

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

March 5, 2013

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Tuesday, March 5, 2013**, in the **District Administrative Offices**: 1651 16th Street, Santa Monica, CA. The Board of Education will call the meeting to order at 4:30 p.m. in the Board Conference Room at the District Offices, at which time the Board of Education will move to Closed Session regarding the items listed below. The public meeting will reconvene at 5:30 p.m. in the Board Room.

The public meeting will begin at 5:30 p.m.

Note:

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

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

CLOSED SESSION (4:30-5:30 p.m.)

I. 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.

II. CLOSED SESSION (60)

- Public Employee Discipline/Dismissal/Release pursuant to GC §54954.5 (15)
- Public Employee Appointment pursuant to GC §54954.5 (Principal, Assistant Principal, House Principal) (20)
- Conference with Legal Counsel: Existing Litigation pursuant to GC §54956.9(a) (1 case: John Adams Middle School – Parking Lot, Mediation Reference #1210030444, Kimley/Horn, J. Dreyfuss & Graph Co.). (15)
- Conference with Labor Negotiators pursuant to GC §54957.6 (Superintendent, S.M.M.C.T.A.) (5)
- Conference with Labor Negotiators pursuant to GC §54957.6 (Superintendent, S.E.I.U.) (5)

OPEN SESSION (5:30 p.m.)

III. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

IV. APPROVAL OF THE AGENDA

V.	APPROVAL OF MINUTES	
A.01	February 21, 2013.....	1
VI.	BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS	
VII.	STUDY SESSION (60)	
	These items are staff presentations and/or updates to the Board of Education.	
S.01	School Site Presentations (60).....	2
	<i>Franklin Elementary School</i>	
	<i>SMASH</i>	
	<i>Lincoln Middle School</i>	
	<i>John Adams Middle School</i>	
VIII.	COMMUNICATIONS (30)	
	The Communications section provides an opportunity for the Board of Education to hear reports from the individuals or committee representatives listed below. All reports are limited to <u>5 minutes or less</u> . 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)	
	Yuri Kawashima – Santa Monica High School	
	Yasi Afsharnive – Malibu High School	
	Sean Azoulay – Olympic High School	
	B. SMMCTA Update – Ms. Sarah Braff (5)	
	C. S.E.I.U. Update – Ms. Keryl Cartee-McNeely (5)	
	D. PTA Council – Ms. Patti Braun (5)	
IX.	SENIOR STAFF REPORTS (20)	
	A. Asst. Supt., Educational Services – Dr. Terry Deloria (5)	
	B. Asst. Supt., Human Resources – Ms. Debra Moore Washington (5)	
	C. Asst. Supt., Business & Fiscal Services/CFO – Ms. Janece Maez (5)	
	D. Superintendent – Ms. Sandra Lyon (5)	
X.	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. <u>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.</u>	
	<u>Curriculum and Instruction</u>	
A.02	Approval of Independent Contractors.....	3
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A.04	Supplemental Textbooks.....	6
A.05	Approve Comprehensive School Safety Plans 2012-13 for	
	All District Schools	7
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	<u>Business and Fiscal</u>	
A.07	Award of Purchase Orders – 2012-2013.....	12-12d
A.08	Acceptance of Gifts – 2012-13.....	13-13d
	<u>Facilities Improvement Projects</u>	
A.09	Contract Amendment #08 for Geotechnical Observation and	
	Testing Services – Santa Monica High School – Science &	
	Technology Building and Site Improvements Project – AMEC	
	Environmental & Infrastructure, Inc. – Measure BB	14-15

A.10	Contract Amendment #24 for Architectural/Engineering Design Services and Santa Monica High School – Science & Technology Building and Site Improvements Project – R.L. Binder FAIA Architects, LLP – Measure BB.....	16-17
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Personnel

A.11	Certificated Personnel – Elections, Separations.....	18-20
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A.13	Classified Personnel – Non-Merit.....	24

General

A.14	Revise BP and AR 5117 – Interdistrict Attendance	25-33
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XI. 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.**

DISCUSSION and MAJOR Items

As a general rule, items under DISCUSSION and MAJOR 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.

XII. DISCUSSION ITEMS (105)

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.

D.01	Survey and Communication Plan Proposal by K12 Insight (45).....	34-34p
D.02	Budget Update (30).....	35
D.03	Staffing for 2013-14 (30)	36

XIII. MAJOR ITEMS (105)

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

A.15	High School Course Approval – Yoga 2 (5).....	37
A.16	Adopt Resolution No. 12-16 – Women's History Month (5)	38-39
A.17	Adopt Resolution No. 12-17 – Week of the School Administrator (5)	40-41
A.18	Adopt Resolution No. 12-18 – National Middle Level Education Month (5)	42-43
A.19	Adopt Resolution No. 12-19 – Regarding the Release and Non-reelection of Certificated Temporary Employees (5)	44-46
A.20	Adopt Resolution No. 12-20 Regarding the Release and Non-reelection of Certificated Employees Working Less than 60% of Full-Time Assignment in the Adult Education Program (5).....	47-49
A.21	Adopt Resolution No. 12-21 Regarding the Non-reelection of Certificated Probationary Employees (5)	50-52
A.22	Adopt Resolution No. 12-22 Releasing Temporary Certificated Administrators (5).....	53-55
A.23	Adopt Resolution No. 12-23 Release/Non-reelection of Probationary Certificated Administrators (5).....	56-58

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

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A.24	Adopt Resolution No. 12-24 Shall Release and Reassign Certificated Administrators (5).....	59-61
A.25	Adopt Resolution No. 12-25 Administrator Release and Reassignment and/or Reduction of Work Days or Compensation (5).....	62-64
A.26	Adopt Resolution No. 12-26 Administrator Release and Reassignment (5).....	65-67
A.27	Approval of the 2012-13 Second Interim Report (20).....	68-80
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A.29	Public Hearing – Negotiation Proposals for SMMUSD and Santa Monica-Malibu Classroom Teachers Association (SMMCTA) (5).....	82
A.30	Approval of Right of Entry and Construction Permit Agreement between the Santa Monica-Malibu Unified School District and Skanska-Rados EXPO 2 Joint Venture (10)	83

XIV. INFORMATIONAL ITEMS (0)

These items are submitted for the public record for information. These items do not require discussion.

I.01	DAC Mid-Year Written Reports	84-86
	<i>Intercultural Equity and Excellence DAC</i>	

XV. BOARD MEMBER ITEMS (0)

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

XVI. REQUESTS BY MEMBERS OF THE PUBLIC OR DISTRICT ADVISORY COMMITTEES TO ADDRESS THE BOARD OF EDUCATION (5)

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.

P.01	Request of Review Santa Monica High School's ASB Policy Regarding Election of Student Board Member (5).....	87-90
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XVII. 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.**)

XVIII. 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."

XIX. 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.

XX. 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.

XXI. ADJOURNMENT

This meeting will adjourn to a regular board meeting scheduled for 5:30 p.m. **Thursday, March 21, 2013**, in the **Malibu City Council Chambers: 23825 Stuart Ranch Road, Malibu, CA.**

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

SMMUSD Board of Education Meeting Schedule 2012-2013

Closed Session begins at 4:30pm
Public Meetings begin at 5:30pm

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	9/15* DO	9/20 DO		*Saturday, 9/15: Retreat
October	10/4 M		10/18 DO		
November	11/1 M		11/15 DO		Thanksgiving: 11/22-23
December		12/13 DO 12/15* DO		winter break	*Saturday, 12/15: Retreat
Winter Break: December 24 – January 4					
January through June 2013					
Winter Break: December 24 – January 4					
January		1/17 DO			
February	2/7 M 2/9 DO		2/21 DO		*Saturday, 2/9: Special Meeting
March	3/7 3/5* DO		3/21 M	spring break	*Tuesday, 3/5
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): 23825 Stuart Ranch Road, Malibu, CA

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

ACTION
03/05/13

RECOMMENDATION NO. A.01

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

February 21, 2013

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

STUDY SESSION

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / TERRY DELORIA
RE: SCHOOL SITE PRESENTATIONS

STUDY SESSION
03/05/13

STUDY SESSION ITEM NO. S.01

Principals from Franklin Elementary School (Tara Brown), SMASH (Jessica Rishe), Lincoln Middle School (Suzanne Webb), and John Adams Middle School (Eva Mayoral) will share substantive, current school information in ten-minute presentations, focusing on the two topics below:

1. A schoolwide success story
2. A challenge or opportunity for growth

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/05/13

FROM: SANDRA LYON / TERRY DELORIA / 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 2012-2013 budget.

Contractor/ Contract Dates	Description	Site	Funding (Facilities Improvement Projects)
NONE			

Contractor/ Contract Dates	Description	Site	Funding
Violet Palmer 2/14/13 Not to exceed: \$2,500	Heart Day inspirational speaker sharing experiences as successful female athlete	John Adams	01-90120-0-11100-10000-5802-011-4110 (Gift Account)
Bureau of Lectures & Concert Artists Inc. 3/30/13 and 5/08/13 Not to exceed: \$1,720	Provide two assemblies to grades K-5 in the cafeteria	Edison Language Academy	01-90150-0-10100-10000-5890-001-4010 (PTA funded)
Jon Monastero April 15,16, 17, and May 10, 13, 14, 2013 Not to exceed \$2750 for the total contract	A comprehensive, interactive, hands-on, multi-media presentation on the life of a common soldier caught up in the cataclysmic events of the American Civil War.	Lincoln	01-90150-0-11100-10000-5802-012-4120 (PTSA)
Demsey Filliger & Assoc. 7/1/13 to 6/30/14 Not to exceed: \$6,000	Biennial actuarial valuation as required by GASB 45.	Business Services	01-00000-0-00000-73000-5802-050-1500

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

FROM: SANDRA LYON / TERRY DELORIA

RE: OVERNIGHT FIELD TRIP(S) 2012-2013

ACTION/CONSENT
03/05/13

RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve the special field trip(s) listed below for students for the 2012-2013 school year. No child will be denied due to financial hardship.

School Grade # students	Destination Dates of Trip	Principal/ Teacher	Cost Funding Source	Subject	Purpose of Field Trip
Malibu High School 6 th - 12 th 55	Disneyland 4/12/13-4/13/13	J. Block/M. Bixler	\$200 per student paid by student donation	Music	Students will participate in an orchestra/band competition at Disneyland.
Webster 5 th 65	Sea World 4/30/13-5/1/13	P. Cott/ K. London/ K. Verham	\$145 per student paid by parents and scholarship fund	Science	Learn about Marine Biology
Cabrillo 4 th & 5 th 30	Catalina 6/1/13-6/2/13	P. Herkner-Chasse N. Levy	\$200 per student by donations	Science	Educational trip for Cabrillo's GATE students.
Santa Monica High 9 th - 12 th 6	Rancho Verde High School 2/8/13-2/9/13	Mark Black	\$0	Athletics - Wrestling	Students will compete in CIF Girls' Sectionals State Qualifier Wrestling.
Santa Monica High 9 th - 12 th 3	Lemoore High School 2/21/13-2/24/13	Mark Black/ Tony Gomez	\$0	Athletics - Wrestling	Students will compete in CIF Girls' Sectionals State Qualifier Wrestling.
Santa Monica High 9 th - 12 th 8	Santa Clara 2/21/13-2/23/13	Mark Black/ Tony Gomez	\$0	Athletics - Wrestling	Students will compete in CIF Boys' Finals Wrestling.

Santa Monica High 9 th - 12 th 6	Temecula Valley High School 2/21/13-2/23/13	Mark Black	\$0	Athletics - Wrestling	Students will compete in CIF Boys' Masters Wrestling.
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MOTION MADE BY:
 SECONDED BY:
 STUDENT ADVISORY VOTE:
 AYES:
 NOES:

TO: BORAD OF EDUCATION

ACTION/CONSENT

03/05/13

FROM: SANDRA LYON / TERRY DELORIA / PEGGY HARRIS

RE: SUPPLEMENTAL TEXTBOOKS

RECOMMENDATION NO. A.04

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

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

Inside Out and Back Again, by Thanhha Lai for Summer Reading List. Adoption requested by Kelly Urtz.

Almost Astronauts: 13 Women Who Dared to Dream, by Tanya Lee Stone and Margaret Weitekamp for Summer Reading List. Adoption requested by Kelly Urtz.

A Girl Named Faithful Plum, by Richard Bernstein for Summer Reading List. Adoption requested by Kelly Urtz.

Life as We Knew It, by Susan Beth Pfeffer for Summer Reading List. Adoption requested by Kelly Urtz.

The Running Dream, by Wendelin Van Draanen for Summer Reading List. Adoption requested by Kelly Urtz.

Princess Ben, by Catherine Gilbert Murdock for Summer Reading List. Adoption requested by Kelly Urtz.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/05/13

FROM: SANDY LYON / TERRY DELORIA / MARK KELLY

RE: APPROVE COMPREHENSIVE SCHOOL SAFETY PLANS 2012-2013 FOR ALL DISTRICT SCHOOLS

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the Comprehensive School Safety Plans (CSSPs) for all district schools, pursuant to Education Code 35294.

COMMENT: California legislation mandates that the governing board of the school district discuss each school's Comprehensive School Safety Plan (CSSP) prior to approval and adoption.

The CSSP is a school's part of a district-wide safety plan. The district plan also includes the All-Hazard Mitigation Plan. SMMUSD is currently in the process of redoing the All-Hazard Mitigation Plan in conjunction with Santa Monica College and other community partners.

All schools have disaster procedures and routines for emergencies in compliance with the National Incident Management System (NIMS). This includes, but is not limited to, the roles and responsibilities of staff members during an emergency, emergency procedures, evacuation locations, and maps.

In their plans, schools describe strategies for ensuring a safe and orderly school conducive to learning. This includes describing what they do to ensure a safe physical environment and to ensure a safe, respectful and orderly school community.

Each completed CSSP was reviewed by Mark Kelly, Director of Student Services. The CSSP for each school is on file in the Student Services Department for review.

This item will return to the Board annually.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/05/13

FROM: SANDY LYON / TERRY DELORIA / SARA WOOLVERTON

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2012-2013

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2012-2013 as follows:

NPS

2012-2013 Budget 01-65000-0-57500-11800-5125-043-1400

2012-2013 Budget 01-65000-0-57500-39000-5890-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Westview School	8103149278	NPS	#68-SPED13128	\$20,769.00
Westview School	9061749551	NPS	#69-SPED13129	\$15,612.00
Village Glen Westside School (The Help Group)	5103156082	NPS	#70-SPED13130	\$26,715.00
LAUSD	9/26/1992	Excess cost, 11-12 permit	#71-SPED13131	\$14,981.00
Heritage School	2042683637	NPS	#53-SPED13133	\$ 1,138.00
North Hills Prep School (The Help Group)	4103134830	NPS	#72-SPED13134	\$24,679.00
Village Glen Westside School (The Help Group)	7103134326	NPS	*INCREASE* #66-SPED13125	\$ 3,640.00
Vista School	817705	NPS	*INCREASE* #41-SPED13078	\$25,20.00
Switzer Center	202506	NPS	*INCREASE* #12-SPED13044	\$ 2,587.00

Amount Budgeted NPS 12/13		\$ 1,800,000
Amount Budgeted Mental Health Services 12/13		<u>\$ 1,200,000</u>
Total Budgeted		\$ 3,000,000
Prior Board Authorization as of 2/21/13		<u>\$ 3,103,698</u>
	Balance	\$ -103,698
Positive Adjustment (See Below)		<u>\$ 316,043</u>
		\$ 212,345
Total Amount for these Contracts		<u>\$ 135,321</u>
	Balance	\$ 77,024

Adjustment					
NPS Budget 01-65000-0-57500-11800-5125-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2012-2013 in the amount of \$572,326.00 as of 2/21/13					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Alpine Academy	NPS	21-SPED13055	REDUCE	\$3,343.	Revised
Alpine Academy	NPS	22-SPED13056	REDUCE	\$3,343.	Revised
Alpine Academy	NPS	23-SPED13057	REDUCE	\$2,845.	Revised
Alpine Academy	NPS	36-SPED13073	REDUCE	\$123,513.	End
Vista School	NPS	42-SPED13079	REDUCE	\$21,130.	End
Vista School	NPS	43-SPED13080	REDUCE	\$96,059.	End
Heritage School	NPS	35-SPED13069	REDUCE	\$65,810.	End

NPA

2012-2013 Budget 01-65000-0-57500-11800-5126-043-1400

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

Amount Budgeted NPA 12/13				\$ 1,026,000
Prior Board Authorization as of 2/21/13				\$ 1,122,845
		Balance		\$ -96,845
Positive Adjustment (See Below)				\$ 0
				\$ - 96,845
Total Amount for these Contracts				\$ 0
		Balance		\$ -96,845

Adjustment					
NPA Budget 01-65000-0-57500-11800-5126-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2012-2013 in the amount of \$16,770.00 as of 2/21/13					
NPA	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Instructional Consultants

2012-2013 Budget 01-65000-0-57500-11900-5802-043-1400

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Trang Nguyen	7104332856	Vision Progress Update	#50-SPED13113	\$ 300.00
Robert Patterson	7103131716	Evaluation	#54-SPED13135	\$ 4,500.00
LACOE	Various	Deaf & Hard of Hearing Specialist services	#55-SPED13136	\$115,484.00

Amount Budgeted Instructional Consultants 12/13				\$ 300,000
Prior Board Authorization as of 2/21/13				\$ 261,226
		Balance		\$ 38,774
Positive Adjustment (See Below)				\$ 0
				38,774
Total Amount for these Contracts				\$ 120,284
		Balance		\$ -81,510

Adjustment					
Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400					
There has been a reduction in authorized expenditures of Instructional Consultants contracts for FY 2012-2013 in the amount of \$0 as of 2/21/13					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Non-Instructional Consultants

2012-2013 Budget 01-65000-0-57500-11900-5890-043-1400

Non-Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Administrative Services Co-Op	Various	Transportation	*INCREASE* 45-SPED13110	\$30,000.00
Parent Reimbursement	4103134830	Travel Reimbursement	*INCREASE* 29-SPED13038	\$277.00
Parent Reimbursement	3104331917	Swimming Lessons	52-SPED13132	\$20,965.00

Amount Budgeted Non-Instructional Consultants 12/13		\$ 300,000
Prior Board Authorization as of 2/7/13		<u>\$ 314,340</u>
	Balance	\$ -14,340
Positive Adjustment (See Below)		<u>\$ 1,200</u>
		\$ -13,140
Total Amount for these Contracts		<u>\$ 51,242</u>
	Balance	\$ -64,382

Adjustment					
Non-Instructional Consultants Budget 01-65000-0-57500-11900-5890-043-1400					
There has been a reduction in authorized expenditures of Non-Instructional Consultants contracts for FY 2012-2013 in the amount of \$26,550.00 as of 2/21/13					
Non- Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Parent Reimbursement	Travel Reimbursement	28-SPED13037	REDUCE	\$ 1,200.	

