

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

**May 16, 2013**

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday May 16, 2013**, in the **District Administrative Offices**: 1651 16<sup>th</sup> Street, Santa Monica, CA. The Board of Education will call the meeting to order at 4:30 p.m. in the Board Conference Room at the District Offices, at which time the Board of Education will move to Closed Session regarding the items listed below. The public meeting will reconvene at 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 (5)
- Public Employee Appointment pursuant to GC §54954.5 (House Principal Position) (10)
- Conference with Real Property Negotiators pursuant to GC §54956.8 (902 Colorado Avenue, Santa Monica, CA: Santa Monica-Malibu Unified School District [SMMUSD], Southern California Edison [SCE], Exposition Metro Construction Authority [EXPO]) (15)
- Conference with Legal Counsel: Existing Litigation pursuant to GC §54956.9(a) (1 case) Malibu Community Preservation Alliance and Malibu Township Council, Inc. v. City of Malibu, City Council of Malibu, and SMMUSD, LA County Superior Court Case # BS138633 (10)
- Receipt of Recommendation for Approval of Proposed Settlement Cases pursuant to GC §54956.9(b): (10)  
DN-1009-12/13
- 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	May 2, 2013 .....	1
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#### VI. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (10)

- GSA (Gay Straight Alliance) Commendation (5)
- Jennifer Gsell, National Young Arts Foundation (5)

#### VII. STUDY SESSION (20)

These items are staff presentations and/or updates to the Board of Education.

S.01	Equity and Access for Student Success: The AVID and Young Collegians Program (20).....	2
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#### 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 5 minutes or less. However, if more time is necessary, or if a report will not be presented, please notify the Board secretary eight workdays prior to the date of the meeting.

##### A. Student Board Member Reports (15)

Yuri Kawashima – Santa Monica High School  
Yasi Afsharnive – Malibu High School  
Sean Azoulay – Olympic High School

##### B. SMMCTA Update – Anthony Fuller (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., Business & Fiscal Services/CFO – Ms. Janece Maez (5)
- C. Asst. Supt., Human Resources – Ms. Debra Moore Washington (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. However, members of the Board of Education, staff, or the public may request an item be moved from the consent agenda to Section XI (Major Items) for clarification and/or discussion.

##### Curriculum and Instruction

A.02	Approval of Independent Contractors.....	3
A.03	Conference and Travel Approval Ratification .....	4-6
A.04	Overnight Field Trip(s) 2012-2013 .....	7
A.05	Approval of Special Education Contracts – 2012-2013.....	8-10
A.06	Program Self-Evaluation Annual Report.....	11-11r

##### Business and Fiscal

A.07	Award of Purchase Orders – 2012-2013.....	12-12c
A.08	Acceptance of Gifts – 2012-13 .....	13-13d
A.09	Transfer of Head Start Appropriations – BAR #32-354.....	14
A.10	Transfer of Head Start Appropriations – BAR #32-361.....	15

## **Facilities Improvement Projects**

A.11	Recommendation to Approve Contract Amendment #1 for Contract Extension for Two Relocatable Classroom Buildings to McGrath Rent Corporation (DBA Mobile Modular, Inc.) for Edison Language Academy- DSA Compliance (Close Out) Project – Measure BB .....	16
A.12	Contract Amendment #9 for Additional Architectural Services – Fire Sprinkler Design – Olympic High School Modernization Project – Harley Ellis Devereux – Measure BB .....	17
A.13	Contract Amendment #3 for Testing and Special Inspection Services for Santa Monica High School Science and Technology Building and Site Improvements – California Testing and Inspections, Inc. – Measure BB .....	18-19
A.14	Accept Work as Completed – Washington West – Electrical Distribution Project – AC Pros Incorporated – Capital Fund and Measure BB .....	20
A.15	Accept Work as Completed for General Services – Washington South/west – Fire Alarm Project – Simplex Grinnell – Measure BB .....	21

## **Personnel**

A.16	Certificated Personnel – Elections, Separations.....	22-26
A.17	Classified Personnel – Merit .....	27-30
A.18	Classified Personnel – Non-Merit .....	31
A.19	Increase in Staffing (FTE) – Special Education .....	32
A.20	Administrative Appointment .....	33

## **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 (60)**

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	Special Education Program Update (30) .....	34
D.02	New Common Core Math Sequencing for Secondary Schools (20).....	35
D.03	Budget Update (10).....	36

## **XIII. MAJOR ITEMS (35)**

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.21	Amendment to Right of Entry and Construction Permit Agreement Between the Santa Monica-Malibu Unified School District and Skanska-Rados Expo 2 Joint Venture (15) .....	37-48
A.22	Adopt Resolution No. 12-35 Classified School Employees Week May 19–25, 2013 (10) .....	49

A.23	Adopt Resolution No. 12-36 – Reduction or Elimination of Child Development Program Permit Positions and Notify Affected Employees of Recommendation of Layoff (10).....	50
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**XIV. INFORMATIONAL ITEMS (0)**

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

**XV. BOARD MEMBER ITEMS**

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.

**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, June 6, 2013**, at the **District Office**: 1651 16<sup>th</sup> Street, Santa Monica, CA.

**Meetings held at the District Office and in Malibu are taped and rebroadcast in Santa Monica on CityTV2, Cable Channel 20 – Check TV listing.**

**Meetings are rebroadcast in Malibu on Government Access Ch. 3 every Saturday at 8pm.**

## SMMUSD Board of Education Meeting Schedule 2012-2013

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

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

District Office (DO): 1651 16<sup>th</sup> Street, Santa Monica.  
 Malibu City Council Chambers (M): 23825 Stuart Ranch Road, Malibu, CA



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

ACTION  
05/16/13

RECOMMENDATION NO. A.01

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

May 2, 2013

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





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## **STUDY SESSION**



TO: BOARD OF EDUCATION

STUDY SESSION

05/16/13

FROM: SANDRA LYON / TERRY DELORIA / PEGGY HARRIS

RE: EQUITY AND ACCESS FOR STUDENT SUCCESS: THE AVID AND  
YOUNG COLLEGIANS PROGRAM

STUDY SESSION ITEM NO. S.01

This report presents information on two District initiatives that are implemented to increase the achievement of underserved populations in SMMUSD, *Advancement Via Individual Determination* (AVID), and *The Young Collegians*. AVID is currently offered at John Adams and Lincoln Middle Schools, and Santa Monica High School. The Young Collegians Program has participants from Malibu and Santa Monica High Schools.

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

The Young Collegians is the product of a partnership between SMMUSD and Santa Monica College. In its sixth year of implementation, this unique program supports non-AVID first generation college-going students develop a college-going identity as they accrue dual enrollment units through SMC.



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## **CONSENT ITEMS**



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

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.

<b>Contractor/ Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding (Measure BB)</b>

<b>Contractor/ Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Bud Coffey  7/1/12 to 6/30/13  Amend Amount: not to exceed: \$15,000 (original BOE approval 6/27/12 for \$5,000)	To perform specialized technical theatre support for Theatre Operations rentals in Barnum Hall and other District Theaters.	Business Services: Theater Operations & Facility Permits	01-90110-0-81000- 54000-5802-046- 2460
Flippen Group  7/09/13 – 7/11/13  Not to exceed: \$24,800	Capturing Kids' Hearts is a 3- day training that provides tools for administrators, faculty and staff to build positive, productive, trusting relationships — among themselves and with their students. These processes can transform the classroom and campus environment, paving the way for high performance.	Educational Services	01-40350-0-11100- 21000-5802-035- 1300 (Title II)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:





TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

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

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.03

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

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

<u>NAME</u> <u>SITE</u> Account Number Fund – Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>COOPERBAND, Paula</u> Lincoln Middle 01-56400-0-00000-39000-5220-043-1400 General Fund- Resource: Medi-Cal	OSHA Annual State Convention Long Beach, CA March 7 – 8, 2013	\$110
<u>DIAZ, Aida</u> Ed Services 01-42030-0-47600-10000-5220-035-1300 General Fund- Resource: Title III	2013-14 Edition California English Language Development Test Downey, CA May 1, 2013	\$30 Mileage Only
<u>DIAZ, Aida</u> Ed Services 01-42030-0-47600-10000-5220-035-1300 General Fund- Resource: Title III	Research Symposium “Pedagogies of Questioning” Downey, CA May 3, 2013	\$90
<u>DROSDICK, Danielle</u> Edison Elementary 01-56400-0-00000-39000-5220-043-1400 General Fund- Resource: Medi-Cal	OSHA Annual State Convention Long Beach, CA March 8, 2013	\$280
<u>LYON, Sandra</u> District Office 01-00000-0-00000-71500-5220-010-1200 General Fund- Function: Superintendent	May Revision Workshop Ontario, CA May 20, 2013	\$150

<u>MAEZ, Jan</u> Business Services 01-00000-0-00000-73000-5220-050-1500 General Fund <u>Function:</u> Business Services	PIPS Board Meeting Sacramento, CA May 9, 2013	\$300
<u>MAGNUSON, Ruth</u> Santa Monica High 01-70900-0-11100-10000-5220-015-4150 General Fund- <u>Resource:</u> Economic Impact Aid	AP by the Sea San Diego, CA July 29 – August 1, 2013	\$725
<u>MORN, Lora</u> District Office 01-00000-0-11100-31400-5220-041-2400 General Fund <u>Function:</u> Health Services	California School Nurse Organization Long Beach, CA May 11, 2013	\$100
<u>SAM, Stuart</u> BB Office 21-90500-0-00000-85000-5220-050-2600 Building Fund- <u>Function:</u> BB Construction	The Advent of the School Construction Inspector Job Card Ontario, CA April 23, 2013	\$310

Adjustments (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
<u>BEEMAN-SOLANO, Amy</u> Adams Middle 01-40350-0-11100-10000-5220-035-1300 General Fund <u>Resource:</u> Title II	Excellence In Education for African-American Students Sacramento, CA February 19 – 24, 2013	\$900 +1 Sub Plus a \$111.52 Overage
<u>CHACON, Martha</u> Santa Monica High 01-40350-0-11100-10000-5220-035-1300 General Fund <u>Resource:</u> Title II	Excellence In Education for African-American Students Sacramento, CA February 19 – 24, 2013	\$610 +1 Sub Plus a \$123.89 Overage

Group Conference and Travel: In-State		
* a complete list of conference participants is on file in the Department of Fiscal Services		
<u>BRADFORD, Maureen</u> +3 Additional Staff Ed Services 01-00000-0-19510-31600-5220-030-1300 General Fund- <b>Function:</b> Pupil Testing Services	2013 Illuminate Education User Conference Aliso Viejo, CA June 10 – 11, 2013	\$824
<u>HO, Pat</u> <u>TANIOS, Elhamy</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- <b>Function:</b> Fiscal Services	Year-End Closing Downey, CA May 23, 2013	\$65 <b>Mileage Only</b>
<u>LARIOS, Carmen</u> <u>PLATZ, Leyla</u> Human Resources 01-00000-0-00000-74000-5220-025-1250 General Fund <b>Function:</b> Personnel/Human Resources	Retirement Pension Reform Changes Downey, CA April 22, 2013	\$85 <b>Mileage Only</b>
<u>RISHE, Jessica</u> +5 Additional Staff SMASH 01-00010-0-11100-10000-5220-009-4090 01-90121-0-11100-10000-5220-009-4090 General Fund <b>Resource:</b> Tier III/Equity Fund	Developmental Designs 1 Los Angeles, CA July 29 – August 2, 2013	\$4,170

Out-of-State Conferences: Individual		
<u>HULS, Jeffe</u> Santa Monica High 01-00000-0-11100-27000-5220-015-4150 General Fund- <b>Resource:</b> Admin. budget	American Choral Director Association National Conference Dallas, TX March 13 – 17, 2013	\$2,005
Out-of-State Conferences: Group		
NONE		

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  
05/16/13

RECOMMENDATION NO. A.04

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.

<b>School Grade # students</b>	<b>Destination Dates of Trip</b>	<b>Principal/ Teacher</b>	<b>Cost Funding Source</b>	<b>Subject</b>	<b>Purpose Of Field Trip</b>
Pt. Dume 5 <sup>th</sup> 60	Sea World, San Diego, CA  5/15/13 – 5/17/13	Margo Dunn Kris Jennings	\$400 per student covered by parents/PTA	Science	Hands-on activities to support our Marine Science curriculum

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

FROM: SANDRA LYON / TERRY DELORIA / SARA WOOLVERTON

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2012-2013

RECOMMENDATION NO. A.05

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 01-65120-0-57500-31400-5890-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Vista Del Mar School	7750034324	NPS	#81-SPED13158	\$9,159.00
Westview School	9103197431	NPS	#82-SPED13161	\$4,024.00

Amount Budgeted NPS 12/13		\$ 1,800,000
Amount Budgeted Mental Health Services 12/13		\$ 900,000
Total Budgeted		\$ 2,700,000
Prior Board Authorization as of 5/2/13		\$ 2,725,146
	Balance	\$ -25,146
Positive Adjustment (See Below)		\$ 98,852
		\$ 73,706
Total Amount for these Contracts		\$ 13,183
	Balance	\$ 60,523

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 \$1,199,807.00 as of 5/2/13					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Westview School	NPS	1-SPED13002	Reduce	\$24,830.00	END
Heritage School	NPS	33-SPED13067	Reduce	\$69,536.00	END
Frostig Center	NPS	40-SPED13094	Reduce	\$ 4,486.00	ESY

**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 5/2/13		\$ 1,075,271
	Balance	\$ -49,271
Positive Adjustment (See Below)		\$ 0
		\$ - 49,271

Total Amount for these Contracts

Balance \$ 0  
\$ -49,271

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 \$75,930.00 as of 5/2/13					
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

Amount Budgeted Instructional Consultants 12/13	\$ 300,000
Prior Board Authorization as of 5/2/13	\$ 416,510
Balance	\$ -116,510
Positive Adjustment (See Below)	\$ 0
	\$ -116,510
Total Amount for these Contracts	\$ 0
Balance	\$ -116,510

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 5/2/13					
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
Bell Cab Management	7171563936	Transportation	67-SPED13157	\$1,512.00
Pawar Transportation	332260	Transportation	35-SPED13071	\$11,000.00
Parent Reimbursement	5103133762	Travel Reimbursement	69-SPED13160	\$1,200.00

Amount Budgeted Non-Instructional Consultants 12/13	\$ 300,000
Prior Board Authorization as of 5/2/13	\$ 338,332
Balance	\$ -38,332
Positive Adjustment (See Below)	\$ 0
	\$ -38,332



Total Amount for these Contracts

Balance                      \$ 13,712  
                                      \$ -52,044

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 \$66,900.00 as of 5/2/13					
Non- Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

#### 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		\$ 300,000
Prior Board Authorization as of 5/2/13		<u>150,000</u>
	Balance	\$ 150,000
Adjustments for this period		<u>\$ 0</u>
		\$ 150,000
Total Amount for these Contracts		<u>\$ 0</u>
	Balance	\$ 150,000

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 5/2/13				
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

05/16/13

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: PROGRAM SELF-EVALUATION ANNUAL REPORT

RECOMMENDATION NO. A.06

This is to inform the Board of Education about the Fiscal Year 2012-13 Program Self-Evaluation Annual Report.

