

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

**January 16, 2014**

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, January 16, 2014**, 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 minutes)

- Government Code §54957 (5)  
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- Government Code §54956.9(d)(2) (30)  
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – SIGNIFICANT EXPOSURE TO LITIGATION
  - DN-1007-13/14 (Special Education)
  - DN-1008-13/14 (Special Education)
  - DN-1009-13/14 (Special Education)
- Government Code §54957.6 (25)  
CONFERENCE WITH LABOR NEGOTIATORS
  - Agency designated representative: Sandra Lyon
  - Employee Organizations: SMMCTA and SEIU

**OPEN SESSION** (5:30 p.m.)

**III. CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance

**IV. APPROVAL OF THE AGENDA**

<b>V.</b>	<b>APPROVAL OF MINUTES</b>	
A.01	November 19, 2013 .....	1
	December 12, 2013 .....	
<b>VI.</b>	<b>BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS</b> (10 minutes)	
	• Martin Luther King, Jr., Day Celebration	
<b>VII.</b>	<b>STUDY SESSION</b> (60 minutes)	
	These items are staff presentations and/or updates to the Board of Education.	
S.01	School Site Presentations (60).....	2
	<i>Edison Language Academy</i>	
	<i>Will Rogers Learning Community</i>	
	<i>John Adams Middle School</i>	
<b>VIII.</b>	<b>COMMUNICATIONS</b> (30 minutes)	
	The Communications section provides an opportunity for the Board of Education to hear reports from the individuals or committee representatives listed below. All reports are limited to <u>5 minutes or less</u> . However, if more time is necessary, or if a report will not be presented, please notify the Board secretary eight workdays prior to the date of the meeting.	
	A. Student Board Member Reports (15)	
	1. Matthew Ware & Cecilia Sanchez – Santa Monica High School	
	2. Michael Jacobson – Malibu High School	
	3. Amanda Huffman – Olympic High School	
	B. SMMCTA Update – Mr. Harry Keiley (5)	
	C. SEIU Update – Ms. Keryl Cartee-McNeely (5)	
	D. PTA Council – Ms. Patti Braun (5)	
<b>IX.</b>	<b>SENIOR STAFF REPORTS</b> (20 minutes)	
	A. Asst. Supt., Educational Services – Dr. Terry Deloria (5)	
	B. Assoc. 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)	
<b>X.</b>	<b>CONSENT CALENDAR</b> (10 minutes)	
	As agreed by the President, Vice President, and Superintendent during agenda planning, consent agenda items are considered routine, require no discussion, and are normally approved all at once by the Board of Education. <u>However, members of the Board of Education, staff, or the public may request an item be moved from the consent agenda to Section XI (Major Items) for clarification and/or discussion.</u>	
	<b><u>Curriculum and Instruction</u></b>	
A.02	Approval of Independent Contractors.....	3-4
A.03	Overnight Field Trip(s) 2013-2014 .....	5
A.04	Conference and Travel Approval/Ratification .....	6-7
A.05	Head Start – ERSEA Plan.....	8-8y
A.06	Self-Assessment Plan for State Preschool/Head Start .....	9-9a
A.07	Head Start One-time Funding .....	10
A.08	Policy Committee By-laws – Head Start.....	11-11p
A.09	Head Start Collaboration with the Los Angeles County Office of Education (LACOE).....	12-12ak
A.10	Approval of Special Education Contracts – 2013-2014 .....	13-15
	<b><u>Business and Fiscal</u></b>	
A.11	Award of Purchase Orders – 2013-2014 .....	16-16g
A.12	Acceptance of Gifts – 2013/2014 .....	17-18

**Facilities Improvement Projects**

A.13 Partial Release of Retention – Lease Leaseback – John Adams Middle School – Replacement of Classroom Buildings E, F, & G, New Administration, Modernization & Site Improvements Package 2B – Swinerton Builders – Measure BB..... 19  
A.14 Accept Work as Completed – Multiple Purchase Orders Projects – Capital Fund & Measure BB .....20-21

**Personnel**

A.15 Certificated Personnel – Elections, Separations.....22-28  
A.16 Classified Personnel – Merit .....29-32  
A.17 Classified Personnel – Non-Merit.....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 earlier in the meeting 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 (65 minutes)**

These items are submitted for discussion. Any action that might be required will generally be scheduled for the next regularly scheduled Board meeting.

7:00 pm

D.01 RAND Report: Early and School-Age Care in Santa Monica (15).....34  
D.02 Common Core State Standards (CCSS) Update (30).....35  
D.03 Consider Revising BP and AR 5117 – Interdistrict Attendance (10) .....36-44  
D.04 Consider Revising BP and AR 5116.1 – Intradistrict Open Enrollment (10).....45-50

**XIII. MAJOR ITEMS (90 minutes)**

These items are considered to be of major interest and/or importance and are presented for action at this time. Some may have been discussed by the Board at a previous meeting.

A.18 Adopt Resolution No. 13-06 – Commemorating Martin Luther King, Jr. Day (10) .....51-53  
A.19 Adopt Resolution No. 13-07 – In Honor of Fred Korematsu Day of Civil Liberties and the Constitution (10) .....54-55  
A.20 Approval of 2012-13 Financial Audit Report (10).....56  
A.21 Approval of 2012-13 School Accountability Report Cards (SARC) for Elementary, Middle, and High Schools (30).....57  
A.22 Board Direction to Staff Regarding the Hiring of an Environmental Engineering Firm to Assist with Environmental Questions (30).....58-60e

**XIV. INFORMATIONAL ITEMS** (0 minutes)

These items are submitted for the public record for information. These items do not require discussion nor action.

I.01	Supplemental Instructional Materials.....	61
I.02	Quarterly Report on Williams Uniform Complaints .....	62-62a
I.03	Quarterly Report on Disability Harassment Reporting .....	63

**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**

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**

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 meeting scheduled for 5:30 p.m. on **Thursday, February 6, 2014**, in the **Malibu City Council Chambers: 23825 Stuart Ranch Road, Malibu, CA.**

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

**SMMUSD Board of Education Meeting Schedule 2013-2014**

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

July through December 2013					
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	7/24* DO 7/30* DO	*7/18: Special Meeting *Wednesday, 7/24 *7/30: Special Meeting
August		8/14* DO		8/28* DO	*Wednesday, 8/14 First day of school: 8/22
September	<del>9/5 DO</del>		9/19 DO		*9/5: District Holiday
October	10/3 M		10/17 DO		
November	11/7 M		11/19* LMS 11/21 DO		*11/19: workshop Thanksgiving: 11/28-29
December		12/12 DO		winter break	
<b>Winter Break: December 23 – January 3</b>					
January through June 2014					
<b>Winter Break: December 23 – January 3</b>					
January	winter break	1/16 DO		1/25* DO	*1/25: workshop
February	2/6 M		2/20 DO		
March	3/6 DO		3/20 M		
<b>Spring Break: April 7-18</b>					
April	4/3 DO	spring break	spring break		
May	5/1 M		5/15 DO		
June	6/5 DO			6/25* DO	Last day of school: 6/10 *Wednesday: 6/25

District Office (DO): 1651 16<sup>th</sup> Street, Santa Monica.  
 Malibu City Council Chambers (M): 23815 Stuart Ranch Road, Malibu, CA

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

ACTION  
01/16/14

RECOMMENDATION NO. A.01

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

November 19, 2013  
December 12, 2013

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

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## **STUDY SESSION**





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

DISCUSSION  
01/16/14

STUDY SESSION ITEM NO. S.01

Principals from Edison language Academy (Lori Orum), Will Rogers Learning Community (Annette Mendoza) and John Adams Middle School (Steve Richardson) will share substantive, current school information in twelve-minute presentations, focusing on how their schools are advancing two of the Board's five goals below:

1. Professional Learning Communities (PLCs)
2. Response to Instruction and Intervention (RTI<sup>2</sup>)
3. Equity and Access for Student Success
4. Science, Technology, Engineering, and Mathematics (STEM) Curriculum
5. Common Core State Standards (CCSS)



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## **CONSENT ITEMS**

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/16/14

FROM: SANDRA LYON / TERRY DELORIA / JANECE L. MAEZ / 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 2013-2014 budget.

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

<b>Contractor/ Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Reading Partners 09/16/13 to 06/10/14 Not to exceed: \$10,000	Provide individual reading instruction for K-5 <sup>th</sup> grades	John Muir John Muir SMASH	<del>\$5,000</del> : 01-90150-0-11100-10000-5802-005-4050 (Resource-PTA)  <del>\$2,000</del> : 01-30100-0-11100-10000-5802-005-4050 (Title I)  <del>\$3,000</del> : 01-90121-0-11100-10000-5802-009-4090 (SMASH Equity Fund)
PS Arts 9/16/13 to 5/30/14 Not to exceed: \$5,000	To teach Art to all K-5 Classes	John Muir	01-90150-0-11100-10000-5802-005-4050 (PTA)
Pretender's Studio 10/18/13 to 06/10/14 Not to exceed: \$3,800	Kindergarten Dance instruction	Roosevelt	01-90150-0-11100-10000-2917-007-1501 (PTA)
UCLA Math Project 1/27/14 to 6/30/14 Not to exceed: \$17,200	Professional Development in cognitively guided instruction (CGI)	Educational Services	01-90180-0-11100-10000-5802-030-1300 (RGK Grant)
Theatre Thirty-One 12/13/13 to 3/31/14 Not to exceed: \$16,000	Provide after-school Theatre/Drama Program two to three days/week including a culminating event at the end of the program	John Adams	01-90810-0-11100-10000-5802-011-4110 (Ed Foundation)  01-90150-0-11100-10000-5802-01-4110 (Reimbursed by PTSA)

The Phylmar Group, Inc. 10/1/13 to 6/30/14  1 <sup>st</sup> addendum to increase contract amount by: \$96,700; total not to exceed: \$260,850 <i>(\$164,150 approved on 11/7/13)</i>	Additional environmental testing at MHS	District	25-90100-0-00000-82000-5890-050-1500
NRC Environmental Services Inc. 12/19/13 to 6/30/14  Not to exceed: \$81,800	Best Management Practices (BMP) Cleaning of Class Room Areas at MHS	District	25-90100-0-00000-82000-5890-050-1500
Pillsbury 11/1/13 to 6/30/14  Not-to-exceed hourly amount as follows: \$695 (partners) \$550 (associates) \$270 (paralegals)	To provide legal counsel regarding environmental issues throughout the district.	District	25-90100-0-00000-82000-5820-050-1500 (Capital Facility Fund)
Davida Leal Jane Glaser 2/1/14 to 5/30/14  Not to exceed: \$14,000	Ceramics and Dance enrichment classes for second semester for K-5 <sup>th</sup> grade students.	Grant Elementary School	01-90150-0-11100-10000-5300-003-4030 (PTA)
Pretender's Studio 10/18/13 to 6/10/14  Not to exceed: \$3,800	Kindergarten Dance Instruction	Roosevelt	01-90150-0-11100-10000-2917-1501 (PTA)

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

TO: BOARD OF EDUCATION  
 FROM: SANDRA LYON / TERRY DELORIA  
 RE: OVERNIGHT FIELD TRIP(S) 2013-2014

ACTION/CONSENT  
 01/16/14

RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve the special field trip(s) listed below for students for the 2013-2014 school year. No child will be denied due to financial hardship.

