,000	80,000	80,000
Reserve - Deficit Spending	10,093,424	2,358,952	-	-
3% Contingency Reserve	3,622,477	3,458,825	3,500,000	3,600,000
Unappropriated Balance	2,180,300	(0)	(5,187,699)	(12,211,557)

WORST CASE WITH HOPE

MULTI-YEAR PROJECTION WITH TRIGGER CUT and UNSPENT ALLOCATIONS
UNRESTRICTED GENERAL FUND

Description	2011-12 PROJECTED	2012-13 PROJECTED	2013-14 PROJECTED	2014-15 PROJECTED
TOTAL REVENUE	75,689,602	69,767,543	72,830,217	75,007,122
Unspent Allocations	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)
TOTAL EXPENDITURE	77,545,346	77,860,967	78,335,693	79,930,980
Increase (Decrease) Fund Balance	(1,855,744)	(8,093,424)	(5,505,476)	(4,923,858)
Beginning Fund Balance	19,846,945	17,991,201	9,897,777	4,392,301
Ending Fund Balance	17,991,201	9,897,777	4,392,301	(531,557)
Reserve - Revolving cash, Store	95,000	80,000	80,000	80,000
Reserve - Deficit Spending	8,093,424	5,505,476	-	-
3% Contingency Reserve	3,622,477	3,458,825	3,500,000	3,600,000
Unappropriated Balance	6,180,300	853,476	812,301	(4,211,557)

Deficit Spending and Fund Balances over three years by Best, Worst, or Worst with Hope Cases

	Best Case	Worst Case	Worst Case w/Hope
2011-12 Ending Balance	16.0	16.0	16.0
2012-13 Deficit Spending	(5.3)	(10.1)	(8.1)
2012-13 Ending Balance	10.7	5.9	9.9
3%	yes	yes	yes
2013-14 Deficit Spending	(2.7)	(7.5)	(5.5)
2013-14 Ending Balance	8.0	(1.6)	4.4
3%	yes	no	yes
2014-15 Deficit Spending	(2.1)	(6.9)	(4.9)
2014-15 Ending Balance	5.9	(8.5)	(0.5)
3%	yes	no	no

Does LACOE Approve this Budget?

- ☑ Develop a budget based on accepted, reasonable assumptions
- ☑ Include projections for the budget year and two subsequent years
 - 🚩 Each year must maintain the required 3% REU
 - This only occurs in the Best Case, with a tax measure passing at the State level
 - In the Worst Case, SMMUSD falls below the 3% Reserve at the end of fiscal year 2013-14
 - 🚩 Deficit spending patterns occur in every case – *this must be addressed with a Board approved plan*
 - 🚩 Fund Balance must be positive in each of the three years
 - This only occurs in the Best Case, with a tax measure passing at the State level
 - In the Worst Case, SMMUSD reflects a negative fund balance at the end of fiscal year 2013-14