COMMENT: The Program Self-Evaluation Annual Report, the Desired Results Developmental Profile Summary of Findings and Program Action Plan will be submitted to the California Department of Education, Child Development Division on June 3, 2013 for the following contracts: California State Preschool Programs (CSPP), General Child Care and Development Programs (CCTR). See reports attached.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES

### Program Self-Evaluation Annual Report

<b>Contractor's Legal Name</b> Santa Monica-Malibu Unified School District			
<b>Vendor Number</b> 6498		<input type="checkbox"/> <b>Cal-SAFE</b> <b>CDS Code</b>	
<b>Contract and Age</b>	<input checked="" type="checkbox"/> <b>CSPP</b> <input type="checkbox"/> <b>CCTR – (Infant/Toddler)</b> <input type="checkbox"/> <b>CCTR – (School-Age)</b> <input type="checkbox"/> <b>Education Network (Infant/Toddler)</b> <input type="checkbox"/> <b>Education Network (Preschool)</b> <input type="checkbox"/> <b>CHAN</b> <input type="checkbox"/> <b>CMIG - (Infant/Toddler)</b> <input type="checkbox"/> <b>CMIG - (Preschool)</b>		
<b>Date Program Self-Evaluation Completed</b>			
<b>Number of Classrooms</b>	25	<b>Number of Family Child Care Homes</b>	0
<b>Describe the Program Self-Evaluation Process</b> (Note: This area expands as necessary.)			
<p>The Santa Monica – Malibu Unified School District / Child Development Services serves infant/ toddlers, preschoolers and school-age children. Child Development Services operates an Infant/ Toddler center at the high school which serves a total of 28 children: 4 Cal-SAFE, 9 CCTR, 8 Early Head and 7 full cost families. The Early Head Start component operated until March 1, 2013. In addition, Child Development Services operates 25 preschool classrooms, serving 434 children (346 subsidized children) which are funded through CSPP, Head Start and full cost families. We also serve 585 (218 subsidized) school-age children on 10 school campuses funded through CCTR and full cost families.</p> <p>To ensure that Child Development Services and all programs are compliant with the Program Self Evaluation we begin the process with all the teachers, assistants and supervisors at the beginning of each school year. A roadmap was developed to address State assessment timelines and DRDP materials were distributed to start the process.</p> <p>Teachers are monitored monthly by Assistant Directors to ensure that individualization is on-going and incorporated into the weekly lesson and that each student has a portfolio that contains documentation and anecdotal records. Four times per school year (or more as needed) we dedicate our teachers' staff development meetings (third Tuesday of each month) to summarizing DRDP's, ITER's/ECER's/SACER's and Parent Survey Finding and write classroom and site goals for teachers and supervisor to address and monitor throughout the current school and continuing into the next school year (if needed).</p> <p>Our department includes board members, community members and parents in the Program Self Evaluation process. The Child Development Services department has a District Advisory Committee (DAC) that meets monthly ( third Tuesday of each month) which includes parents from both the preschool and school-age programs, one SMMUSD board member, two representatives from the City of Santa Monica and members from the community that are Child Development former directors and/or educators. Each month the members of this committee are</p>			

given budget updates, PSE findings and goals and are encouraged to visit the classroom to complete ITER's and/or ECER's and participate in our yearly self-review. There are also monthly parent meetings at the sites where parents are encouraged to give feedback about the program and help develop weekly lesson plans and/or activities. Child Development Services management meet every Wednesday as a CDS Administrative team to address concerns at the sites, review findings and develop techniques that support the teachers, programs and parents.

<b>A copy of the Program Self-Evaluation will be/has been presented to the Governing Board.</b>		<b>Date</b> 5/16/2013
<b>A copy of the Program Self-Evaluation will be/has been presented to teaching/program staff.</b>		<b>Date</b> 5/14/2013
<b>A copy of the Program Self-Evaluation will be/has been presented to parents.</b>		<b>Date</b> 5/16/2013
<b>Statement of Completion</b> I certify that a Program Self-Evaluation was completed.	<b>Signature</b>  <b>Name, Title, and Phone Number</b> Alice Chung, Director 310 399-5865 Ext 79-524	<b>Date</b>

### Desired Results Program Action Plan – Reflection on Action Steps

<b>Contractor Name</b> Santa Monica-Malibu Unified School District	
<b>Contract Type, Education Network, and/or Cal-SAFE CSPP</b>	<b>Age Group (Infant/Toddler, Preschool, School-Age)</b> Preschool
<b>Planning Date</b> October 2012	<b>Lead Planner's Name and Position</b> Reham Dabash, Assistant Director
<b>Follow-up Date(s)</b> January 2013, April 2013, June 2013	<b>Lead Planner's Name and Position</b> Reham Dabash, Assistant Director

This form can be expanded and is not limited to a single page.

**Reflection: Review each Program Action Plan (CD 4001A) submitted in the FY 2011–12 Program Self-Evaluation Report. Below, provide a narrative summarizing the outcome of each action step. Record how each action step was successfully accomplished. If there were modifications or revisions to the action steps, reflect on and record the outcome of those changes.**

Based on the key developmental profiles findings and educational goals from 2011-2012 several action steps were implemented during the current school year. The 2012-2013 Staff Development Plan was developed and implemented based on specific goals to increase overall developmental levels on Phonological Awareness and Emergent Writing DRDP measures.

**Phonological Awareness:** Per the action steps, three staff development opportunities that focused on *Guided Language Acquisition Design (GLAD)* were provided during the school year. These trainings included an opportunity for teachers to share successful strategies they've implemented in their classrooms. In addition to GLAD, focusing on strategies that promote phonological awareness was also included in the action steps. Teachers and Teacher Assistants also received training on CLASS implementation strategies in the Instructional Support domain. In addition, the program reviewed *Alpha Friends* supplemental curriculum tools and took inventory of items that need to be replaced or purchased. Assistant Directors continue to monitor lesson plans to ensure activities, materials and lessons are focused on Language and Literacy Development, including phonological awareness. The final DRDP-PS 2010 assessment results will be analyzed in May 2013 to determine if the developed phonological awareness goals were met this school year for both 3 and 4 year olds.

**Emergent Writing:** Per the action steps, Handwriting Without Tears workbooks were purchased and distributed to classrooms along with recently revised teacher manuals. In October 2012 staff development was conducted on utilizing the tool and providing developmentally appropriate activities to supplement the curriculum. Monitoring of the booklets continue throughout the school year as the individual booklets are a part of student portfolios. The action steps also included examples of activities that promote emergent writing skills, such as ensuring a print rich environment and including writing centers that include a variety of writing materials, books, etc... Final DRDP-PS 2010 assessment results will be analyzed in May 2013 to determine that the set goals were accomplished for Emergent Writing.

**Desired Results Developmental Profile Summary of Findings  
And Program Action Plan – Program or Network Level**

<b>Contractor Name</b> Santa Monica-Malibu Unified School District	
<b>Contract Type, Education Network, and/or Cal-SAFE</b> CSPP	<b>Age Group (Infant/Toddler, Preschool, School-Age)</b> Preschool
<b>Planning Date</b> October 2012	<b>Lead Planner's Name and Position</b> Reham Dabash, Assistant Director
<b>Follow-up Date(s)</b> January 2013, April 2013, and June 2013	<b>Lead Planner's Name and Position</b> Reham Dabash, Assistant Director

This form can be expanded and is not limited to a single page.

<b>Key Findings from Developmental Profiles and Educational Goal (What will be accomplished for children?)</b>	<b>Action Steps (Address pedagogical approaches, professional development, curriculum, materials required, staff or program schedules, child-staff interactions, program or classroom use of space, parent education, and/or community outreach)</b>	<b>Expected Completion Date and Persons Responsible</b>
<p>41% of 3 year olds are at the building and integrating levels in The English Language Development (ELD) Domain.</p> <p>Goal: 47% of 3 year olds will be at the building and integrating level in ELD Domain by May 2014</p>	<ol style="list-style-type: none"> <li>1) Provide additional training in strategies to support Dual Language Learners utilizing the Preschool Learning Foundations and Guided Language Acquisition Design (GLAD). Discuss and share strategies with parents at site level meetings.</li> <li>2) Assess materials in classrooms including books, storytelling materials, music and movement etc... that support the development of expressive, receptive and comprehensive language development. Purchase additional materials as necessary.</li> </ol>	<ol style="list-style-type: none"> <li>1) Trainings to occur Fall 2013 and Spring 2014. Site level parent meetings to be scheduled for 2013-2014 school year in July 2013. Director, Assistant Director, and Bilingual Community Liaisons</li> <li>2) October 2013: Teachers, Teacher on Special Assignment (TOSA) and Assistant Director.</li> </ol>



<p>73% of 4 year olds are at the building and integrating levels in The Language and Literacy Domain.</p> <p>Goal: 78% of 4 yr olds will be at the building and integrating levels in Language and Literacy Domain By May 2014</p>	<ol style="list-style-type: none"> <li>1) Continue reviewing lesson plans to ensure language and literacy activities that include phonological awareness, emergent writing and concepts about print.</li> <li>2) Review GLAD and CLASS strategies implementation</li> </ol>	<ol style="list-style-type: none"> <li>1) Ongoing –August 2013-June 2014 (Assistant Director and TOSA)</li> <li>2) Quarterly: August 2013-June 2014 (Assistant Director and TOSA)</li> </ol>
<p>76% of 4 year olds are at the building and integrating levels in the Mathematics Domain</p> <p>Goal: 82% of 4 year olds will be at the building and integrating levels in the Mathematics Domain by May 2014</p>	<ol style="list-style-type: none"> <li>1) Identify materials in classroom that promote mathematical concept development, including classification, measurement, patterning and number sense of mathematical operations.</li> <li>2) Staff to receive additional training on utilizing CLASS Instructional Support strategies to facilitate knowledge of math concepts in daily classroom activities.</li> </ol>	<ol style="list-style-type: none"> <li>1) Fall 2013 (Teachers and TOSA)</li> <li>2) May 2013 and September 2013 -June 2014 (Director and Assistant Director)</li> </ol>

### Program Self-Evaluation Annual Report

<b>Contractor's Legal Name</b> Santa Monica – Malibu Unified School District / Child Development Services			
<b>Vendor Number</b>			<input type="checkbox"/> Cal-SAFE CDS Code
<b>Contract and Age</b>	<input type="checkbox"/> CSPP <input checked="" type="checkbox"/> CCTR – (Infant/Toddler) <input type="checkbox"/> CCTR – (School-Age) <input type="checkbox"/> Education Network (Infant/Toddler) <input type="checkbox"/> Education Network (Preschool) <input type="checkbox"/> CHAN <input type="checkbox"/> CMIG - (Infant/Toddler) <input type="checkbox"/> CMIG - (Preschool)		
<b>Date Program Self-Evaluation Completed</b>		May 3, 2013	
<b>Number of Classrooms</b>		3	<b>Number of Family Child Care Homes</b>
<b>Describe the Program Self-Evaluation Process</b> (Note: This area expands as necessary.)			
<p>The Santa Monica – Malibu Unified School District / Child Development Services serves infant/ toddlers, preschoolers and school-age children. Child Development Services operates an Infant/ Toddler center at the Santa Monica High School which serves a total of 28 children: 8 Cal-SAFE, 9 CCTR, 8 Early Head and 7 full cost families. The Early Head Start component operated until March 1, 2013. In addition, Child Development Services operates 25 preschool classrooms, serving 434 children (346 subsidized children) which are funded through CSPP, Head Start and full cost families. We also serve 585 (218 subsidized) school-age children on 11 school campuses funded through CCTR and full cost families.</p> <p>To ensure that Child Development Services and all programs are compliant with the Program Self Evaluation, we begin the process with all the teachers, assistants and supervisors at the beginning of each school year. A roadmap was developed to address State assessment timelines and DRDP materials were distributed to start the process. At our first staff meeting the staff review, the findings from the previous school year.</p> <p>Teachers are monitored monthly by Assistant Directors and School –Age Coordinator to ensure that individualization is on-going and incorporated into the weekly lesson and that each student has a portfolio that contains documentation and anecdotal records. Four times per school year (or more as needed) we dedicate our teachers' staff development meetings (third Tuesday of each month) to summarizing DRDP's, ITER's/ECER's/SACER's and Parent Survey Finding and write classroom and site goals for teachers and supervisor to address and monitor throughout the current school and continuing into the next school year (if needed).</p> <p>Our department includes board members, community members and parents in the Program Self Evaluation process. The Child Development Services department has a District Advisory Committee (DAC) that meets monthly ( third Tuesday of each month) which includes parents from both the preschool and school-age programs, one SMMUSD board member, two representatives from the City of Santa Monica and members from the community that are Child</p>			

Development former directors and/or educators. Each month the members of this committee are given budget updates, PSE findings and goals and are encouraged to visit the classroom to complete ITER's and/or ECER's and participate in our yearly self-review. There are also monthly parent meetings at the sites for preschool and three times a year at the school age sites where parents are encouraged to give feedback about the program and help develop weekly lesson plans and/or activities. Child Development Services management meet every Wednesday as a CDS Administrative team to address concerns at the sites, review findings and develop techniques that support the teachers, programs and parents.

<b>A copy of the Program Self-Evaluation will be/has been presented to the Governing Board.</b>		<b>Date</b>
<b>A copy of the Program Self-Evaluation will be/has been presented to teaching/program staff.</b>		<b>Date</b>
<b>A copy of the Program Self-Evaluation will be/has been presented to parents.</b>		<b>Date</b>
<b>Statement of Completion I certify that a Program Self-Evaluation was completed.</b>	<b>Signature  Name, Title, and Phone Number</b>	<b>Date</b>

### Desired Results Program Action Plan – Reflection on Action Steps

<b>Contractor Name</b> Santa Monica – Malibu Unified School District / Child Development Services	
<b>Contract Type, Education Network, and/or Cal-SAFE</b> CCTR	<b>Age Group (Infant/Toddler, Preschool, School-Age)</b> Infant / Toddler
<b>Planning Date</b> September 2012	<b>Lead Planner's Name and Position</b> Monica Simon-Cain – Coordinator / Gizelle Graves – Teacher
<b>Follow-up Date(s)</b> October 2012 , November 2012, January 2013 and April 2013	<b>Lead Planner's Name and Position</b> Joanne McGowan – infant teacher Denise Hentschell – toddler teacher

This form can be expanded and is not limited to a single page.

**Reflection: Review each Program Action Plan (CD 4001A) submitted in the FY 2011–12 Program Self-Evaluation Report. Below, provide a narrative summarizing the outcome of each action step. Record how each action step was successfully accomplished. If there were modifications or revisions to the action steps, reflect on and record the outcome of those changes.**

After reviewing the findings for the 2012- 2013 school year, I decided that it would be beneficial to have the SAMOHI Infant / Toddler Center staff ( teachers and assistants) dedicate a portion of their monthly hour staff meeting to reading the Infant/ Toddler Learning & Development Foundations and Infant / Toddler Curriculum Framework books provided by the CA Department of Education. Each month prior to the staff meeting, the teachers and assistants were assigned a chapter/s to read and to be ready to discuss the literature and possible ways to implement the literature into activities to be included in the classroom/s..

One goal for the staff was to observe the students interactions and to continue to model and encourage appropriate language. Instead of telling children to "Use your words", they were instructed to give the students the words they needed to communicate. "More milk, I don't like it when you..., Help me, etc.. Also, we worked on wait time when observing and interacting with students (stop and pause).

In September 2012 we reviewed the findings from the June 2012 report to ensure that our weekly lesson plans included activities that addressed the findings. Our lesson plans included open ended questions, scaffolding and individualization. The toddler teacher also kept a daily log on each student to track their language and development. The teacher also uses this information when conferencing with the parent. Note- for the 2012 – 2013 school year we did not have any CCTR infant students until April 2013.

Gizelle Graves our Cal-SAFE Parenting teacher included in her yearly curriculum a section on Early Literacy Education including Language Development and also brought in a Language Therapist as a guest speaker. The parents were also required to come and observe the teachers in the classrooms several times throughout school year. Each parent was also given a Reading Log to complete throughout the year of all the books they have read to their child.

Both the infant and toddler teacher used a portion of the Fall and Spring Allocations to purchase additional age appropriate books for their classrooms.