Legal

2012-2013 Budget 01-65000-0-57500-11900-5820-043-1400

Legal Contractor	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Legal Services 12/13		\$ 150,000
Prior Board Authorization as of 2/21/13		<u>150,000</u>
	Balance	\$ 0.00
Adjustments for this period		<u>\$ 0</u>
		\$
Total Amount for these Contracts		<u>\$</u>
	Balance	\$ 0.00

Adjustment				
Legal Services Budget 01-65000-0-57500-11900-5820-043-1400				
There has been a reduction in authorized expenditures of Legal Services contracts for FY 2012-2013 in the amount of \$ 0 as of 2/21/13				
Legal Contractor	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

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

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/05/13

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

RE: AWARD OF PURCHASE ORDERS – 2012-13

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from February 7, 2013, through February 25, 2013, for fiscal /13.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
*** NEW PURCHASE ORDERS ***					
134115	AAA ELECTRIC MOTOR SALES	HVAC MOTOR SALES & SERVICE	FACILITY MAINTENANCE	1,000.00	R
133975	ACT INC	INVOICE: AVID EXPLORE CONTRACT	LINCOLN MIDDLE SCHOOL	216.00	R
133953	ADVANCED ELECTRONICS	REPLACEMENT RADIOS	MALIBU HIGH SCHOOL	1,536.07	R
133955	AGOURA HILLS SHERATON HOTEL	HOTEL/ROOM COST FOR WASC MEMBR	MALIBU HIGH SCHOOL	2,721.60	U
134106	AIRGAS INC (SO CAL AIRGAS)	METAL SHOP SUPPLIES	FACILITY MAINTENANCE	600.00	R
134103	AKZO NOBEL PAINTS LLC	PAINT SUPPLIES	FACILITY MAINTENANCE	1,500.00	R
133837	APEX LEARNING	DIGITAL ONLINE LEARNING	CURRICULUM AND IMC	10,450.00	U
133914	APPLE COMPUTER INC.	TECH SUPPLIES/PERMIT	JOHN ADAMS MIDDLE SCHOOL	865.05	R
133948	APPLE COMPUTER INC.	COMPUTER SOFTWARE	WILL ROGERS ELEMENTARY SCHOOL	383.20	R
134093	APPLE COMPUTER INC.	IPAD2 REPAIR - APPLE CARE+	SPECIAL EDUCATION REGULAR YEAR	49.00	R
134051	ARIEDEN INC.	NATURAL GAS FURNACES	CHILD DEVELOPMENT CENTER	44,900.00	D
133743	AT&T	SmartNet Maintenance	INFORMATION SERVICES	123,092.21	U
134104	ATLANTIC EXPRESS OF LA INC	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	2,000.00	U
134119	ATLANTIC EXPRESS OF LA INC	BUS TRANSPORTATION FOR FIELD T	WEBSTER ELEMENTARY SCHOOL	400.00	R
133823	BARNES & NOBLE/SANTA MONICA	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	727.98	R
133791	BLOCK, JERRY	REIMBURSEMENT OF WASC MATERIAL	MALIBU HIGH SCHOOL	1,855.07	U
133844	CALIFORNIA DEPT OF EDUCATION	GED PROCESSING FEES	ADULT EDUCATION CENTER	580.00	A
133824	CALIFORNIA OFFICE SYSTEMS INC	bulletin board for Barnum	THEATER OPERATIONS&FACILITY PR	135.78	R
133881	CALIFORNIA OFFICE SYSTEMS INC	TESTING BOXES	SANTA MONICA HIGH SCHOOL	622.78	U
133952	CALIFORNIA OFFICE SYSTEMS INC	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	56.61	R
134010	CALIFORNIA OFFICE SYSTEMS INC	OFFICE SUPPLIES	PERSONNEL SERVICES	1,500.00	U
134065	CALIFORNIA OFFICE SYSTEMS INC	Open PO for office supplies	FRANKLIN ELEMENTARY SCHOOL	1,400.00	R
134066	CALIFORNIA OFFICE SYSTEMS INC	OFFICE & CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	5,000.00	R
134080	CALIFORNIA OFFICE SYSTEMS INC	OFFICE FURNITURE FOR GARY/MARK	BUSINESS SERVICES	1,157.57	R
133896	CALIFORNIA SCIENCE CENTER	SPRING BREAK - CREST	CHILD DEVELOPMENT CENTER	25.00	CD
133897	CALIFORNIA SCIENCE CENTER	SPRING BREAK - CREST	CHILD DEVELOPMENT CENTER	25.00	CD
133810	CANON BUSINESS SOLUTIONS-WEST	COPIER OVERAGES	MALIBU HIGH SCHOOL	274.29	U
134101	CARQUEST AUTO PARTS	MAINT. VEHICLE PARTS	FACILITY MAINTENANCE	700.00	R
133970	CDW-G COMPUTING SOLUTIONS	TECH SUPPLIES/PERMIT	JOHN ADAMS MIDDLE SCHOOL	519.85	R
133990	CDW-G COMPUTING SOLUTIONS	PRINTER REPAIR PARTS	SANTA MONICA HIGH SCHOOL	301.33	U
134016	CDW-G COMPUTING SOLUTIONS	COMPUTER MEMORY	SANTA MONICA HIGH SCHOOL	79.73	R
133849	CHEVRON U.S.A. INC.	Open order for fuel costs	TRANSPORTATION	28,000.00	R
133865	CHEVRON U.S.A. INC.	OPEN ORDER OPERATIONS GASOLINE	GROUND MAINTENANCE	4,600.00	R
133977	CHILD DEVELOPMENT POLICY INST	ANNUAL SUBSCRIPTION	CHILD DEVELOPMENT CENTER	49.00	CD
134033	CITY OF SANTA MONICA	WATER METERS	SANTA MONICA HIGH SCHOOL	62,231.03	BB
134003	COMTRONICS	VGA CABLES W/ STEREO AUDIO	BOE/SUPERINTENDENT	144.55	U
134122	COX PAINT INC	PAINT SUPPLIES	FACILITY MAINTENANCE	1,000.00	R
133875	DABASH, REHAM	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	87.18	CD
134125	DANIELS TIRE SERVICE	Open order for tires	TRANSPORTATION	4,000.00	R
133872	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	225.09	CD
133873	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	162.27	CD
133876	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	183.45	CD
133877	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	213.15	CD
133878	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	177.05	CD
133895	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	149.72	CD
134015	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	331.56	CD
134039	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	96.90	CD

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
134041	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	109.36	CD
134082	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	36.58	CD
134050	DODGE CONCRETE WATERPROOF	EPOXY FOR CONCRETE CRACKS	CHILD DEVELOPMENT CENTER	6,575.00	D
134060	EDUCATIONAL TESTING SERVICE	GED SCORING FEES	ADULT EDUCATION CENTER	1,000.00	A
133861	EVENTFUL FLOWER DESIGN	INSTRUCTIONAL SUPPLIES	R O P	1,000.00	R
133988	FEDEX	POSTAGE FOR SHIPPING	SANTA MONICA HIGH SCHOOL	78.92	U
134109	FLORENCE FILTER CORPORATION	HVAC SUPPLIES	FACILITY MAINTENANCE	600.00	R
133839	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS	WILL ROGERS ELEMENTARY SCHOOL	2,000.00	R
134062	FOLLETT LIBRARY BOOK CO	LIBRARY MATERIALS	FRANKLIN ELEMENTARY SCHOOL	418.19	R
133960	FRANKLIN, STEPHEN	REIM FOR FIELD TRIP	SANTA MONICA HIGH SCHOOL	133.80	R
133845	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	3,568.66	U
133889	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	341.42	CD
133892	GALE SUPPLY CO	custodial supplies Barnum	THEATER OPERATIONS&FACILITY PR	667.18	R
133961	GALE SUPPLY CO	CUSTODIAL SUPPLIES	WEBSTER ELEMENTARY SCHOOL	1,817.25	R
133998	GALE SUPPLY CO	CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	2,367.77	R
134012	GALE SUPPLY CO	TISSUES	LINCOLN MIDDLE SCHOOL	427.93	U
134013	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	1,252.90	CD
134069	GALE SUPPLY CO	CUSTODIAL SUPPLY DIFFERENC	JOHN ADAMS MIDDLE SCHOOL	179.58	R
134070	GALE SUPPLY CO	toilet tissue	WEBSTER ELEMENTARY SCHOOL	577.70	R
134088	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	885.75	CD
133959	GBC/EDUCATION DEPARTMENT	LAMINATING FILM	MALIBU HIGH SCHOOL	100.56	R
134100	GUTTER ONE	REMOVE GUTTERS AT CARBRILLO	FACILITY MAINTENANCE	600.00	R
133267	HAMPTON TEDDER ELECTRIC CO	POWER OUT REPAIR AT OLYMPIC HI	FACILITY MAINTENANCE	46,000.00	R
133847	HEINEMANN	PHONICA LESSONS	JOHN MUIR ELEMENTARY SCHOOL	1,379.03	R
134028	HEINEMANN	INSTRUCTIONAL MATERIALS K-5	ROOSEVELT ELEMENTARY SCHOOL	301.14	R
134124	HIRSCH PIPE & SUPPLY	PLUMBING SUPPLIES	FACILITY MAINTENANCE	3,000.00	R
133870	HOME DEPOT- L.A.	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	75.00	CD
133963	HORIZON COACH LINES	BUS TRANSPORTATION	SMASH SCHOOL	1,971.00	R
134123	HOWARD INDUSTRIES	HVAC SUPPLIES	FACILITY MAINTENANCE	2,500.00	R
134056	IMED	Luma 2 Projector Screen	FRANKLIN ELEMENTARY SCHOOL	817.97	R
134044	INDUSTRIAL ELECTRIC SERVICE	HEATING COIL FOR SAMO WALKIN	FOOD SERVICES	341.70	F
133855	INTELLI-TECH	Computer	INFORMATION SERVICES	1,130.68	U
133858	INTELLI-TECH	Endpoint maintenance agreement	INFORMATION SERVICES	4,161.00	U
133860	INTELLI-TECH	VmWare Maintenance	INFORMATION SERVICES	4,649.00	U
133971	INTELLI-TECH	COMPUTER REPLACEMENT-FISCAL	FISCAL SERVICES	4,600.62	R
133972	INTELLI-TECH	COMPUTER MONITORS	FISCAL SERVICES	435.05	U
133945	INTERNATIONAL PAPER	COLOR COPY PAPER	SANTA MONICA HIGH SCHOOL	437.06	U
134006	INTERNATIONAL PAPER	COPY PAPER	WILL ROGERS ELEMENTARY SCHOOL	1,268.84	U
133834	INTERNATIONAL PRINTING MUSEUM	CLASSROOM PRESENTATION	WEBSTER ELEMENTARY SCHOOL	600.00	R
133635	JOSTENS/CAP & GOWNS	CAP AND GOWNS	OLYMPIC CONTINUATION SCHOOL	1,908.06	R
133965	KENNEDY CARPENTRY	RELOCATE CABINETRY	CHILD DEVELOPMENT CENTER	1,605.00	D
134090	KORADE & ASSOCIATE BUILDERS	ROLLER SHADES FOR MAIN OFFICE	BUSINESS SERVICES	3,088.00	R
134108	KORADE & ASSOCIATE BUILDERS	ASPHALT REPAIR AT CABRILLO	FACILITY MAINTENANCE	1,187.00	R
133969	LA DUKE, STACY ANNE	REIMBURSE/INST SUP/COUNSELING	JOHN ADAMS MIDDLE SCHOOL	116.04	U
133852	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	100.00	CD
133894	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	150.00	CD
133974	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	100.00	CD
134000	LAKESHORE	CLASSROOM SUPPLIES	SAINT ANNE'S PRIVATE SCHOOL	49.75	R
134083	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	60.00	CD
133871	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	77.75	CD

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133879	LAKESHORE CURRICULUM	Easel	FRANKLIN ELEMENTARY SCHOOL	363.05	R
134102	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	355.19	CD
134029	LEIGHTON CONSULTING INC	MATERIALS TESTING	MALIBU HIGH SCHOOL	7,840.00	D
134030	LEIGHTON CONSULTING INC	MATERIALS TESTING	JOHN ADAMS MIDDLE SCHOOL	55,071.20	BB
133874	LIGHTSPEED SYSTEMS	Filter Maintenance	INFORMATION SERVICES	13,200.00	U
133848	LOCATION MANAGERS GUILD OF AMER	Business Membership	THEATER OPERATIONS&FACILITY PR	250.00	R
134095	MARINA MUSIC SERVICE	SHEET MUSIC	CURRICULUM AND IMC	120.11	R
133954	MASUNE/MEDCO SCHOOL FIRST AID	ATHLETIC SUPPLIES	MALIBU HIGH SCHOOL	45.33	R
133915	MAYORAL, EVA	REIMB FOOD/CHINESE EXCHANGE ST	JOHN ADAMS MIDDLE SCHOOL	121.95	R
134011	NELI'S INC	ADMINISTRATIVE RECRUITMENT	PERSONNEL SERVICES	800.00	U
133912	OLIVER WORLDCLASS LABS INC	video projector	GRANT ELEMENTARY SCHOOL	751.41	U
134087	PALOMINO, DIEGO F	WORKSHOP	CHILD DEVELOPMENT CENTER	200.00	CD
134009	PARIS LASER PRINTER REPAIR INC	Open repair/Supplies	INFORMATION SERVICES	1,500.00	U
133818	PASQUINELLI, LUCIA	REFUND / STUDENT TUITION	DISTRICT-WIDE	150.00	A
133979	PAVILLIONS STORE #2231	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	300.00	CD
133880	PIONEER CHEMICAL CO	2 vacuum cleaners	FRANKLIN ELEMENTARY SCHOOL	1,096.64	R
133939	PIONEER CHEMICAL CO	UPRIGHT VACUUM	LINCOLN MIDDLE SCHOOL	273.75	R
133996	PIONEER CHEMICAL CO	CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	567.21	U
133964	QUALITY RUBBER STAMPS	RUBBER STAMP	STATE AND FEDERAL PROJECTS	45.88	R
133957	REGENCY ENTERPRISES INC.	REPLACEMENT LIGHTS FOR GYM	MALIBU HIGH SCHOOL	748.98	U
133986	REGENCY ENTERPRISES INC.	Light bulbs for office	FRANKLIN ELEMENTARY SCHOOL	53.93	U
134022	RELLES, ELLEN	STUDENT WORKBOOKS FOR CPR CLAS	WEBSTER ELEMENTARY SCHOOL	70.77	R
134094	RIFTON EQUIPMENT	RIFTON R600 ACCESSORIES	SPECIAL EDUCATION REGULAR YEAR	477.15	R
133995	RJ COOPER & ASSOCIATES	Student Specific Request	SPECIAL EDUCATION REGULAR YEAR	46.76	R
134078	SANTA MONICA FORD	PURCHASING REPLACEMENT VEHICLE	PURCHASING/WAREHOUSE	19,091.00	R
133825	SCHOOL HEALTH CORPORATION	NURSE SUPPLIES	SMASH SCHOOL	238.01	R
133831	SCHOOL HEALTH CORPORATION	HEALTH SUPPLIES	OLYMPIC CONTINUATION SCHOOL	185.84	U
134053	SCHOOL OUTFITTERS LLC	Califone Headphones	STATE AND FEDERAL PROJECTS	925.88	R
133111	SCHOOL SPECIALTY INC	MAA Money - OT Supplies	SPECIAL EDUCATION REGULAR YEAR	468.08	R
133704	SCHOOL SPECIALTY INC	Open PO for office/school supp	FRANKLIN ELEMENTARY SCHOOL	500.00	R
133905	SCHOOL SPECIALTY INC	construction paper	GRANT ELEMENTARY SCHOOL	69.34	U
133999	SCHOOL SPECIALTY INC	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	81.64	CD
134136	SCHOOL SPECIALTY INC	Classroom Supply Order	SPECIAL EDUCATION REGULAR YEAR	89.01	R
133913	SCIENCE NATURALLY LLC	CURRICULUM SUP/TIER III	JOHN ADAMS MIDDLE SCHOOL	88.17	U
133898	SEHI COMPUTER PRODUCTS	INK TONERS FOR CLASSROOM	EDISON ELEMENTARY SCHOOL	570.29	U
133927	SEHI COMPUTER PRODUCTS	ink cartridges for office	GRANT ELEMENTARY SCHOOL	848.55	R
133947	SEHI COMPUTER PRODUCTS	MAINTENANCE CHK FOR PRINTER	BOE/SUPERINTENDENT	75.00	U
134068	SEHI COMPUTER PRODUCTS	TONER CARTRIDGES	MALIBU HIGH SCHOOL	201.11	R
133928	SIMON-CAIN, MONICA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	275.00	CD
134097	SIMPLEXGRINNELL	FIRE ALARM REPAIRS 2 SITES	FACILITY MAINTENANCE	1,204.08	R
133859	SIMS WELDING SUPPLY COMPANY	INSTRUCTIONAL SUPPLIES	R O P	200.00	R
133916	SIR SPEEDY PRINTING #0245	BUSINESS CARDS-BRANDON TIETZE	PERSONNEL COMMISSION	44.84	U
133937	SIR SPEEDY PRINTING #0245	OPEN PO: PRINTING SERVICES	LINCOLN MIDDLE SCHOOL	3,000.00	R
133938	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	LINCOLN MIDDLE SCHOOL	44.62	U
134020	SIR SPEEDY PRINTING #0245	Business Cards	INFORMATION SERVICES	44.84	U
133854	SMART & FINAL	OPEN ORDER/COOKING	CHILD DEVELOPMENT CENTER	50.00	CD
134079	SMART & FINAL	REFRESHMENTS FOR OPEN HOUSE	OLYMPIC CONTINUATION SCHOOL	300.00	R

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
134089	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	60.00	CD
133867	SMITH PIPE & SUPPLY INC.	OPERATIONS GROUNDS SUPPLIES	GROUNDS MAINTENANCE	75.00	R
133857	SOLARWINDS INC	LanSureyor Annual Maintenance	INFORMATION SERVICES	495.00	U
133866	SOUTH BAY LANDSCAPING	OPERATIONS GROUNDS EQUIPMENT	GROUNDS MAINTENANCE	500.00	R
133993	SOUTHPAW ENTERPRISES	MAA ORDER - SENSORY Supply	SPECIAL EDUCATION REGULAR YEAR	703.06	R
133863	SPARKY DATA & TELECOM	POS Repair	INFORMATION SERVICES	900.00	U
133899	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	EDISON ELEMENTARY SCHOOL	250.00	U
134018	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES: CALL IN ONLY	INFORMATION SERVICES	1,200.00	U
133968	STAPLES/P-U/SANTA MONICA/WILSH	OPEN ORDER/INST SUP/SPEC ED	JOHN ADAMS MIDDLE SCHOOL	50.00	R
133888	STATE OF CALIFORNIA	INTAKE PLAN CHECK	SANTA MONICA HIGH SCHOOL	22,200.00	BB
134138	STATE OF CALIFORNIA	REOPENING FEES	SANTA MONICA HIGH SCHOOL	500.00	BB
134073	STEVENS, MARTHA	STORY TELLING SESSIONS	JOHN ADAMS MIDDLE SCHOOL	2,000.00	R
134117	SUMINSKI, MARK	REIMBURSEMENT	OLYMPIC CONTINUATION SCHOOL	190.36	R
133850	TARGET STORES	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	75.00	CD
133973	TARGET STORES	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	75.00	CD
133978	TARGET STORES	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	150.00	CD
134005	THE BELL GROUP	GENERAL INSTRUCTIONAL SUPPLIES	ADULT EDUCATION CENTER	781.15	A
134086	TOYS R US	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	60.00	CD
133994	U S BANK (GOVT CARD SERVICES)	FLIGHT FOR STUDENT OBSERVATION	SPECIAL EDUCATION REGULAR YEAR	914.98	R
134007	U S BANK (GOVT CARD SERVICES)	Credit card	INFORMATION SERVICES	418.99	U
134008	U S BANK (GOVT CARD SERVICES)	Meeting Supplies	INFORMATION SERVICES	32.54	U
133906	UNIVERSAL ASPHALT CO. INC.	SLURRY KINDERGARTEN AREA ROGER	WILL ROGERS ELEMENTARY SCHOOL	1,980.00	R
133851	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
133868	VONS MARKET-SANTA MONICA	OPEN ORDER	CHILD DEVELOPMENT CENTER	200.00	CD
133869	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
133893	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	75.00	CD
133991	VONS MARKET-SANTA MONICA	Classroom Supply Order	SPECIAL EDUCATION REGULAR YEAR	100.00	R
133891	VONS STORE #2262	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	75.00	CD
133976	VONS STORE #2262	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
133890	WAXIE SANITARY SUPPLY	CUSTODIAL	CHILD DEVELOPMENT CENTER	103.72	CD
133941	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	269.62	U
134014	WAXIE SANITARY SUPPLY	CUSTODIAL	CHILD DEVELOPMENT CENTER	259.31	CD
134061	WEATHERPROOFING TECHNOLOGIES	DISTRICT OFFICE ROOF REPAIRS	FACILITY MAINTENANCE	6,915.00	DF
133958	WENGER CORPORATION	MUSIC STANDS	LINCOLN MIDDLE SCHOOL	1,583.00	R
133900	WEST COAST PRINT	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	87.60	U
133985	WEST COAST PRINT	ENVELOPES - MEASURE R MAILING	BUSINESS SERVICES	240.90	U
134110	WRIGHT'S SUPPLY INC	HVAC MOTOR SERVICE	FACILITY MAINTENANCE	1,000.00	R
				** NEW PURCHASE ORDERS	596,048.29

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

134049	CALIFORNIA OFFICE SYSTEMS INC	SHELVING & INSTALLATION	CHILD DEVELOPMENT CENTER	10,120.95	BB
133910	ELITE CLEANING SPECIALIST	FINAL CLEANING	CHILD DEVELOPMENT CENTER	6,995.00	BB
133931	ESPINOZA CONSTRUCTION	CONCRETE STAIN	CHILD DEVELOPMENT CENTER	4,000.00	BB
133883	FEDEX	OVERNIGHT DELIVERIES	BUSINESS SERVICES	100.00	BB
133907	LA PROS INC.	HEATING	CHILD DEVELOPMENT CENTER	20,300.00	BB
133908	R.A.P. BOBCAT WORKS INC.	SIDEWALK	CHILD DEVELOPMENT CENTER	4,400.00	BB
133909	R.A.P. BOBCAT WORKS INC.	REBAR INSTALLATION	CHILD DEVELOPMENT CENTER	16,400.00	BB
134052	SO CAL SANITATION LLC	8' PERMANENT FENCE	WEBSTER ELEMENTARY SCHOOL	10,065.70	BB
				** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES	72,381.65

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/05/13

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

RE: ACCEPTANCE OF GIFTS – 2012/2013

RECOMMENDATION NO. A.08

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$44,994.25 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 2012-2013 income and appropriations by \$44,994.25 as described on the attached listing.