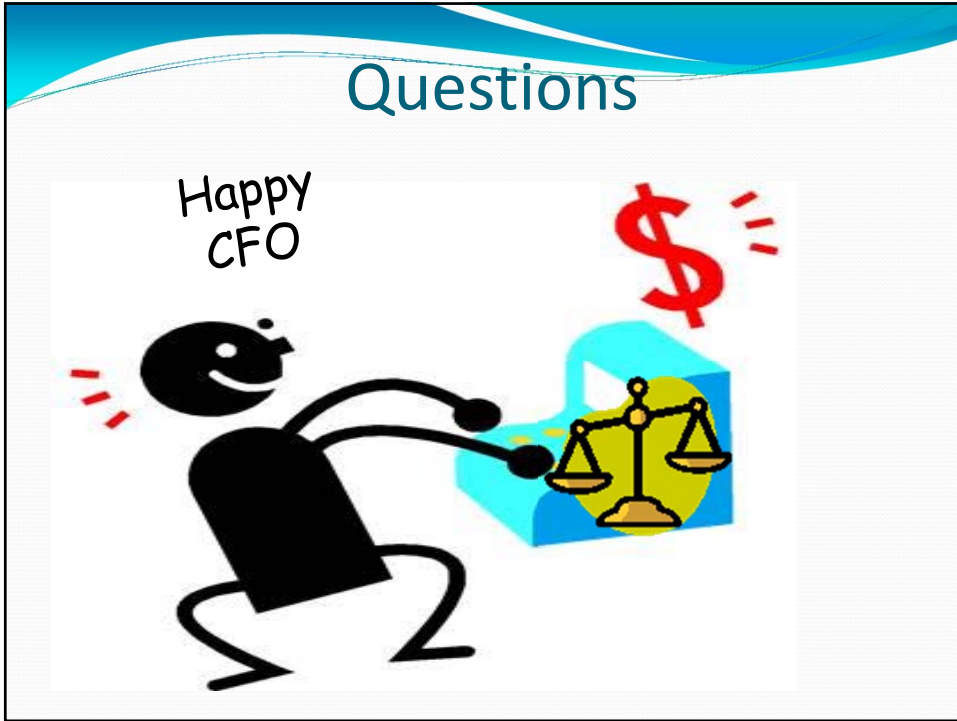
In Summary

- Best Case maintains 3% reserve levels and positive fund balance in subsequent years – but shows pattern of **deficit** spending.
- Worst Case falls **short of 3%** reserve levels and reflects a **negative fund balance** in the 2013-14 fiscal year. It also shows a larger pattern of **deficit** spending.

Next Steps

Staff is recommending that the Board approve the budget as presented on June 27th and immediately begin developing a contingency plan.

Questions



**Annual Report to the Board of Education by the
Santa Monica-Malibu Unified School District
Financial Oversight Committee**

Carrie Wagner, Chair

June 7, 2012

I. Introduction

Roles and Responsibilities

The Financial Oversight Committee, now in its eleventh year of operation, is a twelve-member committee of professional and community members appointed by the Board to provide you and District management with advice and counsel on a variety of financial matters. According to the charge you gave us, our responsibilities include:

1. Review any matters potentially having a significant impact on District finances before the Board of Education takes action.
2. Assist the District in educating the general public concerning school finance issues, including creating reader friendly budget information.
3. Serve as the Measure R Independent Citizens Oversight Committee charged with reviewing the District's administration of and compliance with the terms of the Measure.
4. Provide monitoring and review of the City of Santa Monica joint-use agreement with the District, as per the terms of that contractual agreement.
5. Provide monitoring and review of the City of Malibu joint-use agreement with the District, as per the terms of that contractual agreement.
6. Review the District's annual audit and accompanying management letters, and submit any comments or recommendations to the Board of Education.
7. Review the annual budget, enrollment projections, revenue and expenditure forecasts, and the District's capital program, and submit any recommendations to the Board of Education.
8. Serve as liaison to other District committees regarding financial implications of proposed program or policy changes at the direction of the Board.

Topics

The specific topics we want to discuss with you tonight include the following:

1. A brief summary of the Financial Oversight Committee's activities during FY 2011-12.
2. Our report on Measure R expenditures during FY 2011-12 and 2012-13.
3. Comments on the current draft of the FY 2012-13 District budget.
4. The proposed FOC charges for 2012-13.

II. Summary of FOC's Activities During FY 2011-2012

This year the Financial Oversight Committee has accomplished the following:

- Met with the District's auditor to review the FY 2010-11 audit of District finances and Measure R expenditures.
- Reviewed the 1st and 2nd Interim Reports, District staff projections of enrollment, and Average Daily Attendance (ADA) and various proposed budget transfers.
- Reviewed, discussed, and provided comments to the Board on a variety of other matters, including:
 - a) Comments on District-wide fundraising;
 - b) Comments on the FOC Statement of Purpose;
 - c) Comments on the 2010-11 Audit Report;
 - d) Comments on the FOC Nomination Policy;
- Our comparative District Subcommittee performed an analysis and prepared a report on the financial benchmarks for several similar districts in California.
- Our Revenue Enhancement Subcommittee researched other districts' Education Foundations. This analysis included a review of the formal agreements between the educational foundations and their respective Districts, and an understanding of the implementation process of centralized fundraising.
- Our Public Education on District Finances Subcommittee prepared a user-friendly presentation that was given to several stakeholders including four PTAs, the board of the Education Foundation, and the PTA Council.
- Our Special Education Subcommittee completed work with Chief Financial Officer Jan Maez and a subcommittee of the District's Special Education District Advisory Committee (SEDAC) to improve knowledge, access, and understanding of the District's Special Education expenditures. Specific outcomes included:
 - Clarifying and understanding District expenditures consistently across years to create a better understanding of spending patterns;
 - Educating SEDAC members concerning revenue sources and expenditures, including an analysis of historical trends
 - Establishing a financial framework for understanding expenditure patterns as they relate to delivering Special Education services more cost-effectively.