**Desired Results Developmental Profile Summary of Findings  
And Program Action Plan – Program or Network Level**

<b>Contractor Name</b> Santa Monica – Malibu Unified School District / Child Development Services	
<b>Contract Type, Education Network, and/or Cal-SAFE</b> CCTR	<b>Age Group (Infant/Toddler, Preschool, School-Age)</b> Infant / Toddler
<b>Planning Date</b> September 2012	<b>Lead Planner's Name and Position</b> Monica Simon- Cain Coordinator / Gizelle Graves – Teacher
<b>Follow-up Date(s)</b> October 2012, November 2012, January 2013 and April 2013	<b>Lead Planner's Name and Position</b> Joanne McGowan – Infant Teacher Denise Hentschell – Toddler Teacher

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Key Findings from Developmental Profiles and Educational Goal (What will be accomplished for children?)	Action Steps (Address pedagogical approaches, professional development, curriculum, materials required, staff or program schedules, child-staff interactions, program or classroom use of space, parent education, and/or community outreach)	Expected Completion Date and Persons Responsible
For the 2012 – 2013 school year we had 1 CCTR toddler until April 2013. This child was assessed and the findings were included as the same as our Cal-SAFE students.  GOAL – 65% of Toddlers will be at Discovering Ideas by June 2014.	Activities – <ol style="list-style-type: none"> <li>1) Increase finger plays and songs to increase student's vocabulary. Include hand motions to help students identify objects.</li> <li>2) Continue to use open ended questions that foster language development.</li> <li>3) Verbally acknowledge students when they complete task. Use specific praise I like how you..., I see you put ____ away, etc.</li> <li>4) Continue using literature as part of monthly staff development meeting.</li> <li>5) Administrator will observe staff weekly during site visit and provide feedback to staff.</li> </ol>	Review scores after first DRDP and access if progress was made.  All staff will be responsible for supporting and fostering Language and Literacy Development throughout the 2013 -2014 school year.

<p>50% of the Infant and Toddlers assessed scored Acting with Purpose and Discovering Ideas for Cognitive Development.</p> <p>Goal – 65% of Toddlers will be at Discovering Ideas by June 2014.</p>	<p>Activities –</p> <ol style="list-style-type: none"> <li>1) Provide activities and uninterrupted opportunities for children to explore inside and outside the classroom.</li> <li>2) Provide clothing and real objects in the dramatic play area to increase student's access to explore.</li> <li>3) Address students by name and encourage peers address others by name</li> <li>4) Ask students to recall persons/ objects in a story or Within the classroom.</li> </ol>	<p>All staff will be responsible for supporting and fostering Cognitive Development throughout the 2013 - 2014 school year.</p>

### Program Self-Evaluation Annual Report

<b>Contractor's Legal Name</b> Santa Monica – Malibu Unified School District / Child Development Services			
<b>Vendor Number</b> 6498		<input checked="" type="checkbox"/> <b>Cal-SAFE</b> <b>CDS Code</b>	
<b>Contract and Age</b>	<input type="checkbox"/> <b>CSPP</b> <input type="checkbox"/> <b>CCTR – (Infant/Toddler)</b> <input type="checkbox"/> <b>CCTR – (School-Age)</b> <input type="checkbox"/> <b>Education Network (Infant/Toddler)</b> <input type="checkbox"/> <b>Education Network (Preschool)</b> <input type="checkbox"/> <b>CHAN</b> <input type="checkbox"/> <b>CMIG - (Infant/Toddler)</b> <input type="checkbox"/> <b>CMIG - (Preschool)</b>		
<b>Date Program Self-Evaluation Completed</b>		May 3, 2013	
<b>Number of Classrooms</b>		3	<b>Number of Family Child Care Homes</b>
<b>Describe the Program Self-Evaluation Process</b> (Note: This area expands as necessary.)  <p>The Santa Monica – Malibu Unified School District / Child Development Services serves infant/ toddlers, preschoolers and school-age children. Child Development Services operates an Infant/ Toddler center at the Santa Monica High School which serves a total of 28 children: 8 Cal-SAFE, 9 CCTR, 8 Early Head and 7 full cost families. The Early Head Start component operated until March 1, 2013. In addition, Child Development Services operates 25 preschool classrooms, serving 434 children (346 subsidized children) which are funded through CSPP, Head Start and full cost families. We also serve 585 (218 subsidized) school-age children on 11 school campuses funded through CCTR and full cost families.</p> <p>To ensure that Child Development Services and all programs are compliant with the Program Self Evaluation, we begin the process with all the teachers, assistants and supervisors at the beginning of each school year. A roadmap was developed to address State assessment timelines and DRDP materials were distributed to start the process. At our first staff meeting the staff review, the findings from the previous school year.</p> <p>Teachers are monitored monthly by Assistant Directors and School –Age Coordinator to ensure that individualization is on-going and incorporated into the weekly lesson and that each student has a portfolio that contains documentation and anecdotal records. Four times per school year (or more as needed) we dedicate our teachers' staff development meetings (third Tuesday of each month) to summarizing DRDP's, ITER's/ECER's/SACER's and Parent Survey Finding and write classroom and site goals for teachers and supervisor to address and monitor throughout the current school and continuing into the next school year (if needed).</p> <p>Our department includes board members, community members and parents in the Program Self Evaluation process. The Child Development Services department has a District Advisory Committee (DAC) that meets monthly ( third Tuesday of each month) which includes parents from both the preschool and school-age programs, one SMMUSD board member, two representatives from the City of Santa Monica and members from the community that are Child</p>			



Development former directors and/or educators. Each month the members of this committee are given budget updates, PSE findings and goals and are encouraged to visit the classroom to complete ITER's and/or ECER's and participate in our yearly self-review. There are also monthly parent meetings at the sites for preschool and three times a year at the school age sites where parents are encouraged to give feedback about the program and help develop weekly lesson plans and/or activities. Child Development Services management meet every Wednesday as a CDS Administrative team to address concerns at the sites, review findings and develop techniques that support the teachers, programs and parents.

<b>A copy of the Program Self-Evaluation will be/has been presented to the Governing Board.</b>		<b>Date</b>
<b>A copy of the Program Self-Evaluation will be/has been presented to teaching/program staff.</b>		<b>Date</b>
<b>A copy of the Program Self-Evaluation will be/has been presented to parents.</b>		<b>Date</b>
<b>Statement of Completion I certify that a Program Self-Evaluation was completed.</b>	<b>Signature  Name, Title, and Phone Number</b>	<b>Date</b>

**Desired Results Developmental Profile Summary of Findings  
And Program Action Plan – Program or Network Level**

<b>Contractor Name</b> Santa Monica – Malibu Unified School District / Child Development Services	
<b>Contract Type, Education Network, and/or Cal-SAFE</b> CalSAFE	<b>Age Group (Infant/Toddler, Preschool, School-Age)</b> Infant / Toddler
<b>Planning Date</b> September 2012	<b>Lead Planner's Name and Position</b> Monica Simon- Cain Coordinator / Gizelle Graves – Teacher
<b>Follow-up Date(s)</b> October 2012, November 2012, January 2013 and April 2013	<b>Lead Planner's Name and Position</b> Joanne McGowan – Infant Teacher Denise Hentschell – Toddler Teacher

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Key Findings from Developmental Profiles and Educational Goal (What will be accomplished for children?)	Action Steps (Address pedagogical approaches, professional development, curriculum, materials required, staff or program schedules, child-staff interactions, program or classroom use of space, parent education, and/or community outreach)	Expected Completion Date and Persons Responsible
50% of the Infant and Toddlers assessed scored Acting with Purpose and Discovering Ideas for Language and Literacy development.  GOAL – 65% of Toddlers will be at Discovering Ideas by June 2014.	Activities – <ol style="list-style-type: none"> <li>1) Increase finger plays and songs to increase student's vocabulary. Include hand motions to help students identify objects.</li> <li>2) Continue to use open ended questions that foster language development.</li> <li>3) Verbally acknowledge students when they complete task. Use specific praise I like how you..., I see you put ____ away, etc.</li> <li>4) Continue using literature as part of monthly staff development meeting.</li> <li>5) Administrator will observe staff weekly during site visit and provide feedback to staff.</li> </ol>	Review scores after first DRDP and assess if progress was made.  All staff will be responsible for supporting and fostering Language and Literacy Development throughout the 2013 -2014 school year.

<p>50% of the Infant and Toddlers assessed scored Acting with Purpose and Discovering Ideas for Cognitive Development.</p> <p>Goal – 65% of Toddlers will be at Discovering Ideas by June 2014.</p>	<p>Activities –</p> <ol style="list-style-type: none"> <li>1) Provide activities and uninterrupted opportunities for children to explore inside and outside the classroom.</li> <li>2) Provide clothing and real objects in the dramatic play area to increase student's access to explore.</li> <li>3) Address students by name and encourage peers address others by name</li> <li>4) Ask students to recall persons/ objects in a story or Within the classroom.</li> </ol>	<p>All staff will be responsible for supporting and fostering Cognitive Development throughout the 2013 - 2014 school year.</p>

### Desired Results Program Action Plan – Reflection on Action Steps

<b>Contractor Name</b> Santa Monica – Malibu Unified School District / Child Development Services	
<b>Contract Type, Education Network, and/or Cal-SAFE</b> Cal-SAFE	<b>Age Group (Infant/Toddler, Preschool, School-Age)</b> Infant / Toddler
<b>Planning Date</b> September 2012	<b>Lead Planner's Name and Position</b> Monica Simon-Cain – Coordinator / Gizelle Graves – Teacher
<b>Follow-up Date(s)</b> October 2012 , November 2012, January 2013 and April 2013	<b>Lead Planner's Name and Position</b> Joanne McGowan – infant teacher Denise Hentschell – toddler teacher

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**Reflection: Review each Program Action Plan (CD 4001A) submitted in the FY 2011–12 Program Self-Evaluation Report. Below, provide a narrative summarizing the outcome of each action step. Record how each action step was successfully accomplished. If there were modifications or revisions to the action steps, reflect on and record the outcome of those changes.**

After reviewing the findings for the 2012- 2013 school year, I decided that it would be beneficial to have the SAMOHI Infant / Toddler Center staff ( teachers and assistants) dedicate a portion of their monthly hour staff meeting to reading the Infant/ Toddler Learning & Development Foundations and Infant / Toddler Curriculum Framework books provided by the CA Department of Education. Each month prior to the staff meeting, the teachers and assistants were assigned a chapter/s to read and to be ready to discuss the literature and possible ways to implement the literature into activities to be included in the classroom/s..

One goal for the staff was to move from one step to two step requests with the children. Another goal was to foster independence and self-help skills with the children. The teachers encouraged the older infants and toddlers to help clean up after meals and throughout the day (inside and outside) Our third goal focused on the staff's wait time when observing and interacting with students. They were reminded to "Stop and Pause" before reacting or trying to help. These goals were all enforced in the literature.

In September 2012 we reviewed the findings from the June 2012 report to ensure that our weekly lesson plans included activities that addressed the findings. Our lesson plans included open ended questions, scaffolding and individualization. The toddler teacher also kept a daily log on each student to track their language and development. The teacher also uses this information when conferencing

with the parent. Note- for the 2012 – 2013 school year we did not have any CCTR infant students until April 2013.

Gizelle Graves our Cal-SAFE Parenting teacher included in her yearly curriculum a section on Early Literacy Education including Language Development and also brought in a Language Therapist as a guest speaker. The parents were also required to come and observe the teachers in the classrooms several times throughout school year. Each parent was also given a Reading Log to complete throughout the year of all the books they have read to their child.

Both the infant and toddler teacher used a portion of the Fall and Spring Allocations to purchase additional age appropriate books for their classrooms.



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

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 April 19, 2013, through May 2, 2013, for fiscal 12/13.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MAY 16, 2013

PAGE 1

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
*** NEW PURCHASE ORDERS ***					
135261	ADDISON-WESLEY-LONGMAN/PEARSON	AP BIOLOGY - TEACHER RESORUCES	MALIBU HIGH SCHOOL	266.54	R
135282	ADR SECURITY SYSTEMS	FIRE ALARM PANEL MALIB HI	FACILITY MAINTENANCE	1,400.00	R
135355	ADVANCED BATTERY SYSTEMS	Open PO for parts/Transp.	TRANSPORTATION	600.00	R
135254	ADVANCED ELECTRONICS	Repairs to Radio - Transp.	TRANSPORTATION	450.00	R
135267	ALLAN'S AQUARIUM AND PETS	OPEN ORDER/SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
135318	AMTECH ELEVATOR SERVICES	ELEVATOR DOOR BELTS	FACILITY MAINTENANCE	2,146.65	R
135284	APPERSON PRINT MANAGEMENT SVCS	SCANTRON FORMS FOR FINAL	MALIBU HIGH SCHOOL	174.40	R
135291	APPLE COMPUTER CORP	MACBOOKS	JOHN ADAMS MIDDLE SCHOOL	119,742.27	BB
135028	ATLANTIC EXPRESS OF LA INC	BUSES FOR SYMPHONIC ADVENTURES	CURRICULUM AND IMC	2,380.00	R
135350	ATLANTIC EXPRESS OF LA INC	FIELD TRIP 5TH GRADE TO UCLA	WILL ROGERS ELEMENTARY SCHOOL	770.00	R
135340	BARNES & NOBLE/SANTA MONICA	TEACHER RESOURCES	CURRICULUM AND IMC	144.52	R
135250	CALIFORNIA OFFICE SYSTEMS INC	OFFICE FURNITURE FOR B.TIETZE	PERSONNEL COMMISION	3,260.43	R
135251	CALIFORNIA OFFICE SYSTEMS INC	OFFICE BOARDS FOR B.TIETZE	PERSONNEL COMMISION	706.28	U
135349	CALIFORNIA OFFICE SYSTEMS INC	FURNITURE - JM CONFERENCE ROOM	BUSINESS SERVICES	1,971.00	R
134922	CANON BUSINESS SOLUTIONS-WEST	Copier Overages	CABRILLO ELEMENTARY SCHOOL	726.00	R
135300	CINTAS CORPORATION	Open order for Towel & Unif.Cl	TRANSPORTATION	1,500.00	R
135346	CITY OF MALIBU	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	640.00	U
135327	CONTROLTEC IN	ONSITE SUPPORT	CHILD DEVELOPMENT CENTER	1,500.00	CD
135252	CREATE-A-CHECK	ASB CHECKS	MALIBU HIGH SCHOOL	357.71	R
135297	DELTA FIRE PROTECTION & EQUIP	HYDROSTATIC HOSES JAMS/LINCOLN	FACILITY MAINTENANCE	700.00	R
135366	DIRECT SOURCE COMMUNICATIONS	Samohi Data Drops	INFORMATION SERVICES	150.00	U
135232	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	102.79	CD
135342	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	122.96	CD
135343	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	574.83	CD
134027	DISPLAY SONIC CORPORATION	LCD TV FOR PE ROOM	LINCOLN MIDDLE SCHOOL	3,280.62	R
135286	DURHAM TRANSPORTATION	OPEN PO FOR BUS TRANSPORTATION	MALIBU HIGH SCHOOL	7,500.00	R
135322	EDGEWOOD PRESS INC	MASCOT FOLDERS	WILL ROGERS ELEMENTARY SCHOOL	388.73	R
135164	ENABLING DEVICES/TOYS FOR	SENSORY SUPPLY	SPECIAL EDUCATION REGULAR YEAR	102.26	R
135171	ENRIQUEZ, IRMA MALDONADO	PARENT PD SERVICE	SAINT ANNE'S PRIVATE SCHOOL	450.00	R
135347	EPS/SCHOOL SPECIALTY	ELD ITEMS	EDISON ELEMENTARY SCHOOL	227.21	R
135293	FIREMASTER-MASTER FIRE PROTECT	INTERCONNECTION OF ANSUL SYS	MALIBU HIGH SCHOOL	3,884.13	BB
135014	FOLLETT LIBRARY BOOK CO	LITERATURE, VALUES EDUCATION	EDISON ELEMENTARY SCHOOL	1,912.20	U
135119	FOLLETT LIBRARY BOOK CO	Books/media/ebooks for library	JOHN ADAMS MIDDLE SCHOOL	1,000.00	R
135166	FREEDOM REHABILITATION	LABOR FOR REPAIR	SPECIAL EDUCATION REGULAR YEAR	210.00	R
135377	FREY SCIENTIFIC/SCHOOL SPECIAL	INSTRUCTIONAL SUP/SCI MAG	JOHN ADAMS MIDDLE SCHOOL	2,541.87	U
135328	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	525.81	CD
135329	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	528.61	CD
135376	GALE SUPPLY CO	CUSTODIAL SUPPLY	SANTA MONICA HIGH SCHOOL	1,342.47	R
135270	HOME DEPOT- L.A.	OPEN ORDER/SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
135127	INTELLI-TECH	VMWARE ACAD FOR THIN CLIENTS	SANTA MONICA HIGH SCHOOL	6,748.00	R
135214	INTERIOR OFFICE SOLUTIONS	ADDITIONAL INSTALLATION CHARGE	JOHN ADAMS MIDDLE SCHOOL	6,881.00	BB
134667	INTERIOR RESOURCES INC DBA,	FLOORING	CHILD DEVELOPMENT CENTER	10,081.00	D
135213	JONES-CAMPBELL CO.	BLEACHERS	JOHN ADAMS MIDDLE SCHOOL	2,409.00	BB
135185	JW PEPPER OF LOS ANGELES	STAIRWAY OF THE STARS MUSIC	CURRICULUM AND IMC	2,400.00	R
135179	KORADE & ASSOCIATE BUILDERS	SKATE DETERENTS	JOHN ADAMS MIDDLE SCHOOL	4,393.00	BB
135207	KORADE & ASSOCIATE BUILDERS	DOOR BLIND INSTALLATION	JOHN ADAMS MIDDLE SCHOOL	493.00	BB
135358	KORADE & ASSOCIATE BUILDERS	RAMPS	JOHN ADAMS MIDDLE SCHOOL	17,430.00	BB
135303	LACOE	STORMWATER MONITERING	FACILITY MAINTENANCE	800.00	R