School Grade # students	Destination Dates of Trip	Principal/ Teacher	Cost Funding Source	Subject	Purpose Of Field Trip
John Muir Elementary 5 <sup>th</sup> Grade 55 students	Camp Hess-Kramer Malibu Outdoor Science Camp/school 3/31/14-4/4/14	Tristan Komlos/ L. Benitez/ M. Davies/ K. Griffin/	\$ 340.00  Student paid by parents and fundraising	Science	Outdoor science school curriculum base field trip
McKinley 4 <sup>th</sup> grade 75 students	Nature Bridge-Santa Monica Mountains 5/17/14	Irene Gonzalez-Castillo /M. Scifres/ D. Edwards/ B. Dempsey	\$2,248 for all students/ parent funded	Science	Outdoor Science Camp for our 4 <sup>th</sup> grade students.
Santa Monica High 9 <sup>th</sup> – 12 <sup>th</sup> 15	Anaheim, CA 2/6/14-2/9/14	Eva Mayoral/ Mariam Shafiey	\$200 per student paid through fundraising	ROP/ DECA	Competition at the state level in business and marketing categories, allowing students to study and apply their knowledge in real case studies as well as network with business representatives from industries across California.
Santa Monica High 9 <sup>th</sup> – 12 <sup>th</sup> 5	Atlanta, GA 5/2/14-5/7/14	Eva Mayoral/ Mariam Shafiey	\$600 per student paid through fundraising	ROP/ DECA	Competition at int'l level in business & marketing categories. Allows students to study & apply their knowledge in real case studies as well as network with int'l business representatives who may participate as judges or sponsors of a business category. Competitive events are great tools in assisting student's post-secondary education & career goals.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/16/14

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

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.04

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>GONZALEZ-CASTILLO, Irene</u> Ed Services 01-74050-0-11100-10000-5220-035-1300 General Fund- Resource: Common Core	Early Childhood STEM Conference Costa Mesa, CA February 7, 2014	\$240
<u>MOORE-WASHINGTON-Debra</u> Human Resources 01-00000-0-00000-74000-5220-025-1250 General Fund- Function: Personnel/Human Resources	ABC West Coast Labor Management Institute Costa Mesa, CA October 22 – 23, 2013	\$300
<u>POPOVICH, Judy</u> Human Resources 01-00000-0-00000-74000-5220-025-1250 General Fund- Function: Personnel/Human Resources	HRS Training Downey, CA November 7, 2013	\$40 <b>Mileage Only</b>

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

<b>Group Conference and Travel: In-State</b> * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>CHUNG, Alice</u> <u>+2 Additional Staff</u> Child Development Services 12-61050-0-85000-27000-5220-070-2700 Child Development Fund- Resource: State Pre-School Program	2014 Child Care and Development State Budget Policy Workshops La Crescenta, CA January 30, 2014	\$435
<u>DIAZ, Aida</u> <u>+4 Additional Staff</u> Ed Services 01-70910-0-47600-10000-5220-035-1300 General Fund- Resource: Economic Impact Aid	With Different Eyes Los Angeles, CA November 16, 2013	\$479

<u>GRIEGO, Orlando</u> <u>LANCASTER, Kelly</u> Food and Nutrition Services 13-53100-0-00000-37000-5220-057-2570 Cafeteria Fund- Resource: Child Nutrition	Super Co-op Food Show Pomona, CA January 8, 2014	\$51 <b>Mileage Only</b>
<u>HURST, Victoria</u> <u>+7 Additional Staff</u> Special Education 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	Applied Behavior Analysis Calabasas, CA February 24 – 25, 2014	\$600 <b>+4 SUBS</b>
<u>LYTZ, Paula</u> <u>+3 Additional Staff</u> Lincoln Middle 01-90150-0-11100-10000-5220-012-4120 General Fund- Resource: Reimbursed by PTA	ACSA 2014 Every Child Counts Symposium Monterey, CA January 15 – 17, 2014	\$4,675
<u>WALLACE, Theresa</u> <u>+4 Additional Staff</u> Lincoln Middle 01-90150-0-11100-10000-5220-012-4120 General Fund- Resource: Reimbursed by PTA	CAHPERD Annual State Conference Garden Grove, CA February 27 – March 2, 2014	\$3,200
<u>WOOLVERTON, Sara</u> <u>+4 Additional Staff</u> Special Education No Cost to District	2013 Education Law Conference Cerritos, CA November 19, 2013	\$0

**Out-of-State Conferences: Individual**

<u>BOEWE, Juliette</u> Malibu High 01-65000-0-50010-21000-5220-043-1400 <u>\$900</u> 01-90120-0-11100-10000-5220-010-4100 <u>\$800</u> 01-90140-0-11100-10000-5220-010-4100 <u>\$750</u> General Fund- Function: Special Ed/Gifts/Reimb. ASB	Crisis Prevention Training Renewal Phoenix, AZ February 5 – 7, 2014	\$2,450
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**Out-of-State Conferences: Group**

<b>NONE</b>		
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MOTION MADE BY:  
 SECONDED BY:  
 STUDENT ADVISORY VOTE:  
 AYES:  
 NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

01/16/14

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: HEAD START – ERSEA PLAN

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the attached Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) Plan for program year 2014-2015 for the Head Start Program.

COMMENT: The ERSEA Plan outlines policy, procedures, and responsibilities and includes the agency's Contingency Plan. The ERSEA plan is implemented to ensure that age eligible and income eligible children are enrolled into the program, and that families with greatest need are provided services.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/16/14

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: SELF-ASSESSMENT PLAN FOR STATE PRESCHOOL/HEAD START

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the plan for Self-Assessment for State Preschool/Head Start for the week of January 27-31, 2014

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION  
 FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG  
 RE: HEAD START ONE-TIME FUNDING

ACTION/CONSENT  
 01/16/14

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the One-Time Supplemental Funds (OTS) from LACOE for the amount not to exceed \$60,000 to replace/renovate items at various sites.

Funding Information

Source: Head Start  
 Currently Budgeted: Yes  
 Account Number: 12-52101-0-85000-82000-5640-070-2700  
 Description: One-Time Only Funding

COMMENT: This project correct items cited by Los Angeles County Office of Education (LACOE) in the area of health and safety per federal regulation 1304.53 (a) (10) (xiv). By replacing/repairing the following items Santa Monica-Malibu Unified School District will be in federal compliance and ensure that the children are in a safe environment that will improve the quality of services provided. The total investment for the project is proposed not to exceed \$60,000.

SITE	DESCRIPTION
McKinley	Replace/repaint the panels in the 4 restrooms walls
	Install low wall with gate to separate the classrooms and hallway - safety
	Replace the rubber surface under the playground structure
	Purchase new refrigerator to replace the old on in the kitchen
Muir	Replace the roof gutter due to rusting
	Install fabric fence covering the ramp and the fence facing the public sidewalk – safety
Rogers	Replace the roof gutter due to rusting
Woods	Install the fabric fence covering for the fence facing the park – safety
Head Start Classrooms	Replace area rugs for all 8 classrooms – health

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

TO: BOARD OF EDUCATION  
 FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG  
 RE: POLICY COMMITTEE BY-LAWS – HEAD START

ACTION/CONSENT  
 01/16/14

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve the update on the Policy Committee By-Laws for the Head Start Program.

COMMENT: Some of the most significant changes due to enrollment and the elimination of the coordinator position for SY 2012-2013 are:

CURRENT	PROPOSED
Coordinator	Director/Assistant Director
2 Representatives and 2 Alternates per Classroom	1 Representative and 1 Alternate per Site
Maximum of 8 Community Representatives	Maximum of 4 Community Representatives
Quorum of 4 voting members during the school year, 3 for the months of July, August, and September.	Quorum of 3 voting members during the school year, 2 during the months of July, August, and September.
	Special Call Meetings may be conducted through teleconference
In the past, procedures between the Santa Monica Board Policy Committee and the Board of Education have to be resolved within 12 days.	Procedures have to be resolved within 20 days to give us more time to schedule appointments with Board Members.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/16/14

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: HEAD START COLLABORATION WITH THE LOS ANGELES COUNTY OFFICE OF EDUCATION

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve the refunding application and budget for fiscal year 2014-2015 with Los Angeles County Office of Education (LACOE) for the purpose of providing Head Start Services to eligible families effective July 1, 2014, through June 30, 2015. This agreement is to be executed between LACOE, and the Santa Monica-Malibu Unified School District, wherein LACOE agrees to pay Santa Monica-Malibu Unified School District Child Development Services an amount not to exceed \$1,328,000 for the Head Start-Basic Program and \$4,800 for the Head Start Training and Technical Assistance.

COMMENT: Head Start is a federal grant program with a long history of providing comprehensive child development and support services to young children and families with incomes at or below the poverty level. The contract operates on a minimum of 180 days, provides for the operation of 8 Head Start classes – approximately 160 children in a full day setting in partnership with State Preschool Funds.

GOALS (2014-2015):

1. To enhance the quality of school readiness for preschool children in an effort to support the school district’s focus on closing the achievement gap. Children will demonstrate an awareness they can manipulate the sounds in the spoken language such as words syllables and portions of words.

Objectives:

- 100% of the classrooms will increase scores on the CLASS observation of a minimum of one point in categories of instruction support.
- All classroom staff will implement four strategies from the GLAD model.
- By June 2015 the final outcomes report will reflect an increase of five percent of the children achieving the level of integrating on the phonological awareness indicator.
- To establish a partnership with Venice Family Clinic through parent and staff participation in the Dental Health Innovation Project.
- To provide health events by June 2015.

<b>BUDGET 2014-2015</b>	
Personnel	\$ 845,249
Fringe Benefits	353,907
Supplies	20,749
Contractual	24,000
Other	88,895
<b>TOTAL</b>	<b>\$1,332,800</b>

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/16/14

FROM: SANDRA LYON / TERRY DELORIA / SARA WOOLVERTON

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2013-2014

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2013-2014 as follows:

**NPS**

2013-2014 Budget 01-65000-0-57500-11800-5125-043-1400

2013-2014 Budget 01-65120-0-57500-31400-5890-043-1400

Nonpublic School	SSID	Service Description	Contract Number	Cost Not to Exceed
Village Glen (Help Group)	5103150682	NPS	66-SPED14093	\$160.00
Village Glen (Help Group)	6168084434	NPS	64-SPED14091	\$61,338.00
Village Glen (Help Group)	5103151852	NPS	75-SPED14108	\$37,448.00
Summit View West (Help Group)	2119527595	NPS	72-SPED14105	\$37,448.00
Summit View West (Help Group)	6148250684	NPS	73-SPED14106	\$37,448.00
Summit View West (Help Group)	9155041301	NPS	74-SPED14107	\$40,506.00
Westview	4103150220	NPS	70-SPED14102	\$17,830.00
Westview	2119528495	NPS	38-SPED14056	\$1,960.00
Westview	2042683637	NPS	76-SPED14109	\$17,171.00

Amount Budgeted NPS 13/14		\$ 1,700,000
Amount Budgeted Mental Health Services 13/14		\$ 900,000
Total Budgeted		\$ 2,600,000
Prior Board Authorization as of 12/12/13		\$ 1,864,855
	Balance	\$ 735,145
Positive Adjustment (See Below)		\$ 23,749
		\$ 758,894
Total Amount for these Contracts		\$ 251,309
	Balance	\$ 507,585

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 2013-2014 in the amount of \$0 as of 12/12/13					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
ECF Kayne Eras Center	NPS	52-SPED14080	R	\$690.00	
North Hills Prep	NPS	24-SPED14035	E	\$18,307.00	
North Hills Prep	NPS	50-SPED14072	E	\$4,752.00	

**NPA**

2013-2014 Budget 01-65000-0-57500-11800-5126-043-1400

Nonpublic Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Chris Byers, MA, CCC-SLP	1160926503	SLP Services	61-SPED14097	\$4,800.00
K & M Center	5103152212	Reading Intervention	68-SPED14098	\$5,500.00
ERA Ed/STAR of California	1762951893	Behavior 1:1, BID	51-SPED14075	\$1,142.40
Julia Hobbs Speech Therapy	4145842800	Speech Evaluation	69-SPED14100	\$1,800.00
California Psychcare	4156409070	Behavior 1:1	23-SPED14034	\$4,620.00
Therapy West	3104331917	OT & PT Services	77-SPED14110	\$19,200.00
Trang Nguyen, OD, FAAO	2957708698	Vision Therapy	78-SPED14103	\$900.00

Amount Budgeted NPA 13/14		\$	847,000
Prior Board Authorization as of 12/12/13		\$	<u>974,224</u>
	Balance	\$	-127,224
Positive Adjustment (See Below)		\$	<u>2,750</u>
		\$	-124,474
Total Amount for these Contracts		\$	<u>37,962</u>
	Balance	\$	-162,436

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 2013-2014 in the amount of \$0 as of 12/12/13					
NPA	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
The Kelter Center	Reading Intervention	44-SPED14064	E	\$2,750.00	

### Instructional Consultants

2013-2014 Budget 01-65000-0-57500-11900-5802-043-1400

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Total Recall Captioning	1103200503	Real-time captioning	24-SPED14033	\$3,510.00
Pyramid Educational Consultants	3104331917	PECS consultation	6-SPED14009	\$1,140.00