In addition, several of our members are active on other District committees including the Special Advisory Group on District-wide Fundraising, the Funding Feasibility Committee, and the Measure BB Advisory Committee.

The FOC's work this year benefitted from a productive working relationship with Chief Financial Officer Jan Maez, the District's outstanding fiscal staff, and other senior District staff.

We want to acknowledge Kim Nguyen, in particular, who provides administrative support to the FOC with excellent administrative skills and response time.

Our Committee was very fortunate to have active participation in our meetings by our board liaisons. Our board liaisons, who include Oscar de la Torre, Jose Escarce, Laurie Lieberman, and Nimish Patel have provided us with valuable insights about board policy. Our meetings are open to the public and the press, and our agendas and minutes are posted on the Board's web site.

III. Report on Measure R Expenditures

The Santa Monica-Malibu Schools Quality Education Funding Renewal Act of 2008, more commonly known as Measure R, was the school funding measure approved by District voters in February 2008. The measure consolidated and replaced two former parcel taxes, Measure S and Measure Y, in the amount of \$350.84 per parcel this year, and includes both a "Senior Exemption" and an annual CPI adjustment.

With a total of about 32,500 property parcels in the District, and after deductions for the estimated number of senior exemptions and tax payment delinquencies, Measure R generated about \$10.7 million for our District in 2011-12. Under the terms of the Measure, these funds are to be used for the following purposes:

- To preserve programs and replace funds lost or reduced due to inadequate state funding;
- To sustain achievement in reading, writing, and mathematics for all students at all grade levels and to fulfill the District's core curriculum which includes music, the arts, library services, and athletics;
- To attract and retain highly qualified teachers; and
- To protect the taxpayers' investment in education and ensure District accountability by providing for special financial oversight and independent annual audits of revenues and expenditures.

Measure R requires that funds be deposited into a separate account, that a "citizens financial oversight committee" review District administration of and compliance with Measure R, provides for public review of the expenditure plan, and requires an annual audit of expenditures.

The actual expenditures for Measure R in 2011-12 totaled approximately \$10.7 million and are shown below.

The Financial Oversight Committee reviewed the audit of Measure R that was performed by the District's auditors, Christy White Accountancy (formerly Nigro, Nigro & White) for the FY ended June 30, 2011. This audit contained a "clean" accounting opinion, and there were no findings reported in the schedule of findings and recommendations. A similar audit of Measure R through June 30, 2012 will be reviewed by the FOC next year.

**SANTA MONICA MALIBU UNIFIED SCHOOL DISTRICT
PARCEL TAX - MEASURE "R" BUDGET / PLAN**

	2012-13 2 nd Interim		2012-13 PROPOSED	
REVENUE:	10,685,827		10,920,915	
EXPENDITURES:				
	FTE	AMOUNT	FTE	AMOUNT
COST TO ADMINISTER		26,154		26,300
PHYSICAL EDUCATION	13.50	606,220	13.50	621,485
COMMUNITY SERVICES	1.00	59,709	1.00	59,709
TECHNOLOGY	14.00	1,486,280	14.00	1,516,774
ART AND MUSIC PROGRAMS	15.75	1,322,471	15.75	1,343,393
LIBRARY PROGRAM	18.25	1,181,181	18.25	1,203,229
SUBTOTAL EXPENDITURES FOR MEASURE "R"		4,682,015		4,770,890
BALANCE USED TO PRESERVE PROGRAMS AND REPLACE FUNDS LOST DUE TO INADEQUATE STATE FUNDING (Approx. \$20MM since 07-08)		6,003,812		6,150,025
TOTAL BUDGET/PLAN MEASURE "R"	61.50	10,685,827	61.50	10,920,915