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MAY 16, 2013

PAGE 2

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
135212	LAHAV CONSTRUCTION AND	DATA & ELEC. RELOCATION	JOHN ADAMS MIDDLE SCHOOL	2,328.00	BB
135330	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	300.00	CD
135333	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	300.00	CD
135269	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	143.27	CD
135341	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	269.42	CD
135381	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	150.00	CD
135357	LEIGHTON CONSULTING INC	MATERIALS TESTING	JOHN ADAMS MIDDLE SCHOOL	55,928.80	BB
135354	LYNTON'S UNIFORMS INC	Uniform Purchase/Transp.	TRANSPORTATION	233.00	R
135337	MAYER-JOHNSON LLC	INSTRUCTIONAL VIDEOS	LINCOLN MIDDLE SCHOOL	84.24	R
134869	MICRO BIO-MEDICS/ORDERS	NURSE'S SUPPLIES	ROOSEVELT ELEMENTARY SCHOOL	247.44	U
135321	MOVIE LICENSING USA	Movie Licensing fee-2012-2013	THEATER OPERATIONS&FACILITY PR	6,768.76	R
135369	NICHOLAS, HARRY	FARMERS' MRKT PRODUCE	FOOD SERVICES	1,000.00	F
135265	OFFICE MAX	MESH FILE HOLDERS	PERSONNEL COMMISION	108.09	U
135315	OLIVER WORLDCLASS LABS INC	INK CARTRIDGES & LAMP	WILL ROGERS ELEMENTARY SCHOOL	400.61	R
135362	PARIS LASER PRINTER REPAIR INC	Printer Repair	INFORMATION SERVICES	1,500.00	U
134917	PIONEER CHEMICAL CO	Custodial Supplies	CABRILLO ELEMENTARY SCHOOL	59.98	U
135348	PRO-ED	ELD MATERIALS	EDISON ELEMENTARY SCHOOL	111.78	R
135310	RADIO SHACK	WALKIE TALKIES/SAFETY	GRANT ELEMENTARY SCHOOL	465.32	R
135312	RANKIN, LANE D.	SOFTWARE LICENSE & SUPPORT	CURRICULUM AND IMC	5,000.00	U
135248	RAYVERN LIGHTING	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	206.30	U
135313	REES ELECTRONICS OFFICE	PART FOR FAX MACHINE	FACILITY MAINTENANCE	128.16	R
135314	RICOH BUSINESS SOLUTIONS	OVERAGES PAYMENT	EDISON ELEMENTARY SCHOOL	134.12	U
135365	RICOH BUSINESS SOLUTIONS	COPIER MAINT. AGREEMENT	CHILD DEVELOPMENT CENTER	170.00	D
135277	RILEY, MARTELLE	Reimbursement - Transp. Dept.	TRANSPORTATION	70.00	R
135336	S C A Q M D	GEN DIESEL ANNUAL FEES	FACILITY MAINTENANCE	310.85	R
135278	SAFETY-KLEEN CORP.	Antif. Waste Disp. - Transp.	TRANSPORTATION	381.39	R
135364	SAFETY-KLEEN CORP.	Antifreeze/Waste Disp. - Tran.	TRANSPORTATION	381.39	R
135339	SANTA MONICA COLLEGE BOOKSTORE	STUDENT TEXTS AND MATERIALS	STATE AND FEDERAL PROJECTS	5,500.00	R
135302	SCHOOL ENERGY COALITION	MEMBERSHIP DUES	PURCHASING/WAREHOUSE	83.00	U
135003	SCHOOL HEALTH CORPORATION	HEALTH SUPPLIES	OLYMPIC CONTINUATION SCHOOL	189.10	U
134683	SCHOOL SPECIALTY INC	STEM SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	1,296.55	R
135066	SCHOOL SPECIALTY INC	BULLETIN BOARD PAPER	JOHN ADAMS MIDDLE SCHOOL	592.40	U
135148	SCHOOL SPECIALTY INC	OT/PT SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	59.74	R
135380	SCHOOL SPECIALTY INC	SCHOOL OFFICE SUPPLIES	ROOSEVELT ELEMENTARY SCHOOL	1,418.41	U
135295	SEHI COMPUTER PRODUCTS	COW'S	JOHN ADAMS MIDDLE SCHOOL	6,037.83	BB
135296	SEHI COMPUTER PRODUCTS	HP ELITEBOOKS	JOHN ADAMS MIDDLE SCHOOL	56,887.04	BB
135317	SEHI COMPUTER PRODUCTS	INK CARTIDGES	WILL ROGERS ELEMENTARY SCHOOL	225.85	R
135299	SHELL FLEET CARD SERVICES	Open order for fuel costs/Tr.	TRANSPORTATION	6,000.00	R
135338	SIR SPEEDY PRINTING #0245	MATERIALS FOR SENIOR HONORS	SANTA MONICA HIGH SCHOOL	828.03	U
135372	SIR SPEEDY PRINTING #0245	COLOR FLYER	BOE/SUPERINTENDENT	229.95	U
135268	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
135331	SMART & FINAL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	300.00	CD
135308	SOKA GAKKAL INTERNATIONAL USA	OFF-SITE PARKING	EDISON ELEMENTARY SCHOOL	1,900.00	BB
135208	SOUTH BAY LANDSCAPING	DEMO, EXCAVATE & RECOMPACT	JOHN ADAMS MIDDLE SCHOOL	6,552.00	BB
135211	SOUTH BAY LANDSCAPING	TRASH RECEPTACLE INSTALLATION	JOHN ADAMS MIDDLE SCHOOL	210.00	BB
134858	SOUTHWEST SCHOOL SUPPLY	butcher paper	GRANT ELEMENTARY SCHOOL	382.97	U
135022	SOUTHWEST SCHOOL SUPPLY	classroom supplies	GRANT ELEMENTARY SCHOOL	313.68	U
135027	SOUTHWEST SCHOOL SUPPLY	classroom supplies	GRANT ELEMENTARY SCHOOL	79.49	U
135108	SOUTHWEST SCHOOL SUPPLY	classroom supplies	GRANT ELEMENTARY SCHOOL	85.04	U
135109	SOUTHWEST SCHOOL SUPPLY	classroom supplies	GRANT ELEMENTARY SCHOOL	439.51	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MAY 16, 2013

PAGE 3

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
135373	SOUTHWEST SCHOOL SUPPLY	SUPPLIES FOR CLASSROOMS	LINCOLN MIDDLE SCHOOL	1,200.00	R
135067	STAPLES BUSINESS ADVANTAGE	NOTEBOOKS	JOHN ADAMS MIDDLE SCHOOL	993.96	U
135169	STAPLES BUSINESS ADVANTAGE	INSERVICE SUPPLIES	CURRICULUM AND IMC	2,000.00	U
135363	STAPLES BUSINESS ADVANTAGE	Open Supplies	INFORMATION SERVICES	1,000.00	U
135287	SUPREME PARKING	OFFSITE PARKING	SANTA MONICA HIGH SCHOOL	26,000.00	BB
135266	TARGET STORES	OPEN ORDER	CHILD DEVELOPMENT CENTER	100.00	CD
135332	TARGET STORES	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	100.00	CD
135047	TEACHERS' CURRICULUM INSTITUTE	CURRICULUM SUPPLIES/EIA-SCE	JOHN ADAMS MIDDLE SCHOOL	892.43	R
135307	TOMARK SPORTS INC	NETTING FOR BATTING CAGE	THEATER OPERATIONS&FACILITY PR	536.56	U
135309	TOMARK SPORTS INC	NETTING FOR BATTING CAGE	THEATER OPERATIONS&FACILITY PR	1,907.06	U
135374	TUMBLEWEED TRANSPORTATION	FIELD TRIP LA CONVENTION	EDISON ELEMENTARY SCHOOL	350.00	R
135367	U S BANK (GOVT CARD SERVICES)	Software	INFORMATION SERVICES	818.45	U
135285	US AIR CONDITIONING DIST LLC	HVAC SUPPLIES	FACILITY MAINTENANCE	1,000.00	R
135136	VIRCO MFG CORP	CLASSROOM CHAIRS	R O P	5,017.01	R
135316	W.W. GRAINGER INC.	GENERAL MAINTENANCE SUPPLIES	FACILITY MAINTENANCE	1,000.00	R
135283	WALTERS WHOLESALE ELECTRIC CO	ELECTRICAL SUPPLIES	FACILITY MAINTENANCE	2,000.00	R
135304	WAXIE SANITARY SUPPLY	PROTEAM SUPERCOACH VACUUM	WILL ROGERS ELEMENTARY SCHOOL	407.56	U
135233	WESTERN FENCE & SUPPLY CO	FENCE MATERIALS	FACILITY MAINTENANCE	500.00	R
135247	WESTERN FENCE & SUPPLY CO	FENCE & GATE INSTALL EDISON	FACILITY MAINTENANCE	1,992.00	R
135345	WITT COMPANY	Increase PO 131006	FRANKLIN ELEMENTARY SCHOOL	134.57	U
** NEW PURCHASE ORDERS				436,236.44	

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

135290	DIRECT SOURCE COMMUNICATIONS	PHONE & COMPUTER MOVE MGMT	CHILD DEVELOPMENT CENTER	6,300.00	BB
135360	ESPINOZA CONSTRUCTION	FLOOR FINISHING	CHILD DEVELOPMENT CENTER	4,477.00	BB
135258	KING OFFICE SERVICES	MOVE MANAGEMENT SERVICES	CHILD DEVELOPMENT CENTER	13,940.30	BB
135289	LA PROS INC.	ASPHALT REMOVAL	CHILD DEVELOPMENT CENTER	3,300.00	BB
135256	NAYLOR PAINT & WALLCOVERING	FLOOR SEALER	CHILD DEVELOPMENT CENTER	1,504.20	BB
135325	NAYLOR PAINT & WALLCOVERING	PAINT	CHILD DEVELOPMENT CENTER	458.30	BB
135206	NETWORLd SOLUTIONS INC	TECHNOLOGY CONSULTING	OLYMPIC CONTINUATION SCHOOL	10,500.00	BB
135288	PIANA CONSTRUCTION &	PAINTING	CHILD DEVELOPMENT CENTER	3,504.00	BB
135257	SANTA MONICA DAILY PRESS	ADVERTISING	BUSINESS SERVICES	1,300.00	BB
135294	SIMPLEXGRINNELL	REPLACE FLOW SWITCHES	MALIBU HIGH SCHOOL	2,360.00	BB
135259	SOUTH BAY LANDSCAPING	GATE & INSTALLATION	CHILD DEVELOPMENT CENTER	4,800.00	BB

\*\* FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES 52,443.80

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

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 **\$20,642.53** 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 **\$20,642.53** as described on the attached listing.

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

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

NOTE: The list of gifts is available on the District's website, [www.smmusd.org](http://www.smmusd.org).

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:





School/Site		Equity Fund	In-kind Value	Donor	Purpose
Account Number		15% Contrib.			
<b>JAMS</b>					
01-90120-0-00000-00000-8699-011-0000					
<b>Adult Education</b>					
11-90120-0-00000-00000-8699-090-0000					
<b>Alternative (SMASH)</b>					
01-90120-0-00000-00000-8699-009-0000					
<b>Cabrillo</b>					
01-90120-0-00000-00000-8699-017-0000					
<b>CDS</b>					
12-90120-0-00000-00000-8699-070-0000					
<b>Edison</b>					
01-90120-0-00000-00000-8699-001-0000					
<b>Franklin</b>					
01-90120-0-00000-00000-8699-002-0000					
<b>Grant</b>					
01-90120-0-00000-00000-8699-003-0000					
<b>Lincoln</b>	\$ 2,000.00	\$ -		Various Parents	Other Operating Expenses
01-90120-0-00000-00000-8699-012-0000					
<b>Malibu High School</b>					
01-90120-0-00000-00000-8699-010-0000					
<b>McKinley</b>	\$ 440.00	\$ -		Various	Field Trip
01-90120-0-00000-00000-8699-004-0000					
<b>Muir</b>					
01-90120-0-00000-00000-8699-005-0000					
<b>Olympic HS</b>	\$ 600.00	\$ -		Marsha Moutrie	Other Operating Expenses
01-90120-0-00000-00000-8699-014-0000					
<b>Rogers</b>	\$ 13,686.60	\$ -		Rogers PTA	Digital Marquee
01-90120-0-00000-00000-8699-006-0000	\$ 100.00	\$ -		Cynthia Thatcher	General Supplies and Materials

School/Site	Gift Amount	Equity Fund	In-kind Value	Donor	
Account Number	15% Contrib.				
<b>Roosevelt</b>					
01-90120-0-00000-00000-8699-007-0000					
<b>Samohi</b>	\$ 1,632.00	\$ 288.00		Revolution Prep	General Supplies and Materials
01-90120-0-00000-00000-8699-015-0000	\$ 997.00	\$ -		Various	General Supplies and Materials
	\$ 218.19	\$ -		State of California	General Supplies and Materials
	\$ 21.25	\$ 3.75		Wells Fargo Community Support Campaign	General Supplies and Materials
<b>Barnum Hall</b>					
01-91150-0-00000-00000-8699-000-0000					
<b>Pt. Dume Marine Science</b>					
01-90120-0-00000-00000-8699-019-0000					
<b>Webster</b>					
01-90120-0-00000-00000-8699-008-0000					
<b>Others:</b>					
<b>Superintendent's Office</b>					
01-90120-0-00000-00000-8699-020-0000					
<b>Educational Services</b>	\$ 655.74	\$ -		Various	General Supplies and Materials
01-90120-0-00000-00000-8699-030-0000					
<b>Student &amp; Family Services</b>					
01-90120-0-00000-00000-8699-040-0000					
<b>Special Education</b>					
01-90120-0-00000-00000-8699-044-0000					
<b>Information Services</b>					
01-90120-0-00000-0000-8699-054-0000					
<b>Food and Nutrition Services</b>					
01-90120-0-00000-0000-8699-057-0000					
<b>District</b>					
01-90120-0-00000-00000-8699-090-0000					
<b>TOTAL</b>	<b>\$ 20,350.78</b>	<b>\$ 291.75</b>	<b>\$ -</b>		