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

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

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

School/Site Account Number		Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
JAMS		\$ 850.00	\$ 150.00		
01-90120-0-00000-00000-8699-011-0000		\$ 100.00	\$ -	Rollgiving Ofer Grossman	General Supplies and Materials General Supplies and Materials
Adult Education					
11-90120-0-00000-00000-8699-090-0000					
Alternative (SMASH)					
01-90120-0-00000-00000-8699-009-0000					
Cabrillo		\$ 3,242.00	\$ -	Various Parents	Field Trip
01-90120-0-00000-00000-8699-017-0000					
CDS					
12-90120-0-00000-00000-8699-070-0000					
Edison					
01-90120-0-00000-00000-8699-001-0000					
Franklin					
01-90120-0-00000-00000-8699-002-0000					
Grant					
01-90120-0-00000-00000-8699-003-0000					
Lincoln		\$ 5,785.00	\$ -	Various Parents	Field Trip
01-90120-0-00000-00000-8699-012-0000					
Malibu High School		\$ 5,000.00	\$ -	MHS-Athletic Booster Club	Salary, Coach
01-90120-0-00000-00000-8699-010-0000		\$ 5,000.00	\$ -	MHS-Athletic Booster Club	Salary, Hourly
		\$ 3,600.00	\$ -	Malibu Foundation	Family Services Contract
		\$ 185.00	\$ -	Various	General Supplies and Materials
		\$ 48.62	\$ 8.58	Coca-Cola Refreshments	General Supplies and Materials
McKinley		\$ 1,827.50	\$ -	Various	Field Trip
01-90120-0-00000-00000-8699-004-0000		\$ 657.50	\$ -	Various	Field Trip
Muir					
01-90120-0-00000-00000-8699-005-0000					
Olympic HS					
01-90120-0-00000-00000-8699-014-0000					
Rogers		\$ 1,980.00	\$ -	Will Rogers PTA	Operational Cost
01-90120-0-00000-00000-8699-006-0000					

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	
Roosevelt	\$	932.05	\$	165.00	
01-90120-0-00000-00000-8699-007-0000				Peter Lars, Inc. Cornerstone Photography	General Supplies and Materials
Samohi	\$	4,250.00	\$	-	
01-90120-0-00000-00000-8699-015-0000				Santa Monica Arts Parents Association	Teachers, Hourly
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	\$	4,955.00	\$	-	
01-90120-0-00000-00000-8699-030-0000	\$	4,290.00	\$	-	Various
	\$	1,793.00	\$	-	Various
	\$	175.00	\$	-	Various
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	\$	44,670.67	\$	323.58	\$ -

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	\$ 52,201.11	\$ 950.00	\$ 150.00	\$ 53,301.11			\$ -
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	\$ 8,267.23	\$ 3,242.00	\$ -	\$ 11,509.23			\$ -
01-90120-0-00000-00000-8699-017-0000							
CDS	\$ 1,333.37			\$ 1,333.37	\$ 40.00		\$ 40.00
12-90120-0-00000-00000-8699-070-0000							
Edison	\$ 808.38			\$ 808.38			\$ -
01-90120-0-00000-00000-8699-001-0000							
Franklin	\$ 3,325.54			\$ 3,325.54			\$ -
01-90120-0-00000-00000-8699-002-0000							
Grant				\$ -			\$ -
01-90120-0-00000-00000-8699-003-0000							
Lincoln	\$ 47,001.92	\$ 5,785.00	\$ -	\$ 52,786.92			\$ -
01-90120-0-00000-00000-8699-012-0000							
Malibu High School	\$ 25,508.13	\$ 13,833.62	\$ 8.58	\$ 39,350.33			\$ -
01-90120-0-00000-00000-8699-010-0000							
Malibu Shark Fund - Resource #90141							
McKinley	\$ 20,077.99	\$ 2,485.00	\$ -	\$ 22,562.99			\$ -
01-90120-0-00000-00000-8699-004-0000							
Muir	\$ 50.00			\$ 50.00			\$ -
01-90120-0-00000-00000-8699-005-0000							
Olympic HS	\$ 10,200.00			\$ 10,200.00			\$ -
01-90120-0-00000-00000-8699-014-0000							
Rogers	\$ 19,579.75	\$ 1,980.00	\$ -	\$ 21,559.75			\$ -
01-90120-0-00000-00000-8699-006-0000							
Roosevelt	\$ 3,270.98	\$ 932.05	\$ 165.00	\$ 4,368.03			\$ -
01-90120-0-00000-00000-8699-007-0000							
Samohi	\$ 10,631.63	\$ 4,250.00	\$ -	\$ 14,881.63			\$ -
01-90120-0-00000-00000-8699-015-0000							
Pt. Dume Marine Science				\$ -			\$ -
01-90120-0-00000-00000-8699-019-0000							
Webster				\$ -	\$ 3,241.00		\$ 3,241.00
01-90120-0-00000-00000-8699-008-0000							

School/Site	Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Equity Fund 15% Contrib.	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
ALL OTHER LOCATIONS:								
Superintendent's Office								
	01-90120-0-00000-00000-8699-020-0000				\$ -			\$ -
	01-90120-0-00000-00000-8699-030-0000	\$ 20,335.73	\$ 11,213.00		\$ 31,548.73			\$ -
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				\$ -	\$ 1,300.00		\$ 1,300.00
Food & Nutrition Services								
	01-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
TOTAL GIFTS		\$ 222,591.76	\$ 44,670.67	\$ 323.58	\$ 267,586.01	\$ 4,581.00	\$ -	\$ 4,581.00
Total Cash Gifts for District:								
			\$ 44,670.67			Total In-Kind Gifts:	\$ -	
				Total Equity Fund 15% Contribs.	323.58			

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/05/13

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

RE: CONTRACT AMENDMENT #08 FOR GEOTECHNICAL OBSERVATION AND TESTING SERVICES – SANTA MONICA HIGH SCHOOL – SCIENCE & TECHNOLOGY BUILDING AND SITE IMPROVEMENTS PROJECT – AMEC ENVIRONMENTAL & INFRASTRUCTURE, INC. – MEASURE BB

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve Contract Amendment #08 to AMEC Environmental & Infrastructure, Inc. for additional Geotechnical Services for the Santa Monica High School Science & Technology Building and Site Improvements Project for an amount not to exceed \$44,600, for a total contract amount of \$248,379.

Funding Information

Budgeted: Yes
Fund: 81
Source: Measure BB
Account Number: 82-90500-0-00000-85000-5802-015-2600
DSA Number: 03-113443
Budget Category: Soft Costs/Tests & Inspection/Materials Lab
Friday Memo: 03/01/13

COMMENTS: AMEC Environmental & Infrastructure, Inc. is providing Geotechnical Observation and Testing Services for the Santa Monica High School Science and Technology Building and Site Improvement Project. Contract amendment #7 was approved on April 6, 2012 for an amount of \$131,474 for this scope.

AMEC's original proposal was based on a milestone schedule and the plans. Additional inspection work is required for backfill operations and underground utilities work. There is also other inspection work related to the new electrical service. Contract amendment #8 is for geotechnical observation, inspection and testing services for this work.

The estimated additional testing required to complete the project has resulted in a total add of \$44,600. There are sufficient funds in the projects Soft Costs/Test & Inspection/Materials Lab budget category to cover this expense. It is recommended the Board of Education approve this amendment to allow for uninterrupted testing and observation. The revised contract total will be \$248,379.

(Continued on next page)

ORIGINAL CONTRACT – Samohi Seismic Evaluation	\$31,600
CONTRACT AMENDMENT #1 (Samohi Seismic)	\$5,000
CONTRACT AMENDMENT #2 (Samohi Seismic)	\$18,030
CONTRACT AMENDMENT #3 (Samohi Seismic)	\$2,000
CONTRACT AMENDMENT #4 (Samohi DSA Closeout)	\$6,000
CONTRACT AMENDMENT #5 (Washington CDS)	\$9,675
CONTRACT AMENDMENT #6 (Company Name Change)	\$0
CONTRACT AMENDMENT #7 (Samohi Science and Tech Geotech)	\$131,474
CONTRACT AMENDMENT #8 (Samohi Science and Tech Geotech)	\$44,600
<u>TOTAL:</u>	<u>\$248,379</u>

A Friday memo accompanies this board item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/05/13

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

RE: CONTRACT AMENDMENT #24 FOR ARCHITECTURAL/ENGINEERING
DESIGN SERVICES FOR SANTA MONICA HIGH SCHOOL - SCIENCE &
TECHNOLOGY BUILDING AND SITE IMPROVEMENTS PROJECT – R. L.
BINDER FAIA ARCHITECTS, LLP – MEASURE BB

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve Contract Amendment #24 to RL Binder FAIA Architects, LLP (RL Binder) for additional architectural/engineering design services for the Santa Monica High School Science & Technology Building and Site Improvements Project (Phase 2: West Site Improvements) in an amount not to exceed \$71,978 for a total contract amount of \$7,568,219.

Funding Information

Budgeted: Yes
Fund: 82
Source: Measure BB
Account Number: 82-90500-0-00000-85000-5802-015-2600
DSA#: 03-113443
Description: Soft Costs/Design/Architects
Friday Memo: 03/01/13

COMMENTS: RL Binder is the Architect of Record (AOR) for these design services as they are associated to the current Science & Technology Project.

DSA has recently determined they directed the AOR to submit the re-orientation revisions as a separate DSA application for alteration project. This new application will then require additional services not included in the previous related amendment. The project must now be designed to incorporate the 2010 CBC requirements and to create full separate specifications. This package will be submitted to DSA at an In-Take meeting as an expedited review.

This Contract Amendment #24, for \$71,978, is for additional design services for the Santa Monica High School Science & Technology Building and Site Improvements Project. The revised contract total will be \$7,568,219. Currently there is sufficient budget to fund the cost of this work in the soft cost design allocation.

(Continued on next page)

ORIGINAL CONTRACT AMOUNT	\$1,209,688
CONTRACT AMENDMENT #1 & 2 (Siting Study)	\$180,000
CONTRACT AMENDMENT #3 (not issued)	\$0
CONTRACT AMENDMENT #4 (Programming additional services)	\$209,244
CONTRACT AMENDMENT #5 (DD/CD/CA)	\$4,878,954
CONTRACT AMENDMENT #6 (Fire protection design)	\$36,720
CONTRACT AMENDMENT #7 (Revision to siting study)	\$11,000
CONTRACT AMENDMENT #8 (Mechanical cooling design)	\$25,300
CONTRACT AMENDMENT #9 (Geotech revisions impact)	\$54,720 \$38,708
CONTRACT AMENDMENT #10 (50% CD review comments) Study #1	\$3,120
CONTRACT AMENDMENT #11 (50% CD review comments) Study #2	\$31,333
CONTRACT AMENDMENT #12 (50% CD review comments) Study #4	\$61,800
CONTRACT AMENDMENT #13 (50% CD review comments) Study #5	\$127,975
CONTRACT AMENDMENT #17 (1500kW Transformer)	\$73,299
CONTRACT AMENDMENT #20 (Unforeseen utility & fence re-design)	\$31,742
CONTRACT AMENDMENT #21 (Substitution)	\$6,036
CONTRACT AMENDMENT #22 (Phase 2 Area design)	\$231,900
CONTRACT AMENDMENT #23 (Re-Orientation & Electrical Transformer)	\$339,422
<u>CONTRACT AMENDMENT #24 (Additional Arch./Eng. For new DSA application)</u>	<u>\$71,978</u>
TOTAL CONTRACT	\$7,568,219

R. L. BINDER FAIA ARCHITECTS, LLP AMENDMENTS UNDER SEPARATE FUNDING SOURCE

CONTRACT AMENDMENT #14 (Siting study II)	\$153,950
CONTRACT AMENDMENT #15 (CCJUP Siting Study 2)	\$0
CONTRACT AMENDMENT #16 (APEOP Synthetic Turf Field)	\$63,486
CONTRACT AMENDMENT #18 (CCJUP MOU#2 Storm Drain)	\$8,750
<u>CONTRACT AMENDMENT #19 (CCJUP MOU#2 Storm Drain)</u>	<u>\$3,910</u>
TOTAL CONTRACT	\$230,096

A Friday Memo accompanies this board item.

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

TO: BOARD OF EDUCATION

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: CERTIFICATED PERSONNEL – Elections, Separations

ACTION/CONSENT
03/05/13

RECOMMENDATION NO. A.11

Unless otherwise noted, all items are included in the 2012/2013 approved budget.

ADDITIONAL ASSIGNMENTS

EDUCATIONAL SERVICES

Louria, Meredith	2.25 hrs @\$40.46	2/5/13	Est Hrly/\$91
McLaughlin, Gretchen	2.25 hrs @\$40.46	2/5/13	Est Hrly/\$91
Saling, David	2.25 hrs @\$40.46	2/5/13	Est Hrly/\$91
Stivers, Susan	2.25 hrs @\$40.46	2/5/13	<u>Est Hrly/\$91</u>
TOTAL ESTABLISHED HOURLY			\$364

Comment: District Writing Assessment Meeting
01-Unrestricted Resource

FRANKLIN ELEMENTARY SCHOOL

Robinson, Elaine	12 hrs @\$40.46	3/1/13-6/7/13	<u>Est Hrly/\$486</u>
TOTAL ESTABLISHED HOURLY			\$486

Comment: Homework Club
01-Reimbursed by PTA

GRANT ELEMENTARY SCHOOL

Gormley, Brynn	1.5 hrs @\$40.46	2/8/13	Est Hrly/\$61
Hopkins, Miriam	1.5 hrs @\$40.46	2/8/13	Est Hrly/\$61
Lipson, Jennifer	1.5 hrs @\$40.46	2/8/13	Est Hrly/\$61
Marek, Mallory	1.5 hrs @\$40.46	2/8/13	Est Hrly/\$61
Petrilyak, David	1.5 hrs @\$40.46	2/8/13	Est Hrly/\$61
Pollack, Lori	1.5 hrs @\$40.46	2/8/13	Est Hrly/\$61
Ripley, Virginia	1.5 hrs @\$40.46	2/8/13	Est Hrly/\$61
Spanos, Christina	1.5 hrs @\$40.46	2/8/13	Est Hrly/\$61
Takashima, Iris	1.5 hrs @\$40.46	2/8/13	Est Hrly/\$61
Thomas, Christine	1.5 hrs @\$40.46	2/8/13	Est Hrly/\$61
Ware, Andrea	1.5 hrs @\$40.46	2/8/13	<u>Est Hrly/\$61</u>
TOTAL ESTABLISHED HOURLY			\$671

Comment: Math Night
01-Tier III Programs Cat Flex

LINCOLN MIDDLE SCHOOL

DeBeech, Beth	2.5 hrs @\$40.46	2/6/13	Est Hrly/\$101
Pomatti, Kate	2.5 hrs @\$40.46	2/6/13	Est Hrly/\$101
Stauffer, Aimee	2.5 hrs @\$40.46	2/6/13	Est Hrly/\$101
Ventre, Vanessa	2.5 hrs @\$40.46	2/6/13	Est Hrly/\$101
Vieira, Ron	2.5 hrs @\$40.46	2/6/13	<u>Est Hrly/\$101</u>
TOTAL ESTABLISHED HOURLY			\$505

Comment: Parent Ed – Elementary Information Night
01-Gifts – Equity Fund

Seymour, Robert	2 hrs @\$40.46	2/4/13	Est Hrly/\$81
Sherman, Wynn	2 hrs @\$40.46	2/4/13	Est Hrly/\$81
Suffolk, Stefanie	2 hrs @\$40.46	2/4/13	<u>Est Hrly/\$81</u>
TOTAL ESTABLISHED HOURLY			\$243

Comment: PTSA Parent Education Nights
01-Reimbursed by PTA

SANTA MONICA HIGH SCHOOL

Hoffman, Ryan 99 hrs @\$42.43

1/7/13-6/11/13

Own Hrly/\$4,201

TOTAL ESTABLISHED HOURLY \$4,201

Comment: 6th Period Assignment
01-Unrestricted Resource

Cierra, Jorge	1 hr @\$40.46
Doughty, Lindsey	1 hr @\$40.46
Fulcher, Nathan	1 hr @\$40.46
Reyes, Katrina	1 hr @\$40.46
Seals, Mike	1 hr @\$40.46
Ustation, tina	1 hr @\$40.46
Veral, Ramon	1 hr @\$40.46
Walker, Megan	1 hr @\$40.46

1/24/13

Est Hrly/\$40

1/24/13

Est Hrly/\$40

1/24/13

Est Hrly/\$40

1/24/13

Est Hrly/\$40

1/24/13

Est Hrly/\$40

1/24/13

Est Hrly/\$40

1/24/13

Est Hrly/\$40

1/24/13

Est Hrly/\$40

TOTAL ESTABLISHED HOURLY \$320

Comment: Collaboration Meeting
01-Tier III Programs Cat Flex**SPECIAL EDUCATION**

Dewar, Ruth 70 hrs @\$40.46

1/8/13-6/11/13

Est Hrly/\$2,832

TOTAL ESTABLISHED HOURLY \$2,832

Comment: Assessment Overload
01-Special Education**TOTAL ESTABLISHED HOURLY, AND OWN HOURLY = \$ 9,622****LEAVE OF ABSENCE (with pay)**Name/LocationEffectiveAhern, Jamie
Special Education3/1/13-4/19/13
[maternity]Bressler, Rachel
Student Services1/22/13-2/8/13
[FMLA]Waldorf, Sherry
Student Services1/7/13-2/22/13
[medical]**LEAVE OF ABSENCE (without pay)**Name/LocationEffectiveGarcia, Apryl
John Adams MS2/4/13-4/29/13
[CFRA]

RESIGNATION

<u>Name/Location</u>	<u>Effective</u>
RM4606685	6/30/13
KN3061044	6/30/13
DY4575495	6/30/13
SR5991174	6/30/13
Benitez, Angela Child Develop Svcs	6/11/13
Dwiko, Minoo Child Develop Svcs	1/25/13
Gatell, Frank Santa Monica HS	2/25/13
Vander Veen, Kenneth Lincoln MS	2/20/13

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

TO: BOARD OF EDUCATION

FROM: SANDRA LYON / BRANDON TIETZE

RE: CLASSIFIED PERSONNEL – MERIT

ACTION/CONSENT
03/05/13

RECOMMENDATION NO. A.12

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>NEW HIRES</u>		<u>EFFECTIVE DATE</u>
Avalos, Michelle Malibu HS	Inst Asst – Special Ed 6 Hrs/SY /Range: 20 Step: D	2/11/13
Castaneda, Laura Special Education	Inst Asst - Specialized 6 Hrs/SY /Range: 26 Step: A	2/19/13
Foote, Alma Educational Svcs-Lincoln MS	Inst Asst - Bilingual 3.5 Hrs/SY /Range: 20 Step: A	2/11/13
Gaur, Chandini Rogers ES	Inst Asst – Classroom 3 Hrs/SY /Range:18 Step: A	2/19/13
Johnson, Joseph Santa Monica HS	Inst Asst – Special Ed 4 Hrs/SY /Range: 20 Step: A	2/11/13
Mack, Julianne Special Education	Inst Asst - Specialized 3 Hrs/SY /Range: 26 Step: A	2/20/13
Reardon, Susan Special Education	Inst Asst - Specialized 6 Hrs/SY /Range: 26 Step: A	2/19/13
<u>PROMOTION</u>		<u>EFFECTIVE DATE</u>
Martinez, Isabel Special Education	Inst Asst - Specialized 6 Hrs/SY/Range: 26 Step: D Fr: Inst Asst – Special Ed; 4.5 Hrs/SY	2/19/13
Romero, Fredy Special Education	Physical Activities Specialist 5 Hrs/SY/Range: 26 Step: B Fr: Inst Asst – Physical Ed; 4 Hrs/SY	2/19/13
<u>TEMP/ADDITIONAL ASSIGNMENTS</u>		<u>EFFECTIVE DATE</u>
Bonilla, Leroy Food & Nutrition Svcs-Malibu HS	Cafeteria Worker I [additional hours, extra duties]	1/22/13-6/30/13
Coleman, Dawn Grant ES	Inst Asst - Specialized [overtime, camp assistance]	1/22/13-1/23/13
Gardea-Perez, Lupe Educational Svcs	Bilingual Community Liaison [overtime, SARCS translation]	1/14/13-1/31/13
Hernandez, Steven Lincoln MS	Inst Asst – Special Ed [additional hours, extra assignment]	9/1/12-1/18/13