Amount Budgeted Instructional Consultants 13/14		\$	447,000
Prior Board Authorization as of 12/12/13		\$	<u>216,924</u>
	Balance	\$	230,076
Positive Adjustment (See Below)		\$	<u>0</u>
		\$	230,076
Total Amount for these Contracts		\$	<u>4,650</u>
	Balance	\$	225,426

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 2013-2014 in the amount of \$0 as of 12/12/13					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

### Non-Instructional Consultants

2013-2014 Budget 01-65000-0-57500-11900-5890-043-1400

Non-Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Minds in Motion Therapy	4/2/2010	Speech Evaluations	35-SPED14099	\$1,200.00
OT 4 Kids	5192831722	OT Evaluation	36-SPED14101	\$850.00

Amount Budgeted Non-Instructional Consultants 13/14		\$	150,000
Prior Board Authorization as of 12/12/13		\$	<u>236,840</u>
	Balance	\$	-86,840
Positive Adjustment (See Below)		\$	<u>0</u>
		\$	-86,840
Total Amount for these Contracts		\$	<u>2,050</u>
	Balance	\$	-88,890

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 2013-2014 in the amount of \$0 as of 12/12/13					
Non- Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

**Legal**

2013-2014 Budget 01-65000-0-57500-11900-5820-043-1400

Legal Contractor	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Legal Services 13/14		\$ 300,000
Prior Board Authorization as of 12/12/13		<u>250,000</u>
	Balance	\$ 0
Adjustments for this period		<u>\$ 0</u>
		\$ 0
Total Amount for these Contracts		<u>\$ 0</u>
	Balance	\$ 50,000

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 2013-2014 in the amount of \$ 0 as of 12/12/13				
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

01/16/14

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

RE: AWARD OF PURCHASE ORDERS – 2013-14

RECOMMENDATION NO. A.11

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from December 3, 2013, through January 6, 2014, for fiscal year 2013-14.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/16/14

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

RE: ACCEPTANCE OF GIFTS – 2013/2014

RECOMMENDATION NO. A.12

It is recommended that the Board of Education accept, with gratitude, checks totaling **\$48,052.69** 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 2013-2014 income and appropriations by **\$48,052.69** as described on the attached listing.

This report details only cash gifts. 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 and PTA 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 Account Number	Cash Amount	Item Description	Purpose	Donor
<b>Adams Middle School</b> 01-90120-0-00000-00000-8699-011-0000	\$20,500.00 \$ 20.00		Field Trip General Supplies and Materials	Santa Monica Science Magnet  Lidia Sanchez
<b>Cabrillo Elementary School</b> 01-90120-0-00000-00000-8699-017-0000	\$ 3,052.35		General Supplies and Materials	Various
<b>Lincoln Middle School</b> 01-90120-0-17100-00000-8699-012-0000	\$ 9,922.00		General Supplies and Materials	Various Parents
<b>Malibu High School</b> 01-90120-0-17100-00000-8699-010-0000	\$ 5,250.00 \$ 4,000.00 \$ 1,525.19 \$ 60.00		Equipment  Coach Assistant, Hourly General Supplies and Materials General Supplies and Materials	Malibu High School Grad Night Malibu High School Grad Night Malibu Special Ed Foundation  Various
<b>McKinley Elementary School</b> 01-90120-0-17100-00000-8699-004-0000	\$ 2,035.00 \$ 1,070.00 \$ 148.93		Field Trip Field Trip General Supplies and Materials	Various Various Various
<b>Olympic High School</b> 01-90120-0-00000-00000-8699-014-0000	\$ 200.00		Other Operating Expense	Martha Moutrie
<b>Santa Monica High School</b> 01-90120-0-00000-00000-8699-015-0000	\$ 269.22		General Supplies and Materials	Wells Fargo Foundation Ed
<b>TOTAL</b>	<b>\$48,052.69</b>			

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/16/14

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

RE: PARTIAL RELEASE OF RETENTION – LEASE LEASEBACK – JOHN ADAMS MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDINGS E, F, & G, NEW ADMINISTRATION, MODERNIZATION & SITE IMPROVEMENTS PACKAGE 2B – SWINERTON BUILDERS – MEASURE BB

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve a partial release of retention (5%) for the Lease Leaseback – John Adams Middle School – Replacement of Classroom Building E, F & G, New Administration, Modernization and Site Improvements Project (Package 2B) to Swinerton Builders, for an amount of \$653,124.09.

Funding Information

Budgeted: Yes  
Fund: 82  
Source: Measure BB  
Account Number: 82-90500-0-00000-85000-6200-011-2600  
Budget Category: Hard Costs/Construction/Construction Contracts  
DSA #: 03-112808  
Friday Memo: 1/10/14

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

The John Adams Middle School – Replacement of Classroom Building E, F & G, New Administration, Modernization and Site Improvements Project (Package 2B) was entirely beneficially occupied on August 31, 2013. The Measure BB staff is working with Swinerton Builders on completing all remaining scope tasks, change order review, negotiation and administrative close-out.

Public Contract Code 9203 allows the District to release Partial Retention if more than 50% of the scope of work is complete and is satisfactory. As the scope of work for the project is nearly complete and all the areas of work are occupied by the school site, the contractor would like to request the Board of Education to release five percent of the total ten percent retention. This will allow the contractor to pay the subcontractors who have completed the project. Total 10% retention is \$1,306,248.94 and 5%, \$653,124.47 would be released.

A Friday Memo accompanies this item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/16/14

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

RE: ACCEPT WORK AS COMPLETED – MULTIPLE PURCHASE ORDERS  
PROJECTS – CAPITAL FUND & MEASURE BB

RECOMMENDATION NO. A.14

It is recommended that the Board of Education accept as completed all work contracted for the indicated Purchase Orders for the Washington South Project and Washington West Child Development Services Project which have a Substantial Completion date during the first quarter of 2013 or prior:

Washington South – Washington South Project

Budgeted: Yes  
Fund: 25  
Source: Capital Fund  
Account: 25-90100-0-00000-85000-6200-070-2600  
Budget Category: Hard Costs\Construction

Vendor Name	PO Number	Amount	Substantial Completion Date
Korade & Associate Builders, Inc.	131812	\$ 44,890.00	10/8/2012
Specialized Environmental Inc.	131641	\$ 44,479.00	10/29/2012
E.J. Enterprises	132496	\$ 36,180.00	12/4/2012
Commercial Scaffolding of CA, Inc.	131814	\$ 8,615.00	12/10/2012
AT&T	132695	\$ 22,290.71	12/17/2012
Go Construction	133104	\$ 24,763.00	12/17/2012
JRC Wrought Iron	133354	\$ 15,188.00	2/1/2013
Go Construction	133369	\$ 11,622.00	2/26/2013
Safe Gas Services Inc.	132958	\$ 44,869.00	3/5/2013
Dodge Concrete Surfaces	134050	\$ 6,575.00	3/11/2013

Washington South – Washington South Project

Budgeted: Yes  
Fund: 25 & 21  
Source: Capital Fund & Measure BB  
Account: 25-90100-0-00000-85000-6200-070-2600  
Account: 21-90500-0-00000-85000-6200-070-2600  
Budget Category: Hard Costs\Construction

Vendor Name	PO Number	Amount	Substantial Completion Date
Specialized Environmental Inc.	126247	\$44,230.00 (\$6,090.00 – Fund 25 \$38,140.00 – Fund 21)	7/2/2012

(continued on next page)

Washington South – Washington South Project (Fund 25)

Washington West – Child Development Services Project (Fund 21)

Budgeted: Yes  
Fund: 25 & 21  
Source: Capital Fund & Measure BB  
Account: 25-90100-0-00000-85000-6200-070-2600  
Account: 21-90500-0-00000-85000-6200-070-2600  
Budget Category: Hard Costs\Construction

Vendor Name	PO Number	Amount	Substantial Completion Date
Economy Glass Co. West, Inc.	133396	\$15,790.28 (\$10,525.80 – Fund 25 \$5,264.48 – Fund 21)	1/17/2013
Commercial West	133078	\$5,625.00 (\$3,000.00 – Fund 25 \$2,625.00 – Fund 21)	1/22/2013
Economy Glass Co. West, Inc.	132307	\$24,278.04 (\$17,898.04 – Fund 25 \$6,380.00 – Fund 21)	2/8/2013
Arieden Inc.	134051	\$44,900.00 (\$14,817.00 – Fund 25 \$30,083.00 – Fund 21)	3/26/2013

Washington West – Child Development Services Project

Budgeted: Yes  
Fund: 21  
Source: Measure BB  
Account: 21-90500-0-00000-85000-6200-070-2600  
Budget Category: Hard Costs\Construction

Vendor Name	PO Number	Amount	Substantial Completion Date
Lahav Group	133107	\$ 44,880.00	1/8/2013
Networld Solutions, Inc.	133358	\$ 8,040.00	1/17/2013
LA Pros	133543	\$ 15,025.00	1/28/2013
E.A.S. Bobcat Works, Inc.	133302	\$ 44,350.00	2/1/2013
R.A.P. Bobcat Works, Inc.	133209	\$ 22,500.00	2/20/2013
Tandus	133793	\$ 8,937.35	2/26/2013
Macias Maintenance	133362	\$ 44,575.00	3/5/2013
Western Fence	133401	\$ 44,889.00	3/11/2013
R.A.P. Bobcat Works, Inc.	133909	\$ 16,400.00	3/18/2013
California Office System, Inc.	134049	\$ 10,120.95	3/26/2013
California Office System, Inc.	134438	\$ 20,495.48	3/26/2013

COMMENT: 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.

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  
 01/16/14

RECOMMENDATION NO. A.15

Unless otherwise noted, all items are included in the 2013/2014 approved budget.

**ADDITIONAL ASSIGNMENTS**

**ADAMS MIDDLE SCHOOL**

Rajabali, Jahan	\$40.46, as needed	11/25/13-6/10/14	<u>Est Hrly/\$----</u>
			TOTAL ESTABLISHED HOURLY
			\$----

Comment: After School Library Supervision  
 01-Reimbursed by PTA

Doloso, Tess	\$40.46, as needed	12/14/13-6/6/14	<u>Est Hrly/\$----</u>
			TOTAL ESTABLISHED HOURLY
			\$----

Comment: Saturday School  
 01-Unrestricted Resource

Loopesko, Lorna	\$40.46, as needed	12/16/13-6/6/14	<u>Est Hrly/\$----</u>
			TOTAL ESTABLISHED HOURLY
			\$----

Comment: Substitute for After-School/Weekend Science Seminars  
 01-Tier III Programs Cat Flex

**CHILD DEVELOPMENT SERVICES**

Alidina, Jamila	64 hrs @\$31.18	12/23/13-1/3/14	Own Hrly/\$1,996
Barba, Yesenia	64 hrs @\$28.05	12/23/13-1/3/14	Own Hrly/\$1,795
Cruse, Patricia	64 hrs @\$35.52	12/23/13-1/3/14	Own Hrly/\$2,273
Gonzalez, Yolanda	64 hrs @\$31.18	12/23/13-1/3/14	Own Hrly/\$1,996
Gutierrez, Sofia	64 hrs @\$27.33	12/23/13-1/3/14	Own Hrly/\$1,749
Martinez, Emelita	64 hrs @\$35.52	12/23/13-1/3/14	Own Hrly/\$2,273
Mercier, Alisha	64 hrs @\$32.72	12/23/13-1/3/14	Own Hrly/\$2,094
Patton, Roxanna	64 hrs @\$31.18	12/23/13-1/3/14	Own Hrly/\$1,996
Rodriguez, Claudia	64 hrs @\$32.25	12/23/13-1/3/14	Own Hrly/\$2,064
Smith, LaTonya	64 hrs @\$27.69	12/23/13-1/3/14	<u>Own Hrly/\$1,772</u>
			TOTAL OWN HOURLY
			\$20,008

Comment: Winter Break Assignment  
 12-Unrestricted Resource

Castellon, Emma	64 hrs @\$25.78	12/23/13-1/3/14	Own Hrly/\$1,650
Douglas, Jennifer	64 hrs @\$33.33	12/23/13-1/3/14	Own Hrly/\$2,133
Garrett, Chakesha	64 hrs @\$21.57	12/23/13-1/3/14	Own Hrly/\$1,380
Herberg, Joan	64 hrs @\$33.84	12/23/13-1/3/14	Own Hrly/\$2,166
Jaye, Susan	64 hrs @\$31.18	12/23/13-1/3/14	Own Hrly/\$1,996
Norodom, Pachapor	64 hrs @\$29.88	12/23/13-1/3/14	Own Hrly/\$1,912
Rodriguez, Claudia	64 hrs @\$32.25	12/23/13-1/3/14	Own Hrly/\$2,064
Yadegari, Sholeh	64 hrs @\$25.78	12/23/13-1/3/14	<u>Own Hrly/\$1,650</u>
			TOTAL OWN HOURLY
			\$14,951

Comment: Winter Break Assignment  
 12-CA State Preschool Progr.