School/Site Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Equity Fund 15% Contrib.	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
<b>JAMS</b>	\$ 58,676.27			\$ 58,676.27			\$ -
01-90120-0-00000-00000-8699-011-0000							
<b>Adult Education</b>				\$ -			\$ -
11-90120-0-00000-00000-8699-090-0000							
<b>Alternative (SMASH)</b>				\$ -			\$ -
01-90120-0-00000-00000-8699-009-0000							
<b>Cabrillo</b>	\$ 12,295.80			\$ 12,295.80			\$ -
01-90120-0-00000-00000-8699-017-0000							
<b>CDS</b>	\$ 1,333.37			\$ 1,333.37	\$ 40.00		\$ 40.00
12-90120-0-00000-00000-8699-070-0000							
<b>Edison</b>	\$ 1,638.38			\$ 1,638.38			\$ -
01-90120-0-00000-00000-8699-001-0000							
<b>Franklin</b>	\$ 3,325.54			\$ 3,325.54			\$ -
01-90120-0-00000-00000-8699-002-0000							
<b>Grant</b>				\$ -			\$ -
01-90120-0-00000-00000-8699-003-0000							
<b>Lincoln</b>	\$ 54,867.91	\$ 2,000.00	\$ -	\$ 56,867.91			\$ -
01-90120-0-00000-00000-8699-012-0000							
<b>Malibu High School</b>	\$ 39,816.80			\$ 39,816.80			\$ -
01-90120-0-00000-00000-8699-010-0000							
<b>Malibu Shark Fund - Resource #90141</b>							
<b>McKinley</b>	\$ 29,818.49	\$ 440.00	\$ -	\$ 30,258.49			\$ -
01-90120-0-00000-00000-8699-004-0000							
<b>Muir</b>	\$ 50.00			\$ 50.00			\$ -
01-90120-0-00000-00000-8699-005-0000							
<b>Olympic HS</b>	\$ 10,200.00	\$ 600.00	\$ -	\$ 10,800.00			\$ -
01-90120-0-00000-00000-8699-014-0000							
<b>Rogers</b>	\$ 22,489.75	\$ 13,786.60	\$ -	\$ 36,276.35			\$ -
01-90120-0-00000-00000-8699-006-0000							
<b>Roosevelt</b>	\$ 5,118.03			\$ 5,118.03			\$ -
01-90120-0-00000-00000-8699-007-0000							
<b>Samohi</b>	\$ 16,904.63	\$ 2,868.44	\$ 291.75	\$ 20,064.82			\$ -
01-90120-0-00000-00000-8699-015-0000							
<b>Pt. Dume Marine Science</b>				\$ -			\$ -
01-90120-0-00000-00000-8699-019-0000							
<b>Webster</b>				\$ -	\$ 3,241.00		\$ 3,241.00
01-90120-0-00000-00000-8699-008-0000							



School/Site	Y-T-D Adjusted	Current	Equity Fund	Cumulative	Y-T-D	Current	Cumulative
Account Number	Gift Total	Gift Amount	15% Contrib.	Gift Amount	In-Kind Value	In-Kind Value	In-Kind Value
<b>ALL OTHER LOCATIONS:</b>							
<b>Superintendent's Office</b>				\$ -			\$ -
01-90120-0-00000-00000-8699-020-0000							
<b>Educational Services</b>	\$ 90,361.41	\$ 655.74		\$ 91,017.15			\$ -
01-90120-0-00000-00000-8699-030-0000							
<b>Student and Family Support Services</b>				\$ -			\$ -
01-90120-0-00000-00000-8699-041-0000							
<b>Special Education</b>				\$ -			\$ -
01-90120-0-00000-00000-8699-044-0000							
<b>Information Services</b>				\$ -			\$ -
01-90120-0-00000-00000-8699-054-0000							
<b>District</b>				\$ -	\$ 1,300.00		\$ 1,300.00
01-90120-00000-0-00000-8699-090-0000							
<b>Food &amp; Nutrition Services</b>				\$ -			\$ -
01-90120-0-00000-00000-8699-070-0000							
<b>TOTAL GIFTS</b>	<b>\$ 346,896.38</b>	<b>\$ 20,350.78</b>	<b>\$ 291.75</b>	<b>\$ 367,538.91</b>	<b>\$ 4,581.00</b>	<b>\$ -</b>	<b>\$ 4,581.00</b>
			Total Equity Fund				
			15% Contribs.				
<b>Total Cash Gifts for District:</b>		<b>\$ 20,350.78</b>	<b>\$ 291.75</b>		<b>Total In-Kind Gifts:</b>	<b>\$ -</b>	



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: TRANSFER OF HEAD START APPROPRIATIONS - BAR #32-354

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve the request to transfer Head Start Fund for FY 2012-2013 as shown below:

FROM:		
	Training or Staff Development	<3,948>
TO:		
	Staff Out-of-Town	3,000
	Food Services and Supplies	948
	TOTAL TRANSFER	\$3,948
	BUDGET CHANGE	-0-

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: TRANSFER OF HEAD START APPROPRIATIONS - BAR #32-361

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve the request to transfer Head Start Fund for FY 2012-2013 as shown below:

FROM:

Personnel	
Maintenance Personnel	< 5,164>
Supplies	
Office Supplies	< 5,800>
Child and Family Services Supplies	< 1,820>
Food Services Supplies	< 1,000>
Other Supplies	< 1,000>
Other	
Nutrition Services	<16,000>
Child Services Consultant	< 6,000>

TO:

Personnel	
Program Managers & content Area Experts	19,500
Clerical Personnel	13,664
Other	
Rent	1,292
Building Maintenance/Repair	2,328
 TOTAL TRANSFER	 \$36,784
BUDGET CHANGE	-0-

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

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

RE: RECOMMENDATION TO APPROVE CONTRACT AMENDMENT #1 FOR  
CONTRACT EXTENSION FOR TWO RELOCATABLE CLASSROOM  
BUILDINGS TO MCGRATH RENT CORPORATION (DBA MOBILE MODULAR,  
INC.) FOR EDISON LANGUAGE ACADEMY– DSA COMPLIANCE (CLOSE OUT)  
PROJECT – MEASURE BB

RECOMMENDATION NO. A.11

It is recommended that the Board of Education approve Contract Amendment #1 for contract extension for two relocatable classroom buildings to McGrath Rent Corporation (dba Mobile Modular, Inc.) for Edison Language Academy – DSA Compliance (Close Out) Project, in the amount of \$3,224, for a new contract amount of \$61,157.48.

Funding Information

Budgeted: Yes

Fund: 82

Source: Measure BB

Account Number: 82-90500-0-00000-85000-5630-001-2600

Budget Category: Soft Costs\Surveys & Investigations\DSA Closeout

Friday Memo: 5/10/13

COMMENT: Mobile Modular has had a long-standing business relationship with the District and currently provides temporary building facilities for various campuses. They have been providing the temporary units during the construction project at Edison Language Academy.

On 11/18/10, the Board of Education approved an agreement with Mobile Modular for (2) classroom buildings for the duration of thirty (30) months for Edison Language Academy. The original contract was to serve the Edison Language Academy DSA Compliance (Close Out) Project. This proposed contract extension, four (4) months, will serve through completion of building construction for the Edison Language Academy DSA Compliance (Close Out) Project.

The four (4) month contract extension is for the lease of (2) 24'x40' classroom relocatable trailers. It is recommended that the Board of Education approve contract extension for \$3,224.

ORIGINAL CONTRACT AMOUNT (PO#113930)	\$57,933.48	<del>\$60,000.00</del>
CONTRACT AMENDMENT #1 (4 month lease extension)		\$3,224.00
TOTAL CONTRACT		\$61,157.48

A Friday Memo accompanies this item.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:





TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

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

RE: CONTRACT AMENDMENT # 9 FOR ADDITIONAL ARCHITECTURAL  
SERVICES - FIRE SPRINKLER DESIGN – OLYMPIC HIGH SCHOOL  
MODERNIZATION PROJECT - HARLEY ELLIS DEVEREAUX - MEASURE BB

RECOMMENDATION NO. A.12

It is recommended that the Board of Education approve Contract Amendment # 9 with Harley Ellis Devereaux (HED) to fire sprinkler design for the Olympic High School Modernization project in an amount not to exceed \$19,660, for a total contract amount of \$1,181,335.

Funding Information

Budgeted: Yes  
Fund: 21  
Source: Measure BB  
Account Numbers: 21-00000-0-00000-85000-5802-014-2600  
DSA Application #; 03-113343  
Budget Category: Construction Hard Cost  
Friday Memo Date: 5/10/13

COMMENTS:

This project was approved by DSA on March 2013, additional fee is to design fire sprinkler system then submit to DSA as an addendum. DSA, as a condition of approval, required a fire sprinkler system.

Contract Amendment #9, is in the amount of \$19,660, for a total contract amount of \$1,181,335. On December 15, 2011, the Board approved an increase in the budget for this project that included budget for these additional design costs.

ORIGINAL CONTRACT AMENDMENT	\$171,750
CONTRACT AMENDMENT #1 (DD/CD/CA Olympic, Wash. CDS)	\$818,597
CONTRACT AMENDMENT #2 (As-built Oly., Wash.)	\$13,225
CONTRACT AMENDMENT #3 (Landscape at NW)	\$22,000
CONTRACT AMENDMENT #4 (elec. as-built Olympic)	\$19,339
CONTRACT AMENDMENT #5 (elec. as-built Wash.)	\$18,322
CONTRACT AMENDMENT #6 (Washington CDS revised scope)	\$28,000
CONTRACT AMENDMENT #7 (Olympic Seismic Investigation)	\$26,100
CONTRACT AMENDMENT #8 (Olympic Seismic Design, DSA, CA)	\$44,342
CONTRACT AMENDMENT #9 (Olympic Fire Sprinkler Design)	\$19,660
TOTAL CONTRACT AMOUNT	\$1,181,335

A Friday Memo accompanies this item.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

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

RE: CONTRACT AMENDMENT #03 FOR TESTING AND SPECIAL INSPECTION SERVICES FOR SANTA MONICA HIGH SCHOOL SCIENCE AND TECHNOLOGY BUILDING AND SITE IMPROVEMENTS - CALIFORNIA TESTING AND INSPECTIONS, INC. – MEASURE BB

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve Contract Amendment #03 to California Testing and Inspection, Inc., for additional Testing and Special Inspection Services for the Santa Monica High School Science and Technology Building and Site Improvement Project for an amount not to exceed \$135,274, for a total contract amount of \$975,501.

Funding Information

Budgeted: Yes

Fund: 82

Source: Measure BB

Account Number: 82-90500-0-00000-85000-5802-015-2600

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

DSA#: 03-113443

Friday Memo: 05/10/2013

COMMENTS: California Testing and Inspection, Inc. is providing Testing and Special Inspection Services for the Santa Monica High School Science and Technology Building and Site Improvement Project. A contract was approved on December 15, 2011 for an amount of \$461,072 for this scope. Contract Amendment #01 was approved on June 27, 2012 for an amount for \$44,155.00. Contract Amendment #02 was approved on April 18, 2013. The original proposal did not include costs that are summarized as follows:

- Out-of-state charges and overtime charges, which will ultimately be paid by the Developer/Contractor in accordance with the language of the lease-leaseback agreement.
- The size of the steel fabricator's site and the use of multiple fabrication sites, which led to the need for more inspectors than originally anticipated by CTI, Inc.
- Field welding (instead of shop welding) of reinforcing steel to column base plates. Field welding, in a less controlled environment, takes much more time than shop welding in a controlled environment.
- The need to revise welding details at certain locations that changed inspection requirements from periodic inspection to continuous inspection. Steel had been fabricated within specified tolerances.

Contract Amendment #03 is for the continuing scope described above which have necessitated significant additional welding inspections for the project.

*(continued on next page)*

There are sufficient funds in the Soft Cost/Inspections line item to cover this request. Staff anticipates further amendments to complete the project.

ORIGINAL CONTRACT – Samohi Testing and Special Inspections	\$461,072
CONTRACT AMENDMENT #01 (Additional Testing Services)	\$44,155
CONTRACT AMENDMENT #02 (Additional Testing Services)	\$335,000
CONTRACT AMENDMENT #03 (Additional Testing Services)	\$135,274
TOTAL:	\$975,501

A Friday Memo accompanies this item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

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

RE: ACCEPT WORK AS COMPLETED – WASHINGTON WEST – ELECTRICAL  
DISTRIBUTION PROJECT – AC PROS INCORPORATED – CAPITAL FUND &  
MEASURE BB

RECOMMENDATION NO. A.14

It is recommended that the Board of Education accept as completed all work contracted for contract Bid #13.03.BB for the Washington West – Electrical Distribution Project to AC Pros Incorporated for a final contract amount of \$175,000.

Funding Information

Budgeted: Yes

Fund: 25 & 21

Source: Capital Fund & Measure BB

Account Numbers: 25-90100-0-00000-85000-6200-070-2600

21-90500-0-00000-85000-6022-070-2600

Budget Category: Hard Costs \ Construction \ Construction Contracts

Friday Memo: 5/10/13

COMMENT: On October 11, 2012, staff approved, under the informal contracting guidelines, the award of Bid #13.03.BB, Electrical Distribution Project, for Washington West to the lowest responsive responsible bidder.

The Electrical Distribution Project was submitted as an Informal Bid with project cost limit under 175,000. A Notice of Award was issued to AC Pros Incorporated on 10/11/12.

The contract with AC Pros Incorporated Bid #13.03.BB – Washington West – Electrical Distribution Project has been completed.

In order to facilitate the release of the final payment, a Notice of Completion must be filed within thirty-five (35) days with the County of Los Angeles pending approval by the Board of Education. Beneficial occupancy was taken on November 20, 2012 to activate system for portable use.

The date of substantial completion is April 22, 2013. Project scope is complete.

ORIGINAL CONTRACT AMOUNT	\$138,500.00
Change Order No. 1	\$13,850.00
Change Order No. 2	\$9,900.00
Change Order No. 3	\$12,750.00
<u>TOTAL CONTRACT</u>	<u>\$175,000.00</u>

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

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

RE: ACCEPT WORK AS COMPLETED FOR GENERAL SERVICES – WASHINGTON  
SOUTH/WEST – FIRE ALARM PROJECT – SIMPLEX GRINNELL – MEASURE  
BB

RECOMMENDATION NO. A.15

It is recommended that the Board of Education accept as completed all work contracted for GSA contract Bid #13.03.BB for the Washington South/West Fire Alarm Project to Simplex Grinnell for a final contract amount of \$206,950.73.

Funding Information

Budgeted: Yes

Fund: 21

Source: Measure BB

Account Numbers: 21-90500-0-00000-85000-6022-070-2600

Budget Category: Hard Costs \ Construction \ Construction Contracts

Friday Memo: 5/10/13

COMMENT: The contract with Simplex for fire and security equipment and appropriate services specified under contract #GS-07-0396M as applicable to Washington South/West Fire Alarm Project, has been completed.