Jorgenson, Stephanie Special Education	Office Specialist [additional hours, department projects]	2/1/13-2/28/13
Lopez, Sandy Grant ES	Senior Office Specialist [additional hours, extra duties]	1/22/13-6/15/13
Minca, Robin Lincoln MS	Administrative Assistant [overtime, facility permits]	12/19/12-6/30/13
Rams, Florencia Educational Svcs	Bilingual Community Liaison [overtime, Stairway translation]	1/16/13-3/8/13

SUBSTITUTES

Castaneda, Laura Special Education	Inst Asst - Specialized	<u>EFFECTIVE DATE</u> 1/28/13-6/30/13
Cisneros-Garcia, Margarita District	Office Specialist	2/1/13-6/30/13
Mack, Julianne Special Education	Inst Asst - Specialized	1/28/13-6/30/13
Reaber, Lisa District	Office Specialist	2/6/13-6/30/13
Shirley, Shavine Operations	Custodian	2/20/13-6/30/13

INVOLUNTARY TRANSFER

Martinez, Daniel Child Develop Svcs – McKinley ES	Children's Center Assistant 3.5 Hrs/SY Fr: 3.5 Hrs/SY/Muir ES	<u>EFFECTIVE DATE</u> 9/25/12
Rodgers, Rodney Special Education –McKinley ES	Inst Asst – Developmental Health 6 Hrs/SY Fr: 6 Hrs/SY/Lincoln MS Preschool	2/11/13
Sandoval, Vanessa Child Develop Svcs – Adams MS	Children's Center Assistant 3.5 Hrs/SY Fr: 3.5 Hrs/SY/Child Develop Svcs – Woods	1/28/13

PROFESSIONAL GROWTH

Perez, Elena Fiscal Svcs	Accountant	<u>EFFECTIVE DATE</u> 3/1/13
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ESTABLISHMENT OF POSITION

Inst Asst – Special Ed 6 Hrs/SY; Special Education	<u>EFFECTIVE DATE</u> 2/4/13
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RESIGNATION

Bradley, Paula
Human Resources

Human Resources Technician

EFFECTIVE DATE

2/1/13

Martinez, Ricardo
Santa Monica HS

Athletic Trainer

2/13/13

Marzulli, Margaret
Cabrillo ES

Inst Asst – Special Ed

2/1/13

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / BRANDON TIETZE

RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.13

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

COACHING ASSISTANT

DE OLIVEIRA, MARK	MALIBU HS	7/1/12-6/30/13
GRAY, CARLOS	MALIBU HS	7/1/12-6/30/13
LOWE, TAYLOR	MALIBU HS	7/1/12-6/30/13
O'NEIL, STEVEN	MALIBU HS	7/1/12-6/30/13
RODRIGUEZ, SERAFIN	SANTA MONICA HS	1/1/13-6/30/13
WIDEMAN, KRYSTAL	SANTA MONICA HS	2/20/13-6/30/13

NOON SUPERVISION AIDE

GONDO, JANET	MCKINLEY ELEMENTARY	2/1/13-6/11/13
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TECHNICAL SPECIALIST – LEVEL III

LA TUCHIE, NORMA	SMASH	1/8/13-6/11/13
	[Music Instructor]	
	- Funding: Reimbursed by PTA	

STUDENT WORKER – WORKABILITY

KLARENBECK, JORDAN	SPECIAL EDUCATION	2/5/13-6/30/13
LEE, LAWRENCE	SPECIAL EDUCATION	2/11/13-6/30/14
NOSSRAT, ARYAH	SPECIAL EDUCATION	2/4/13-6/30/14
SOLORZA, DANIEL	SPECIAL EDUCATION	2/4/13-6/30/14

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/05/13

FROM: SANDRA LYON / TERRY DELORIA / MARK KELLY

RE: REVISE BP AND AR 5117 – INTERDISTRICT ATTENDANCE

RECOMMENDATION NO. A.14

It is recommended that the Board of Education revise BP 5117 – Interdistrict Attendance. AR 5117 is also attached for reference.

COMMENTS:

For the 2012-2013 school year, Student Services received 334 interdistrict permit applications, 264 of which were approved and 70 were denied. The number of approved interdistrict permits is an increase of 114 permits over the number approved for the 2011-2012 school year. The addition of the two priority groups did not impact the number of applications; Student Services received no applications for international high schools or for grandchildren of individuals living with the boundaries of SMMUSD for a minimum of five years.

The following changes to BP and AR 5117 are recommended for the 2013-2014 school year:

Policy:

- Section A – Clarify that students granted an interdistrict permit for involuntary loss of housing do not need to reapply each year, but do need to submit a verification of continuing enrollment.
- Section A – Clarify that students “in good standing” who have been attending school(s) within SMMUSD as a resident of the district for a minimum of three complete school years, and subsequently relocate outside the boundaries of SMMUSD, are subject to the priority order in which permits are granted, as detailed in Section F.
- Section D – Add language to the criteria for final approval to reflect that applicants demonstrate they meet standards for retaining a permit including standards of behavior, attendance, or academic effort.
- Section E – Reflect that the number of interdistrict permits to be accepted is for the 2013-2014 school year.
- Section F2 – Clarify that students enrolled in a program improvement school shall be provided an option to transfer to a non-program improvement district school or charter school.
- Section F4g and h – switched

Regulation:

- General Guidelines 1e – Adds General Guideline 3c to right to rescind any prior approved interdistrict permit. This addition makes the language consistent with language reflected in the Conditions for Cancellation of Interdistrict Permits section.

(continued on next page)

Background:

Last year, the following changes were made to the BP and AR 5117 – Interdistrict Attendance:

Policy:

- Rescinded the moratorium on new interdistrict permits in grades K through 11 and accepted new interdistrict permits at all schools.
- Increased the capacity number of new interdistrict permits accepted and approved from 200 to 300 (Section E1) with the following considerations:
- Clarified that students currently on an interdistrict permit do not have to annually renew an interdistrict permit. Continuing students annually submit a verification of continuing enrollment.
- Added priority groups:
 - International High School students on a case-by-case basis
 - Grandchildren of individuals who have been living within the boundaries of SMMUSD for a minimum of five years

Regulation:

- Clarified that students currently on an interdistrict permit do not have to annually renew an interdistrict permit. Continuing students annually submit a verification of continuing enrollment.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Interdistrict Attendance

- A. Although students generally must attend school in the district and school where their residence has been established, the Santa Monica-Malibu School District Board of Education recognizes justifiable reasons for interdistrict permits. Upon request, the Superintendent or designee may accept students from other districts and may allow students who live within the district to transfer to another school within the district or out of the district.

Parents must submit verification of continuing enrollment annually. Students enrolled prior to the 2005-06 school year on a PERT or DERT permit will not be affected by this change.

Involuntary loss of housing resulting from: apartments being removed from the rental market (Ellis Act), buildings being red-tagged, or evictions to accommodate owner-occupancy should not interfere with a child completing his/her education in the Santa Monica-Malibu Unified School District. The permit office will require the applicant to obtain verification from the Rent Control Department or other appropriate legal agency. These students will be allowed to remain in their schools for the remainder of the year in which their housing has been lost. In addition, they will be allowed to remain in SMMUSD as permit students in subsequent years provided they meet all the conditions of students attending SMMUSD on permit ~~and they reapply annually~~ and submit a verification of continuing enrollment annually. The Ellis Act allows California apartment owners to evict tenants if the landlords intend to withdraw their units from the rental market.

Students "in good standing" who have been attending school/s within SMMUSD as a resident of the district for a minimum period of three complete school years, and subsequently relocate outside the boundaries of SMMUSD, will be allowed to remain in the Santa Monica-Malibu School district as permit students, upon receiving a permit release from their district of residence and meeting all the conditions of students attending Santa Monica-Malibu Unified School District on a permit. Permits will be granted per the language of sections D and F below.

- B. Permits of this type are to be initiated by the student's parent or guardian who attests to the fact or shows evidence that the permit would be in the student's best interests. Cancellation of the permit shall occur if certain provisions are not adhered to by the student or parent/guardian, or if overcrowding should occur at the school of acceptance.
- C. The Board is committed to providing a quality education for all district students legally enrolled and will provide fair and consistent treatment for students and parent/guardians regardless of their residence or permit status. All applications for a permit will be treated in a fair and consistent manner.
- D. Final approval of permits for all students, including students needing specialized programs, such as GATE, special education, ELL, etc., shall rest at the district and shall be contingent upon space, budget and staff availability. Additionally, approval is contingent on applicants demonstrating they meet requirements for retaining a permit including standards of behavior, attendance and academic effort. The district will not pay excess costs to provide specialized services to students on permit.

- E. The district will accept applications for interdistrict permits in grades K through 11. Permits will be granted per the language of section D. above.
1. The total number of all new interdistrict permits that will be accepted and approved for the ~~2012-2013~~ 2013-1014 school year will not exceed 300.
 - a. The total number of new permits accepted and approved for kindergarten will not exceed 50.
 - b. The total number of new permits accepted and approved for grades 1 through 5 will be issued on a space available basis.
 - c. The total number of new permits accepted and approved for John Adams Middle School and Lincoln Middle School for grade 6 will not exceed 10.
 - d. The total number of new permits accepted and approved for grades 7 and 8 at John Adams Middle School and Lincoln Middle School will not exceed 10 per grade level.
 - e. The total number of permits accepted and approved for grades 9 through 11 at Santa Monica High School will not exceed 20 per grade level.
 - f. Permits will be accepted to Olympic High School on a case by case basis for students currently enrolled in SMMUSD.
 - g. The district will continue to accept all permit applications to Malibu schools.
 - h. International High School students will be accepted and approved on a case-by-case basis.
 2. All students currently attending on an interdistrict permit will be allowed to remain in the district until they leave or graduate, assuming that they submit a verification of continuing enrollment annually and uphold appropriate standards of behavior, attendance, and academic effort. Interdistrict attendance permits for 11th and 12th graders may not be rescinded.
 3. Guidelines previously applied to SMASH, Edison, including the immersion program through Grade 8, and our preschools will remain in effect.
- F. Requests for new permits will be received (granted) in the following order (Based on the timelines identified in Administrative Regulations 5117):
1. Intradistrict permits allowing children who are residents of the cities of Santa Monica and/or Malibu to attend a school other than their neighborhood school;

It is the intention of the district to provide same-school placement for all siblings in a family once an intradistrict permit has been granted, except in cases where students need a specialized program which is only available on another campus.
 2. If a district school receiving Title I funds is identified for program improvement, corrective action, or restructuring, all students enrolled in that school shall be provided an option to transfer to ~~another~~ a non-program improvement district school or charter school. (20 USC [6316](#))

3. Interdistrict permits for children of employees of the Santa Monica-Malibu Unified School District [certificated, classified, management, full and part-time (a minimum of 15 hours per week)];

It is the intention of the district to provide a seat in a district school (K-12) to all children of district employees who have requested a new interdistrict permit, with the understanding that Section D will be considered. Staff will do its best to accommodate requests for a specific school but will not guarantee requested placement. On-going permit holders are not affected and will continue in the home school being currently attended.

4. If space, staffing and budget allow, interdistrict permits for:
 - a. Those students "in good standing" who have been attending school/s within SMMUSD as a resident of the district, for a minimum period of three complete school years, and subsequently relocate outside the boundaries of SMMUSD. Permits will be granted per the language of section D above.
 - b. Siblings of current interdistrict permit holders. If a permit is received (granted) there is no guarantee of same-school placement. On-going permit holders are not affected and will continue in the home school being currently attended.
 - c. International High School students on a case-by-case basis.
 - d. Children of employees of the cities of Malibu or Santa Monica.
 - e. Children of full-time, permanent employees of Santa Monica College.
 - f. Children of alumni of Santa Monica High School, Malibu High School, or Olympic High School. Parent must attach a copy of graduation diploma to the permit application.
 - g. Grandchildren of individuals who have been living within the boundaries of SMMUSD for a minimum of five years.
 - h. Children of individuals working within the boundaries of SMMUSD.

Legal Reference:

EDUCATION CODE

41020 Annual district audits

46600-46611 Interdistrict attendance agreements

48204 Residency requirements for school attendance

48300-48316 Student attendance alternatives, school district of choice program

48350-48361 Open Enrollment Act

48915 Expulsion; particular circumstances

48915.1 Expelled individuals: enrollment in another district

48918 Rules governing expulsion procedures

48980 Notice at beginning of term

52317 Regional Occupational Center/Program, enrollment of students, interdistrict attendance

ATTORNEY GENERAL OPINIONS

87 Ops.Cal.Atty.Gen. 132 (2004)

84 Ops.Cal.Atty.Gen. 198 (2001)

COURT DECISIONS

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

Management Resources:

WEB SITES

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

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

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

adopted: January 27, 1994 Santa Monica, California

revised: February 17, 2005; February 20, 2003; March 3, 2011; March 15, 2012

Interdistrict Attendance

Interdistrict Attendance Procedures (transfers between districts):

General Guidelines

1. The permit office is responsible for processing interdistrict permits.
2. The request for a permit is initiated by the parent at their child's district of residence.
3. The parents/guardians of the child must be informed that the acceptance of their child is contingent upon the parent/guardian and the child assuming full responsibility for:
 - a. Satisfactory attendance
 - b. Satisfactory behavior
 - c. Satisfactory academic effort
 - d. Any necessary documentation requested regarding and including child care, employment, doctor's recommendations and guardianship documentation.
 - e. Understanding that the receiving school has the right to rescind any prior approved interdistrict permit if the parent/guardian or student does not fulfill the responsibilities listed in 3.a, b, and c above ~~3.a & b above~~.
4. It is the responsibility of each school to ensure that nonresident students accepted and registered without a valid permit be returned to the school of residence.

Conditions for Accepting Interdistrict Attendance Permits

The school site designee and the Superintendent or designee shall approve or deny applications for transfers. The acceptance of interdistrict permits for students from other school districts to attend classes within the district shall be subject to the following:

1. The student seeking an initial interdistrict permit in the district must submit an SMMUSD permit application and present a permit authorizing his/her release from the school district of residence.
2. A release from the school district of residence is required for the initial permit application only and not required for permit renewal.
3. The student must be eligible to attend elementary school, middle school, or senior high school classes maintained by the Santa Monica-Malibu Unified School District and there must be an existing opening in the class, grade level, and school to which the student seeking the interdistrict permit would be initially enrolled.
4. All students currently attending on an interdistrict permit will be allowed to remain in the district until they leave or graduate, assuming that they: annually submit a verification of continuing enrollment to SMMUSD and comply with all the SMMUSD application requirements; uphold appropriate standards of behavior, attendance, and academic effort.

5. Interdistrict attendance permits for 11th and 12th graders may not be rescinded.
~~although 11th and 12th graders.~~

Conditions for Cancellation of Interdistrict Permits

The receiving school or district has the right to revoke any previously approved interdistrict permit for the following reasons:

1. Falsification or misrepresentation of information
2. Enrollment fluctuation
3. Unsatisfactory behavior
4. Unsatisfactory attendance
5. Unsatisfactory academic effort/achievement
6. A change in childcare arrangements
7. Inappropriate guardianship documentation
8. Reason for the original issuance of the permit by the school district of residence is no longer valid
9. Student becomes eligible for a program or class other than the one to which he/she was admitted and there is no available space in the new program or class.
10. A parent requests a transfer to another district school instead of the school his/her child was admitted.

Appeal Procedures

1. Interdistrict transfer requests that are denied by the district at the school level may be appealed by the parent/guardian to the Superintendent or designee within two weeks from the day the request for acceptance of permit is denied.
2. The appeal is to be in writing and must provide all information and detail as to why the denial is being appealed.
3. The Superintendent or designee shall review the permit appeal based on Board policy and regulations, state law, and in consultation with school site(s), parents/guardians and the appropriate district staff as necessary.
4. If the permit continues to be denied, the parent/guardian may within 30 calendar days of the denial, appeal to the County Board of Education
5. There is no appeal process to the County Board for interdistrict permits that are revoked.

Annual Report

The Board will receive a report on permits by February 28 of each year.

Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: August 19, 2009 Santa Monica, California
revised: February 17, 2011; February 2, 2012

DISCUSSION ITEMS

TO: BOARD OF EDUCATION

DISCUSSION

03/05/13

FROM: SANDRA LYON

RE: SURVEY AND COMMUNICATION PLAN PROPOSAL BY K12 INSIGHT

DISCUSSION ITEM NO. D.01

K12 Insight is a company that assists school districts in building a collaborative and consultative approach to decision-making while improving communication with all stakeholder groups. K12 Insight creates a customized plan for each district that involves surveying stakeholders, communicating the results back to stakeholders, and ensuring that the results are used for strategic planning. The company assists in creating survey and communication calendars, establishing a baseline need and activities of two-way dialogue so that each survey is used as a communications tool.

Given the number of surveys that SMMUSD is either required to do or desirous of doing to enhance our focus on academic achievement, K12 Insight will help ensure that the surveys are reliable and useful and that those surveyed are provided with the results. Such surveys could address federal recording requirements, Title I parent involvement, Title II funding requirements, the Youth Wellbeing Report Card, centralized fundraising, school/district climate, school connectedness, and the specific focuses of the various district advisory committees.

As a school district, it is critical that we have current, reliable information on staff, parent, student, and community needs and opinions so that we make informed decisions and so that our community understands the decisions that are made.

Systems-Based Stakeholder Engagement Solution

Santa Monica-Malibou Unified School District

Liz Ralston

2/5/2013



A district leadership team's ability to excel, particularly in these challenging times, is inextricably linked to the level of trust it maintains with its key stakeholders: parents, teachers, community members and students. K12 *Insight* proposes an innovative and comprehensive solution to raise the level of "Trust Capital" by providing greater transparency and adopting a collaborative and consultative approach to decision-making. Our solution is based on a Systems implementation of stakeholder engagement that is a timely alternative to the random, reactionary and episodic approach prevalent in school districts.

PROPOSAL

K12 *Insight* proposes a customized prescription for building and growing the engagement level of all stakeholders of the captioned school district in a manner that is systemic and systematic. K12 *Insight*'s prescription has a core component which will be customized in working closely with the district's leadership team to be fully aligned with the district's strategic plan.

The prescription creates a systemic way to provide transparency into the opportunities and challenges before the district, as well as to be inclusive of all perspectives on all issues.

The core components of this prescription are listed below:

I. A Communication Calendar Aligned with District Calendar

K12 *Insight* shall conduct a comprehensive audit through a Survey of Surveyors to establish a baseline need and activity of two-way dialogue through surveys in the district. A consolidated Communication Calendar is drawn at the start of each school year based on needs defined in the district strategic plan, data from the Survey of Surveyors and discussions in a working session with key district leaders.

II. Guideline on Best Practices

K12 *Insight* shall help the district develop a set of guidelines based on Best Practices to help any district staff member deploy a survey. Such policy is in recognition of the fact that every survey creates expectations in the minds of those who participate, and is therefore an exercise in public relations. The wording of questions in a study, and the communication that follows a study, greatly impact the engagement level of those who participate in the study. A uniform guideline eliminates over-surveying and survey fatigue, while also providing all applicable staff members access to the tools and necessary expertise.















III. A Comprehensive Approach to Communication

In recognition of the limits of one-way dialogue, our comprehensive approach utilizes true two-way dialogue with stakeholders. While we use surveys as the vehicle for such two-way dialogue, we depart from the traditional view of surveys in significant ways:

1. We go beyond mere data-gathering with a research focus to informing and educating respondents on key issues using the art of asking questions to inform and educate. This is essential since a majority of the public does not understand how their district operates and the nature of the challenges and opportunities before the district. This also gives the district an opportunity to address prevailing myths. To clarify, this exercise is not the equivalent of "push polling" and other aggressive PR activities. On the contrary, everything we do in and for the school district is rooted in authenticity. We believe that in order for any school district to have the capacity to meet the challenges it faces, all stakeholder groups must have access to key facts, free of misinformation and myths that are all too common in public education.

2. We will provide the necessary content to the district's Communications team to conduct extensive communication before a survey is launched in order to emphasize the fact that the district leadership team values stakeholder input. Such pre-survey communication shall also clearly set expectations on when respondents can expect to see reports, as well as how survey findings will be used.
3. On a select set of critical studies, we shall invite the participation of 100% of the population instead of a partial sample. As a communication and relationship-building activity, the district must seek the involvement and participation of everyone, with emphasis on reaching those individuals who traditionally tend to be absent from such dialogue.
4. K12 *Insight* will help the school district develop key partnerships with community-based organizations to ensure greater participation in all such studies. We will work with the Communications department by bringing the lessons we have learned from our work in districts all around the country to tap into the support of clergy, libraries and other civic organizations.
5. Questionnaires are reviewed to ensure they are free of jargon and other forms of K12-speak. If a sizeable number/percentage of parents does not speak English as their native language, studies directed at parents and community members should also be deployed in those native languages.
6. A considerable amount of attention is paid to post-survey communication. In the interest of transparency, findings are made available and shared with all stakeholders shortly after the closing of the data collection phase. In addition to expressing appreciation for their input, stakeholders should be informed of key findings, how their input will be used and what decisions will be based on those findings — using easily understood words and terms. K12 *Insight* will provide all reports and work with the district communications team to develop the messaging for all such communication.