IV. Views on the Proposed FY 2012-2013 District Budget

Before launching into a description of the FOC’s assessment of the District’s current financial situation, it is important for the public to understand the extremely difficult nature of the economic environment that has affected California’s public schools over the past five years. The State’s fiscal crisis has cut revenues to our District by approximately \$20 million since 2007-2008. While SMMUSD has cut \$11 million of expenses from the budget and Propositions Y&YY have added \$6 million of revenue during this period, a gap of \$3 million still remains.

We want to recognize the efforts by the SMMUSD Board of cutting an additional \$2.5MM from the budget for the 2012-13 school year in an effort to balance the budget. Unfortunately, we must recognize that even with these cuts, a \$2 million - \$5 million structural deficit exists that will continue forward into future years, even if one of the pending tax initiatives is successful in November. At this rate, the District’s reserves will be reduced to the 3% mandatory level within two years. If both pending tax initiatives fail, SMMUSD will face an additional \$4.8 million revenue shortfall.

We also want to note that there are risks in the current projections, including (a) failure of the tax initiatives, (b) inaccurate projections regarding the results of negotiations with bargaining units, (c) the impact of the weighted student formula which would become effective on a phased basis if the Governor’s tax initiative is successful, and (d) additional reductions in school funding by various State actions, such as further deficits, continued refusal to make COLA increases, and budget gimmicks to reduce the Proposition 98 guarantee. There are also significant cash flow issues resulting from assumptions made by the State regarding the level of property tax revenues that will flow to the District as a result of the demise of the Redevelopment Agencies. These assumptions will force the District to increase borrowing, thereby adding to the cost of financing

debt. For example, our Chief Financial Officer currently expects that our cash flow borrowing needs will be at twice the level next year that they were during the current year.

While we appreciate that the Board always needs to strike a balance between cutting staff and overspending revenues, we are concerned that the reserves continue to shrink every year and may well be reduced below the required 3% level within two years at the current rate of spending, particularly if the tax initiatives fail in November. The sooner necessary cuts are made, the less SMMUSD will have to cut in the future.

In addition to cutting staff and increasing class sizes, we also want to encourage the Board to consider all other options available to reduce or control operating costs. Careful consideration should be given to reserving the District's ability to implement furlough days or negotiating other concessions with our bargaining units, particularly in the event that the November tax initiatives fail.

While we recognize that there are many moving parts to the revenue projections this year, we want to urge the Board to develop a financial strategy now that will enable the District to maintain adequate reserves in the future. Finally, as the Board is well aware, continued deficit spending may cause control issues with both the Los Angeles County of Education and the State Board of Education.

V. Proposed FOC Focus for FY 2012-13

Each year at this time, the Financial Oversight Committee recommends a particular set of charges that we would like the Board to approve in order to provide additional value to the District. At our meeting on May 29, the Financial Oversight Committee decided to bring forward three specific topics that we would like to concentrate on during the next school year, in addition to our other regular duties:

1. *Per Pupil Budgeting Research.* With the possibility of the weighted student funding formula being implemented at the State level over the next several years, we would like SMMUSD to get ahead of the curve. We would propose to spend this summer and next year researching per-pupil budgeting initiatives throughout the State, and also review models that have already been implemented.
2. *Detailed Budget Review.* The subcommittee would complete a more detailed review of the budget in order to increase knowledge and expertise of members serving on the FOC and its ability to educate District stakeholders about the budget. The subcommittee would also undertake a comparative analysis of other District's budgets, in an effort to identify best practices.
3. *Malibu Separation.* This FOC subcommittee would analyze all reports and research related to the proposed Malibu separation.



*Financial Oversight Committee Annual Report to the Board of Education
June 7, 2012*

On behalf of the FOC, I thank you for the opportunity to serve the Santa Monica-Malibu Unified School District. We are available to answer any questions you may have about this opening statement, and look forward to a discussion with the Board.