In order to facilitate the release of final payment, a Notice of Completion must be filed within thirty-five (35) days with the County of Los Angeles pending approval by the Board of Education. Beneficial occupancy was taken on February 15, 2013 after system was activated.

The date of substantial completion is March 29, 2013. Project scope is complete.

ORIGINAL CONTRACT AMOUNT	\$200,444.18
<u>Change Order No. 1</u>	<u>\$6,506.55</u>
TOTAL CONTRACT	\$206,950.73

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  
05/16/13

RECOMMENDATION NO. A.16

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

**ADDITIONAL ASSIGNMENTS**

**ADAMS MIDDLE SCHOOL**

Jurewicz, Kristin	6.18 hrs @\$40.46	8/21/12-6/11/13	<u>Est Hrly/\$250</u>
		TOTAL ESTABLISHED HOURLY	\$250

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

Avedian, Ray	6.18 hrs @\$40.46	8/21/12-6/11/13	Est Hrly/\$250
Brown, Dan	12.35 hrs @\$40.46	8/21/12-6/11/13	Est Hrly/\$500
Dresher, Pamela	12.35 hrs @\$40.46	8/21/12-6/11/13	Est Hrly/\$500
Levin, Tracy	6.18 hrs @\$40.46	8/21/12-6/11/13	<u>Est Hrly/\$250</u>
		TOTAL ESTABLISHED HOURLY	\$1,500

Comment: Grade Level Science Magnet Coordinators  
01-Tier III Programs Cat Flex

Brown, Dan	24.7 hrs @\$40.46	8/21/12-6/11/13	<u>Est Hrly/\$1,000</u>
		TOTAL ESTABLISHED HOURLY	\$1,000

Comment: Science Magnet Coordinator/Parent Liaison  
01-Tier III Programs Cat Flex

**EDISON ELEMENTARY SCHOOL**

Banks, Jamila	27 hrs @\$40.46	4/25/13-6/6/13	<u>Est Hrly/\$1,092</u>
		TOTAL ESTABLISHED HOURLY	\$1,092

Comment: Kindergarten Reading Intervention  
01-Gifts – Equity Fund

**EDUCATIONAL SERVICES**

Macon, Tristen	4 hrs @\$40.46	1/14/13-5/31/13	<u>Est Hrly/\$162</u>
		TOTAL ESTABLISHED HOURLY	\$162

Comment: Math Materials and Presentation  
01-RGK Foundation

**LINCOLN MIDDLE SCHOOL**

Diamond, Renee	2.25 hrs @\$40.46	3/14/13	Est Hrly/\$91
Hoffman, Beth	2.25 hrs @\$40.46	3/14/13	Est Hrly/\$91
Hylind, Amy	1.50 hrs @\$40.46	3/14/13	Est Hrly/\$61
Marcos, Eric	1.50 hrs @\$40.46	3/14/13	Est Hrly/\$61
Moe, Eric	1.50 hrs @\$40.46	3/14/13	Est Hrly/\$61
Moe, Rose	2.00 hrs @\$40.46	3/14/13	Est Hrly/\$81
Oseguera, Christian	1.50 hrs @\$40.46	3/14/13	Est Hrly/\$61
Pham, Vy	2.25 hrs @\$40.46	3/14/13	Est Hrly/\$91
Seymour, Robert	2.25 hrs @\$40.46	3/14/13	Est Hrly/\$91
Utzinger, Sara	2.25 hrs @\$40.46	3/14/13	<u>Est Hrly/\$91</u>
		TOTAL ESTABLISHED HOURLY	\$780

Comment: Math Night  
01-Reimbursed by PTA

Bromberg, James	2 hrs @\$40.46	4/16/13	<u>Est Hrly/\$81</u>
Comment:	History Assessment Planning 01-Tier III Programs Cat Flex	TOTAL ESTABLISHED HOURLY	\$81
Walsh, Maura	8 hrs @\$40.46	4/18/13-4/23/13	<u>Est Hrly/\$324</u>
Comment:	State Testing Proctor 01-Tier III Programs Cat Flex	TOTAL ESTABLISHED HOURLY	\$324
Walsh, Maura	2 hrs @\$40.46	5/21/13	<u>Est Hrly/\$81</u>
Comment:	Worthwhile Life Project Grading 01-Tier III Programs Cat Flex	TOTAL ESTABLISHED HOURLY	\$81
<u>MALIBU HIGH SCHOOL</u>			
Cowgill, Elizabeth	18.5 hrs @\$40.46	1/15/13-6/22/13	<u>Est Hrly/\$749</u>
Miller, Caroline	18.5 hrs @\$40.46	1/15/13-6/22/13	<u>Est Hrly/\$749</u>
Comment:	Coordinators – Visiting Chinese Students 01-Gifts	TOTAL ESTABLISHED HOURLY	\$1,498
<u>MCKINLEY ELEMENTARY SCHOOL</u>			
Langsdale, Jennifer	8 hrs @\$40.46	4/24/13-4/26/13	<u>Est Hrly/\$324</u>
Comment:	Prepare for Science Fair 01-Gifts – Equity Fund	TOTAL ESTABLISHED HOURLY	\$324
<u>SANTA MONICA HIGH SCHOOL</u>			
Mays, Emily	16 hrs @\$40.46	8/20/13-6/11/13	<u>Est Hrly/\$647</u>
Comment:	Circle of Friends 01-Gifts – Equity Fund	TOTAL ESTABLISHED HOURLY	\$647
Jones, Teri	13 hrs @\$40.46	4/1/13-6/11/13	<u>Est Hrly/\$526</u>
Kemp, Anita	13 hrs @\$40.46	4/1/13-6/11/13	<u>Est Hrly/\$526</u>
Comment:	Project Echo 01-Reimbursed by ASB	TOTAL ESTABLISHED HOURLY	\$1,052
Bates, Kelly	2.25 hrs @\$40.46	4/25/13	<u>Est Hrly/\$91</u>
Chang, Pauline	2.25 hrs @\$40.46	4/25/13	<u>Est Hrly/\$91</u>
Chapman, Jimmy	1.00 hrs @\$40.46	4/25/13	<u>Est Hrly/\$40</u>
Forrer, Brooke	2.00 hrs @\$40.46	4/25/13	<u>Est Hrly/\$81</u>
Garcia-Hecht, Veronica	2.00 hrs @\$40.46	4/25/13	<u>Est Hrly/\$81</u>
Henderson, Luke	2.25 hrs @\$40.46	4/25/13	<u>Est Hrly/\$91</u>
Janka, Helen	2.25 hrs @\$40.46	4/25/13	<u>Est Hrly/\$91</u>
Mireles-Toumayan, G.	2.00 hrs @\$40.46	4/25/13	<u>Est Hrly/\$81</u>
Rowe, Ritsuko	2.25 hrs @\$40.46	4/25/13	<u>Est Hrly/\$91</u>
Wethern, Heather	0.50 hrs @\$40.46	4/25/13	<u>Est Hrly/\$20</u>
Comment:	Common Assessment Meeting 01-Economic Impact Aid – SCE	TOTAL ESTABLISHED HOURLY	\$758

SPECIAL EDUCATION

Mayer, Heather

2 hrs @\$40.46

6/25/12

Est Hrly/\$81

TOTAL ESTABLISHED HOURLY

\$81

Comment: Summer IEP  
01-Special Education

ADDITIONAL ASSIGNMENT – EXTRA DUTY UNITSEDUCATIONAL SERVICES – Elementary Music

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Bersch, Kirsten	6 EDU	Stairway/Music Events	8/12-6/13	\$1,536
Cruz, Jar-el	6 EDU	Stairway/Music Events	8/12-6/13	\$1,536
Gravelle, Jessica	6 EDU	Stairway/Music Events	8/12-6/13	\$1,536
Justin, Susan	6 EDU	Stairway/Music Events	8/12-6/13	\$1,536
Lockrem, Bonnie	6 EDU	Stairway/Music Events	8/12-6/13	\$1,536
Loyd, Allen	4 EDU	Stairway/Music Events	8/12-6/13	\$1,024
Munoz, Salvador	6 EDU	Stairway/Music Events	8/12-6/13	\$1,536
Quiroz, Lindsay	6 EDU	Stairway/Music Events	8/12-6/13	\$1,536
Pawling, Sean	2 EDU	Stairway/Music Events	8/12-6/13	\$ 512
Ravaglioli, Steven	6 EDU	Stairway/Music Events	8/12-6/13	\$1,536
Tellier, Bruce	6 EDU	Stairway/Music Events	8/12-6/13	\$1,536
		TOTAL EDUS		\$15,360

PT DUME ELEMENTARY SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Dunn, Margo	4.50 EDU	Overnight Field Trip	8/12-6/13	\$1,152
Harris, Ken	1.25 EDU	Overnight Field Trip	8/12-6/13	\$ 320
Jennings, Kristine	3.00 EDU	Overnight Field Trip	8/12-6/13	\$ 768
Mackey, Tammy	1.25 EDU	Overnight Field Trip	8/12-6/13	\$ 320
		TOTAL EDUS		\$2,560

WILL ROGERS ELEMENTARY SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Duran-Contreras, Martha	1 EDU	Student Council	8/12-6/13	\$256
Hamilton, LaDawna	2 EDU	Outdoor Science School	8/12-6/13	\$512
Hurst, Erin	2 EDU	Outdoor Science School	8/12-6/13	\$512
Kerkotchian, Sylvia	2 EDU	Student Council	8/12-6/13	\$512
Schneider, Kirsten	2 EDU	Outdoor Science School	8/12-6/13	\$512
Smith, Devon	2 EDU	Outdoor Science School	8/12-6/13	\$512
Witt, Carl	1 EDU	Outdoor Science School	8/12-6/13	\$256
		TOTAL EDUS		\$3,072

ROOSEVELT ELEMENTARY SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Goldman, Jennifer	1 EDU	Student Council	8/12-6/13	\$256
Snow, Angela	1 EDU	Student Council	8/12-6/13	\$256
		TOTAL EDUS		\$512

SMASH

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Barba-Castro, Graciela	1 EDU	Student Council-Lower School	8/12-6/13	\$256
Barba-Castro, Graciela	1 EDU	PTSA Events/Meetings	8/12-6/13	\$256
Haendel, Erin	1 EDU	Trip Chaperone	8/12-6/13	\$256
Haendel, Erin	1 EDU	Grades of Green/St Council	8/12-6/13	\$256
Holland, Kurt	1 EDU	Trip Chaperone	8/12-6/13	\$256

Hwang, Genie	1 EDU	Student Art Events	8/12-6/13	\$256
Lichterman, Mimi	1 EDU	Grades of Green	8/12-6/13	\$256
Mendinueto, Darwin	2 EDU	Trips Chaperone	8/12-6/13	\$512
Mugalian, Tamara	1 EDU	Trip Chaperone	8/12-6/13	\$256
Mugalian, Tamara	1 EDU	Student Council	8/12-6/13	\$256
Wold, Jayme	1 EDU	Student Council	8/12-6/13	\$256
Wold, Jayme	1 EDU	Trip Chaperone	8/12-6/13	<u>\$256</u>
TOTAL EDUS				\$3,328

#### LINCOLN MIDDLE SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	Not to <u>Exceed</u>
DeHope, Katie	4.5 EDU	Tutoring Club	1/13-6/13	\$1,152
Diamond, Renee	1.5 EDU	Junior Honor Society	1/13-6/13	\$ 384
Hart, Sharon	3.0 EDU	Junior Honor Society	1/13-6/13	\$ 768
Hunt, Mark	6.0 EDU	Band	1/13-6/13	\$1,536
Moazzez, Rozita	1.5 EDU	International Club	1/13-6/13	\$ 384
O'Brien, Marianna	1.5 EDU	Science Club	1/13-6/13	\$ 384
Seymour, Robert	3.0 EDU	Student Council	1/13-6/13	\$ 768
Sherman, Wynn	3.0 EDU	Anime Club	1/13-6/13	\$ 768
Sinclair, Michele	1.5 EDU	Junior Honor Society	1/13-6/13	\$ 384
Ventre, Vanessa	6.0 EDU	Choral Music	1/13-6/13	\$1,536
Wallace, Theresa	2.5 EDU	Yearbook	1/13-6/13	\$ 640
Wang, James	6.0 EDU	Music	1/13-6/13	<u>\$1,536</u>
TOTAL EDUS				\$10,240

#### OLYMPIC HIGH SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	Not to <u>Exceed</u>
Fuller, Anthony	1 EDU	Science Field Trips	8/12-6/13	\$256
Seimer, Deborah	2 EDU	CAHSEE Prep	8/12-6/13	\$512
Suminski, Mark	2 EDU	Career Exploration Class	8/12-6/13	<u>\$512</u>
TOTAL EDUS				\$1,280

#### SANTA MONICA HIGH SCHOOL – 2<sup>nd</sup> Semester Academic

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	Not to <u>Exceed</u>
Aiello, Jason	6 EDU	Orchestra	1/13-6/13	\$1,536
Boyd, Bryn	12 EDU	Student Council	1/13-6/13	\$3,072
Chapman, Amy	6 EDU	Yearbook	1/13-6/13	\$1,536
Faas, Kathleen	6 EDU	Newspaper	1/13-6/13	\$1,536
Forrer, Brooke	4 EDU	Senior Advisor	1/13-6/13	\$1,024
Honda, Julie	4 EDU	Scholarship Advisor	1/13-6/13	\$1,024
Huls, Jeffe	13 EDU	Vocal Music	1/13-6/13	\$3,328
Kariya, Emily	4 EDU	Senior Advisor	1/13-6/13	\$1,024
McKeown, Kevin	7 EDU	Band	1/13-6/13	\$1,792
Meadors, Amy	12 EDU	Pep Squad	1/13-6/13	\$3,072
Mejia, Rosa	4 EDU	Scholarship Advisor	1/13-6/13	\$1,024
Sakow, Terry	6 EDU	Band	1/13-6/13	\$1,536
Silvestri, Marisa	13 EDU	Athletic Director	1/13-6/13	\$3,328
Soller, Katheryne	13 EDU	Athletic Director	1/13-6/13	\$3,328
Swenson, Joni	13 EDU	Orchestra	1/13-6/13	\$3,328
Walker, Megan	2 EDU	Senior Advisor	1/13-6/13	<u>\$ 512</u>
TOTAL EDUS				\$32,000

**TOTAL ESTABLISHED HOURLY AND EXTRA DUTY UNITS = \$ 67,742**

## **NEW HIRES**

### **SUBSTITUTE TEACHERS**

#### **Effective**

#### **CHILD DEVELOPMENT SERVICES** **(@\$16.19 Hourly Rate)**

Barnes, Andrea

4/18/13

### **LEAVE OF ABSENCE (with pay)**

#### **Name/Location**

#### **Effective**

Moe, Rosalynn

5/28/13-6/11/13

Lincoln Middle School

[maternity]

Simmons, Martha

5/2/13-6/11/13

Roosevelt Elementary

[medical]

### **LEAVE OF ABSENCE (without pay)**

#### **Name/Location**

#### **Effective**

Garcia, Apryl

4/30/13-6/11/13

John Adams MS

[child care]

## **RESIGNATION**

#### **Name/Location**

#### **Effective**

Berens, Candis

6/11/13

SMASH

Mayer, Heather

5/3/13

Lincoln Middle School

## **RETIREMENT**

#### **Name/Location**

#### **Effective**

Beltran, Sue

6/11/13

Muir Elementary

Moore, Judy

6/30/13

Special Education

Takashima, Iris

6/11/13

Grant Elementary

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  
05/16/13

RECOMMENDATION NO. A.17

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.