IV. Sample Communications and Outreach Calendar (to be customized for district within the first six weeks of engagement)

Topic	Respondent Group			
	Students	Staff	Parents	Community
<i>Opening of the Schools Customer Satisfaction (Site level leaders only)</i>				
Climate at Site Level Issues				
Student Engagement				
Employee Engagement				
Climate at Central Office Issues				
Professional Development Needs Assessment				
<i>Alumni Workforce and College Readiness</i>				
<i>End of the Year Customer Satisfaction (Site level leaders only)</i>				
<i>New Hire Mentoring Effectiveness</i>				
<i>Employee Exit Survey</i>				

Survey Respondents Key:



V. High Quality Email Database of All Stakeholders

Even though surveys may be deployed both online and offline (via paper or phone), there are distinct advantages to building email database for all stakeholders who can access the Internet. K12 Insight will help the district build and maintain an email database of parents, community members, teachers, alumni and students based on our experience in working with schools around the country. Having a high quality email database that is updated in a timely manner significantly reduces the cost of communication, while increasing its effectiveness. Student survey access is possible using special passwords such as student IDs.

VI. Plug & Play Solution for Central Office and Every School Site with Full Support

K12 Insight's solution is fully customized for each district, so its look and feel reflects that of the district. Every staff member in both the Central Office and at school sites who needs access to the technology is trained and supported by a dedicated Strategic Account Manager and provided full and unlimited access. Permission levels determine what data a person may view or modify. Training is provided on an on-going basis. Support is available by phone or email. Professionals with expertise in survey design and messaging are available to every district staff member to assist with questionnaire design and provide interpretation and dissemination of information. We also provide professional translation of all survey content to enable parents to complete surveys in their native languages. This is essential to boosting engagement and parental participation.

VII. Reporting Dashboard

K12 Insight shall provide the results of all surveys on a reporting dashboard, including longitudinal trends to track progress in key areas.

VIII. Comprehensive Pre-Survey Communications Campaign

K12 Insight shall provide templates and key messaging documents for op-ed articles, press releases and phone messages to be recorded in advance of the two Climate survey initiatives.

IX. Comprehensive Post-Survey Communications Campaign

K12 Insight shall provide detailed reports and shall develop articles with key messages for circulation to the press, including press releases and press conferences, after each of the two Climate survey initiatives.

X. Centralized Repository for all District Survey Initiatives

K12 Insight shall provide access to its technology for all survey initiatives in the district and shall provide training and support to all district personnel in both the use of the technology, as well as proper methodology on surveys.

XI. YourVoice – Integrated Content Publishing Tool for Engagement and Outreach Initiatives

Key to K12 Insight's solution is a cultural transformation that provides for greater transparency and collaborative decision-making with opportunities for all to provide input. To maintain a persistent narrative of this transformation, every district must maintain a history of all past, present and future outreach activities on its website. Details of goals, key findings, copies of questions used, etc., for all past initiatives should be made available. We recommend a district maintain this for up to three years. YourVoice is K12 Insight's integrated Content publishing tool that makes publishing such information on the district's website simple. Its power lies in being integrated with the platform that houses the central repository for district surveys.

XII. Engage – Customized Mobile App

K12 Insight shall provide the district with a customized version of a mobile App for iPhone and Droid mobile devices. This app provides the the following five key features:

- i. District News (with an interface to publish news)
- ii. District Emergency Alerts (with an interface to broadcast Emergency Alerts)

- iii. District Engage Dialogue (with an interface to publish surveys)
- iv. District Facebook Page (if applicable)
- v. District Twitter Feeds (if applicable)

XIII. FormCloud – High Quality Electronic Versions of All District Forms

K12 *Insight* shall work with the district to publish all forms online. The Rules-based alert notification will inform concerned staff members when a completed form has been received, as well as email them the content of the form. FormCloud allows all data associated with forms to be directly entered into a database, thus eliminating manual data entry by district staff. It also reduces errors during data entry and allows districts to realize savings by reducing the amount of printing and management of logistics of paper surveys.

Survey Bank

All surveys deployed by a district should be customized to meet the district's exact communication needs. This work is done by professionals who specialize in communication and survey design. To ensure quality control, we have developed an exhaustive process for designing questionnaires. Known as the Joint Questionnaire Development (JQD), this process is collaborative between K12 *Insight*'s experts and district staff.

Additionally, a Survey Bank — a repository of tested and validated surveys on a wide variety of topics — is available to all users of our system. A sample of topics is listed below.

	Staff	Parents	Students	Alumni
360 Feedback for Leadership Board	x			
360 Feedback for Principals & Teachers	x			
Access to Computer		x	x	
Alcohol/Drug/Tobacco Use				x
Alumni: General				x
Alumni: Job/College Readiness				x
BYOD – Bring Your Own Device	x	x	x	
Boosting Application to Highly Selective Colleges	x	x	x	
Bond Preparation		x		
Budget Shortfall Survey	x	x	x	
Career Preference Survey	x			
Climate	x	x	x	
Course/Teacher Eval - End of Year			x	
Course/Teacher Eval - Mid-Year			x	
Course/Teacher Eval - Year-Round			x	
Customer Satisfaction		x		
District Leadership Evaluation	x			
Entry Plan for New Superintendent	x	x		
Facilities: Cafeteria			x	
Facilities: Computers/Technology	x		x	
Facilities: Overall	x			
Guidance Counseling Dept Redesign	x	x	x	x
HR: Job Applicant Eval				
HR: Employee Engagement/Morale				
HR: New Teacher Mentoring Effectiveness				
HR: Exit Survey				
Internet Access		x	x	
Ops: Payroll Issues	x			
Ops: Resource Availability	x			
Ops: Technology Needs Assessment	x			
Ops: Transportation		x	x	
Parental Support		x	x	
PD: General	x			

	Staff	Parents	Students	Alumni
PD: Needs Assessment	x			
PD: Training/Program Evaluation	x			
Principal Evaluation	x			
Safety: Youth Risk Behavior			x	
Safety: Bullying	x	x	x	x
Safety: Cyberbullying	x	x	x	x
Safety: Perception	x	x	x	x
Safety: Policy Violation Reporting	x	x	x	
School Census		x		
School Choice		x	x	
School Closure	x	x	x	
School Improvement	x	x	x	
School Naming/Renaming	x	x	x	
School Uniform Policy Survey	x	x		
Strategic Plan Design Survey	x	x	x	
Student Engagement/Attitude	x			
Teacher Evaluation		x	x	
Visual & Performing Arts Resources			x	
Volunteer - Determining Interest		x		
Volunteer Feedback		x		
Website Evaluation		x		
Wellness Survey	x		x	

Purchase Order #

DISTRICT INFORMATION

District Name	Santa Monica-Malibou Unified School District		
Main Office Address	1651 16 th St		
Main Office Address		City	Santa Monica
State	CA	Zip	90404
Enrollment	11,500	Date	2/5/2013

SOLUTION CONTRACTED

	Solution	Description	Price
<input checked="" type="checkbox"/>	Comprehensive Stakeholder Perception Solution	Expertise to deploy a systemic and systematic stakeholder survey solution for the entire district – availability of survey methodologist and survey communications experts to assist in design, deployment and interpretation of all surveys.	Annual Cost: \$4 per student per year \$46,000
<input checked="" type="checkbox"/>	Subscription to K12 Insight's comprehensive K12 survey platform	Subscription access license to the K12 <i>Insight</i> solution. This includes unlimited surveys, responses training and support for all members of district staff for all surveys related to the district's business. Full access to Survey Bank included.	Included
<input checked="" type="checkbox"/>	Technical Support	Telephone and email support available to all trained personnel during normal business hours (8 a.m. to 8 p.m. Eastern Time M-F). Includes all releases for the duration of the contract.	Included
<input checked="" type="checkbox"/>	Training	K12 <i>Insight</i> will provide training for all members of district staff (via the web) who need to conduct any surveys for any purpose related to the district. Web-based training is provided year-long. One training session per year for principals on how to use feedback data for better communication with stakeholders.	Included
TOTAL \$46,000			

CONTRACT DETAILS

	Start Date	End Date	TOTAL
Initial Year (Part Year)			\$
Year 1	4/1/2013	3/31/2014	\$46,000
Year 2	4/1/2014	3/31/2015	\$46,000
Year 3	4/1/2015	3/31/2016	\$46,000
Year 4			\$
Year 5			\$

Above pricing expires 60 days from date of proposal.

DISTRICT BILLING CONTACT

Name

Title

Email Address

Telephone Number

Fax

ORDER CONFIRMATION

This Order is subject to and governed by the Terms and Condition of Use governing the services which may be accessed at the following URL: <http://www.k12insight.com/terms-ki11A.pdf> Customer hereby requests K12 *Insight* to provide the Services as described herein. Upon receipt of this Order Form completed and duly signed by an authorized representative of Customer, K12 *Insight* will execute the requested Services. This instrument has been preaudited in the manner required by all applicable state and local laws.

AUTHORIZED SIGNATURE

Executed for and on behalf of the District by:

DISTRICT SIGNATURE: _____	Name:		
	Title:		
	Date:		
Email Address			
Telephone Number		Fax	

For and on behalf of K12 *Insight*, a Division of Zarca Interactive, by:

K12 INSIGHT SIGNATURE:

Name:

Title:

Date:

For Internal Use Only			
Main login ID			Contract Received
Invoice #	Training Date		Signed Contract Sent

Created by: Liz Ralston Reviewed by: Stephanie Silliman Approved by: Suhail Farooqui
These services ordered under Service Agreement #: _____

Boosting Community Participation

K12 *Insight's* expertise includes helping school districts build partnerships with local community- or civic-based organizations, along with creating and building high-quality lists — including email lists, where possible — to ensure that dialogue can be conducted most economically.

We take a multi-pronged approach to boosting community participation:

Survey Calendars

We help school districts create Survey Calendars with exact timelines to be posted on the district website. This tangible schedule of surveys communicates to the community that your district believes in a culture of collaboration and two-way dialogue.

Press Releases/Letters to Community/Newspaper Op-Eds

We craft targeted, comprehensive pre- and post-survey communication pieces that effectively inform the entire community about district-wide survey initiatives and engagement programs, as well as close the loop by sharing survey results and future action plans.

YourVoice

The YourVoice section of your district's website effectively lays out your district narrative in a timeline format. All of your stakeholder conversations are easily accessible so your entire community can join current conversations and look back at past conversations.

Multiple Translations

To ensure you reach all of your stakeholders, we translate surveys into multiple languages, depending upon each district's specific needs.

Paper Surveys

For those community members without access to the internet, we offer paper surveys, ensuring they're available in the most economical and cost-effective manner.

Social Media

To extend your reach and increase participation, we help you launch surveys via email, text message, Twitter, Facebook or by embedding a survey on your own website.

SMS and Mobile Apps

Our technology enables districts to reach out via smart phones and other mobile devices. By embedding surveys in text messages, you can always communicate with your on-the-go community members.

Alumni

By encouraging districts to compile email lists of graduating seniors, we help you stay in touch with all your alumni, many of whom will remain in your community as tax-paying residents.

Utility Bills

In order to reach residents not associated with the school district, we work with utility companies to place inserts in various utility bills, notifying recipients of upcoming surveys and providing clear participation instructions.

Civic-Based Organizations

We work with districts to reach out to the entire community by crafting notices to be posted in churches and synagogues, civic clubs, community-based organizations, etc.



Comprehensive and Systemic Stakeholder Engagement Solution Components of K12 *Insight's* Software and Services

The following outlines the components of K12 *Insight's* service offering of a comprehensive and systemic stakeholder engagement solution to America's Public Schools.

School districts that work with us have conducted extensive research, as well as RFPs, prior to procuring our software and services. Their unanimous conclusion is that there is no other single service provider who offers as comprehensive and systemic solution as K12 *Insight*, specifically geared towards building engagement of the various stakeholder groups working with public schools. We believe that cursory research, along with documentation by other districts, will show that this is indeed the case.

Any Public School District seeking comparable services will need a provider that offers each of the components listed below. K12 *Insight* shall decline to participate in any RFP that does not list every single one of these service components, owing to the simple fact that, without these components, we are unable to bring about the school district cultural transformation that is the hallmark of our work.

1. Past experience and demonstrated expertise in the impact and use of district Strategic Plans and overall protocols in the working of public schools.
2. Past experience and demonstrated expertise in deployment of surveys as instruments of authentic two-way dialogue between administrators and survey respondents. The focus of this approach is not to merely discover participants' preferences, but to understand the reason behind those preferences.
3. Past experience and demonstrated expertise in deploying surveys in a manner that is both comprehensive and systemic to maximize engagement-building by enabling authentic two-way dialogue between administrators and key stakeholders on critical issues before school district.
4. Past experience and demonstrated expertise in developing custom survey questionnaires on both tactical and strategic issues before public schools.
 - a. Strategic issues include school closings, school consolidation, district consolidation, grade reconfiguration, bond referendums, reduction in force, school choice-out, school choice-in, budget reduction, new school opening, school boundary issues, school uniform, and community preferences on traits and qualifications of a new superintendent.
 - b. Tactical issues include teacher engagement, student engagement, alumni readiness for college/workplace, safety, new teacher mentoring effectiveness, staff exit, professional development needs assessment, technology needs assessment and voice of the

student, along with elements of school climate such as learning environment, student support, communication, transportation, cafeteria, etc.















5. Past experience and demonstrated expertise in conducting and incorporating into questionnaire design the key themes that emerge from focus groups of teachers and staff, parents, students and other residents.
6. Past experience and demonstrated expertise in development of custom survey questionnaires with the goal of building engagement and providing greater transparency for each of the following stakeholder groups:
 - a. Parents of children attending district's pre-K through 12th grades
 - b. Parents of children who do not attend the district's schools
 - c. Parents of children who have recently opted out of district schools
 - d. Parents who send their children to the district's schools but do not reside in the district
 - e. Residents who do not have children of school age
 - f. Teachers and staff (classified and non-classified)
 - g. District administrators
 - h. Students
 - i. Alumni
 - j. Business Leaders
 - k. Leaders of community-based/civic organizations in the district
 - l. Members of School Board
7. Past experience and demonstrated expertise in communications preceding deployment of surveys. This must include ability to provide assistance in preparing the following:
 - a. Press releases to local and regional media
 - b. Op-eds in local and regional media
 - c. Letters to parents, teachers and staff, students, alumni
 - d. Scripts for all-call systems
8. Demonstrated experience and expertise in all aspects of data collection by paper and pencil, phone and through online deployment.
9. Past experience and demonstrated expertise in helping school district maximize participation rates as well as obtain a more diverse group of participants. This includes enabling traditionally under-represented groups to participate in surveys by leveraging community and civic organizations that work with such groups.
10. Past experience and demonstrated expertise in helping school district with a strategy to keep operational costs of surveys low by maximizing participation through online channels. Such strategy must always provide paper or phone alternatives to those who cannot participate

online. This must include helping school district build and maintain an up-to-date database of email addresses of parents and community members.

11. Ownership or access to online survey software technology that provides all of the following:
 - a. Ability to program surveys that can simultaneously be deployed in English and additional languages as required by the district
 - b. Ability to send email invitations or generate custom passwords (such as student ID) for each participant
 - c. Ability of technology platform to import data from surveys administered by phone and paper.
 - d. Ability to ensure control over ballot-box stuffing by ensuring each respondent is limited to only one response
 - e. Ability to send reminders to non-participants only
 - f. Ability to allow a participant to invite others who they think might be interested in the survey, while ensuring that each email address receives no more than one invitation
 - g. Demonstrated and documented ability to support simultaneous participation of as many survey participants as there are students enrolled in the district
 - h. Ability to view real-time participation rate of parents, students, teachers and staff for each individual school site
 - i. Ability to share real-time site-level participation rate reports with site administrators via a secure link sent by email
 - j. Ability to automatically send email to survey participants upon receiving their response with note of thanks or other follow-up information
 - k. Ability for administrators to access the secure online survey system to view their reports in real-time
 - l. Technical support for survey participants who may experience difficulty accessing or completing their surveys online
12. Past experience and demonstrated expertise in conducting focus groups of teachers and staff, parents, students and other residents to discuss preliminary findings of surveys and to deepen the understanding of survey responses.
13. Past experience and demonstrated expertise in generating reports that meet the following specification:
 - a. Overall reports using tables and charts
 - b. Reports segmented by school site
 - c. Reports showing data segmented by key questions of importance for study – e.g. free/reduced lunch status, participation in a program, grade level, etc.
 - d. Reports that show longitudinal trend for up to current plus three prior years
 - e. Reports that show comparison of responses of various stakeholder groups such as teachers and staff, students, parents, and residents

- f. Benchmarks on key areas of operations based on experience in working with other comparable school districts
- 14. Past experience and demonstrated expertise in helping district leaders analyze and interpret findings and implement any changes in light of survey findings consistent with district's strategic plan and other priorities.
- 15. Past experience and demonstrated expertise in communications following reporting and analysis of survey data to clearly communicate with all stakeholders the key findings and expected changes. Provider must showcase experience in creating such communications material that strengthen the district's commitment to providing greater transparency to all stakeholders on all issues covered by surveys. These should be done through:
 - a. Press releases to local and regional media and district website
 - b. Op-eds in local and regional media
 - c. Letters to parents, teachers and staff, students, alumni

K12 Insight Sample Calendar

Study #	Date	Study	Respondent Group				
			Students	Alumni	Staff	Parents	Community
1	Mid-Sep	<i>Opening of the Schools Survey</i>					
2a, 2b, 2c	Mid-Nov	Climate Survey on Site Level Issues					
3	Early Jan	Employee Engagement					
4	Early Jan	Student Engagement					
5a, 5b, 5c	March	Climate Survey on Central Office Issues					
6	April	Professional Development Needs Assessment					
7	April	Alumni Workforce and College Readiness					
8	May	<i>Annual Customer Satisfaction Survey (Internal)</i>					
9	Quarterly	<i>New Hire Mentoring Effectiveness</i>					
10	Ongoing	<i>Exit Survey</i>					
Total number of studies		Total number of studies	2	1	4+4	2	1

Total number of studies in 2010-2011: 14

TO: BOARD OF EDUCATION

DISCUSSION

03/05/13

FROM: SANDRA LYON / JANECE L. MAEZ

RE: BUDGET UPDATE

DISCUSSION ITEM NO. D.02

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

TO: BOARD OF EDUCATION

DISCUSSION

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: 2013-2014 STAFFING

DISCUSSION ITEM NO. D.03

The demographer, DecisionInsite, provides enrollment projections to the Board of Education at the beginning of each calendar year. District staff then apply staffing ratios to these projections and derive an FTE allocation for each school.

Staffing ratios and student enrollment are the primary base for allocation of staff. By plugging these factors into the staffing calculator, a Full-Time Equivalent (FTE) is generated for each grade level at each school. These baseline FTEs are augmented by additional staffing the district provides to support programs such as AVID, STEM, department chairmanships and small school supplements.

At the board meeting, staff will present historical enrollment information and preliminary staffing data. The Human Resources Department will visit with each school site to obtain principals' projections on student enrollment. These numbers will be combined with previous trend data and DecisionInsite projections to populate the second edition of the staffing chart to be distributed to principals in April.

MAJOR ITEMS

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / TERRY DELORIA / PEGGY HARRIS

RE: HIGH SCHOOL COURSE APPROVAL – YOGA 2

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve the granting of credits for the following course to be offered at the high school level.

COMMENTS: Staff is requesting approval of the proposed class to enhance current course offerings available to district high school students. The course will count as: 1) units needed for graduation and 2) fulfillment of district-adopted graduation requirements. Pending approval from the Yoga Alliance, the governing body of yoga in America, instructional hours obtained in this course may also count towards fulfillment of requirements for certification as a Registered Yoga Teacher at the 200-hour level (RYT-200).

COURSE: Yoga 2

NUMBER OF CREDITS: 10 **Duration:** Year

DEPARTMENT: Physical Education

COURSE DESCRIPTION/ OVERVIEW: Yoga 2 provides students the opportunity to deepen and extend their study of yoga. The course is organized around the California Standards for High School Physical Education, and the Yoga Alliance 200-hour teacher training criteria. The in-depth approach to the practice, and level of complexity of content, require participants possess the foundational skills and knowledge of Yoga 1. Therefore completion of Yoga 1 is a prerequisite for enrollment in this course. Students who have extensive prior knowledge and experience, may petition to waive the Yoga 1 requirement.