**EDUCATIONAL SERVICES**

Andrew, Vy	1 hr @\$40.46	11/21/13	Est Hrly/\$40
Bon, Nancy	1 hr @\$40.46	11/21/13	Est Hrly/\$40
Cruce, Marae	1 hr @\$40.46	11/21/13	Est Hrly/\$40
Gonzalez, Alicia	1 hr @\$40.46	11/21/13	Est Hrly/\$40

Utzinger, Sara	1 hr @\$40.46	11/21/13	Est Hrly/\$40
Wadsworth, Henry	1 hr @\$40.46	11/21/13	<u>Est Hrly/\$40</u>
TOTAL ESTABLISHED HOURLY			\$240

Comment: Middle and High School Curriculum Debrief Meeting  
01-RGK Foundation

Cordes, Amy	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Jauregui, Marissa	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Mathewson, Stefanie	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Matthews, Jill	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Meade, Maggie	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Murcia, Constanza	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Murcia, Gabriella	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Snow, Angela	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Stark, Amy	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Treuenfels, Therese	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Weinstock, Cyndie	1 hr @\$40.46	11/20/13	Est Hrly/\$40
Witt, Carl	1 hr @\$40.46	11/20/13	<u>Est Hrly/\$40</u>
TOTAL ESTABLISHED HOURLY			\$480

Comment: Elementary Curriculum Debrief Meeting  
01-RGK Foundation

Beeman-Solano, Amy	1 hr @\$40.46	11/25/13	Est Hrly/\$40
De la Cruz, Gilda	1 hr @\$40.46	11/25/13	Est Hrly/\$40
Gies-McLaughlin, Gretchen	1 hr @\$40.46	11/25/13	Est Hrly/\$40
Pust, Jennifer	1 hr @\$40.46	11/25/13	Est Hrly/\$40
Reichle, Tisha	1 hr @\$40.46	11/25/13	Est Hrly/\$40
Saling, David	1 hr @\$40.46	11/25/13	<u>Est Hrly/\$40</u>
TOTAL ESTABLISHED HOURLY			\$240

Comment: Secondary ELA CCSS Implementation of Benchmark Meeting  
01-Common Core Implementation

Berman, Wendy	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Carey, Anne	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Cullen, Christine	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Gusmao-Garcia Williams, R.	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Hamilton, LaDawna	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Hovest, Christie	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Levy, Nancy	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Marek, Mallory	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Mowry, Kristen	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Murdock, Sheryl	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Nitti, Anna	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Ostrom, Mike	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Pirri, Stephanie	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Powell, Erin	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Schneider, Kirsten	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Scrifres, Mary	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Verham, Karen	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Ware, Andrea	6 hrs @\$40.46	1/20/14-4/11/14	Est Hrly/\$243
Zagor, Maura	6 hrs @\$40.46	1/20/14-4/11/14	<u>Est Hrly/\$243</u>
TOTAL ESTABLISHED HOURLY			\$4,617

Comment: Common Core Curriculum Mapping  
01-Common Core Implementation

FRANKLIN ELEMENTARY SCHOOL

Corpuz, Rowena	44 hrs @\$40.46	12/2/13-5/27/14	<u>Est Hrly/\$1,780</u>
TOTAL ESTABLISHED HOURLY			\$1,780

Comment: After School Intervention  
01-Gifts – Equity Fund



HUMAN RESOURCES

Morn, Lora 9.5 days @\$421.90 12/1/13-6/30/14 Own Daily/\$4,008  
TOTAL OWN DAILY \$4,008

Comment: MAA Coordinator  
01-Unrestricted Resource

Contreras, Sitara 15 hrs @\$40.46 1/1/14-6/10/14 Est Hrly/\$607  
TOTAL ESTABLISHED HOURLY \$607

Comment: BTSA Support Provider  
01-Tier III Programs Cat Flex

LINCOLN MIDDLE SCHOOL

Forte, Mark 12 hrs @\$40.46 11/16/13-6/10/14 Est Hrly/\$486  
Moazzez, Rozita 12 hrs @\$40.46 11/16/13-6/10/14 Est Hrly/\$486  
TOTAL ESTABLISHED HOURLY \$972

Comment: Saturday School  
01-Unrestricted Resource

Ehrke, Shelly 49.45 hrs @\$40.46 8/20/13-6/10/14 Est Hrly/\$2,000  
Hart, Sharon 49.45 hrs @\$40.46 8/20/13-6/10/14 Est Hrly/\$2,000  
Stauffer, Nathaniel 49.45 hrs @\$40.46 8/20/13-6/10/14 Est Hrly/\$2,000  
TOTAL ESTABLISHED HOURLY \$6,000

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

Seymour, Robert 98.86 hrs @\$40.46 8/20/13-6/10/14 Est Hrly/\$4,000  
TOTAL ESTABLISHED HOURLY \$4,000

Comment: ASB Coordinator  
01-Tier III Programs Cat Flex

Johnston, Roe 49.45 hrs @\$40.46 8/20/13-6/10/14 Est Hrly/\$2,000  
TOTAL ESTABLISHED HOURLY \$2,000

Comment: Audio-Visual Coordinator  
01-Tier III Programs Cat Flex

Tolentino-Stauffer, Aimee 6 hrs @\$40.46 11/21/13-6/10/14 Est Hrly/\$243  
TOTAL ESTABLISHED HOURLY \$243

Comment: PTSA Parent Education Nights  
01-Reimbursed by PTA

Perez, Raymond 49.45 hrs @\$40.46 8/20/13-6/10/14 Est Hrly/\$2,000  
TOTAL ESTABLISHED HOURLY \$2,000

Comment: AVID Coordinator  
01-Gifts – Equity Fund

Moazzez, Rozita 2 hrs @\$40.46 12/9/13-12/13/13 Est Hrly/\$81  
TOTAL ESTABLISHED HOURLY \$81

Comment: Student-Led Conferences  
01-Tier III Programs Cat Flex

MALIBU HIGH SCHOOL

Corrigan, Brian 50 hrs @\$40.46 11/1/13-6/10/14 Est Hrly/\$2,023  
Ryan, Sarah 33 hrs @\$40.46 11/1/13-6/10/14 Est Hrly/\$1,335  
Stowell, Rachel 33 hrs @\$40.46 11/1/13-6/10/14 Est Hrly/\$1,335  
Wadsworth, Henry 33 hrs @\$40.46 11/1/13-6/10/14 Est Hrly/\$1,335  
Wintner, Lisa 43 hrs @\$40.46 11/1/13-6/10/14 Est Hrly/\$1,740  
TOTAL ESTABLISHED HOURLY \$7,768

Comment: After School Tutoring  
01-Gifts – Equity Fund

MCKINLEY ELEMENTARY SCHOOL

Taslimi, Laila 28 hrs @\$40.46 10/14/13-1/13/14 Est Hrly/\$1,133  
TOTAL ESTABLISHED HOURLY \$1,133

Comment: Reading Instruction  
01-Gifts – Equity Fund

King, Keri 30 hrs @\$40.46 9/12/13-6/10/14 Est Hrly/\$1,214  
TOTAL ESTABLISHED HOURLY \$1,214

Comment: Coordinate Student Council  
01-Reimbursed by PTA

Freehill, Nikki 6 hrs @\$40.46 12/6/13-12/20/13 Est Hrly/\$243  
TOTAL ESTABLISHED HOURLY \$243

Comment: Compile Student Intervention Services  
01-IASA: Title I Basic-LW Inc/Neg

Wetmore, Elayne 2 hrs @\$40.46 12/13/13 Est Hrly/\$81  
TOTAL ESTABLISHED HOURLY \$81

Comment: Family Movie Night  
01-Tier III Programs Cat Flex

MUIR ELEMENTARY SCHOOL

Benitez, Lourdes 35 hrs @\$40.46 1/7/14-4/30/14 Est Hrly/\$1,416  
TOTAL ESTABLISHED HOURLY \$1,416

Comment: After School Math Class  
01-IASA: Title I Basic-LW Inc/Neg

ROOSEVELT ELEMENTARY SCHOOL

Duncan, Yeato 8 hrs @\$40.46 12/2/13-12/13/13 Est Hrly/\$324  
O'Meara, Peggy 8 hrs @\$40.46 12/2/13-12/13/13 Est Hrly/\$324  
TOTAL ESTABLISHED HOURLY \$648

Comment: Classroom Move  
01-Unrestricted Resource

SANTA MONICA HIGH SCHOOL

Saunders, Shawn \$40.46, as needed 11/2/13-6/9/14 Est Hrly/\$----  
TOTAL ESTABLISHED HOURLY \$----

Comment: Saturday School  
01-Unrestricted Resource

Hafft, Ianna 110 hrs @\$40.46 11/1/13-6/10/14 Est Hrly/\$4,451  
TOTAL ESTABLISHED HOURLY \$4,451

Comment: APEX Learning  
01-Gifts – Equity Fund

Parker, Trevor 4.5 hrs @\$40.46 10/19/13 Est Hrly/\$182  
TOTAL ESTABLISHED HOURLY \$182

Comment: PSAT Proctor  
01-Reimbursed by ASB

Runyon, Greg 58 days @\$550.87 1/6/14-3/28/14 Own Daily/\$31,950  
TOTAL OWN DAILY \$31,950

Comment: House Principal Substitute for Maternity Leave  
01-Unrestricted Resource

**SMASH**

Barba-Castro, Graciela	1 hr @\$40.46	11/15/13	Est Hrly/\$40
Carter, Christian	1 hr @\$40.46	11/15/13	Est Hrly/\$40
Dresher, Pamela	1 hr @\$40.46	11/15/13	Est Hrly/\$40
Haendel, Erin	1 hr @\$40.46	11/15/13	Est Hrly/\$40
Hwang, Genie	1 hr @\$40.46	11/15/13	Est Hrly/\$40
Mendinueto, Darwin	1 hr @\$40.46	11/15/13	Est Hrly/\$40
Mugalian, Tamara	1 hr @\$40.46	11/15/13	Est Hrly/\$40
Powell, Chrysta	1 hr @\$40.46	11/15/13	Est Hrly/\$40
Serapiglia, Anne	1 hr @\$40.46	11/15/13	Est Hrly/\$40
Wold-Florian, Jayme	1 hr @\$40.46	11/15/13	<u>Est Hrly/\$40</u>
TOTAL ESTABLISHED HOURLY			\$400

Comment: CCSS Math Professional Development  
01-RGK Foundation

**SPECIAL EDUCATION**

Boewe, Juliette	80 hrs @\$64.21	7/1/13-11/1/13	<u>Own Hrly/\$5,137</u>
TOTAL OWN HOURLY			\$5,137

Comment: Additional Hours for Neuropsychological Evaluations  
01-Special Education

Curtis, Laura	2.5 hrs @\$40.46	11/18/13-11/19/13	<u>Est Hrly/\$101</u>
TOTAL ESTABLISHED HOURLY			\$101

Comment: CPI Training/Team Meeting  
01-Special Education

Blair, Susy	10 hrs @\$60.97	9/1/13-11/30/14	<u>Own Hrly/\$610</u>
TOTAL OWN HOURLY			\$610

Comment: Additional Hours for Assessments  
01-Special Education

**WEBSTER ELEMENTARY SCHOOL**

Blair, Susy	20 hrs @\$40.46	11/18/13-5/30/14	Est Hrly/\$809
Harris, Stacy	20 hrs @\$40.46	11/18/13-5/30/14	Est Hrly/\$809
London, Kristina	20 hrs @\$40.46	11/18/13-5/30/14	<u>Est Hrly/\$809</u>
TOTAL ESTABLISHED HOURLY			\$2,427