Santa Monica-Malibu Unified School District

2011-12
Financial Oversight Committee Report
June 7, 2012

Public Announcement

- Thank you to Jan Maez and Kim Nguyen!
- Thank you to our Board Liaisons!
 - Oscar de la Torre
 - Jose Escarce
 - Laurie Lieberman
 - Nimish Patel

Year in Review

2011-12 FOC Accomplishments

- Met with the District's auditor to review the FY 2010-11 audit of District finances and Measure R expenditures.
- Reviewed the 1st and 2nd Interim Reports, District staff projections of enrollment and Average Daily Attendance (ADA) and various proposed budget transfers.
- Our comparative District Subcommittee performed an analysis and prepared a report on the financial benchmarks for several similar districts in California.

2011-12 FOC Accomplishments

- Reviewed, discussed, and provided comments to the Board on a variety of other matters, including:
 - Comments on District-wide fundraising;
 - Comments on the FOC Statement of Purpose;
 - Comments on the 2010-11 Audit Report;
 - Comments on the FOC Nomination Policy;
- Our Public Education on District Finances Subcommittee prepared a user-friendly presentation that was given to several stakeholders including four PTAs, the board of the Education Foundation, and the PTA Council.

2011-12 FOC Accomplishments

- Our Revenue Enhancement Subcommittee researched other districts' Education Foundations. This analysis included a review of the formal agreements between the educational foundations and their respective Districts, and an understanding of the implementation process of centralized fundraising.
- Our Public Education on District Finances Subcommittee prepared a user-friendly presentation that was given to several stakeholders including four PTAs, the board of the Education Foundation, and the PTA Council.
- Our Special Education Subcommittee completed work with Chief Financial Officer Jan Maez and a subcommittee of the District's Special Education District Advisory Committee (SEDAC) to improve knowledge, access, and understanding of the District's Special Education expenditures.

Measure R

- The Santa Monica-Malibu Schools Quality Education Funding Renewal Act of 2008, more commonly known as Measure R, was the school funding measure approved by District voters in February 2008. The measure consolidated and replaced two former parcel taxes, Measure S and Measure Y, in the amount of \$350.84 per parcel this year.
- Measure R generated about \$10.7 million for our District in 2011-12.
- The FOC reviewed the audit of Measure R that was performed by the District's auditors which contained a "clean" accounting opinion, and there were no findings reported.

Opinion on 2012-13 Budget

- We understand the difficult nature of the economic environment affecting public schools funding over the past five years. SMMUSD has lost approximately \$20 million in State funding since 2007-2008. While SMMUSD has cut \$11 million and Propositions Y&YY have added \$6 million, a gap of \$3 million still remains.
- We want to recognize the efforts by SMMUSD Board of cutting \$2.5 million from the budget. We must recognize that a \$2 - \$5 million structural deficit still exists. If the tax initiatives fails, SMMUSD will face an additional \$4.8 million revenue shortfall.

Opinion on 2012-13 Budget

- There are risk in the current projections including:
 - (a) failure of the tax initiatives,
 - (b) inaccurate projections regarding the results of negotiations with bargaining units,
 - (c) the impact of the weighted student formula which would become effective on a phased basis if the Governor's tax initiative is successful, and
 - (d) additional reductions in school funding by various State actions, such as further deficits, continued refusal to make COLA increases, and budget gimmicks to reduce the Proposition 98 guarantee.
- There are also significant cash flow issues resulting from assumptions made by the State regarding the level of property tax revenues that will flow to the District as a result of the demise of the Redevelopment Agencies.

Opinion on 2012-13 Budget

While we recognize there are many moving parts to the revenue projections this year, we ask that the Board develop a financial strategy now that will enable the District to maintain adequate reserves in the future.