COURSE OBJECTIVES/ GOALS: Students will develop competencies in and knowledge of:

- Yoga Training/ Practice Techniques
- Teaching Methodology – Principles of demonstration, observation, assisting/correcting, teaching styles, qualities of a teacher, the student's process of learning, and business aspects of teaching yoga
- Anatomy and Physiology – Human physical and energy anatomies as they relate to the practice of yoga.
- Yoga Philosophy - The roots and psychological elements of the practice.
- Ethics – Ethics specific to teachers of yoga
- Practicum- Practice teaching and receiving feedback

Instructional activities will include direct instruction, small group and collaborative work, independent study/discovery, demonstration and observation.

Students' mastery levels will be evaluated using multiple indicators including, observation, one-on-one diagnostic evaluations of physical poses, written tests, book reports, self-assessment, portfolios, and projects. Performance-based assessments will be graded through the use of task-specific rubrics.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON

RE: ADOPT RESOLUTION NO. 12-16 – RECOGNIZING WOMEN'S HISTORY MONTH

RECOMMENDATION NO. A.16

It is recommended that the Board of Education adopt Resolution 12-16 – Recognizing Women's History Month.

COMMENTS: In 1981, Sen. Orrin Hatch (R-Utah) and Rep. Barbara Mikulski (D-Md.) co-sponsored a joint Congressional resolution proclaiming a national Women's History Week. In 1987, Congress expanded the celebration to a month, and March was declared Women's History Month.

Attached is the resolution.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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

**RESOLUTION NO. 12-16
RECOGNIZING WOMEN'S HISTORY MONTH**

WHEREAS American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our nation in countless recorded and unrecorded ways;

WHEREAS American women have played, and continue to play, a critical economic, cultural, and social role in every sphere of the life of the nation by constituting a significant portion of the labor force working inside and outside of the home;

WHEREAS American women have played a unique role throughout the history of the nation by providing the majority of the volunteer labor force of the nation;

WHEREAS American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our nation;

WHEREAS American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all:

NOW, THEREFORE, BE IT RESOLVED that the Santa Monica-Malibu Unified School District Board of Education does hereby adopt this Resolution to encourage: the celebration of Women's History Month; the instruction to our students on the achievements and contributions of women; fostering in our students a greater understanding of the roles women have played throughout the history of our nation; and helping all students understand their responsibilities in protecting and preserving gender equality.

PASSED AND ADOPTED this 5th day of March 2013 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Laurie Lieberman
Board President

Sandra Lyon
Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 12-17 WEEK OF THE SCHOOL ADMINISTRATOR,
MARCH 3-9, 2013

RECOMMENDATION NO. A.17

It is recommended that the Board of Education adopt Resolution No. 12-17 in recognition of Week of the School Administrator, March 3-9, 2013.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
RESOLUTION NUMBER 12-17
WEEK OF THE SCHOOL ADMINISTRATOR**

WHEREAS, leadership matters for California's public education system and the more than 6 million students it serves;

WHEREAS, School Administrators are passionate, lifelong learners who believe in the value of quality public education;

WHEREAS, the title "School Administrator" is a broad term used to define many educational leadership posts, including superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school business officials, classified educational leaders, and other school district employees; and

WHEREAS, providing quality service for student success is paramount for the profession; and

WHEREAS, research shows great schools are led by great principals, and great districts are led by great superintendents. These site leaders are supported by extensive administrative networks throughout the state; and

WHEREAS, the State of California has authorized the "Week of the School Administrator" in Education Code 44015.1; and

WHEREAS, the future of California's public education system depends upon the quality of its leadership; now therefore

BE IT RESOLVED, by the governing board of the Santa Monica-Malibu Unified School District that all school leaders in the Santa Monica-Malibu Unified School District be commended for the contributions they make to successful student achievement, and declare the week of March 3-9, 2013, *Week of the School Administrator* in the Santa Monica-Malibu Unified School District.

PASSED AND ADOPTED THIS 5th day of March, 2013, at the regular meeting of the Santa Monica-Malibu Unified School District Board of Education.

Laurie Lieberman, President

Maria Leon-Vazquez, Vice-President

Ben Allen, Member

Oscar de la Torre, Member

Jose Escarce, Member

Ralph Mechur, Member

Nimish Patel, Member

Sandra Lyon, Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON

RE: ADOPT RESOLUTION NO. 12-18 - NATIONAL MIDDLE LEVEL EDUCATION
MONTH

RECOMMENDATION NO. A.18

It is recommended that the Board of Education adopt Resolution No. 12-18 in recognition of March as National Middle Level Education Month.

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

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

**RESOLUTION NO. 12-18
NATIONAL MIDDLE LEVEL EDUCATION MONTH**

WHEREAS, middle level education has a special and unique function in the nation's educational system; and

WHEREAS, young adolescents are undergoing dramatic physical, social, emotional, and intellectual growth, and are especially vulnerable; and

WHEREAS, the habits and values established during early adolescence have critical, life-long influence; and

WHEREAS, this influence impacts directly on the future health and welfare of our nation; and

WHEREAS, an adequate public understanding of the distinctive mission of the middle level school is necessary for that mission to succeed.

NOW, THEREFORE BE IT RESOLVED that the month of March 2013 be declared *National Middle Level Education Month*, and that the public be afforded opportunities to attend middle level school events and participate in programs that focus on the nature of young adolescents and celebrate the ways in which our nation's schools respond to their needs and to the needs of the nation.

SIGNED AND ADOPTED by the Santa Monica-Malibu Unified School District Board of Education this 5th day of March 2013.

Ayes:

Noes:

Abstain:

Absent:

Laurie Lieberman, President

Sandra Lyon, Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 12-19 – REGARDING THE RELEASE AND NON-REELECTION OF CERTIFICATED TEMPORARY EMPLOYEES

RECOMMENDATION NO. A.19

It is recommended that the Board of Education adopt Resolution No. 12-19 regarding the release and non-reelection of certificated temporary employees pursuant to Education Code Section 44954, effective June 2013.

COMMENT: The Board of Education is required to notify temporary certificated employees before the end of the school year of its decision to release and not reelect the employees for the next succeeding school year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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

RESOLUTION NO. 12-19

**RESOLUTION: RELEASE AND NON-REELECTION OF
CERTIFICATED TEMPORARY EMPLOYEES**

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

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

WHEREAS, it is the Board's intent to release and not reelect the employees listed below for the subsequent 2013-2014 school year, pursuant to Education Code Section 44954;

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

5614	9334	7344	3634	3706	8343
5877	1673	3299	8025	6656	3898
1706	8418	8487	4412	2451	2076
2100	1211	5664	2278	0848	2994
0030	4257	5125	4209	0239	6375
3367	1899	8041	8838	6645	3573
3353	7329	9412	4331	8654	5121
6853	9329	6340			

BE IT FURTHER RESOLVED, that the Superintendent or designee is directed to issue to the employees named in this Resolution the notice described in Section 44954, informing them that they will not be reemployed for the 2013-2014 school year, and to take such further and additional actions as may be necessary to accomplish the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 5th day of March, 2013 by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, 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 March 5, 2013.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 12-20 REGARDING THE RELEASE AND NON-REELECTION OF CERTIFICATED EMPLOYEES WORKING LESS THAN 60% OF FULL-TIME ASSIGNMENT IN THE ADULT EDUCATION PROGRAM

RECOMMENDATION NO. A.20

It is recommended that the Board of Education adopt Resolution No. 12-20 regarding the release and non-reelection of certificated employees working less than 60% of full-time assignment in the adult education program, pursuant to Education Code Section 44954 and 44929.25, effective June 2013.

COMMENT: The Board of Education is required to notify temporary certificated employees before the end of the school year of its decision to release not reelect the employees for the next succeeding school year.

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

**BEFORE THE BOARD OF EDUCATION OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA
RESOLUTION NO. 12-20**

**RESOLUTION: RELEASE AND NON-RELECTION OF
CERTIFICATED EMPLOYEES WORKING LESS THAN 60% OF
FULL-TIME ASSIGNMENT IN THE ADULT EDUCATION PROGRAM**

WHEREAS, Education Code section 44954 requires a Board of Education to notify certain temporary employees before the end of the school year of the District's decision to not reelect the employee for the next succeeding year; and

WHEREAS, pursuant to Education Code section 44929.25, any person who is employed to teach adults for not more than 60 percent of the hours per week considered a full-time assignment for permanent employees having comparable duties shall be classified as a temporary employee; and

WHEREAS, temporary adult education teachers shall not become probationary employees under Education Code section 44954; and

WHEREAS, twenty (20) hours per week is considered a full-time adult school teaching assignment in this District, and persons working twelve (12) hours or less per week in the adult education program are classified as temporary; and

WHEREAS, the individuals listed below are presently employed as temporary adult education teachers by the Santa Monica-Malibu Unified School District and the Board of Education desires to release these employees at the end of the 2012-2013 school year and to not reelect these employees for the next succeeding school year in any adult education position within this District.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the following employees are to be released at the end of the 2012-2013 school year and not reelected for employment for the next succeeding school year:

1266	9529	6255	6099	5855	5065
1586	7313	8114	6431	0250	

BE IT FURTHER RESOLVED AND ORDERED that the Superintendent or designee, provide notice on or before March 15, 2013 to each of the above-named individuals in accordance with the Education Code that the Board has determined to release and to not reelect him or her for the 2013-2014 school year and that his or her employment is thereby ended upon the close of this current 2012-2013 school year.

BE IT FURTHER RESOLVED that the Superintendent, or designee, is delegated the authority to take all actions necessary and proper to the accomplishment of the purposes of this Resolution.

The forgoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 5th day of March, 2013, by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, President
Board of Education
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 March 5, 2013.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 12-21 REGARDING THE NON-REELECTION OF
CERTIFICATED PROBATIONARY EMPLOYEES

RECOMMENDATION NO. A.21

It is recommended that the Board of Education adopt Resolution No. 12-21 regarding the non-reelection of certificated probationary employees pursuant to Education Code Section 44929.21(b), effective June 2013.

COMMENT: The Board of Education is required to notify probationary employees on or before March 15 of the employee's second complete consecutive school year of employment of its decision to not reelect the employee for the next succeeding school year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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

RESOLUTION NO. 12-21

RESOLUTION: NON-REELECTION OF CERTIFICATED PROBATIONARY EMPLOYEES

WHEREAS, pursuant to Education Code Section 44929.21(b), the Board is required to notify probationary employees on or before March 15 of the employee's second complete consecutive school year of employment of its decision to not reelect the employee for the next succeeding school year; and

WHEREAS, the following employees have been employed by this District in positions requiring certification qualifications, and are serving as probationary employees as indicated below:

0248	5155	3181 (0.6 FTE)
8654	5495 (0.4 FTE)	

WHEREAS, it is the Board's intent to not reelect the above-named employees for the subsequent school year, 2013-2014, pursuant to Education Code Section 44929.21(b);

WHEREAS, the decision to non-reelect the above employees is made on an individual basis.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. That the Board has determined that it is necessary at this time to send notice to each of the individual employees indicated above that he/she will not be reelected for the subsequent school year for the reasons set forth above; and
2. That the Superintendent, or designee, is directed to issue to each individual employee listed above the notice described in Section 44929.21(b) prior to March 15, 2013, that he/she will not be reemployed for the 2013-2014 school year; and
3. That the Superintendent, or designee, is directed to take such further and additional actions as are necessary and appropriate to accomplish the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 5th day of March, 2013 by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, 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 March 5, 2013.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 12-22 RELEASING TEMPORARY CERTIFICATED ADMINISTRATORS

RECOMMENDATION NO. A.22

It is recommended that the Board of Education approve the attached Resolution No.12-22, Releasing Temporary Certificated Administrators pursuant to Education Code Section 44954 as indicated on the Resolution, effective June 2013.

COMMENT: The Board of Education is required to notify certificated administrators on or before March 15 of its decision to release the employees for the next succeeding school year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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

RESOLUTION NO. 12-22

RESOLUTION: RELEASING TEMPORARY CERTIFICATED ADMINISTRATORS

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

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

WHEREAS, the individuals listed below are currently employed by the Santa Monica-Malibu Unified School District in temporary certificated positions requiring an administrative credential, or in other certificated administrative positions which are not subject to the terms of a collective bargaining agreement; and,

WHEREAS, it is the Board's intent not to reelect the temporary administrative employees listed below for the subsequent 2013-2014 school year, pursuant to Education Code Section 44954.

NOW, THEREFORE, BE IT RESOLVED, that the following administrative employees serving only pursuant to temporary employment contracts be released from employment with the Santa Monica-Malibu Unified School District effective upon each employee's last working day of the current 2012-2013 school year or upon the expiration of any applicable temporary employment contract (whichever occurs first) and are not reelected for the next succeeding school year.

726053

281979

571116

166053

BE IT FURTHER RESOLVED, that the Superintendent or designee is directed to issue to all temporary employees listed above the notice described in Section 44954, informing them that they will not be reemployed for the 2013-2014 school year, and to take such further action and additional actions as may be necessary to accomplish the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 5th day of March, 2013 by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, 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 a special meeting held on March 5, 2013.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 12-23 RELEASE/NON-REELECTION OF
PROBATIONARY CERTIFICATED ADMINISTRATORS

RECOMMENDATION NO. A.23

It is recommended that the Board of Education approve the attached Resolution No. 12-23, Releasing and Non-Reelecting Probationary Certificated Administrators pursuant to Education Code Section 44929.21 as indicated on the Resolution, effective June 2013.

COMMENT: The Board of Education is required to notify probationary certificated administrators on or before March 15 of its decision to non-reelect the employees for the next succeeding school year.

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

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

RESOLUTION NO. 12-23

**RESOLUTION: NON-REELECTION/RELEASE OF PROBATIONARY CERTIFICATED
ADMINISTRATORS**

WHEREAS, Education Code section 44929.21(b) requires a governing board to give notice to a certificated employee any time on or before March 15 of the employee's second complete consecutive school year of employment of the decision to reelect or not reelect the employee for the next succeeding school year;

WHEREAS, the Superintendent has recommended that certain probationary certificated administrators of the Santa Monica-Malibu Unified School District be non-re-elected for the 2013-2014 school year;

WHEREAS, the following employees are currently employed by this District as probationary certificated administrators, in positions requiring an administrative credential:

7704

WHEREAS, it is this Board's intent to release and not reelect the above-referenced employees for the subsequent school year, 2013-2014, pursuant to Education Code section 44929.21(b); and

WHEREAS, the decision to non-reelect the above-named employees is made on an individualized basis.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, as follows:

1. That the Board has determined that it is necessary at this time to send notice to each of the individual probationary certificated administrative employees indicated above that he/she will not be reelected for the subsequent school year for the reasons set forth above;
2. That the Superintendent, or designee, is directed to issue to each individual employee above the notices described in Section 44929.21(b) that he/she will not be reemployed for the 2013-2014 school year; and
3. That the Superintendent, or designee, is authorized to take such further and additional actions as are necessary and appropriate to accomplish the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 5th day of March, 2013 by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, 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 March 5, 2013.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 12-24 SHALL RELEASE AND REASSIGN
CERTIFICATED ADMINISTRATORS

RECOMMENDATION NO. A.24

It is recommended that the Board of Education approve the attached Resolution No.12-24, Shall Release and Reassign Certificated Administrators pursuant to Education Code Section 44951 as indicated on the Resolution, effective June 2013.

COMMENT: The Board of Education is required to notify certificated administrators on or before March 15 of its decision that the employee shall be released from an administrative position and reassigned to a teaching position for the next succeeding school year.

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

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

RESOLUTION NO. 12-24

RESOLUTION: SHALL RELEASE AND REASSIGN CERTIFICATED ADMINISTRATORS

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 shall be released from his or her position for the following school year, and reassigned to a teaching position, 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 reassignment or release and sufficient time to permit such employees to possibly seek other administrative employment prior to the beginning of the next school year; and,

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

WHEREAS, the Board and Superintendent have considered, on an individual basis, the performance of the employee listed below and the anticipated needs of the District and have determined that the employee listed below be given notice of their release from his or her administrative assignment and salary placement at the end of the 2012-2013 school year, and reassignment to a teaching position and its respective salary placement for the 2013-2014 school year.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, the Board of Education has determined, upon consideration on an individual basis, that the individual listed below, who is a certificated employee, shall be released from his or her administrative position and salary placement at the end of the 2012-2013 school year and reassigned to a teaching position and its respective salary placement for the 2013-2014 school year, and the Superintendent, or designee, is hereby authorized to give written notice of this possible action.

7991

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 5th day of March, 2013 by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, 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 March 5, 2013.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 12-25 ADMINISTRATOR RELEASE AND
REASSIGNMENT AND/OR REDUCTION OF WORK DAYS OR
COMPENSATION

RECOMMENDATION NO. A.25

It is recommended that the Board of Education approve the attached Resolution No.12-25, Administrator Release and Reassignment and/or Reduction of Work Days or Compensation pursuant to Education Code Section 44951 as indicated on the Resolution, effective June 2013.

COMMENT: The Board of Education is required to notify certificated administrators on or before March 15 of its decision that the employee shall be released from an administrative position and reassigned and/or have a reduction in work days or compensation for the next succeeding school year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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

RESOLUTION NO. 12-25

**RESOLUTION: ADMINISTRATOR RELEASE AND REASSIGNMENT AND/OR
REDUCTION OF WORK DAYS OR COMPENSATION**

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, or have the number of work days for his or position reduced and/or have the compensation reduced for the following school year, then he or she shall be continued in their current 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, the employees listed below are currently employed by the Santa Monica-Malibu Unified School District in positions requiring an administrative credential; and,

WHEREAS, the Board and Superintendent have considered the anticipated needs of the District and have determined that the employees listed below be given notice of their release from their administrative assignment at the end of the 2012-2013 school year, and reassignment and/or that their work year be reduced and/or their compensation reduced effective at the beginning of the 2013-2014 school year;

7221

4838

NOW THEREFORE BE IT RESOLVED AND ORDERED, the Board of Education has determined that the above-listed individuals be released from their administrative positions at the end of the 2012-2013 school year, and reassigned to another administrative position and/or have their work year and/or their compensation reduced, and the Superintendent or designee is hereby authorized to give written notice of this possible action.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 5th day of March, 2013, by the following vote:

Ayes: _____

Noes: _____

Abstentions: _____

Absent: _____

Laurie Lieberman, 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 March 5, 2013.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 12-26 ADMINISTRATOR RELEASE AND
REASSIGNMENT

RECOMMENDATION NO. A.26

It is recommended that the Board of Education approve the attached Resolution No.12-26 Administrator Release and Reassignment pursuant to Education Code Section 44951 as indicated on the Resolution, effective June 2013.

COMMENT: The Board of Education is required to notify certificated administrators on or before March 15 of its decision that the employee may be released from an administrative position and reassigned to another administrative position for the next succeeding school year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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

RESOLUTION NO. 12-26

RESOLUTION: ADMINISTRATOR RELEASE AND REASSIGNMENT

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, and reassigned, then he or she shall be continued in their current 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, the individuals listed below are currently employed by the Santa Monica-Malibu Unified School District in positions requiring an administrative credential; and,

WHEREAS, the Board and Superintendent have considered the anticipated needs of the District and have determined that the employees listed below be given notice of their release from their administrative assignments at the end of the 2023-2013 school year, and reassignment to another administrative position effective at the beginning of the 2013-2014 school year;

2210

5839

8523

NOW THEREFORE BE IT RESOLVED AND ORDERED, the Board of Education has determined that the above-listed individuals be released from his or her administrative position at the end of the 2012-2013 school year, and reassigned to another administrative position for the 2013-2014 school year, and the Superintendent or designee is hereby authorized to give written notice of this possible action.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 5th day of March 2013, by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, 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 March 5, 2013.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

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

RE: APPROVAL OF THE 2012-13 SECOND INTERIM REPORT

RECOMMENDATION NO. A.27

It is recommended that the Board of Education approve the 2012-13 Second Interim Report and the corresponding budget adjustments.

COMMENTS: Education Code (EC) Sections §35035 (g), §42130, and §42131 require the governing board of each local educational agency (LEA) to certify at least twice a year as to the LEA's ability to meet its financial obligations for the remainder for that fiscal year and for the subsequent two fiscal years.

The 2012-13 First Interim Budget was adopted by the Board of Education on December 13, 2012 and was approved by the Los Angeles County Office of Education (LACOE).

Since the adoption of the 1st Interim Budget, changing conditions have necessitated adjusting the District budget. All of the expenditure and revenue changes previously approved by the Board at the meeting of February 21, 2013 are identified in the Second Interim Report which is included as a part of this document.

The Second Interim Report was developed based on the following Revenue and Expenditure Assumptions.