Comment: Homework Club  
01-Gifts

Foster, Craig	20 hrs @\$40.46	12/3/13-5/30/14	Est Hrly/\$809
Held, Pamela	20 hrs @\$40.46	12/3/13-5/30/14	<u>Est Hrly/\$809</u>
TOTAL ESTABLISHED HOURLY			\$1,618

Comment: Math Instruction for GATE Students  
01-Tier III Programs Cat Flex

**ADDITIONAL ASSIGNMENT – EXTRA DUTY UNITS****SANTA MONICA HIGH SCHOOL – Winter Athletics**

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Black, Mark	13 EDU	Var. Wrestling	12/13-2/14	\$3,328
Chapman, James	13 EDU	Var. Girls Soccer	12/13-2/14	\$3,328
Flanders, Matt	13 EDU	Var. Water Polo	12/13-2/14	\$3,328
Gomez, Tony	10 EDU	Asst. Wrestling	12/13-2/14	\$2,560
Hecht, James	13 EDU	Var. Boys Basketball	12/13-2/14	\$3,328
Silvestri, Marisa	13 EDU	Var. Girls Basketball	12/13-2/14	\$3,328
Seals, Mike	10 EDU	Asst. Wrestling	12/13-2/14	\$2,560
Tickler, Brian	6 EDU	Asst. Boys Basketball	12/13-2/14	<u>\$1,536</u>
TOTAL EDUS				\$23,296

**TOTAL ESTABLISHED HOURLY, OWN HOURLY AND OWN DAILY = \$144,902**

**NEW HIRES****PROBATIONARY CONTRACTS**

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Smith, Cynthia/Math Malibu High School	100%	1/6/14

**TEMPORARY CONTRACTS**

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Gonzalez, Monica/5 <sup>th</sup> Grade Rogers Elementary	100%	1/6/14-6/10/14
Sheinbaum, Adriana/Reading Muir Elementary	40%	12/1/13-6/10/14

**SUBSTITUTE TEACHERS****CHILD DEVELOPMENT SERVICES**

<u>(@\$16.19 Hourly Rate)</u>	<u>Effective</u>
Morales, Ismael	12/20/13

**CHANGE IN ASSIGNMENT**

	<u>Effective</u>
Braff, Sarah Ed Svcs/Human Resources/Rogers Elementary	8/20/13-12/20/13
<u>From:</u> Classroom Teacher	
<u>To:</u> Teacher on Special Assignment	

**LEAVE OF ABSENCE (with pay)**

<u>Name/Location</u>	<u>Effective</u>
Cerrato, Wendy Franklin Elementary	11/20/13-12/5/13 [medical] (Extension of dates from 12/12/13 Agenda)
Blitz, Sarah Lincoln Middle School	1/6/14-2/28/14 [maternity]
Florian, Jayme SMASH	1/6/14-2/14/14 [maternity]
Florian, Jayme SMASH	2/17/14-3/21/14 [CFRA]
Rosemberg, Jessica Santa Monica HS	11/21/13-12/21/13 [medical]
Silhavy, Dawn Franklin Elementary	11/25/13-12/10/13 [medical]
Simmons, Martha Roosevelt Elementary	9/25/13-6/10/14 [intermittent FMLA, not to exceed 60 days]
Smith, Courtney Child Develop Svcs	11/12/13-1/8/14 [medical]

**LEAVE OF ABSENCE (without pay)**

Name/Location

Blitz, Sarah  
Lincoln Middle School

Effective

3/3/14-4/2/14  
[CFRA]

Rosemberg, Jessica  
Santa Monica HS

10/12/13-11/20/13  
[CFRA]

Rosemberg, Jessica  
Santa Monica HS

12/22/13-3/28/13  
[child care]

Ryan, Sarah  
Malibu High School

12/2/13-12/16/13  
[FMLA/CFRA]

**RESIGNATION**

Name/Location

Clark, Jason  
Malibu High School

Effective

12/20/13

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

TO: BOARD OF EDUCATION  
 FROM: SANDRA LYON / BRANDON TIETZE  
 RE: CLASSIFIED PERSONNEL – MERIT

ACTION/CONSENT  
 01/16/14

RECOMMENDATION NO. A.16

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>
Ernst, Amanda Child Develop Svcs-Franklin ES	Children’s Center Asst 3.5 Hrs/SY/Range: 18 Step: A	12/2/13
Hunter, Katherine Special Education	Occupational Therapist 8 Hrs/SY/Range: 78 Step: E	12/2/13
Sanchez, Cecilia Special Ed-Adams MS	Inst Asst – Specialized 6 Hrs/SY/Range: 26 Step: A	11/18/13
<b><u>PROMOTION</u></b>		<b><u>EFFECTIVE DATE</u></b>
Reid, Shuntoria Special Ed-Lincoln MS	Inst Asst – Specialized 6 Hrs/SY/Range: 26 Step: A Fr: Inst Asst – Special Ed: 6 Hrs/SY	11/18/13
Yi, Renee Special Education	Inst Asst – Specialized 6 Hrs/SY/Range: 26 Step: A Fr: Inst Asst – Special Ed: 6 Hrs/SY	11/18/13
<b><u>TEMP/ADDITIONAL ASSIGNMENTS</u></b>		<b><u>EFFECTIVE DATE</u></b>
Avina, Fernando Facility Permits	Sprinkler Repair Technician [overtime; school events]	11/9/13-6/30/14
Brooks, Latricia Roosevelt ES	Inst Asst – Special Ed [additional hours; classroom support]	12/2/13-12/13/13
Burkett, Deena Facility Permits	Senior Office Specialist [additional hours; clerical assistance]	10/1/13-6/30/14
Cruz, Cindy Santa Monica HS	Inst Asst – Bilingual [additional hours; assistance with tutoring]	10/1/13-10/30/13
Gaur, Smirti Special Education	Office Specialist [additional hours; clerical assistance]	11/7/13
Gonzalez, Jose Facility Permits	Campus Security Officer [additional hours; school events]	11/14/13-6/30/14
Gonzalez, Monica Facility Permits	Campus Security Officer [additional hours; school events]	11/14/13-6/30/14
Jorgenson, Stephanie Roosevelt ES	Inst Asst – Special Ed [additional hours; classroom support]	12/2/13-12/13/13
Miller, Karen Educational Svcs	Office Specialist [additional hours; assistance with auditions]	11/16/13

Minca, Robin Facility Permits	Administrative Assistant [additional hours; school events]	11/15/13-6/30/14
Monte, Peri Webster ES	Elementary Library Coordinator [additional hours; Homework Club supervision]	11/18/13-5/30/14
Putt, Marissa Roosevelt ES	Inst Asst – Special Ed [additional hours; classroom support]	12/2/13-12/13/13
Quon, Rosemary Educational Svcs	Office Specialist [additional hours; assistance with auditions]	11/16/13
Sargent, Darren Santa Monica HS	Campus Security Officer [additional hours; construction security]	11/20/13-12/20/13
Sebastiani, Guido Facility Permits	Gardener [overtime; school events]	11/1/13-6/30/14
Smith, Luz Facility Permits	Translator [additional hours; form translation]	10/24/13-6/30/14
Wilson, Terry Facility Permits	Campus Security Officer [additional hours; school events]	11/14/13-6/30/14
Worthington, Jamie Muir ES	Inst Asst – Special Ed [additional hours; classroom support]	10/15/13
<b><u>SUBSTITUTES</u></b>		<b><u>EFFECTIVE DATE</u></b>
Arrington, Antoinette Child Develop Svcs	Children’s Center Asst	11/14/13-6/30/14
Davis, Sharonn District	Campus Security Officer	11/14/13-6/30/14
Gonzalez, Jose District	Campus Security Officer	11/13/13-6/30/14
Gsoell, Valerie Food and Nutrition Svcs	Cafeteria Worker I	11/15/13-6/10/14
Lynch, Margaret Child Develop Svcs	Children’s Center Asst	12/1/13-6/30/14
Preciado, Violeta Child Develop Svcs	Children’s Center Asst	12/6/13-6/30/14
Ramirez, Armida Food and Nutrition Svcs	Cafeteria Worker I	12/6/13-6/10/14
<b><u>INVOLUNTARY TRANSFER</u></b>		<b><u>EFFECTIVE DATE</u></b>
Gonzalez, April Special Education	Inst Asst – Special Ed 6 Hrs/SY Fr: 6 Hrs/SY/McKinley ES	11/21/13
<b><u>VOLUNTARY TRANSFER</u></b>		
Morris, Diane McKinley ES	Inst Asst – Classroom 3 Hrs/SY Fr: Inst Asst – Classroom: 2.5 Hrs/SY	11/4/13

**VOLUNTARY TRANSFER IN LIEU OF LAYOFF**

Kidwell, Lachell Adams MS	Inst Asst – Special Ed 5 Hrs/SY Fr: 5 Hrs/SY/Olympic HS	11/15/13
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**LEAVE OF ABSENCE (PAID)**

		<b><u>EFFECTIVE DATE</u></b>
Cornell, Constance Santa Monica HS	Inst Asst – Special Ed Medical	12/2/13-2/28/14
Gonzalez, Jessica Child Develop Svcs-SAMOHI	Children’s Center Asst Maternity	12/6/13-1/1/14
Martinez, Kim Roosevelt ES	Inst Asst – Special Ed Personal	11/18/13-1/5/14
McAlpin, Michael Operations	Custodian Medical	11/25/13-1/5/14
Narain, Chandra Educational Svcs	Administrative Assistant Medical	12/1/13-12/23/13
Porter, Joe Operations	Custodian Medical	12/1/13-2/23/14
Simmonds, Hugh Operations	Gardener Medical	11/25/13-1/1/14

**PROFESSIONAL GROWTH**

		<b><u>EFFECTIVE DATE</u></b>
Godinez, Lorena Child Develop Svcs-SAMOHI	Children’s Center Asst	1/1/14
Gonzalez-Mortensen, Simona Roosevelt ES	Physical Activities Specialist	1/1/14
Kamkar, Vida Fiscal Svcs	Accounting Technician	1/1/14
Martinez, Isabel Special Ed-Santa Monica HS	Inst Asst – Specialized	1/1/14
Savage, Stephanie Santa Monica HS	Senior Office Specialist	1/1/14

**WORKING OUT OF CLASS**

		<b><u>EFFECTIVE DATE</u></b>
Hartley, Logan Rogers ES	Physical Activities Specialist Fr: Inst Asst – Physical Education	11/4/13-11/30/13

**ABOLISHMENT OF POSITION**

	<b><u>EFFECTIVE DATE</u></b>
Children’s Center Asst 8 Hrs/SY; Adams MS	10/23/13
Inst Asst – Special Ed 6 Hrs/SY; Special Education – McKinley ES	11/18/13



Inst Asst – Special Ed 5 Hrs/SY; Special Education – Olympic HS	11/12/13
Inst Asst – Specialized 6 Hrs/SY; Special Education	11/4/13
Inst Asst – Specialized 6 Hrs/SY; Special Education	11/14/13

**RESCIND DISQUALIFICATION FROM PROBATION**

DV 8994279	Custodian	<b><u>EFFECTIVE DATE</u></b> 12/13/13
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**RESCIND TERMINATION**

DV 8994279	Gardener	<b><u>EFFECTIVE DATE</u></b> 12/13/13
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**RESIGNATION**

Campos, Oscar Operations	Gardener	<b><u>EFFECTIVE DATE</u></b> 12/4/13
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Capra, Lucas Facility Permits	Technical Theater Technician	12/31/13
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Kim, Laura Lincoln MS	Inst Asst – Music	12/20/13
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Lockett, Tyrone Operations	Custodian Gardener	12/13/13
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**TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES**

(39-MONTH MEDICAL REEMPLOYMENT LIST) MJ 7428162	Administrative Assistant	<b><u>EFFECTIVE DATE</u></b> 12/24/13
Educational Svcs		

**SUSPENSION WITHOUT PAY**

TA 5256331		<b><u>EFFECTIVE DATE</u></b> 1/8/14; 1/15/14
Maintenance		

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/16/14

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON /BRANDON TIETZE

RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.17

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**

Bower, Alan	Malibu HS	11/1/13-6/30/14
Humphrey, Ray	Malibu HS	7/1/13-6/30/14
O'Doherty, Annelise	Malibu HS	11/15/13-6/30/14
Pasion, Joel	Malibu HS	11/26/13-6/30/14
Pineda, Edgar	Malibu HS	12/5/13-6/30/14
Wein, David	Malibu HS	11/20/13-6/30/14