FOC 2012-13 Focus

1. Per Pupil Budgeting Research
2. Detailed Budget Review
3. Detailed Analysis of Malibu Separation Financial Information

RPR Fundraising, LLC

Preliminary Findings and Recommendations Santa Monica–Malibu Education Foundation

Presented by Dr. Paul Lanning, CFRE
June 7, 2012

Scope of Work

- ▶ Marketing Services
 - Target Audience / Message Development / Strategy
 - Collateral Materials
 - Graphic Design
 - Promotional & Appreciation Items
 - Website
 - Social Media
 - Newsletters

- ▶ Public Relations Services
 - Review, Revise, and Complete an Updated Foundation Press Kit
 - Develop a Comprehensive Media List
 - Develop a Strategic Media Plan
 - Identify News Hooks/Feature Story Pitches
 - Pitch Event Media

Scope of Work

- ▶ Fund Development Services
 - Develop Foundation Fundraising Plan
 - Develop Donor Recognition Program
 - Develop Board Member Orientation Materials

- ▶ Executive Recruitment
 - Develop the Position Specification
 - Search for the Candidates
 - Determine Fit and Experience
 - Present List of Prospective Candidates
 - Determine Qualifications
 - Conduct Candidate Interviews

Activity to Date

- ▶ Review of SMMEF history and numerous SMMEF and SMMUSD materials
- ▶ Presentation/discussion with SMMEF Board
- ▶ Individual interviews with SMMUSD Board Members
- ▶ Individual interviews with SMMEF Board Members
- ▶ Meetings w/ numerous interest groups incl. PTA Council, SAG Subcommittees, Malibu parents, etc.
- ▶ Ongoing discussions with SMMUSD Superintendent and SMMEF Executive Director
- ▶ Advising on current SMMEF activities
- ▶ Initiation of MGO search process

Findings to Date

- ▶ The Foundation has existed for 30 years and has contributed millions back to the District to support programs and services despite having at best a skeleton staff.
- ▶ The Save Our Schools campaign was a telling example of the untapped potential in the District and of Foundation-PTA collaboration yielding tremendous success.
- ▶ The District recently adopted a centralized fundraising policy. There is a challenge in persuading individual school PTAs and booster clubs to work on behalf of the entire district vis-à-vis their respective schools.
- ▶ Future structuring of SMMEF Board membership must consider how to be inclusive of interest groups while maintaining focus on mission.
- ▶ The Foundation has insufficient staff dedicated to fundraising to meet its anticipated fundraising goals for Fiscal Year 2013/14

Findings to Date

- ▶ The current Foundation and committee structure has resulted in the Executive Director being tasked with planning/managing events, attending meetings, and coordinating volunteers, rather than fundraising.
- ▶ The Foundation raises virtually all of its funds through an annual campaign mailer and conducting three events – an annual concert; a race/marathon; and a raffle. The Foundation does not currently have a qualified major gift prospect pool and therefore dedicates little time to soliciting major gifts.
- ▶ Historically the Foundation has not benefited from the assistance of the Superintendent, the President of the School Board or School Board Members in developing prospects, opening doors to those prospects, or actual gift solicitations.
- ▶ The Foundation needs systematic and compelling ways of acknowledging a major donor's gift, a critical component of an effective stewardship program.

Preliminary Recommendations

- ▶ Restructure SMMEF day-to-day operations
 - Revise/update Executive Director job description
 - Hire Major Gifts Officer
 - Develop District-wide donor recognition program
 - Focus on identification, cultivation, and solicitation of major gifts
- ▶ Expand/enhance SMMEF Board
 - Engage Board members in fundraising activities
 - Focus on cultivation/solicitation, not events
 - Grow Board as a fundraising vehicle, not just an oversight body
- ▶ Restructure SAG into Superintendent Advisory Council
 - Reports to Superintendent
 - Broadly representative of PTAs, Principals, and SMMEF
 - Advises on use of funds, ensures flow of information