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 \$6,844.99 per ADA (2011-12 Revised P2 ADA – 10,926.91). A <22.272%> deficit factor is applied to the Revenue Limit, and the adjusted Based Revenue Limit will be \$5,286.16 per ADA. These per student numbers are the same as the Adopted Budget. The total Revenue Limit is \$59,094,854.

The 2012-13 District Enrollments for all students is 11,401.

The Lottery allocation will be \$154 per annual ADA, of which \$124 is for unrestricted expenditures and the remaining \$30 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 \$5,058.43 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 \$1,219,991.

The District has received \$306,567 for Mandated Block Grant.

The Measure “R” parcel tax of \$366.45 per parcel is estimated to generate \$10,924,607 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 \$8,120,245 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.

The revenue which includes 2011-12 carryover of major federal programs:

Title I	\$1,203,279
Title II	\$ 368,440
Title III	\$ 151,325
Special Ed /IDEA	\$2,404,678
Title II – Adult Ed	\$ 66,980
Head Start	\$2,052,092
Nutrition	\$1,565,128

EXPENDITURE ASSUMPTIONS

Teaching Position Ratio:

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 from First Interim Budget:

Classified:

- 1.1 FTE increase of Instructional Aides position for McKinley, Muir & Rogers
- 3.5 FTE increase of Instructional Aides position for Special Education
- 2.2 FTE increase of Instructional Aides position for various local programs
- (6.0) FTE decrease of Instructional Aides position for Child Development Services

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 School:

The cost of Summer School is \$550,485.

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 \$3,451,049.

The cost of Property and Liability Insurance is \$1,155,611.

TRANSFERS

The Indirect Rate is 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 \$3.9 and \$5.8 million dollars.

The following documents include:

- Summary General Fund Budget
- 2012-13 Major Categorical Programs
- Local General Fund Contribution (LGFC)
- Multi-year Financial Projection (MYFP) through 2014-15
- Summary of Major Funds

The complete 2012-13 District Budget in the State Standard Account Code Structure (SACS) format is attached to the Agenda as Attachment A (*green pages*).

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

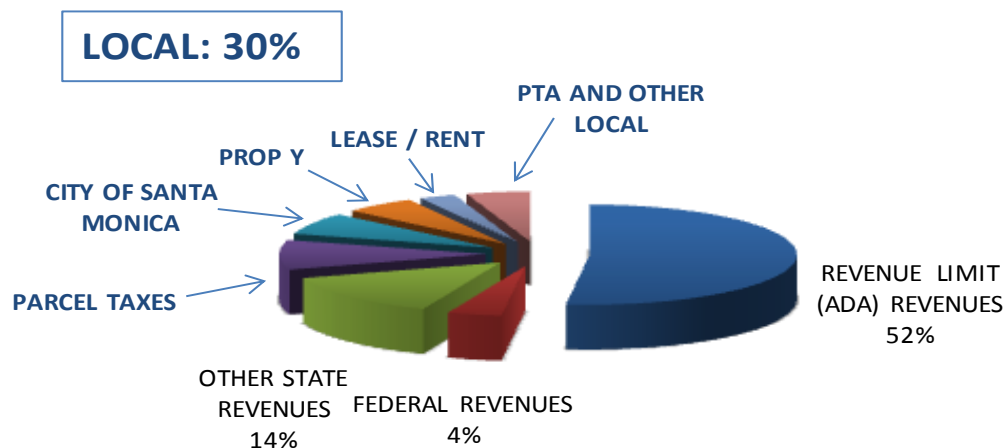
NOES:

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
2012-2013 SECOND INTERIM**

GENERAL FUND (UNRESTRICTED & RESTRICTED)

BEGINNING BALANCE	\$ 20,542,710
PROJECTED REVENUES:	
REVENUE LIMIT (ADA) REVENUES	\$ 59,094,854
FEDERAL REVENUES	\$ 4,815,596
OTHER STATE REVENUES	\$ 15,811,300
PARCEL TAXES	\$ 10,924,607
CITY OF SANTA MONICA	\$ 8,120,245
PROP Y	\$ 6,380,000
LEASE / RENT	\$ 3,205,478
PTA AND OTHER LOCAL	\$ 5,654,809
TOTAL REVENUES:	\$ 114,006,889
TOTAL AVAILABLE FUNDS	\$ 134,549,599

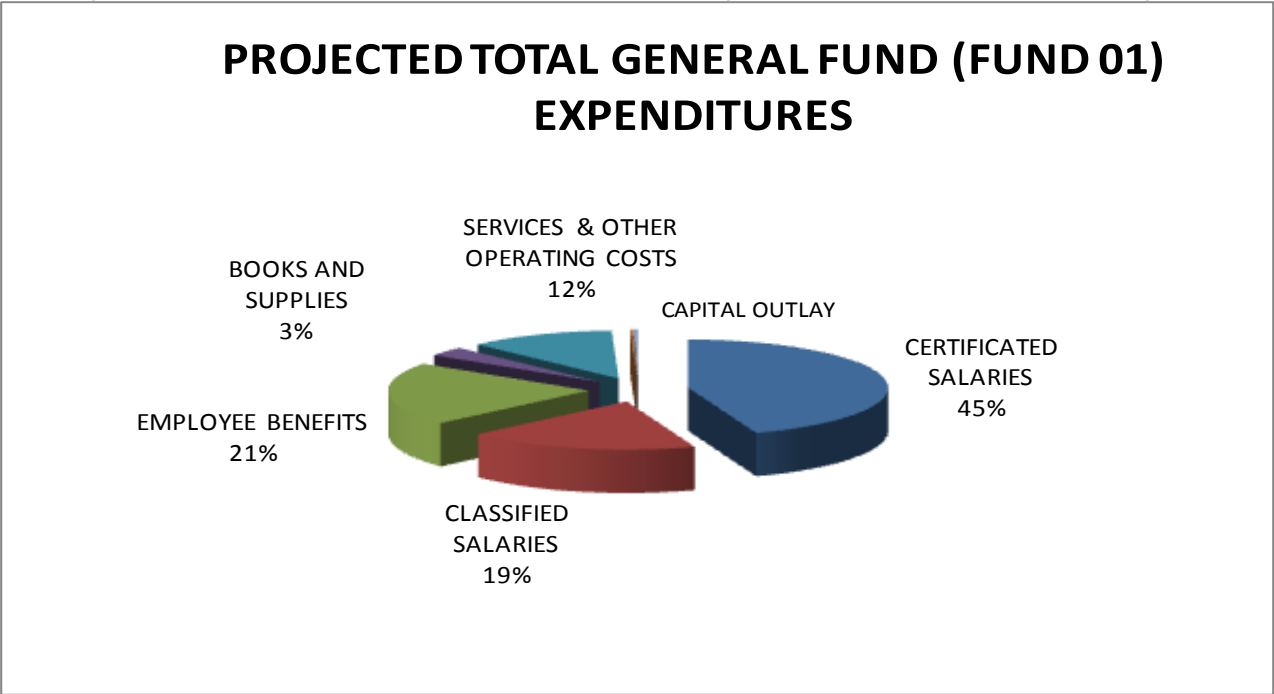
**PROJECTED GENERAL FUND (FUND 01)
REVENUES**



GENERAL FUND (UNRESTRICTED & RESTRICTED)	
PROJECTED EXPENDITURES:	
CERTIFICATED SALARIES	\$ 54,092,554
CLASSIFIED SALARIES	\$ 22,756,207
EMPLOYEE BENEFITS	\$ 25,833,651
BOOKS AND SUPPLIES	\$ 3,785,202
SERVICES & OTHER OPERATING COST	\$ 14,437,710
CAPITAL OUTLAY	\$ 250,941
OTHER OUTGO	\$ (438,690)
TOTAL EXPENDITURES:	\$ 120,717,575
PROJECTED FUND BALANCE:	\$ 13,832,024

PROJECTED TOTAL GENERAL FUND (FUND 01) EXPENDITURES

Expenditure Category	Percentage
CERTIFICATED SALARIES	45%
CLASSIFIED SALARIES	19%
EMPLOYEE BENEFITS	21%
SERVICES & OTHER OPERATING COSTS	12%
CAPITAL OUTLAY	
BOOKS AND SUPPLIES	3%



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT			
2012-13 MAJOR CATEGORICAL PROGRAMS			
	2012-13 FIRST INTERIM	2012-13 SECOND INTERIM	CHANGES
FEDERAL PROGRAMS			
TITLE I :BASIC	1,181,178	1,203,279	22,101
ARRA - TITLE I BASIC	-	-	-
EDUCATION JOBS FUND	-	-	-
TITLE II :TEACHER QUALITY	364,316	368,440	4,124
TITLE II: ADMINISTRATOR TRAINING	-	-	-
TITLE II: ENHANCING ED THROUGH TECH	-	4,198	4,198
TITLE II: ENHANCING ED THROUGH TECH PART D	15,730	15,730	-
ARRA - ENHANCING ED THROUGH TECH	-	-	-
TITLE III : LEP & IMM	149,562	151,325	1,763
MEDICAL REIMBURSEMENT	230,000	230,000	-
SP ED: IDEA ENTITLEMENT	2,382,472	2,404,678	22,206
DEPT REHAB: TRANSITION PARTNERSHIP	137,946	137,946	-
TOTAL FEDERAL REVENUES:	4,461,204	4,515,596	54,392
STATE PROGRAMS			
SPECIAL EDUCATION - AB602**	5,730,923	5,619,803	(111,120)
WORKABILITY	61,596	61,596	-
HOME TO SCHOOL TRANSPORTATION	415,145	415,145	-
SPECIAL ED TRANSPORTATION	384,321	384,321	-
ECONOMIC IMPACT AID**	691,835	785,282	93,447
LOTTERY - INSTRUCTIONAL MATERIALS	303,660	303,660	-
REGIONAL OCCUPATIONAL PROGRAM (ROP)	967,306	967,306	-
TOTAL STATE REVENUES:	8,554,786	8,537,113	(17,673)
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT			
LOCAL GENERAL FUND CONTRIBUTION (LGFC)			
	2012-13 FIRST INTERIM	2012-13 SECOND INTERIM	CHANGE
SPECIAL EDUCATION	15,430,287	15,523,022	92,735
SPECIAL EDUCATION TRANSPORTATION	766,097	794,012	27,915
REGIONAL OCCUPATIONAL PROGRAM	8,700	8,700	-
HOME TO SCHOOL TRANSPORTATION	237,701	221,181	(16,520)
ONGOING MAINTENANCE PROGRAM	3,451,049	3,448,282	(2,767)
TOTAL CONTRIBUTION:	19,893,834	19,995,197	101,363

SANTA MONICA - MALIBU USD			
MULTI-YEAR PROJECTION			
UNRESTRICTED GENERAL FUND - ASSUMPTIONS			
1/31/2013			
Factor	2012-13	2013-14	2014-15
Statutory COLA	3.24%	1.65%	2.20%
Revenue Limit Per P2 ADA	\$ 6,844.99	\$ 6,956.72	\$ 7,108.70
Deficit Factor	-22.272%	-22.272%	-22.272%
Enrollment Projection*	11,401	11,401	11,401
P2 ADA Projection	10,878	10,878	10,878
Revenue Limit ADA (Prior Yr)	10,927	10,878	10,878
Federal Revenues	0%	0%	0%
City of Santa Monica	\$ 8,120,245	\$ 8,282,650	\$ 8,448,303
Measure "R"	\$ 10,662,457	\$ 11,208,647	\$ 11,533,698
City of SM /Prop. Y	\$ 6,380,000	\$ 6,560,000	\$ 6,756,800
Lottery	\$154/ADA	\$155/ADA	\$155/ADA
Special Ed COLA - State	0%	0%	0%
Step & Column Incr. - Mgmt.	1.50%	1.50%	1.50%
Step & Column Incr. - Classified	1.50%	1.50%	1.50%
Health/Welfare - Annualized	7%	7%	7%
Workers' Compensation	2.40%	2.40%	2.40%
Other Postemployment Benefits	1.25%	1.25%	1.25%
Indirect Cost Rate	6.78%	6.47%	6.47%
Interest Rate	0.70%	1.00%	1.00%
Ongoing Maintenance	3%	3%	3%
Reserve for Uncertainties	3%	3%	3%

SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT			
MULTI-YEAR PROJECTION			
UNRESTRICTED GENERAL FUND			
1/31/2013			

	2012-13	2013-14	2014-15
Description	2ND INTERIM	PROJECTED	PROJECTED
Revenue:			
Revenue Limit	57,874,863	58,672,382	59,796,960
Other Federal	300,000	300,000	300,000
Other State Revenue	4,396,548	4,407,083	4,421,627
Class Size Reduction	2,155,923	2,155,923	2,155,923
Lottery	1,358,701	1,358,701	1,358,701
Mandated Reim.	322,235	510,655	510,655
Meas. "R"	10,924,607	11,208,647	11,533,698
Prop. Y / City of SM	6,380,000	6,560,000	6,756,800
All Other Local Income	11,232,052	11,105,229	11,454,051
Local General Fund Contribution	(19,995,197)	(19,284,252)	(19,284,252)
TOTAL REVENUE	74,949,732	76,994,368	79,004,163
Expenditure:			
Certificated Salary	42,526,321	43,164,216	43,811,679
Classified	12,229,140	12,412,577	12,598,765
Benefits	18,237,666	19,149,942	20,107,439
Supplies/Books	1,075,433	900,000	900,000
Other Operational Costs	7,420,305	6,350,000	6,350,000
Capital Outlay	98,842	-	-
State Special Ed School	7,000	7,000	7,000
Indirect	(871,513)	(850,000)	(850,000)
TOTAL EXPENDITURE	80,723,194	81,133,735	82,924,883
Increase (Decrease) Fund Balance	(5,773,462)	(4,139,367)	(3,920,720)
Beginning Fund Balance	17,566,662	11,793,200	7,653,833
Ending Fund Balance	11,793,200	7,653,833	3,733,113
Reserve - Revolving cash, Store	50,000	50,000	50,000
Reserve - Deficit Spending	4,139,367	3,920,720	-
3% Contingency Reserve	3,621,527	3,601,708	3,677,494
Unappropriated Balance	3,982,306	81,405	5,619

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
SUMMARY BUDGET OF GENERAL FUND

FUND 01: UNRESTRICTED GENERAL FUND

	2012-13 1ST INTERIM BUDGET	2012-13 2ND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	17,566,662	17,566,662	
REVENUES			-
REVENUE LIMIT	57,883,526	57,874,863	(8,663)
FEDERAL REVENUE	300,000	300,000	-
OTHER STATE REVENUE	8,233,407	8,233,407	-
LOCAL REVENUES	28,536,659	28,536,659	-
LOCAL GENERAL FUND CONTRIBUTION	(19,893,834)	(19,995,197)	(101,363)
INTERFUND TRANSFER	-	-	-
TOTAL REVENUES	75,059,758	74,949,732	(110,026)
EXPENDITURES			
CERTIFICATED SALARIES	42,513,698	42,526,321	12,623
CLASSIFIED SALARIES	12,154,166	12,229,140	74,974
EMPLOYEE BENEFITS	18,377,771	18,237,666	(140,105)
BOOKS AND SUPPLIES	1,084,660	1,075,433	(9,227)
SERVICES & OTHER OPERATING COSTS	7,180,185	7,420,305	240,120
CAPITAL OUTLAY	98,842	98,842	-
OTHER OUTGO	(977,595)	(864,513)	113,082
TOTAL EXPENDITURES	80,431,727	80,723,194	291,467
NET INCREASE (DECREASE)	(5,371,969)	(5,773,462)	(401,493)
PROJECTED FUND BALANCE	12,194,693	11,793,200	

FUND 01: RESTRICTED GENERAL FUND

	2012-13 1ST INTERIM BUDGET	2012-13 2ND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	2,976,048	2,976,048	
REVENUES			
REVENUE LIMIT	1,219,991	1,219,991	-
FEDERAL REVENUE	4,461,204	4,515,596	54,392
OTHER STATE REVENUE	1,864,643	1,958,090	93,447
LOCAL REVENUES	10,980,381	11,368,283	387,902
INTERFUND TRANSFER	19,893,834	19,995,197	101,363
TOTAL REVENUES	38,420,053	39,057,157	637,104
EXPENDITURES			
CERTIFICATED SALARIES	11,591,570	11,566,233	(25,337)
CLASSIFIED SALARIES	10,386,098	10,527,067	140,969
EMPLOYEE BENEFITS	7,608,787	7,595,985	(12,802)
BOOKS AND SUPPLIES	2,556,841	2,709,769	152,928
SERVICES & OTHER OPERATING COSTS	6,648,779	7,017,405	368,626
CAPITAL OUTLAY	129,308	152,099	22,791
OTHER OUTGO	393,468	425,823	32,355
TOTAL EXPENDITURES	39,314,851	39,994,381	679,530
NET INCREASE (DECREASE)	(894,798)	(937,224)	(42,426)
PROJECTED FUND BALANCE	2,081,250	2,038,824	

FUND 11: ADULT EDUCATION			
	2012-13 1ST INTERIM BUDGET	2012-13 2ND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	315,808	315,808	
REVENUES			
FEDERAL REVENUE	66,980	66,980	-
OTHER STATE REVENUE	267,988	267,988	-
LOCAL REVENUES	67,606	67,606	-
TOTAL REVENUES	402,574	402,574	-
EXPENDITURES			
CERTIFICATED SALARIES	204,257	204,257	-
CLASSIFIED SALARIES	92,386	92,386	-
EMPLOYEE BENEFITS	74,558	74,558	-
BOOKS AND SUPPLIES	19,914	19,914	-
SERVICES & OTHER OPERATING COSTS	23,353	23,353	-
OTHER OUTGO			-
TOTAL EXPENDITURES	414,468	414,468	-
NET INCREASE (DECREASE)	(11,894)	(11,894)	-
PROJECTED FUND BALANCE	303,914	303,914	
FUND 12: CHILD DEVELOPMENT FUND			
	2012-13 1ST INTERIM BUDGET	2012-13 2ND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	41,298	41,298	
REVENUES			
FEDERAL REVENUE	2,267,220	2,267,220	-
OTHER STATE REVENUE	2,595,313	2,595,313	-
LOCAL REVENUES	3,669,361	2,759,253	(910,108)
INTERFUND TRANSFER	-	-	-
TOTAL REVENUES	8,531,894	7,621,786	(910,108)
EXPENDITURES			
CERTIFICATED SALARIES	2,493,170	2,256,876	(236,294)
CLASSIFIED SALARIES	2,534,851	2,177,863	(356,988)
EMPLOYEE BENEFITS	2,024,477	1,848,558	(175,919)
BOOKS AND SUPPLIES	239,422	188,863	(50,559)
SERVICES & OTHER OPERATING COSTS	780,504	811,266	30,762
CAPITAL OUTLAY	3,736	3,736	-
OTHER OUTGO	455,734	334,894	(120,840)
TOTAL EXPENDITURES	8,531,894	7,622,056	(909,838)
NET INCREASE (DECREASE)	-	(270)	(270)
PROJECTED FUND BALANCE	41,298	41,028	

FUND 13: CAFETERIA SPECIAL FUND			
	2012-13 1ST INTERIM BUDGET	2012-13 2ND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	296,317	296,317	
REVENUES			
FEDERAL REVENUE	1,350,000	1,350,000	-
OTHER STATE REVENUE	100,000	100,000	-
LOCAL REVENUES	1,693,850	1,693,850	-
TOTAL REVENUES	3,143,850	3,143,850	-
EXPENDITURES			
CLASSIFIED SALARIES*	1,397,102	1,399,179	2,077
EMPLOYEE BENEFITS	533,675	529,437	(4,238)
BOOKS AND SUPPLIES	1,539,900	1,539,900	-
SERVICES & OTHER OPERATING COSTS	(432,950)	(432,950)	-
CAPITAL OUTLAY	15,980	15,980	-
OTHER OUTGO	135,393	135,386	(7)
TOTAL EXPENDITURES	3,189,100	3,186,932	(2,168)
NET INCREASE (DECREASE)	(45,250)	(43,082)	2,168
PROJECTED FUND BALANCE	251,067	253,235	
FUND 14: DEFERRED MAINTENANCE FUND			
	2012-13 1ST INTERIM BUDGET	2012-13 2ND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	482,843	482,843	
REVENUES			
OTHER STATE REVENUE	-	-	-
LOCAL REVENUES	3,000	3,000	-
TOTAL REVENUES	3,000	3,000	-
EXPENDITURES			
BOOKS AND SUPPLIES			-
SERVICES & OTHER OPERATING COSTS	174,500	174,500	-
CAPITAL OUTLAY	75,500	75,500	-
TOTAL EXPENDITURES	250,000	250,000	-
NET INCREASE (DECREASE)	(247,000)	(247,000)	-
PROJECTED FUND BALANCE	235,843	235,843	