**NOON SUPERVISION AIDE**

Alvarez, Maryke	McKinley ES	11/1/13-6/10/14
Gomez, Noelia	McKinley ES	11/1/13-6/10/14
Lucas, Ralph	McKinley ES	11/1/13-6/10/14
Marion, Rosa	McKinley ES	11/1/13-6/10/14
Mendoza, Ana	McKinley ES	8/22/13-6/10/14
Morris, Diane	McKinley ES	11/4/13-6/10/14
Oyenoki, Aimee	McKinley ES	11/1/13-6/10/14
Reyes, Modesta	McKinley ES	11/1/13-6/10/14
Rodriguez, Ofelia	Educational Svcs	11/20/13-6/30/14
Shahmoradi, Sima	Franklin ES	11/19/13-6/10/14
Sotoj, Maria	McKinley ES	11/4/13-6/10/14

**TECHNICAL SPECIALIST – LEVEL II**

Brown, Kim	Cabrillo ES	11/25/13-3/26/14
	[Intervention Specialist]	
	- Funding: Economic Impact Aid LEP	

**STUDENT WORKER – PEER TUTOR**

Bernstein, Mollie	Santa Monica HS	10/1/13-6/10/14
Dunn, Katie	Santa Monica HS	10/1/13-6/10/14
Oharian, Sarah	Santa Monica HS	10/1/13-6/10/14
Pak, Peter	Santa Monica HS	10/1/13-6/10/14
Pitsker, Jones	Santa Monica HS	10/1/13-6/10/14
Qi, Jerry	Santa Monica HS	10/1/13-6/10/14

**STUDENT WORKER – WORKABILITY**

Michaelson, Jordan	Special Education	11/18/13-6/30/14
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MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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## **DISCUSSION ITEMS**

TO: BOARD OF EDUCATION

DISCUSSION

FROM: SANDRA LYON / TERRY DELORIA

01/16/14

**7:00PM**

RE: RAND REPORT: EARLY AND SCHOOL-AGE CARE IN SANTA MONICA

DISCUSSION ITEM NO. D.01

In July 2012, the City of Santa Monica Human Services Division and the Santa Monica–Malibu Unified School District (SMMUSD) contracted with the RAND Corporation to conduct an assessment of child care programs in Santa Monica, California. The study was motivated in part by the perception of some stakeholders that the system of care in Santa Monica had become fragmented and complex. Additional motivations were the uncertainty of resource streams stemming from recent and anticipated state and federal budget cuts and a desire to ensure youth wellbeing in the community. The project sought to assess how well Santa Monica’s child care programs meet the needs of families, including child care and early education programs serving children from birth to kindergarten entry, as well as care for school-aged children (kindergarten-12th grade) in the hours before and after school and in the summer. Recommendations would consider how to better meet family needs and sustain programs going forward.

The full report presents the findings from the RAND study, capturing the full range of information gathering and the associated analyses. The study examines early and school-aged care (ESAC) and analyzes ways to make the most effective use of available sources of public funding and of the existing public and private provider infrastructure to deliver effective programs. The recommendations will be of interest to policymakers in local government and school district settings.

RAND staff will present their findings and answer questions related to the research.

TO: BOARD OF EDUCATION

DISCUSSION

01/16/14

FROM: SANDRA LYON / TERRY DELORIA

RE: COMMON CORE STATE STANDARDS (CCSS) UPDATE

DISCUSSION ITEM NO. D.02

Staff will update the Board of Education on the implementation of the Common Core State Standards (CCSS).

TO: BOARD OF EDUCATION

DISCUSSION

01/16/14

FROM: SANDRA LYON / TERRY DELORIA / MARK KELLY

RE: CONSIDER REVISING BP AND AR 5117 – INTERDISTRICT ATTENDANCE

DISCUSSION ITEM NO. D.03

It is recommended that the Board of Education consider revising BP and AR 5117 – Interdistrict Attendance.

COMMENT: Traditionally, the board reviews BP/AR 5117 and BP/AR 5116.1 in February; however, in order to make applications available sooner to adjust for the earlier start to the school year, staff is asking the board to discuss potential changes in January and approve any changes in early February.

As written, both BP/AR 5117 and BP/AR 5116.1 give the district the necessary flexibility to accommodate requests for intradistrict transfers and accept students from outside the district. Staff is recommending the below listed changes to the language of BP and AR 5117.

**Proposed Revisions to BP 5117:**

- Change Section E to read, “The district will accept applications for interdistrict permits in grades TK through 11.”
  - Rationale: Including TK will allow maximum flexibility. Approval is still subject to space available.
- Change section E1 to read, “...2014-15,” school year.
- Insert “non-Title I” to the end of Section F2 to read, “all students enrolled in that school shall be provided an option to transfer to another non-Title I district school.”
  - Rationale: Students seeking a program improvement (PI) transfer may only transfer to a non-Title I (i.e. non-PI) school.
- Add to Section F4 a subsection “i” that states, “Students requesting to be admitted who do not meet any criteria described in Section F1-F4h.”
  - Rationale: Allows for a student to be accepted who does not meet any of the other criteria, but who seeks to enroll in the district. Reflects what has been practiced for school with more space available.

**Proposed Revisions to AR 5117:**

- Modify section header to read, “Conditions for Accepting and Retaining Interdistrict Attendance Permits.”
  - Rationale: Clarifies content of the section.
- Add to the “Conditions for Accepting and Retaining Interdistrict Attendance Permits” section:
  - “...there must be an existing opening in the class, grade level, educational program and school to which the student seeking interdistrict permit would be initially enrolled.”
    - Rationale: Clarifies that a permit may not be approved because there is no opening in the *educational program* that meets the student’s needs.
  - Add to Section 3, “Additionally, approval is contingent on applicants demonstrating they meet standards for retaining a permit, including standards of behavior, attendance or academic”

effort. The district will not pay excess costs to provide specialized services to students on permit.”

- Rationale: Reflects language in the policy that is not addressed in the regulation.

Any changes to the policy will return for board action at the February 6, 2014 board meeting.

**Interdistrict Attendance**

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

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

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

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

- B. Permits of this type are to be initiated by the student's parent or guardian who attests to the fact or shows evidence that the permit would be in the student's best interests. Cancellation of the permit shall occur if certain provisions are not adhered to by the student or parent/guardian, or if overcrowding should occur at the school of acceptance.
- C. The Board is committed to providing a quality education for all district students legally enrolled and will provide fair and consistent treatment for students and parent/guardians regardless of their residence or permit status. All applications for a permit will be treated in a fair and consistent manner.
- D. Final approval of permits for all students, including students needing specialized programs, such as GATE, special education, ELL, etc., shall rest at the district and shall be contingent upon space, budget and staff availability. Additionally, approval is contingent on applicants demonstrating they meet requirements for retaining a permit including standards of behavior, attendance and academic effort. The district will not pay excess costs to provide specialized services to students on permit.
- E. The district will accept applications for interdistrict permits in grades ~~K~~ TK through 11. Permits will be granted per the language of section D. above.



1. The total number of all new interdistrict permits that will be accepted and approved for the ~~2013-2014~~ 2014-2015 school year will not exceed 300.
    - a. The total number of new permits accepted and approved for kindergarten will not exceed 50.
    - b. The total number of new permits accepted and approved for grades 1 through 5 will be issued on a space available basis.
    - c. The total number of new permits accepted and approved for John Adams Middle School and Lincoln Middle School for grade 6 will not exceed 10.
    - d. The total number of new permits accepted and approved for grades 7 and 8 at John Adams Middle School and Lincoln Middle School will not exceed 10 per grade level.
    - e. The total number of permits accepted and approved for grades 9 through 11 at Santa Monica High School will not exceed 20 per grade level.
    - f. Permits will be accepted to Olympic High School on a case by case basis for students currently enrolled in SMMUSD.
    - g. The district will continue to accept all permit applications to Malibu schools.
    - h. International High School students will be accepted and approved on a case-by-case basis.
  2. All students currently attending on an interdistrict permit will be allowed to remain in the district until they leave or graduate, assuming that they submit a verification of continuing enrollment annually and uphold appropriate standards of behavior, attendance, and academic effort. Interdistrict attendance permits for 11th and 12th graders may not be rescinded.
  3. Guidelines previously applied to SMASH, Edison, including the immersion program through Grade 8, and our preschools will remain in effect.
- F. Requests for new permits will be received (granted) in the following order (Based on the timelines identified in Administrative Regulations 5117):
1. Intradistrict permits allowing children who are residents of the cities of Santa Monica and/or Malibu to attend a school other than their neighborhood school;
 

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

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

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

4. If space, staffing and budget allow, interdistrict permits for:
  - a. Those students "in good standing" who have been attending school/s within SMMUSD as a resident of the district, for a minimum period of three complete school years, and subsequently relocate outside the boundaries of SMMUSD. Permits will be granted per the language of section D above.
  - b. Siblings of current interdistrict permit holders. If a permit is received (granted) there is no guarantee of same-school placement. On-going permit holders are not affected and will continue in the home school being currently attended.
  - c. International High School students on a case-by-case basis.
  - d. Children of employees of the cities of Malibu or Santa Monica.
  - e. Children of full-time, permanent employees of Santa Monica College.
  - f. Children of alumni of Santa Monica High School, Malibu High School, or Olympic High School. Parent must attach a copy of graduation diploma to the permit application.
  - g. Grandchildren of individuals who have been living within the boundaries of SMMUSD for a minimum of five years.
  - h. Children of individuals working within the boundaries of SMMUSD.
  - i. Students requesting to be admitted who do not meet any criteria described in Section F1-F4h.

Legal Reference:

EDUCATION CODE

[41020](#) Annual district audits

[46600-46611](#) Interdistrict attendance agreements

[48204](#) Residency requirements for school attendance

[48300-48316](#) Student attendance alternatives, school district of choice program

[48350-48361](#) Open Enrollment Act

[48915](#) Expulsion; particular circumstances

[48915.1](#) Expelled individuals: enrollment in another district

[48918](#) Rules governing expulsion procedures

[48980](#) Notice at beginning of term

[52317](#) Regional Occupational Center/Program, enrollment of students, interdistrict attendance

ATTORNEY GENERAL OPINIONS

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

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

COURT DECISIONS

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

Management Resources:

WEB SITES

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

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

**Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**

**adopted: January 27, 1994 Santa Monica, California**

**revised: February 17, 2005; February 20, 2003; March 3, 2011; March 15, 2012;  
March 5, 2013**

**Interdistrict Attendance**

Interdistrict Attendance Procedures (transfers between districts):

**General Guidelines**

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

**Conditions for Accepting and Retaining Interdistrict Attendance Permits**

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

1. The student seeking an initial interdistrict permit in the district must submit an SMMUSD permit application and present a permit authorizing his/her release from the school district of residence.
2. A release from the school district of residence is required for the initial permit application only and not required for permit renewal.
3. The student must be eligible to attend elementary school, middle school, or senior high school classes maintained by the Santa Monica-Malibu Unified School District and there must be an existing opening in the class, grade level, education program and school to which the student seeking the interdistrict permit would be initially enrolled. Additionally, approval is contingent on applicants demonstrating they meet standards for retaining a permit, including standards of behavior, attendance or academic effort. The district will not pay excess costs to provide specialized services to students on permit.

4. All students currently attending on an interdistrict permit will be allowed to remain in the district until they leave or graduate, assuming that they: annually submit a verification of continuing enrollment to SMMUSD and comply with all the SMMUSD application requirements; uphold appropriate standards of behavior, attendance, and academic effort.
5. Interdistrict attendance permits for 11th and 12th graders may not be rescinded.

### **Conditions for Cancellation of Interdistrict Permits**

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

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

### **Appeal Procedures**

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

## **Annual Report**

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

**Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**  
**adopted: August 19, 2009 Santa Monica, California**  
**revised: February 17, 2011; February 2, 2012; March 5, 2013**

TO: BOARD OF EDUCATION

DISCUSSION

01/16/14

FROM: SANDRA LYON / TERRY DELORIA / MARK KELLY

RE: REVIEW BP 5116.1 – INTRADISTRICT OPEN ENROLLMENT

DISCUSSION ITEM NO. D.04

It is recommended that the Board of Education consider revising BP 5116.1 – Intradistrict Open Enrollment.