<b><u>NEW HIRES</u></b>		<b><u>EFFECTIVE DATE</u></b>
Ingle, Jennifer Special Education	Administrative Assistant 8 Hrs/12 Mo/Range:29 Step:A	4/18/13
Phan, Huy Child Develop Svcs	Accountant 8 Hrs/12 Mo/Range:41 Step:A	4/15/13
Rams, Florencia Child Develop Svcs	Bilingual Community Liaison 4.8 Hrs/10 Mo/Range:25 Step:A	4/29/13

<b><u>TEMP/ADDITIONAL ASSIGNMENTS</u></b>		<b><u>EFFECTIVE DATE</u></b>
Anderson, Sally Malibu HS	Senior Office Specialist [additional hours, assistance with STAR testing]	3/1/13-6/30/13
Casillas, Veronica Santa Monica HS	Student Outreach Specialist [overtime, Youth Police Academy]	2/13/13-4/4/13
Dixon, Crystal Special Ed-Roosevelt ES	Inst Asst – Special Ed [additional hours, individualized assistance]	4/24/13-6/11/13
Hendler, Nanette Muir ES	Inst Asst – Special Ed [additional hours, camp assistance]	2/25/13-3/1/13
Hendler, Nanette Muir ES	Inst Asst – Special Ed [overtime, camp assistance]	2/25/13-3/1/13
Hughes, Michael Facility Permits	Campus Security Officer [additional hours; school events]	10/17/12-6/30/13
Jorgenson, Stephanie Special Education-SMASH	Inst Asst – Special Ed [additional hours, classroom assistance]	5/1/13-6/11/13
Jorgenson, Stephanie Special Education	Office Specialist [additional hours, clerical assistance]	4/8/13-4/30/13
Kellett, Greville Facility Permits	Technical Theater Technician [additional hours; FUD events]	4/24/13-6/30/13
Langley, Bhakti Malibu HS	Inst Asst – Special Ed [additional hours, performance events]	1/1/13-6/30/13
Llosa, Silvia Edison ES	Inst Asst – Special Ed [additional hours, intervention assistance]	3/4/13-5/17/13
Mendoza, Dina Santa Monica HS	Senior Office Specialist [overtime, basketball games ticket sales]	4/12/13-6/30/13

Olfert, Rebecca Rogers ES	Inst Asst – Classroom [additional hours, AIMSweb assistance]	4/29/13-5/3/13
Peterson, Erin Health Services	Health Office Specialist [additional hours, special health procedures]	4/1/13-6/11/13
Quon, Rosemary Superintendent's Office	Administrative Assistant [additional hours, clerical assistance]	4/15/13-4/26/13
Roper-Conley, Carolyn Superintendent's Office	Office Specialist [additional hours, clerical assistance]	4/8/13-4/12/13
Thomas, William Malibu HS	Inst Asst – Special Ed [additional hours, camp assistance]	3/18/13-3/21/13
Thomas, William Malibu HS	Inst Asst – Special Ed [overtime, camp assistance]	3/18/13-3/21/13
Vila, Florinda Santa Monica HS	Bilingual Community Liaison [additional hours, translation]	4/10/13
Villegas, Bibiana Health Services	Health Office Specialist [additional hours, special health procedures]	3/1/13-3/22/13

#### **SUBSTITUTES**

Jorgenson, Stephanie Special Education	Inst Asst – Special Ed	<b><u>EFFECTIVE DATE</u></b> 5/1/13-6/30/13
Quon, Rosemary Superintendent's Office	Administrative Assistant	4/29/13-6/30/13

#### **CHANGE IN ASSIGNMENT**

Gonzalez, Monica Special Ed-Lincoln MS	Specialized Inst Asst 7 Hrs/SY Fr: 6 Hrs/SY	<b><u>EFFECTIVE DATE</u></b> 2/7/13
Higgins, Shaun Special Ed-Grant ES	Specialized Inst Asst 7 Hrs/SY Fr: 6 Hrs/SY	3/18/13

#### **LEAVE OF ABSENCE (PAID)**

Anderson, Amanda Adams MS	Inst Asst – Special Ed Medical	<b><u>EFFECTIVE DATE</u></b> 3/26/13-5/1/13
Boston, Kimberly McKinley ES	Inst Asst – Special Ed Medical	4/14/13-4/29/13
Glover, Tomita Santa Monica HS	Administrative Assistant Medical	3/19/13-4/14/13
Hernandez, Diane Fiscal Svcs	Accounting Technician Medical	3/25/13-5/1/13
Osaki, Brenda McKinley ES	Inst Asst – Classroom Medical	4/8/13-6/11/13
Thomas, Craig Special Education	Inst Asst – Special Ed Medical	4/15/13-5/6/13



Wahrenbrock, Sarah Superintendent's Office	Assistant to Superintendent Medical	4/8/13-6/11/13
Wahrenbrock, Sarah Superintendent's Office	Assistant to Superintendent Maternity	5/1/13-6/26/13
Wahrenbrock, Sarah Superintendent's Office	Assistant to Superintendent CFRA	6/27/13-8/5/13
Watkins, Jennifer Food and Nutrition Svcs	Cafeteria Cook Baker Medical	4/12/13-5/30/13

**LEAVE OF ABSENCE (UNPAID)**

Pacheco, Patricia  
Food and Nutrition Svcs

Cafeteria Worker I  
Child Care

**EFFECTIVE DATE**

2/27/13-6/11/13

**PROFESSIONAL GROWTH**

Bryant, Cheryl  
Human Resources

Employee Benefits Technician

**EFFECTIVE DATE**

5/1/13

Cuevas, Jose  
Operations

Custodian

5/1/13

Delgado, Eduardo  
Malibu HS

Inst Asst – Special Ed

5/1/13

Nao, Kimberly  
Santa Monica HS

Student Outreach Specialist

5/1/13

Papp, Beth  
Personnel Commission

Human Resources Technician

5/1/13

**WORKING OUT OF CLASS**

Boyd, Katherine  
Grounds

Plant Supervisor  
Fr: Custodian

**EFFECTIVE DATE**

4/2/13-4/5/13

Campos, Oscar  
Grounds

Equipment Operator/Tree Trimmer  
Fr: Gardener

4/15/13-4/16/13

Gonzalez, Arturo  
Grounds

Sprinkler Repair Technician  
Fr: Custodian

3/26/13-4/19/13

Jackson, Michael  
Grounds

Equipment Operator/Tree Trimmer  
Fr: Gardener

4/22/13-6/28/13

Lopez, Jose  
Grounds

Equipment Operator/Tree Trimmer  
Fr: Gardener

3/26/13-3/31/13

**ESTABLISHMENT OF POSITION**

Inst Asst – Special Ed  
3 Hrs/SY; Special Ed-Pt. Dume ES

**EFFECTIVE DATE**

4/8/13

**RESIGNATION**

Cowan, Lauren  
Special Education

Physical Therapist

**EFFECTIVE DATE**

6/11/13

Lewis, Lefifia  
Pt. Dume ES

Inst Asst - Classroom

3/13/13

Moore, Deborah  
McKinley ES

Inst Asst - Classroom

4/30/13

Schlierman, John  
Grant ES

Inst Asst - Classroom

4/19/13

**RETIREMENT**

Sember, Judy  
Rogers ES

Administrative Assistant

**EFFECTIVE DATE**

9/20/13

**TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES**

(39-MONTH MEDICAL REEMPLOYMENT LIST)

ES9341849  
Santa Monica HS

Inst Asst – Special Ed

**EFFECTIVE DATE**

5/30/13

VF3864574  
Adams MS

Custodian

5/17/13

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

TO: BOARD OF EDUCATION ACTION/CONSENT  
05/16/13  
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / BRANDON TIETZE  
RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.18

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**

ARMENDARIZ, RAMON	SANTA MONICA HS	4/15/13-6/30/13
ARMENDARIZ, RICHARD	SANTA MONICA HS	4/12/13-6/30/13
CANTANESE, SETH	MALIBU HS	4/15/13-6/30/13
DE LA TORRE, JOSE	SANTA MONICA HS	4/12/13-6/30/13

**TECHNICAL SPECIALIST – LEVEL II**

GONZALEZ, JUAN	ED SERVICES/SANTA MONICA HS	1/1/13-6/30/13
	[Colorguard/Winterguard - Choreography]	
	- Funding: SM Arts Parents Association	

**TECHNICAL SPECIALIST – LEVEL III**

DR. MOERSCHEL, JOSEPHINE	ED SERVICES/SANTA MONICA HS	1/1/13-6/30/13
	[Viola Coach]	
	- Funding: SM Arts Parents Association	

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

05/16/13

FROM: SANDRA LYON / TERRY DELORIA / SARA WOOLVERTON

RE: INCREASE IN STAFFING (FTE) – SPECIAL EDUCATION

RECOMMENDATION NO. A.19

It is recommended that the Board of Education approve four 1.0 FTE Speech/Language Pathologist positions (total 4.0 FTE) to serve district special education students. Once these positions are filled for the 2013-14 school year, the Special Education Department will not be required to pay for agency services.

FUNDING NOTE: The 2013-2014 budget will be adjusted \$314,900 for salary and benefits.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



ACTION/CONSENT  
05/16/13

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

**Effective**

TBD

TBD

TBD

Board of Education Meeting AGENDA: May 16, 2013





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## **DISCUSSION ITEMS**



TO: BOARD OF EDUCATION

DISCUSSION

05/16/13

FROM: SANDRA LYON / Terry Deloria / SARA WOOLVERTON

RE: SPECIAL EDUCATION PROGRAM UPDATE

DISCUSSION ITEM NO. D.01

The District offers many educational programs to best serve the needs of students with disabilities. Dr. Woolverton will review each program's components, target population(s), and location(s.)



TO: BOARD OF EDUCATION

DISCUSSION

05/16/13

FROM: SANDRA LYON / TERRY DELORIA / PEGGY HARRIS / ROSA SERRATORE

RE: NEW COMMON CORE MATH SEQUENCING FOR SECONDARY SCHOOLS

DISCUSSION ITEM NO. D.02

The Common Core State Standards in Math (CCSSM) include grade-level content standards that represent a balance of problem-solving, conceptual understanding and skills. Based on the NCTM Process Standards, CCSSM's Standards for Mathematical Practice describe the characteristics of mathematically proficient students, providing educators with guidelines for effective instructional pedagogy. The coherence of the standards within a grade and the progressions from grade to grade make the connections among mathematical ideas explicit. Mathematics should no longer be experienced as a series of procedures or tricks. With fewer and more focused standards, teachers can finally move away from “covering” material to giving students ample time to reason and make sense of the mathematics they are learning.

These CCSSM are not intended to be new names for old ways of doing business. High school students continue to face major challenges in their mathematics preparation. They lag behind students from other industrial countries in basic mathematical literacy—the knowledge and skills that prepare them to apply mathematics in a variety of contexts, and most are not prepared to face the economic and workforce challenges of an increasingly global, technological society. This inadequate preparation contributes to the increasing number of high school graduates who are insufficiently prepared for entry-level courses in college and workforce training programs. To address these issues, the CCSSM reflect major changes in content knowledge, not only in elementary curriculum but in the college-preparatory courses. To continue teaching math from a traditional perspective—using the same pedagogy with the same content—will do little to close achievement gaps in math and college and career readiness.

In this presentation, staff will provide:

1. An overview of the CCSSM and the eight mathematical practices
2. Examples of significant content changes between existing and new high school courses
3. Examples of significant assessment changes (using middle school math and algebra)
4. A visual representation of math course sequencing for middle and high school students, beginning in the 2013-14 school year
5. Challenges staff expects to encounter and a corresponding remedy plan



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

DISCUSSION  
05/16/13

DISCUSSION ITEM NO. D.03

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.





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## **MAJOR ITEMS**



TO: BOARD OF EDUCATION

ACTION/MAJOR

05/16/13

FROM: SANDRA LYON / JANECE L. MAEZ

RE: AMENDMENT TO 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.21

It is recommended that the Board of Education approve an amendment to 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. In order to allow EXPO and Southern California Edison to continue the project without delay, the Board approved the right of entry to allow entry and construction on District property at the March 5, 2013 Board Meeting.

At the time of the Board's approval in March, the District had been informed that no part of the proposed vault would be placed on or beneath our property line and the Right of Entry Agreement reflected that assumption. Since the Board's approval, the District was informed by EXPO that there will now be a 10" intrusion of the proposed vault onto our property. This change requires an amended right of entry to be approved. The attached document reflects the changes needed to allow for this adjustment.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

## RIGHT OF ENTRY AGREEMENT

**THIS RIGHT OF ENTRY AGREEMENT** ("Agreement") is made and entered into effective as of ~~March 5, 2013~~ **May 16, 2013**, by and between the SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT ("OWNER") and the SKANSKA-RADOS EXPO 2 JOINT VENTURE ("PERMITTEE").

### RECITALS

A. OWNER is the owner of property located at 902 Colorado, Santa Monica, California, also designated as Assessor's Parcel Nos. 44283-001-900 and 4283-002-901 ("Property") and identified in Exhibit "A" attached hereto and incorporated herein by this reference.

B. Exposition Metro Line Construction Authority ("Expo") has entered into a contract with PERMITTEE for utility relocation / installation and roadway demolition and improvements necessary for completing the Exposition LRT Project Phase 2 (the "Project").

C. In connection with the construction of the Project, temporary access is required to certain portions of the Property by PERMITTEE, its contractors, employees, agents.

D. OWNER is willing to grant to PERMITTEE, its contractors, employees, agents, and PERMITTEE is willing to accept, a right of entry and construction permit (collectively, the "Permit") for the following purposes:

- (1) Utility installation / relocation and related roadway / driveway and sidewalk improvements all to be installed within the adjacent right of way ~~(there shall be no installation of any such improvements on the Property);~~ **except for 10" intrusion of proposed vault.**
- (2) Ingress and egress over, through, and across the Property by persons on foot and by vehicles for the purpose of installing the improvements described in (1) above ~~within the adjacent right of way;~~
- (3) Installation of temporary fencing within or along the Property during construction; and
- (4) Storage of construction equipment and material on the Property for the purpose of installing the improvements described in (1) above ~~within the adjacent right of way.~~

NOW, THEREFORE, in consideration of the above recitals, which are incorporated into this Agreement, and of the covenants contained herein, OWNER hereby agrees to grant to PERMITTEE the Permit in and to the Property upon the following conditions:

## AGREEMENT

1. The Permit is granted to PERMITTEE for the purposes described in Section D (1)-(4) of the Recitals above only; and such Recitals in full are incorporated into this Agreement by this reference.
2. The Permit applies to that portion of the Property described and shown as "Temporary ROE Area" on "Exhibit A" to this Agreement. The Permit authorizes and permits only excavation for the purpose of temporary shoring, temporary removal and replacement of landscaping / irrigation, and short term staging and material storage / material storage area for the purpose of installing the improvements within the adjacent right of way (collectively, the "Work").
3. The Permit shall commence five (5) days from the date that PERMITTEE provides written Notice to OWNER of the proposed commencement of the Work and shall terminate one year later for the Temporary ROE Area.
4. While the Permit is in effect, the PERMITTEE and its or their contractors and sub-contractors shall, at their sole cost and expense, obtain and maintain in full force and effect, throughout the term of the Permit, insurance in the amount and with the coverages specified on Exhibit "C" attached hereto and incorporated herein by this reference and, as set forth in said Exhibit "C", naming OWNER, ground lessee, and any lenders as an additional insured. Insurance certificates are required to be on file with OWNER prior to entry onto the Property.
5. During the term of the Permit, PERMITTEE shall indemnify, defend and hold OWNER, its board, commissioners, officials, employees, agents, tenants, subtenants and volunteers (collectively, the "Indemnitees"), harmless against any and all claims (including mechanics' liens), liabilities, penalties, liens, suits, judgments, damages, costs and expenses, including without limitation attorneys' fees and costs, caused by or arising out of the activities of PERMITTEE and its agents, employees and contractors on or about the Property, except to the extent such claims, liabilities, costs and expenses are caused or contributed to by the willful misconduct of the Indemnitees or any of them. The indemnity shall include any claim by the ground lessee, including, without limitation, any claim by the ground lessee that this Agreement or the Permit is not permitted under the ground lease, and any breach by PERMITTEE of this Agreement. The indemnity shall survive termination or expiration of this Agreement.
6. PERMITTEE shall return the Property to OWNER in a similar condition as existed on the date that access by PERMITTEE under or pursuant to the Permit first commenced.
7. Notices to OWNER shall be given as follows:

Santa Monica - Malibu Unified School District (SM-MUSD)  
1651 Sixteenth Street  
Santa Monica, CA 90404  
Attn: Janece Maez

Notices to LESSEE shall be given as follows:

STG Asset Management, Inc.  
STG Three Properties, LLC  
1260 N. Dutton Avenue, Suite 270  
Santa Rosa, CA 95401

Notices to PERMITTEE shall be given as follows:

Skanska-Rados Expo 2 Joint Venture  
444 South Flower Street, Suite 2200  
Los Angeles, CA 90071  
Attn: Brian T. Freund

*All written notices shall be deposited in the United States mail, postage prepaid or delivered personally or by overnight courier.*

8. OWNER represents, warrants, covenants and agrees to and for the benefit of PERMITTEE that OWNER has the power, right, and authority to enter into this Agreement and grant the Permit. OWNER shall notify any other occupants of the Property, as well as any future owners, of the temporary use of the Property for the Work as contemplated by this Agreement, including the Permit, if the Property is subject to, or made available for, lease or sale during the period covered by this Agreement, including the term of the Permit. OWNER has provided PERMITTEE with a copy of the ground lease to which the Property is subject, and, notwithstanding the foregoing, (a) OWNER makes no representation or warranty regarding the need to obtain the ground lessee's consent to this Agreement and/or the Permit, (b) PERMITTEE shall independently assess whether ground lessee's consent is required for this Agreement and the Permit and shall comply with the terms and provisions of the ground lease in exercising the Permit and its rights under this Agreement, (c) OWNER shall have no liability to PERMITTEE if ground lessee's consent for this Agreement or the Permit is required, and (d) this Agreement and the Permit is subject and subordinate to the rights of the ground lessee under the ground lease.