Preliminary Recommendations

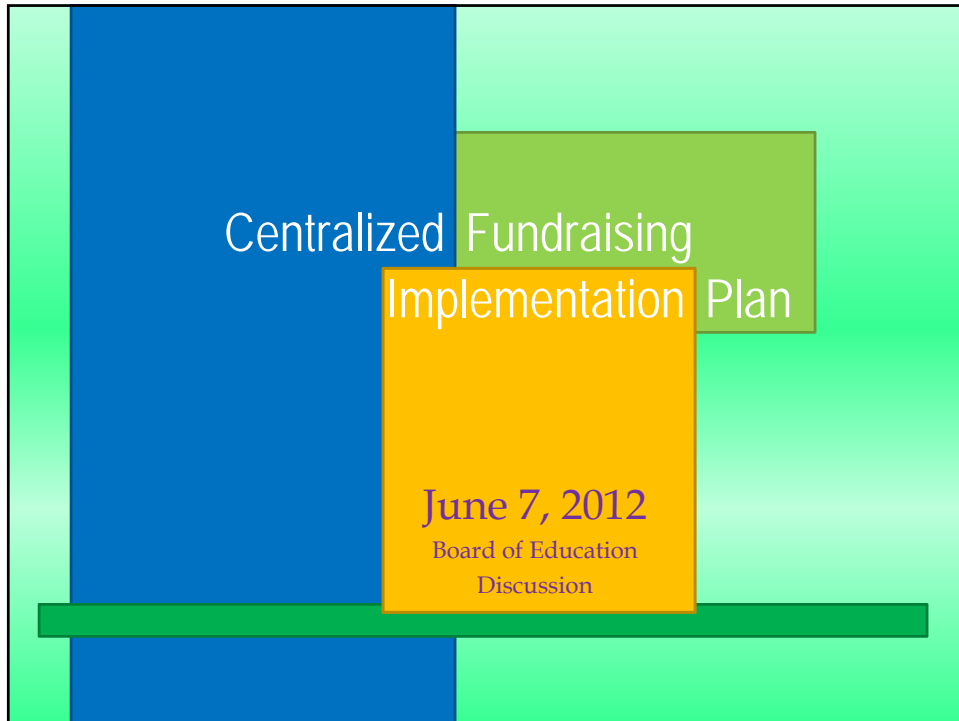
- ▶ Develop mutually beneficial partnerships with PTAs
 - Must be a “win-win” scenario
 - Complementary fundraising goals
 - Mutually assured successes
 - Two-part asks
- ▶ Allow time for growth through phased-in centralized plan
 - Create benchmarks for phase-in over three-year timetable, not one year
 - Define success with achievable results
 - Include all SMMUSD schools in plan
 - Allow time for true partnerships to develop – success breeds success
- ▶ Focus on new dollars rather than redistribution of existing resources
 - Sustain and steward existing donor base
 - Grow giving where possible through effective stewardship, two-part asks
 - Infuse new donors and dollars into the mix

Longer-term Recommendations

- ▶ Relocate SMMEF offices to dedicated space within SMMUSD offering adequate square footage for expanded staff; appropriate signage, meeting space and technology; etc.
- ▶ Consider second, satellite office for SMMEF in Malibu
- ▶ Continual focus on collaboration, resource development, diversification of revenue streams, innovative partnerships with industry, and “growing the pie.”

Next Steps

- ▶ Hiring of Major Gift Officer
 - Focus on cultivation, solicitation, and stewardship of high net worth donors, planned gifts, and corporate partners
- ▶ Implementation of District-wide donor recognition program
 - Naming opportunities
 - Giving levels
 - Stewardship program
- ▶ Strategic planning for capacity-building initiatives
- ▶ Marketing/messaging/branding development and implementation
- ▶ Major Gift prospect identification/cultivation



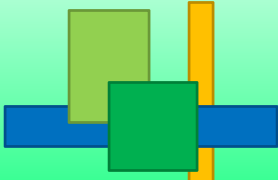
Centralized Fundraising
Implementation Plan

June 7, 2012
Board of Education
Discussion

The graphic features a large blue rectangle on the left and a light green background on the right. A yellow box is centered over the right side, containing the title and date. A green horizontal bar is positioned at the bottom of the yellow box.

Elements of Implementation: 2012-13

- Board of Education Determines Donor Acknowledgement Platform for SMMEF
- Develop MOU with Ed Foundation
- Develop AR and Revise Appropriate Policies
- Programs to be Funded Defined by District/Site Administrators and Funding Priorities Determined
- Form Superintendent's Advisory Council; Their Work Begins
- Raise Funds One Year in Advance
- Implement Communication Plan



2

A decorative graphic in the bottom right corner consists of a blue horizontal bar, a green square, and a yellow vertical bar.