COMMENT: Traditionally, the board reviews BP/AR 5117 and BP/AR 5116.1 in February; however, in order to make applications available sooner to adjust for the earlier start to the school year, staff is asking the board to discuss potential changes in January and approve any changes in early February.

As written, both BP/AR 5117 and BP/AR 5116.1 give the district the necessary flexibility to accommodate requests for intradistrict transfers and accept students from outside the district. Staff is recommending the below listed changes to the language of BP and AR 5117.

**Proposed Revisions to BP 5116.1:**

- Insert “non-Title I” to subsection 2 of the “Enrollment Priorities” section to read, “...all students enrolled in that school shall be provided an option to transfer to another non-Title I district school.”
  - Rationale: Students seeking a program improvement (PI) transfer may only transfer to a non-Title I (i.e. non-PI) school.

**Proposed Revisions to AR 5116.1:**

- Make the following changes to the “Other Intradistrict Open Enrollment” section:
  - “The Superintendent or designee shall identify those schools which may have space available for additional students. ~~A list of these schools and open enrolment applications shall be available at all school office.~~ A list of schools which may have space available shall be maintained by the district’s Student Services Department. Intradistrict open enrollment applications shall be available at all school offices and at the District Office.
    - Rationale: It is not practical for school sites to maintain an up-to-date lists of schools with available space. This is best done by the Student Service Department. Schools have applications and do provide them upon request.
  - “Students of parents/guardians who submit applications to the district by ~~May 31~~ April 30 shall be eligible for consideration for admission to their school of choice the following school year under the district’s open enrollment policy.”
    - Rationale: Earlier due date adjusted for early start of school year. Given that intradistrict permits take priority over interdistrict permits, it is advisable that we have an earlier due date.
  - “Enrollment in a school of choice shall be determined by lot from the eligible applicant pool. ~~And a waiting list shall be established to indicate the order in which applicants may be accepted if openings occur during the year.~~ Late applicants shall not be added to the waiting list for the current year.”

- Rationale: It is impractical to maintain such a waiting list and doing so makes it difficult for administrators to manage enrollment at their school sites. Student Services continuously monitors space availability and makes alternative offers to families, including revisiting requests over time.
- “Approved applicants must confirm their enrollment within ~~40~~ 5 school days.”
  - Rationale: In practice, the district asks families to respond within 24 hours; five days is a reasonable response time.

Any changes to the policy will return for board action at the February 6, 2014 board meeting.



### Intradistrict Open Enrollment

The Board of Education desires to provide enrollment options that meet the diverse needs and interests of district students. The Superintendent or designee shall establish procedures for the selection and transfer of students among district schools in accordance with law, Board policy, and administrative regulation.

The parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of residence within the district. (Education Code [35160.5](#))

The Board shall annually review this policy. (Education Code [35160.5](#), [48980](#))

### Enrollment Priorities

Priority for attendance outside a student's attendance area shall be given as follows:

1. The Board believes it is the best interest of students that firm ties are established between families and schools. Therefore, once a family has received an intradistrict permit, the receiving school shall be regarded as the home school of that family, and all siblings in the family may attend that school. Enrollment of intradistrict siblings will be automatic, and shall not be subject to permit priorities or space availability.
2. If a district school receiving Title I funds is identified for program improvement, corrective action, or restructuring, all students enrolled in that school shall be provided an option to transfer to another non-Title I district school or charter school. (20 USC [6316](#))
3. If while on school grounds a student becomes the victim of a violent criminal offense, he/she shall be provided an option to transfer to another district school or charter school. (20 USC [7912](#))
4. If a student attends a school designated by the California Department of Education as "persistently dangerous," he/she shall be provided an option to transfer to another district school or charter school. (20 USC [7912](#); 5 CCR [11992](#))
5. The Superintendent or designee may approve a student's transfer to a district school that is at capacity and otherwise closed to transfers upon finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student.

To grant priority under these circumstances, the Superintendent or designee must have received either: (Education Code [35160.5](#))

- a. A written statement from a representative of an appropriate state or local agency, such as a law enforcement official, social worker, or a properly licensed or registered professional, such as a psychiatrist, psychologist, or marriage and family therapist
- b. A court order, including a temporary restraining order and injunction

For all other applications for enrollment from outside a school's attendance area, the Superintendent or designee shall use a random, unbiased selection process to determine who

shall be admitted whenever the school receives admission requests that are in excess of the school's capacity. A school's capacity shall be calculated in a nonarbitrary manner using student enrollment and available space. (Education Code [35160.5](#))

Enrollment decisions shall not be based on a student's academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students. (Education Code [35160.5](#))

No student currently residing within a school's attendance area shall be displaced by another student transferring from outside the attendance area. (Education Code [35160.5](#))

## **Transportation**

Except as required by 20 USC [6316](#) for transfers out of Title I program improvement schools, the district shall not be obligated to provide transportation for students who attend school outside their attendance area.

### Legal Reference:

#### *EDUCATION CODE*

[200](#) Prohibition against discrimination

[35160.5](#) District policies; rules and regulations

[35291](#) Rules

[35351](#) Assignment of students to particular schools

[46600-46611](#) Interdistrict attendance agreements

[48200](#) Compulsory attendance

[48204](#) Residency requirements for school attendance

[48300-48316](#) Student attendance alternatives, school district of choice program

[48350-48361](#) Open Enrollment Act

[48980](#) Notice at beginning of term

#### *CODE OF REGULATIONS, TITLE 5*

[11992-11994](#) Definition of persistently dangerous schools

#### *UNITED STATES CODE, TITLE 20*

[6316](#) Transfers from program improvement schools

[7912](#) Transfers from persistently dangerous schools

#### *CODE OF FEDERAL REGULATIONS, TITLE 34*

[200.36](#) Dissemination of information

[200.37](#) Notice of program improvement status, option to transfer

[200.39](#) Program improvement, transfer option

[200.42](#) Corrective action, transfer option

[200.43](#) Restructuring, transfer option

[200.44](#) Public school choice, program improvement schools

[200.48](#) Transportation funding for public school choice

#### *COURT DECISIONS*

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

#### *ATTORNEY GENERAL OPINIONS*

85 Ops.Cal.Atty.Gen. 95 (2002)

### Management Resources:

U.S. DEPARTMENT OF EDUCATION NONREGULATORY GUIDANCE

Public School Choice, January 2009

Unsafe School Choice Option, May 2004

#### *WEB SITES*

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

California Department of Education, Unsafe School Choice Option: <http://www.cde.ca.gov/ls/ss/se/usco.asp>

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>

## **Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**

**adopted: August 19, 2009 Santa Monica, California**

**revised: September 8, 2011**

## Intradistrict Open Enrollment

### Transfers for Victims of a Violent Criminal Offense

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

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

### Transfers from a "Persistently Dangerous" School

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

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

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

The transfer shall remain in effect as long as the student's school of origin is identified as "persistently dangerous." The Superintendent or designee may choose to make the transfer permanent based on the educational needs of the student, parent/guardian preferences, and other factors affecting the student's ability to succeed if returned to the school of origin. The Superintendent or designee shall cooperate with neighboring districts to develop an interdistrict transfer program in the event that space is not available in a district school.

### Other Intradistrict Open Enrollment

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

1. The Superintendent or designee shall identify those schools which may have space available for additional students. ~~A list of these schools and open enrollment applications shall be available at all school offices.~~ A list of schools which may have space available shall be maintained by the district's Student Services Department. Intradistrict open enrollment applications shall be available at all school offices and at the District Office.
2. Students of parents/guardians who submit applications to the district by May 31 shall be eligible for consideration for admission to their school of choice the following school year under the district's open enrollment policy.
3. Enrollment in a school of choice shall be determined by lot from the eligible applicant pool, ~~and a waiting list shall be established to indicate the order in which applicants may be accepted if openings occur during the year.~~ Late applicants shall not be added to the waiting list for the current year.
4. The Superintendent or designee shall provide written notification to applicants as to whether their applications have been approved, denied, or placed on a waiting list. If the application is denied, the reasons for denial shall be stated.
5. Approved applicants must confirm their enrollment within ~~10~~ 5 school days.

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

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

### **Notifications**

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

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

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

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## **MAJOR ITEMS**

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/17/13

FROM: SANDRA LYON

RE: ADOPT RESOLUTION NO. 13-06 – COMMEMORATING DR. MARTIN LUTHER KING, JR. DAY

RECOMMENDATION NO. A.18

It is recommended that the Board of Education adopt Resolution No. 13-06 – Commemorating Dr. Martin Luther King, Jr. Day.

This resolution is to honor Dr. Martin Luther King, Jr.'s birthday, which is officially observed this year on January 20, 2014. Attached is the resolution.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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

**RESOLUTION NO. 13-06  
COMMEMORATING DR. MARTIN LUTHER KING, JR. DAY**

**Whereas**, Dr. Martin Luther King, Jr. was born in 1929 in Atlanta Georgia;

**Whereas**, the young Martin Luther King attended segregated public schools and graduated from high school at age 15;

**Whereas**, Dr. King received his B.A. degree from Morehouse College in Georgia, the alma mater of both his father and grandfather and earned his B.D. from Crozer Theological Seminary. Later, in 1955, he received a Ph.D. from Boston University;

**Whereas**, Dr. King was committed to equal rights for African-Americans in this country from an early age and was an active member of the NAACP;

**Whereas**, Dr. King led the boycott of Montgomery's segregated buses for over a year after Rosa Parks refused to give up her seat in a bus in 1955, and eventually, the Supreme Court outlawed discrimination in public transportation and Dr. King emerged a prominent leader of the civil rights movement;

**Whereas**, Dr. King began organizing protest demonstrations and marches in such cities as Birmingham, Alabama, St. Augustine, Florida and Selma, Alabama. The marches were for the right to vote, desegregation, labor rights and other basic civil rights.

**Whereas**, between 1957 and 1968, Dr. King canvassed the country and appeared more than 2500 times to speak in protest against injustices toward his race;

**Whereas**, Dr. King wrote five books and numerous articles drawing on his experience as a preacher to galvanize and inspire an audience. Dr. King was arrested and jailed on several occasions;

**Whereas**, on August 28, 1963, Dr. King led the great march in Washington, DC, that culminated with his famous "I Have a Dream" speech at the Lincoln Memorial. More than a quarter million people of all ethnicities attended the event.

**Whereas**, at the height of Dr. King's influence, the Civil Rights Act of 1964 and the Voting Rights Act of 1965 were passed.

**Whereas**, Dr. King was awarded the Nobel Peace Prize in 1964, at the age of 35.

**Whereas**, Dr. King continued his work to attack discrimination in other parts of the North and broadened his criticism against the Vietnam War;

**Whereas**, Dr. King advocated for government compensatory program seeking restitution of wages lost to slavery which in turn, demanded aid for the poorest communities and sought an economic bill of rights that provided for massive government job programs to reconstruct society;

**Whereas**, Dr. King continued to participate in the movement by supporting black city workers striking for higher wages and better treatment in Memphis, Tennessee where he was assassinated;

**Whereas**, in 1986, Congress established the Martin Luther King Day as a United States holiday and in 1994, King Day of Service was built on the teachings of nonviolence and social justice to promote community service. The aim is to make the holiday a day ON, where people of all ages and backgrounds come together to improve lives, bridge social barriers, and move our nation closer to the “Beloved Community” that Dr. King envisioned.

**Therefore, let it be resolved**, that the Santa Monica-Malibu Unified School District celebrates the life and legacy of a man who brought hope and healing to America. We commemorate the timeless values he taught us through his example – the values of courage, truth, justice, compassion, dignity, humility and service that so radiantly defined Dr. King’s character and empowered his leadership. On this holiday, we commemorate the universal, unconditional love, forgiveness and nonviolence that empowered his revolutionary spirit, and speaks to the best of who we are as human beings.

**Be it further resolved**, that our schools, offices, and broader community become places that embody the spirit of this great American by promoting and embracing reconciliation, respect, brotherhood, and our common humanity, not just today, but every day of the year.