9. PERMITTEE, in its sole and absolute discretion, may terminate the Permit by providing not less than five (5) days prior written notice to OWNER. OWNER may terminate the Permit for cause in the event of default by PERMITTEE under this Agreement by providing not less than thirty (30) days prior written notice to PERMITTEE (other than the failure to comply with the insurance provisions of this Agreement for which there shall be no cure period or to remediate a circumstance which could create a default under the ground lease, for which the cure period shall be zero (0) days if there is no cure period under the ground lease or the date which is ten (10) days prior to the date that such circumstance would constitute a default under the ground lease); provided, however, that such notice shall include a description of the alleged default and, in the event that any default that is the subject of such a notice is cured prior to the permitted effective date of the termination, then the term of the Permit shall continue and the notice of termination shall be of no further force or effect. In exercising its rights under this Agreement and the Permit, PERMITTEE shall comply with all applicable laws and proceed with diligence and in a safe and workmanlike manner. PERMITTEE shall immediately discharge any lien which may be filed against the Property as a result of PERMITTEE'S acts or omissions. OWNER is not making any representation or warranty with respect to the Property. In the event of a dispute under this Agreement, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs from the other party to this Agreement. OWNER may enter the Property from time to time to assess PERMITTEE'S compliance with this Agreement. PERMITTEE shall fence, screen and secure the Property. OWNER'S liability under this Agreement is limited to its interest in the Property and no other recourse may be had against OWNER'S other assets.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the date first set forth above.

**OWNER:** SANTA MONICA – MALIBU  
UNIFIED SCHOOL DISTRICT

**PERMITTEE:** SKANSKA-RADOS EXPO 2  
JOINT VENTURE

\_\_\_\_\_  
Janece L. Maez  
Assistant Superintendent/CFO

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

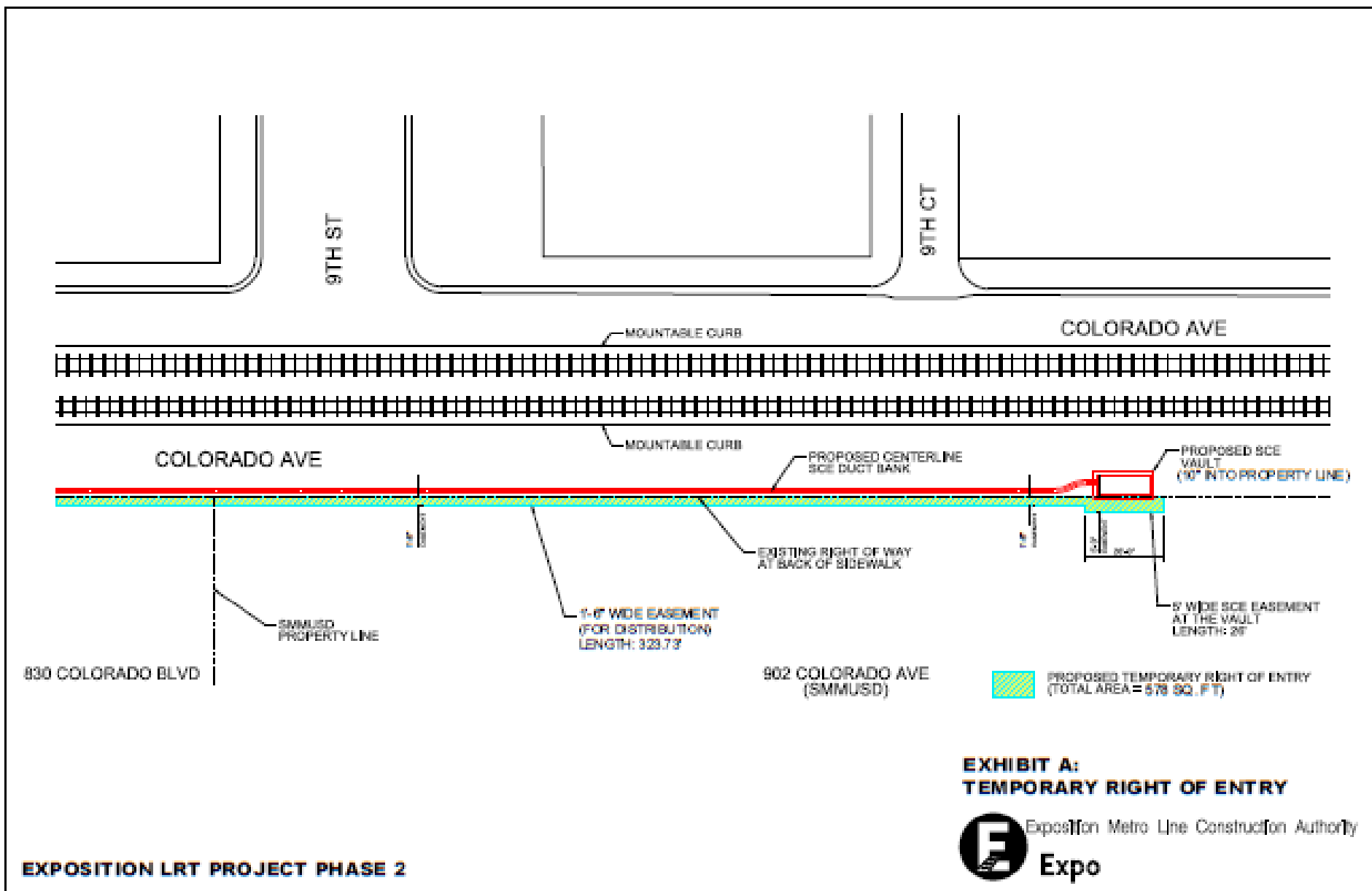
By: \_\_\_\_\_

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

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

**EXHIBIT "A"**  
**MAP OF PROPERTY LOCATION**

**ATTACHED**





**EXHIBIT "B"**  
**PARCEL PLAT OF PROPERTY**

**ATTACHED**



**EXHIBIT "C"**  
**INSURANCE REQUIREMENTS**

**ATTACHED**

## INSURANCE REQUIREMENTS

### 1.1 PERMITTEE'S INSURANCE

1.1.1 Prior to commencing the Work, PERMITTEE shall procure and maintain, at PERMITTEE's own cost and expense, insurance as provided in this Exhibit "C" against claims for injuries to persons or damages to property which may arise out of or result from the performance of the Work by PERMITTEE, its subPERMITTEEs or sub-subPERMITTEEs (that is, its contractors and subcontractors), by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable.

1.1.2 Unless otherwise required by the Agreement of which this Exhibit "C" is a part (sometimes hereinafter, this "Agreement"), PERMITTEE shall obtain insurance of the types and in the amounts described below:

.1 Commercial General and Umbrella Liability Insurance: PERMITTEE shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$3,000,000 each occurrence / \$3,000,000 in the annual aggregate. Limits may be provided in a "layered" program, by means of primary and umbrella policies.

.2 Business Auto and Umbrella Liability Insurance: PERMITTEE shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Limits may be provided in a "layered" program, by means of primary and umbrella policies.

.3 Workers' Compensation and Employer's Liability Insurance: PERMITTEE shall maintain workers' compensation insurance as required by the State of California and Employer's Liability Insurance in the amount of \$1,000,000 per accident for bodily injury or disease.

1.1.3 The minimum scope of insurance shall be as follows:

.1 CGL insurance shall be written on Insurance Services Office form CG 00 01 (or a substitute form providing equivalent coverage) and shall cover liability arising from:

- a. Premises - operations.
- b. Independent PERMITTEEs - subPERMITTEEs.
- c. Products / completed operations.
- d. Personal injury and advertising injury liability assumed under an insured contract (including the tort liability of another assumed in a business contract).
- e. Explosions, collapse and underground hazards.
- f. Broad form contractual.

g. Broad form property damage.

.2 Business Auto Insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos). Coverage shall be written on Insurance Services Office form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or on a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

1.1.4 Any deductibles or self-insured retentions must be declared to and approved by OWNER. Any and all deductibles for required insurance policies shall be assumed to be by and for the account of, and at the sole risk of, PERMITTEE. At the option of OWNER, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects OWNER, its officers, officials, employees or volunteers; or PERMITTEE shall provide a financial guarantee satisfactory to OWNER guaranteeing payment of Losses, related investigation, claim administration and defense expenses.

1.1.5 The General Liability and Automobile Liability policies shall contain, or be endorsed to contain, the following provisions:

.1 OWNER and its officers, directors, officials, employees, tenants, subtenants and volunteers, as applicable, are to be covered as additional insured, using the Insurance Services Office additional insured endorsement form CG 20 10 or a substitute providing equivalent coverage. Coverage as additional insureds includes liability for and relating to the Work to be performed by PERMITTEE; premises owned, leased, or used by PERMITTEE; or premises on which PERMITTEE is performing services on behalf of OWNER. OWNER and any other additional insureds mentioned in this provision shall not, by reason of their inclusion as additional insureds, become liable for any payment of premiums to carriers for such insurance coverage.

.2 For any claims related to the Work, PERMITTEE's insurance coverage shall be primary insurance as respects OWNER, its, officers, directors, officials, employees and volunteers. Any insurance or self-insurance maintained by OWNER, its officers, directors, officials, employees or volunteers, shall be excess of PERMITTEE's insurance and shall not contribute with it.

.3 Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under the California Civil Code, Section 2782, subdivision (b).

.4 A Severability of Interest Clause stating that: The term "insured" is hereby used severally and collectively, but the inclusion herein of more than one insured shall not operate to increase the limits of the insurers' [or insurer's] liability.

.5 A Cross Liability Clause stating that: In the event of claims being made under any of the coverages of the policies referred to herein by one or more insureds hereunder for which another insured hereunder may be liable, then the policies shall cover such insureds against whom a claim is made or may be made in the manner as if separate policies had been issued to each insured hereunder. Nothing contained herein, however, shall operate to increase the insurers' [or insurer's] limits of liability as set forth in the insuring agreements.

1.1.6 The Worker's Compensation, Employer's Liability and General Liability insurances shall include provision by which the insurer shall agree to waive all rights of subrogation against OWNER, its officers, directors, officials, employees and volunteers for losses arising from activities and operations of PERMITTEE in the performance of Work [or services] under the contract [or the Agreement and/or the Permit].

1.1.7 Cancellation Notice Requirements: All insurance policies provided under this Agreement shall be endorsed to state that coverage shall not be canceled except after thirty (30) days prior written notice to OWNER. Notice thereof shall be sent to the OWNER recipient(s) listed in Section 7 of the Agreement of which this Exhibit "C" is a part, by certified mail, return receipt requested, for all of the required insurance policies. All such notices shall name PERMITTEE and/or reference this Agreement and/or the Permit.

1.1.8 If PERMITTEE, for any reason, fails to maintain insurance coverage which is required pursuant to this Agreement, the same shall be deemed a material breach of contract. OWNER, at its sole option, may terminate this Agreement and obtain damages from PERMITTEE resulting from said breach. Alternatively, OWNER may purchase such coverage (but has no special obligation to do so) and, without further notice to PERMITTEE, OWNER may charge, bill or invoice PERMITTEE for any premium costs advanced by OWNER for such insurance.

1.1.9 Acceptability of Insurers: Insurance is to be placed with insurers with a current A.M. Best's rating of not less than A:6, unless otherwise approved by OWNER's Risk Manager.

1.1.10 Verification of Coverage: PERMITTEE shall furnish OWNER with original certificates and amendatory endorsements effecting coverage required by this Exhibit "C". The certificates and endorsements for each policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. The certificates and endorsements shall be on the OWNER's insurance forms or on other forms and endorsement, provided such other forms and endorsements conform to the requirements in this Exhibit "C". All certificates and endorsements are to be received and approved by OWNER before Work commences. OWNER reserves the right to require complete, certified copies of all required insurance policies, including endorsements effectuating the coverage required by this Agreement at any time.

1.1.11 SubPERMITTEES: PERMITTEE shall include all subPERMITTEES and sub-subPERMITTEES as insureds under its policies, or shall furnish separate certificates and endorsements for each subPERMITTEE and sub-subPERMITTEES in compliance with this Exhibit "C". All coverages for subPERMITTEES and sub-subPERMITTEES shall be subject to all of the requirements stated herein.

1.1.12 At the request of OWNER, PERMITTEE shall submit to OWNER copies of the policies obtained by PERMITTEE.

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION ACTION/MAJOR  
05/16/13  
FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / BRANDON TIETZE  
RE: ADOPT RESOLUTION NO. 12-35 - CLASSIFIED SCHOOL EMPLOYEES  
WEEK, MAY 19-25, 2013

RECOMMENDATION NO. A.22

It is recommended that the Board of Education adopt Resolution No. 12-35 in recognition of Classified School Employees Week, May 19-25, 2013.

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





TO: BOARD OF EDUCATION

ACTION/MAJOR

05/16/13

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 12-36 - REDUCTION OR ELIMINATION OF CHILD DEVELOPMENT PROGRAM PERMIT POSITIONS AND NOTIFY AFFECTED EMPLOYEES OF RECOMMENDATION OF LAYOFF

RECOMMENDATION NO. A.23

It is recommended that the Board of Education approve Resolution 12-36 for the reduction or elimination of Child Development program permit positions, as indicated on the Resolution, effective June, 2013.

COMMENT: The Superintendent of the Santa Monica-Malibu Unified School District recommends to the Governing Board that the services enumerated in Resolution No. 12-36 are to be reduced or eliminated no later than the beginning of the 2013-2014 school year, and that the Board give notice as required by Education Code Section 8366 to those employees whose services will not be required.

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