FUND 21: BUILDING FUND			
	2012-13 1ST INTERIM BUDGET	2012-13 2ND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	89,004,340	89,004,340	
REVENUES			
PROCEEDS - SALE OF BONDS	-	-	-
LOCAL REVENUES	1,100,000	600,000	(500,000)
TOTAL REVENUES	1,100,000	600,000	(500,000)
EXPENDITURES			
CLASSIFIED SALARIES	377,074	377,074	-
EMPLOYEE BENEFITS	170,492	170,492	-
BOOKS AND SUPPLIES	78,150	81,050	2,900
SERVICES & OTHER OPERATING COSTS	17,164,480	17,059,700	(104,780)
CAPITAL OUTLAY	44,953,720	50,556,620	5,602,900
TOTAL EXPENDITURES	62,743,916	68,244,936	5,501,020
NET INCREASE (DECREASE)	(61,643,916)	(67,644,936)	(6,001,020)
PROJECTED FUND BALANCE	27,360,424	21,359,404	
FUND 25: CAPITAL FACILITIES FUND			
	2012-13 1ST INTERIM BUDGET	2012-13 2ND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	9,529,531	9,529,531	
REVENUES			
DEVELOPMENT FEES	700,000	700,000	-
INTEREST	80,000	80,000	-
OTHER LOCAL	50,000	393,695	343,695
TOTAL REVENUES	830,000	1,173,695	343,695
EXPENDITURES			
SUPPLIES		1,000	1,000
SERVICES & OTHER OPERATING COST	260,000	302,400	42,400
CAPITAL OUTLAY		849,520	849,520
TOTAL EXPENDITURES	260,000	1,152,920	892,920
NET INCREASE (DECREASE)	570,000	20,775	(549,225)
PROJECTED FUND BALANCE	10,099,531	9,550,306	

FUND 40: SPECIAL RESERVE FUND FOR CAPITAL OUTLAY			
	2012-13 1ST INTERIM BUDGET	2012-13 2ND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	6,462,841	6,462,841	
REVENUES			
REDEVELOPMENT	1,796,605	1,796,605	-
INTEREST	30,000	30,000	-
OTHER LOCAL (CCJUP)	4,315,000	250,000	(4,065,000)
TOTAL REVENUES	6,141,605	2,076,605	(4,065,000)
EXPENDITURES			
CLASSIFIED SALARIES	-	-	-
EMPLOYEE BENEFITS	-	-	-
SUPPLIES	5,000	5,000	-
SERVICES & OTHER OPERATING COSTS	745,000	791,020	46,020
CAPITAL OUTLAY	4,110,000	45,000	(4,065,000)
OTHER OUTGO	1,451,749	1,451,749	-
TRANSFER OUT			-
TOTAL EXPENDITURES	6,311,749	2,292,769	(4,018,980)
NET INCREASE (DECREASE)	(170,144)	(216,164)	(46,020)
PROJECTED FUND BALANCE	6,292,697	6,246,677	
FUND 67: SELF-INSURANCE FUND			
	2012-13 1ST INTERIM BUDGET	2012-13 2ND INTERIM BUDGET	CHANGES
BEGINNING BALANCE*	(4,002,033)	(4,002,033)	
AUDIT ADJUSTMENT			
REVENUES			
OTHER LOCAL	1,083,753	1,083,753	-
TOTAL REVENUES	1,083,753	1,083,753	-
EXPENDITURES			
SERVICES & OTHER OPERATING COST	1,068,753	1,068,753	-
TOTAL EXPENDITURES	1,068,753	1,068,753	-
NET INCREASE (DECREASE)	15,000	15,000	-
PROJECTED FUND BALANCE	(3,987,033)	(3,987,033)	-
* The negative fund balance reflects the unfunded OPEB liability as of 6/30/12.			

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: PUBLIC HEARING – SMMUSD INITIAL NEGOTIATIONS PROPOSAL TO
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 99 (SEIU)

RECOMMENDATION NO. A.28

It is recommended that the Board of Education hold a public hearing regarding the Santa Monica-Malibu Unified School District initial negotiations proposal to Service Employees International Union, Local 99, (SEIU).

COMMENT: This item allows members of the public to comment on the Articles that have been opened by SMMUSD in its initial negotiations proposal to SEIU. Please refer to Information Item No. I.03 from the February 21, 2013 Board Agenda for more details.

Open Public Hearing (time):

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Close Public Hearing (time):

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: PUBLIC HEARING – NEGOTIATION PROPOSALS FOR SMMUSD AND
SANTA MONICA-MALIBU CLASSROOM TEACHERS ASSOCIATION
(SMMCTA)

RECOMMENDATION NO. A.29

It is recommended that the Board of Education hold a public hearing regarding the negotiation proposals for the Santa Monica-Malibu Unified School District and the Santa Monica-Malibu Classroom Teachers Association (SMMCTA).

COMMENT: This item allows members of the public to comment on the Articles that have been opened by SMMUSD and SMMCTA for their continuing negotiations. Please refer to Information Item No. I.04 from the February 21, 2013 Board Agenda for more details.

Open Public Hearing (time):

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Close Public Hearing (time):

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/05/13

FROM: SANDRA LYON / JANECE L. MAEZ

RE: APPROVAL OF RIGHT OF ENTRY AND CONSTRUCTION PERMIT
AGREEMENT BETWEEN THE SANTA MONICA-MALIBU UNIFIED SCHOOL
DISTRICT AND SKANSKA-RADOS EXPO 2 JOINT VENTURE

RECOMMENDATION NO. A.30

It is recommended that the Board of Education approve a Right of Entry and Construction Permit Agreement between the District and Skanska-Rados EXPO 2 Joint Venture.

COMMENT: At the Board meeting of February 21, 2013, the Board received information regarding a proposed easement on the property owned by the District at 902 Colorado Blvd. Representatives from Exposition Metro Line Construction Authority (EXPO) presented information regarding the light rail coming to Santa Monica and how the construction of this system is disrupting the current utilities located in the middle of Colorado Blvd., forcing the infrastructure to be relocated to the perimeter. This relocation of utility services will necessitate the granting of an easement on property owned by the District.

District staff outlined a timeline for granting of a temporary Right of Entry and Construction Permit agreement and the two step process for finalizing the actual easement at the last Board meeting. In order to allow EXPO and Southern California Edison to continue the project without delay, the Board is being asked to allow entry and construction on District property. The timeline includes a Board resolution establishing the Intent to Enter into the Easement, scheduled for March 21st, and a public hearing and Board resolution finalizing the easement, both scheduled for April 18th. Staff has worked with legal counsel on the language of the Right of Entry and Construction Permit Agreement to ensure the document is in the best interest of the District.

The Right of Entry allows EXPO temporary access to portions of the property by its contractors and employees for the purposes of utility installation, installation of temporary fencing within or along the property during construction and storage of construction equipment and material on the property. By approving this agreement, EXPO will be able to continue the larger EXPO project without delay.

The District has a long term lease on this property; therefore, proper tenant notification is necessary. Staff is working with legal counsel to ensure that we meet all requirements we have as lessor.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

INFORMATION ITEMS

TO: BOARD OF EDUCATION
FROM: SANDRA LYON
RE: DAC MID-YEAR WRITTEN REPORTS

INFORMATION
03/05/13

INFORMATION ITEM NO. I.01

A midyear report was submitted by the Intercultural Equity and Excellence DAC. The full text of this report is attached. The Early Child Care DAC, Health and Safety DAC, Special Education DAC, and Visual and Performing Arts DAC appeared on previous agendas.

COMMENT: Administrative regulation 1220 states: "The staff liaison and committee chairperson shall provide the Board of Education with an update regarding the process of meeting these goals and/or deliverables in an informational item to the Board at a regular meeting no later than February each year."

Next steps: At the June 26, 2013, board meeting, each DAC will provide a written end-of-year report for Information. During that meeting, each DAC will be given five minutes under Communications to summarize its report. During a regular board meeting in July or August 2013, the board will meet with each DAC to discuss goal-setting for 2013-14. With this feedback from the board in hand, the DACs will hold their regular September meetings and develop draft charges for the year. These draft charges will come forward for board consideration at the first meeting in October 2013, as per AR 1220.

**District Advisory Committee
Board of Education Annual Mid-Year Written Report
2012-13 School Year**

**INTERCULTURAL EQUITY & EXCELLENCE
DISTRICT ADVISORY COMMITTEE**

Co-Chairs: Gary Avrech & Marvin Lawton

Staff Liaisons: Aida Diaz & Kimberly Nao

Charges:

- Support the district's work of closing the achievement gap by assisting in the identification and elimination of inequities in educational processes and outcomes of underserved students in district schools.
- Serve as a vehicle for parents, community, and students to communicate with the Board on matters related to the successful participation in the educational process of students and parents who come from diverse socio-economic, ethnic, cultural, and linguistic backgrounds or from the LGBTQ community.
- Provide a forum for the articulation of ideas and activities being implemented in the district, school sites, and the greater community that are successfully meeting the needs of our diverse student and parent population.
- Provide input on district and school site efforts to facilitate the building of bridges of understanding between diverse student and parent populations so that all groups feel connected to, and part of the school community.
- Monitor the implementation of an inclusive curriculum, including ethnic studies and learning experiences designed to eliminate racism and discrimination.
- Work collaboratively with other advisory committees as appropriate.
- Report to the Board annually, and on any other occasion as necessary, on the scope of their work, and recommendations that are developed relative to their charge.

Focus Tasks:

- Review current academic, disciplinary, attendance, and other relevant data relating to academic achievement of student subgroups.
- Review current programs aimed at improving achievement and closing the achievement gap as well as improving campus climates and understandings between and among student groups.
- Create and disseminate a climate survey to be used with students and parents to identify areas of success and areas for improvement.
- Consider the work of the Dialogue on Race and determine future opportunity for creating a public event that addresses issues of intercultural equity and excellence.

Summary Statement

The IEEDAC began meeting April 23, 2012 following the approval of the charges by the Board of Education on November 17, 2011. The IEEDAC has met ten times since its formation. The IEEDAC created three Ad-Hoc Committees, focusing on Professional Development, Curriculum and Climate that have met over the last year and worked on a variety of issues. The following are reports of their activities and recommendations:

Professional Development Ad-Hoc

The PD Ad-Hoc Committee activities included:

1. Reviewing Staff Diversity - Compiled and reviewed District's Affirmative Action Report by Job class. Recommended that a high priority of the district be to recruit teaching staff that represents the racial, ethnic and cultural backgrounds of our students.
2. Reviewing the Timeline of American Race Relations - A district resource to help inform teachers about contributions made in many fields by people of color. Recommend that timeline be used across disciplines district-wide.
3. Creation of a Management Team Survey - PD Ad-Hoc Committee developed a survey to be introduced to Management Team at the January 29, 2013 meeting. The topic of the meeting was "Continuing Conversations on Cultural Proficiency." Survey was to be placed on Survey Monkey by IEEDAC Liaison, Aida Diaz, per Assistant Superintendent, Terry Deloria's approval.
4. Recommending that there is a Professional Development piece in the IEEDAC? future Climate Committee's survey.

Curriculum Ad-Hoc

The Curriculum Ad-Hoc Committee activities include:

1. Collecting educational research that examined issues of culturally relevant and responsive curricula, and pedagogical approaches that foster educational attainment for students of color in particular.
2. Extensively reviewed the K-12 curricular and pedagogical practices of Tucson Unified School District's Mexican American Studies Program and San Francisco Unified School District's Ethnic Studies programs.
3. Concluded that the literature on culturally relevant-responsive curricula and Ethnic Studies programs offered a best practices approach in achieving the Board charges, developed an Ethnic Studies Department proposal that focused on implementing an inclusive, culturally relevant-responsive curriculum and pedagogy that addresses the needs and perspectives of a diverse student population.
4. Plans to schedule a meeting with SMMUSD Board members to discuss how to facilitate the implementation of proposed ethnic studies courses.

Climate Ad-Hoc

The Climate Ad-Hoc Committee's activities include:

1. Discussion of the formulation of a Climate Survey for all of SMMUSD's schools and which constituencies should be surveyed (teachers, parents and students) and reviewed questions that might be included.
2. Reviewing strategies to address school climate such as a Campus Watch program, Drop in Zone, Mix It Up at Lunch Day, and YMCA's A Girl's Voice.
3. Reviewed tactics to help close the achievement gap including exploring The Village Nation program at Samohi and the Academic Empowerment Group (AEG) at Will Rogers Learning Community.
4. Recommending to the IEEDAC continued support of the Olweus Bullying Prevention Program (OBPP) across the district.

PUBLIC/D.A.C. ITEMS

TO: BOARD OF EDUCATION

PUBLIC/DAC

03/05/13

FROM: MATTHEW WARE (SANTA MONICA HIGH SCHOOL STUDENT)

RE: REQUEST TO REVIEW SANTA MONICA HIGH SCHOOL'S ASB POLICY
REGARDING ELECTION OF STUDENT BOARD MEMBER

PUBLIC/DAC ITEM NO. P.01

Santa Monica High School student Matthew Ware has requested that the Board of Education review (1) whether Santa Monica High School ASB policy regarding the election of a student representative to the Board of Education conflicts with the intent of Board Policy 9150, and (2) whether the Santa Monica High School ASB acted in compliance with Board Policy 9150 when it invoked an internal rule to disqualify him from a school-wide election for Student Member of the Board.

COMMENTS: Below is the text of Mr. Ware's letter to the Board of Education and rationale behind the request:

#####

To the members of the Santa Monica-Malibu Unified School District Board of Education, and to Ms. Sandra Lyon, Superintendent:

Over the past few years, I've had the opportunity and honor to represent my fellow students – as a member of the Human Rights Watch Student Task Force, in conversations with activists and civil rights attorneys, in meetings with Assemblymember Richard Bloom, and most recently at the State Board of Education – and through these experiences, I've met incredible peers who inspire me and serve as a constant reminder that my generation is not, as the cynics have said, one of apathy and disengagement.

I believe the quality of our education is improved, and our entire community is strengthened, when students have meaningful input in the governance of their schools – and the SMMUSD Board of Education, by providing space for three Student Members, has affirmed its faith in this fundamental principle.

I believe that a public school system should embody the values of the democratic institutions that created it – and by providing for an open and fair election by the entire Student Body of each campus for each of the three Student Members, the Board of Education has guaranteed that the candidate favored by a majority of students shall be elected to the position of Student Member of the Board representing each respective school (Santa Monica High School, Malibu High School, or Olympic High School).

I am writing today because the Associated Student Body (ASB) of Santa Monica High School has created and enforced a restrictive election rule which runs contrary to the policies and intent of the Board of Education when it established the three positions for Student Members.

The ASB rule prohibits any student who has not enrolled in the fourth period ASB class for a full school year from running for the position of Student Member of the Board – effectively restricting the possible candidates to roughly fifty students out of a Student Body of more than three thousand. Many years, only one eligible student wishes to run, and effectively no election is held.

In contrast, Santa Monica-Malibu Unified School District Board Bylaw 9150 provides that:

“The student Board member shall be elected by the students of the district based on the following criteria:

1. The student body of each high school shall have one vote.
2. The vote shall be cast by an elected student representative from each high school campus.
3. The student Board member shall be elected by a majority vote.
4. The term of office shall be July 1 - June 30.”

Board Bylaw 9150 is clear in its intent: to create a democratic process (majority vote of the Student Body) for the election of Student Members of the Board representing each high school in the District.

It does not authorize, or suggest the authorization of, a process which restricts the number of candidates eligible for such an election, beyond reason.

Most importantly, it does not reasonably allow a pre-selection process, such as the one that the Santa Monica High School Associated Student Body (ASB) currently employs, which reduces the number of possible candidates in the election from three thousand to roughly fifty. This pre-selection process, where students' applications are reviewed by the Associated Student Body (ASB) and then either approved or denied by that body, was the point at which my own application for candidacy was rejected, on the grounds that I had not been enrolled in the fourth-period ASB class for a full school year.

On Tuesday, February 13, 2013, I submitted a full and complete application to become a candidate for Student Member of the Board of Education at the Activities Office in Santa Monica High School. I agreed to join the ASB class next school year if I were elected.

I was informed by the ASB faculty advisor the following Wednesday that I met every requirement for candidacy except having not been enrolled in the fourth-period ASB class this school year.

The faculty advisor let me know that I could appeal the decision via an interview with her, and four other ASB students, including the current Student Member of the Board representing Samohi.

I was glad to be provided with this opportunity and I agreed to appeal the decision with an interview, and I sat down for the interview during the end of lunch and the beginning of fifth period. I was asked relevant and interesting questions about how I intended to represent my fellow students and the voice I would bring to the Board if I were elected. I felt confident with my answers and they were received well by the students and advisor.

Then, less than an hour after the interview, I was called into the Activities Office and the ASB faculty advisor told me that, despite the interview, which she explained went “extremely well,” my application had still been denied due to the ASB rule, and that no further recourse existed.

I then learned last Friday that a current member of ASB was the only other candidate for the position, and upon my disqualification, she understood that, according to the rules of the ASB, she had secured the position before any election had occurred.

I fully realize that institutional rules are difficult to change, or grant exceptions to. I do feel, however, that an election where all but one candidate has been disqualified is not the type of election which the Board of Education intended when it approved Board Policy 9150 in June 2009.

A corresponding section of the California Education Code (35012) provides that:

“Any pupil selected to serve as a nonvoting or preferential voting member of the governing board shall be enrolled in a high school of the district, may be less than 18 years of age, and shall be chosen by the pupils enrolled in the high school or high schools of the district in accordance with procedures prescribed by the governing board. The term of a pupil member shall be one year commencing on July 1 of each year.”

The California Education Code gives local school districts broad authority to set procedures regarding the election (or selection) of the Student Members of each District Board of Education – and the fact that the SMMUSD Board of Education has this authority and does not codify additional restrictions on the eligible candidates suggests that it does not intend such restrictions.

By this, I do not mean to suggest that no restrictions should exist – it is reasonable to assume that a student with serious behavior violations, or a student failing multiple classes, would not be eligible to represent his or her peers on the Board of Education – but these students would not presumably represent a large proportion of the Student Body at Santa Monica High School.

Several other positions on the Associated Student Body’s Executive Board (a name given to certain officers such as Senior Class President, Senior Class Vice President, etc.) do have a similar requirement requiring one or two years of service within ASB – but none of these positions, although they may play a key internal role within the ASB class, or even the function of Santa Monica High School, have the public role that pertains to the Student Members of the Board of Education.

It is this public role which demands a higher degree of scrutiny over the election process for the Student Members of the Board than for other ASB positions, and the necessity for a higher degree of scrutiny is already evident in the fact that no other ASB position is mentioned outside of the ASB’s own documents. In contrast, the position of Student Member of the Board is referenced in SMMUSD Board Policy, the California Education Code, and documents published by the California School Boards Association (CSBA), as well as the National Schools Boards Association (NSBA).

It is important to note that I am not asking for an exemption of any kind – nor do I believe my election would necessarily be secured if I were allowed to run for Student Member of the Board. I only ask for the opportunity to run in a fair election and allow the students of Santa Monica High School the opportunity to vote for the candidate they believe would best carry out the duties of the Student Member of the Board of Education.

I am requesting that the Board of Education review (1) whether the ASB policy conflicts with the intent of Board Policy 9150, and (2) whether the Santa Monica High School ASB acted in compliance with Board Policy 9150 when it invoked an internal rule to disqualify me from a school-wide election for Student Member of the Board. I am asking for this review to be placed on the agenda of the next public meeting of the Board, on Tuesday, March 5, 2013 at the District Office.

If the Board decides to allow my participation, I hereby agree to (1) shut down the Facebook page entitled “Write-In Matthew Ware for Student Member of the Board”, which was created to foster support for a change in election rules, in compliance with another existing ASB rule against Facebook pages advertising approved candidates, (2) cease the petition of the same name which has circulated throughout the school, and (3) adhere to all other ASB rules

regarding the placement of posters and signs, limits on campaign expenditures, and all other restrictions and directives which other approved candidates must comply with.

Attached for reference is a PDF copy of this letter, which may be printed, the ASB Questionnaire, as I submitted it to the Activities Office on February 13, as well as the letter I wrote in appeal to the ASB advisor and the Students of this year's ASB class. The Code of Conduct, my transcript, and the remaining components of my original application are available at the Activities Office, if you would like to review them. I'd be happy to speak with members of the Board to address any questions or concerns that may arise in the interim. As campaign materials may be posted around campus beginning March 4, and the election is held March 15, your prompt attention to this matter is important.

Now, the Board of Education is presented with a unique opportunity to reaffirm its commitment to the democratic process, to the civic education and engagement of students throughout the District, and to the broader community it serves. I hope that the Board will stand up for the values it seeks to instill in the students of Santa Monica High School, and decide to allow a fair election to determine its Student Member of the Board.

Sincerely,
Matthew Ware