**Passed and Adopted** this 16<sup>th</sup> day of January 2014 by the Santa Monica-Malibu Unified School District Board of Education by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Maria Leon-Vazquez  
Board President

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Sandra Lyon  
Superintendent



TO: BOARD OF EDUCATION

ACTION/MAJOR  
01/16/14

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

RE: ADOPT RESOLUTION NO. 13-07 – IN HONOR OF FRED KOREMATSU DAY  
OF CIVIL LIBERTIES AND THE CONSTITUTION

RECOMMENDATION NO. A.19

It is recommended that the Board of Education adopt Resolution No. 13-07 in honor of Fred Korematsu Day of Civil Liberties and the Constitution.

COMMENTS: Attached is the resolution.

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

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

**Resolution No. 13-07**

**FRED KOREMATSU DAY OF CIVIL LIBERTIES AND THE CONSTITUTION**

**WHEREAS**, the battle for civil liberties has been championed by ordinary Americans who have had the courage to stand up and fight for their basic Constitutional rights; and

**WHEREAS**, Fred T. Korematsu was one of these individuals, who refused to comply with Civilian Exclusion Order 34, based on the federal Executive Order 9066, which imposed strict curfew regulations and required 120,000 Japanese Americans to leave their homes to be incarcerated in American concentration camps during World War II; and

**WHEREAS**, Mr. Korematsu was arrested and convicted, but fought back because he believed the conviction went against the basic freedoms guaranteed to him by the U.S. Constitution; and

**WHEREAS**, Mr. Korematsu's conviction was ultimately overturned in 1984; a decision that influenced the US government's passage of the Civil Liberties Act of 1988, which recognized that a grave injustice was done by forced relocation and incarceration of civilian Americans because of wartime prejudice; and

**WHEREAS**, current California law designates a number of days as having special significance, when public schools are encouraged to observe and conduct suitable commemorative exercises as specified; and

**WHEREAS**, the History-Social Science Framework for California Public Schools, Kindergarten through Grade Twelve, states that the history curriculum at each grade level relating to community, state, region, nation and the world must reflect and integrate the experiences of men and women of different racial, religious and ethnic groups; and

**WHEREAS**, the California Assembly and State Senate passed AB 1775, the Fred Korematsu Day of Civil Liberties and the Constitution, without opposition and Governor Arnold Schwarzenegger signed this bill into law on September 23, 2010:

**NOW, THEREFORE, BE IT RESOLVED**, that the Santa Monica-Malibu Unified School District Board of Education encourages all schools and teachers to observe the Fred T. Korematsu Day of Civil Liberties and the Constitution on January 30 of every year, or the days surrounding it, and conduct exercises commemorating the life of Fred Korematsu and recognizing the importance of preserving civil liberties, even in times of real or perceived crisis.

**PASSED AND ADOPTED** by the Santa Monica-Malibu Unified School District Board of Education on this day, the 16<sup>th</sup> of January 2014, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Maria Leon-Vazquez  
President, Board of Education

\_\_\_\_\_  
Sandra Lyon  
Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/16/14

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

RE: APPROVAL OF 2012-13 ANNUAL FINANCIAL AUDIT REPORT

RECOMMENDATION NO. A.20

It is recommended that the Board of Education accept the 2012-13 Annual Financial Audit Report and approve management discussion and analysis/the administrative responses to the "Findings" & "Recommendations" as contained in the Subject audits.

COMMENTS: In response to California Education Code mandate, the 2012-13 financial audit has been completed by the audit firm of Christy White Accountancy Corporation. The Board of Education and the Financial Oversight Committee have previously received copies of the audit report and an information copy is available for public review in the Office of the Superintendent.

There are no audit adjustments or findings in this report.

A representative from Christy White Accountancy will be available at the meeting to answer questions.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/16/14

FROM: SANDRA LYON / TERRY DELORIA / MAUREEN BRADFORD

RE: APPROVAL OF 2012-13 SCHOOL ACCOUNTABILITY REPORT CARDS  
(SARC) FOR ELEMENTARY, MIDDLE, AND HIGH SCHOOLS

RECOMMENDATION NO. A.21

It is recommended that the Board of Education approve the 2012-2013 School Accountability Report Cards for the following sites:

- Edison Language Academy
- Franklin Elementary School
- Grant Elementary School
- John Muir Elementary School
- Juan Cabrillo Elementary School
- McKinley Elementary School
- Point Dume Marine Science School
- Roosevelt Elementary School
- Webster Elementary School
- Will Rogers Elementary School
- Santa Monica Alternative School House (SMASH)
- John Adams Middle School
- Lincoln Middle School
- Malibu High School
- Olympic High School
- Santa Monica High School

COMMENT: The School Accountability Report Cards (SARC) are mandated by California law and fulfill a reporting requirement of the No Child Left Behind Act of 2001. Each school's SARC must contain specific, discrete pieces of information mandated by the State of California, including test score results, demographic information, descriptions of professional development, and information about elements of Williams compliance, such as sufficiency of textbooks and facilities maintenance. Upon Board approval, the 2012-2013 SARCs will be posted on our website for public viewing.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR  
01/16/14

FROM: SANDRA LYON / JANCECE L. MAEZ

RE: BOARD DIRECTION TO STAFF REGARDING THE HIRING OF AN  
ENVIROMENTAL ENGINEERING FIRM TO ASSIST WITH ENVIRONMENTAL  
QUESTIONS

RECOMMENDATION NO. A.22

It is recommended that the Board of Education direct the Superintendent to enter into a contract with an environmental engineering firm as recommended by the panel of district staff, Environmental Task Force members, interested community members and experts in the field.

COMMENT: Last October, teachers at Malibu High School brought to our attention concerns that serious personal health issues may be connected to their campus, and we took swift action to relocate teachers and students and embark on a plan that strives to ask questions and rely on the analysis of environmental science experts who are qualified to address these emotionally charged questions with objective and solid science.

Following the review of air test data gathered in November and December 2013, professionals at the EPA Region IX told us that it is safe to occupy the classrooms; this information can be found on the District website.

However, we made a commitment to our employees and school community that we would engage a highly qualified and experienced environmental engineering team to guide our next steps, including gathering additional information and taking necessary action, as appropriate, so we can assure our community that our schools are working with safe learning environments. We are relieved that the EPA's analysis of the data thus far is positive and tells us that the air is well within acceptable health limits, and we are eager to engage a firm that will help us continue to deliver on our promise to gather the scientific data necessary to answer the community's questions.

The District is seeking to hire an environmental engineering firm to oversee more air and soils testing to help gather the necessary information to assure our staff, students and community that our schools are safe. They will also assist us in developing the appropriate plan for any further district assessments. The engineering firm will develop investigation plans under the oversight of, and in collaboration with, the EPA and the California Department of Toxic Substances Control.

We issued a Request for Qualifications (RFQ) the first part of December 2013 with a deadline to receive responses by Friday, December 20th. A copy of the RFQ can be found on our website at <http://smmusd.org/PublicNotices/RequestforQualifications.pdf>. The responses received were posted on the District website on January 8, 2014.

The screening and interview process of the environmental engineering firms began the first week of January. It was determined that each of the firms submitting qualifications had responsive documents and therefore final interviews were scheduled with all four of the firms that responded to the RFQ on January 13, 2014. The firms were asked to prepare a 30-minute presentation that summarized their response to the RFQ. They were provide the attached outline

of the RFQ stated Minimum Qualifications, Scope of Work and Additional Key Terms to serve as a guide for the organization of the presentation, and for the topics to be included in the presentation. The interview process also included a 45-minute question-and-answer session with the interview panel. The questions used during the interviews were posted to the website on January 10, 2014. In preparation of this question-and-answer session, the firms were asked to familiarize themselves with the “EPA Fact Sheet – PCBs in Caulk”, also attached as backup material.

It was important to have representation on the interview panel from district employees and Task Force members. Additionally, we wanted individuals who could provide technical expertise to the process. The interview panel included the following: Lisa Lambert (teacher at MHS, Task Force member); Seth Jacobson (parent at MHS and Cabrillo, Task Force member); Andrew Sheldon, PhD, PE, REHS (City of Malibu Environmental Health Administrator); Jose Escarce, MD, PhD (SMMUSD Board of Education); Laurie Lieberman, JD (SMMUSD Board of Education, Task Force member); Jan Maez (SMMUSD CFO); Terry Kamibayashi (SMMMUSD Manager of Facilities and Maintenance); and Shala Craig, PhD, PE, LEED AP, QSD/QSP (Environmental Manager/Program Manager, Parsons).

As part of a document (SMMUSD Schools Environmental Health Q&A – 1/5/14) posted on the District website, several questions were posed and answered that related to the hiring of the engineering firms. The questions and answers include:

**Q: Why did the District decide to hire an environmental engineering (EE) firm?**

**A:** We want experienced professionals to: (a) assess our situation; (b) consider employee and community concerns and questions; (c) construct and conduct the proper/necessary testing; and (d) outline necessary remediation. The District must rely on proven professionals to oversee this technical work.

**Q: What process will you use for determining which firm to hire?**

**A:** A panel will interview the firms. This panel will include district employees and task force members. We are reaching out to environmental engineering professionals to see if they can assist us in finding another environmental expert to sit on the interview panel.

**Q: How will we know what questions you asked of the firms?**

**A:** They will be posted online for public review.

**Q: What process will you use to share the testing plans and data gathered by the EE firm?**

**A:** We understand the need for transparency and open communication, and we will stress this point of importance to the firm hired. In fact, their response to questions on transparency and public meetings will play a significant role in the hiring determination. Once hired, the firm will be required to provide a complete action plan and timeline, which will be posted online, at the school sites and offered in an email to staff and parents.

The four firms interviewed were:

Environ International Corporation; Irvine and Los Angeles  
Exponent; Oakland  
Terraphase Engineering; San Diego  
AMEC Environment & Infrastructure, Inc.; Irvine

Staff will announce the interview panel's recommendation at the Board of Education meeting scheduled tonight and request that the Superintendent be given the authority to enter the contract with the selected firm.

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

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## **INFORMATION ITEMS**



TO: BOARD OF EDUCATION

INFORMATION

01/16/14

FROM: SANDY LYON / TERRY DELORIA / IRENE GONZALEZ

RE: SUPPLEMENTAL INSTRUCTIONAL MATERIALS

INFORMATION ITEM NO. I.01

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

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

**Guided Reading Nonfiction Focus: Complete Set – 26 Levels, A-Z**, by Scholastic for grades K-5. Adoption requested by Irene Gonzalez

**Guided Reading en Español: Kindergarten – Levels 1-3**, by Scholastic for grades K-5. Adoption requested by Irene Gonzalez

**Guided Reading en Español: Grade 1-- Levels 4-6**, by Scholastic for grades K-5. Adoption requested by Irene Gonzalez

**Guided Reading en Español: Grade 2-- Levels 7-9**, by Scholastic for grades K-5. Adoption requested by Irene Gonzalez

TO: BOARD OF EDUCATION

INFORMATION

01/16/14

FROM: SANDRA LYON

RE: QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS

INFORMATION ITEM NO. I.02

Attached is a copy of the Quarterly Report on Williams Uniform Complaints. It is required that the information be reported publicly at a Board Meeting.

TO: BOARD OF EDUCATION

INFORMATION

01/16/14

FROM: SANDRA LYON / TERRY DELORIA / MARK KELLY

RE: QUARTERLY REPORT ON DISABILITY HARASSMENT REPORTING

INFORMATION ITEM NO. I.03

To comply with BP 5145.10 – Disability Harassment, this item is to come before the Board as an information item each quarter. This report includes reports from October 1, 2013 to December 31, 2013 (2<sup>nd</sup> Quarter).

Quarter covered by this report:

- 1<sup>st</sup> Quarter July 1 to September 30 (Reporting in October)
- 2<sup>nd</sup> Quarter October 1 to December 31 (Reporting in January)
- 3<sup>rd</sup> Quarter January 1 to March 31 (Reporting in April)
- 4<sup>th</sup> Quarter April 1 to June 30 (Reporting in July)

Reports:

- No reports were filed during the quarter indicated.
- Reports were filed at the schools or district offices listed in the report.

Site	Number of Reports	Determined to be Harassment	Resolution
Will Rogers Learning Community	1	Disability	Student-Parent-Administrative conference held. Student's behavior monitored.
John Adams Middle School	1	Disability	Incident occurred at Boys and Girls Club. Student-Parent-Administrative conferences held. School administration advised the Club regarding appropriate consequences and intervention.