

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

March 26, 2014

A special meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Wednesday, March 26, 2014, in the District Administrative Offices: 1651 16th Street, Santa Monica, CA. The Board of Education called the meeting to order at 4:14 p.m.

III. CALL TO ORDER

A. Roll Call

Board of Education Members

Maria Leon-Vazquez – President – <i>arrived at 4:28pm</i>	Jose Escarce
Ralph Mechur – Vice President	Laurie Lieberman
Ben Allen	Nimish Patel
Oscar de la Torre – <i>arrived at 4:49pm</i>	

B. Pledge of Allegiance

Led by Ms. Lieberman

II. BUDGET WORKSHOP: 2014-15

Staff will present the first look at the 2014-15 budget to include revenue projections using the LCFF calculation. Additionally, other district revenues will be discussed. The discussion will include enrollment projections, staffing allocations, and other expenditure recommendations.

This workshop is a follow-up to the initial LCFF/LCAP workshop that was held on November 19, 2013. During that meeting, stakeholder groups and the Board of Education listened to a thorough presentation regarding LCFF/LCAP, asked questions, and provided input as part of the process in developing the SMMUSD LCAP.

Ms. Maez's presentation can be found at the end of these minutes.

Ms. Maez answered board members' questions about the funding sources of LCFF, the purpose of the supplemental grant, the eight state priorities of the LCAP, the make-up of the LCAP committee, flexibility in staffing ratios, funding sources for various staffing, classified staffing levels, plans for textbook adoptions, and plans for deferred maintenance costs.

II. 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 three (3) minutes. When there is a large number of speakers, the Board may reduce the allotted time to two (2) minutes per speaker. The Brown Act (Government Code) states that Board members may not engage in discussion of issues raised during "VIII. 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.**

- *Dhun May expressed her concern about radiation with all the technology surrounding students on a daily basis.*
- *Claudia Soizor shared concerns of a group of Spanish-speaking parents at Will Rogers Learning Community regarding SES vendors and school food offerings. Mr. de la Torre asked if the district provided orientation to the SES vendors. Dr. Deloria explained the process behind parents choosing a vendor and explained that the state, not the district, provides the list of vendors. She will follow up to see which vendors provide bilingual services.*

V. **ADJOURNMENT**

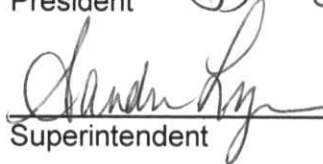
It was moved by Mr. de la Torre, seconded by Ms. Lieberman, and voted 7/0 to adjourn the meeting at 6:18 p.m. The next regularly scheduled meeting will be on **Thursday, April 3, 2014**, at 5:30 p.m. in the **District Administrative Offices**: 1651 16th Street, Santa Monica, CA.

Approved: _____

5/1/14



President



Superintendent

ATTACHMENTS

ATTACHED ARE THE FOLLOWING DOCUMENTS:

- Presentation: “2014-15 Budget Workshop”

Santa Monica-Malibu Unified School District 2014-15 BUDGET WORKSHOP

Janece L. Maez
Associate Superintendent
Business Services
March 26, 2014

LCFF: A Change in Budget Thinking

- Instead of thinking categorically....
- Budgeting with the LCFF replaces the previous categorical-based model
- LCFF will be phased in through 2020-21
- Along with their budgets, districts must develop and approve the Local Control Accountability Plan (LCAP)
- Districts will develop budgets that detail the actions and expenditures supporting pupil outcomes and overall performance as described in their LCAP Plan

LCFF - Refresher

- Base Grant by grade level (TK-3, 4-6, 7-8, 9-12)
 - Per Average Daily Attendance (ADA) amount
 - Additions made for Class Size Reduction (CSR) and Career Technical Education (CTE)
- Supplemental Grant for unduplicated counts of ELLs, Free/Reduced and Foster Youth – additional 20% based on the number of eligible students
- Concentration Grant when unduplicated counts exceed 55% of total student population

SMMUSD 2014-15 LCFF - By the Numbers

- SMMUSD Enrollment - 11,677
- SMMUSD ADA - 11,093
- Unduplicated Count (ELL, F/R, Foster) - 28.36%
- Cost of Living Adjustment (COLA) - 0.86%
- Projected LCFF Gap Closure - 28.05%
- Total LCFF funding - \$77,406,951
- Sources of LCFF
 - Property Taxes - \$58,592,544
 - Economic Protection Act (Prop 30 - State) - \$8,238,447
 - State Aid - \$10,575,960
- Included in the LCFF dollars is the Supplemental LCAP funding of \$2,114,863 (includes 785,233 prior year EIA)

What must be considered in the development of the LCAP Plan?

- 8 State Priorities
 1. Highly Qualified Teachers (HQT), Facilities, Instructional Materials
 2. Pupil Outcomes
 - Common Core State Standards (CCSS)
 - English Language Development Standards (ELD)
 - Next Generation Science Standards (NGSS)
 3. Parental Involvement
 4. Pupil Achievement
 - State Tests, API, a-g, AMOs, reclassification rates, AP tests

8 State Priorities - continued

5. Pupil Engagement
 - Attendance rates, chronic absenteeism rates, middle school dropout rates, high school graduation rates
6. School Climate
 - Suspension rates, expulsion rates, local measures such as surveys that measure safety and school connectedness
7. Course of Study
 - What courses does the State Board of Education (SBE) require in middle and high school?
8. Pupil Outcomes
 - How are students performing related to middle and high curriculum?

What else should be considered in the development of the LCAP Plan?

- Local Goals
 - Superintendent's Goals
 - P** Professional Learning Communities (PLCs)
 - E** Equity and Access
 - R** Response to Instruction and Intervention (RTI²)
 - C** Common Core State Standards
 - S** Science, Technology, Engineering, Math (STEM)

Additional Local Goals

- Board Goals
 - Communications
 - Building Capacity / Leadership Development
 - Measure ES – facility program
 - Vision for Student Success
 - Literacy – coaches, highly qualified Instructional Assistants, RTI², Secondary support
 - Professional Development (PD) – PD leaders, staff training, PD site grants
 - Visual and Performing Arts – VAPA
 - Site Stretch Grants

School Site Staffing

STAFFING – SITE	
Teachers	Staffing Ratios – TK-12 Hourly EDUs Summer School / Saturday School Independent Study / OCLC / Opportunity Class
Site Administrators	Principals House Principals / Asst. Principals Dean of Students
Site Clerical	Admin. Assistants Senior Office Specialists (SOS) Office Specialists
Operations	Custodians
Library	Librarians Elementary Library Coordinators
Health	Nurses Health Aides
Physical Education - Elementary	PAS's / PE Aides

STAFFING – SITE Continued	
Campus Supervision	Security Officers Noon Duty Aides
General Fund - Instructional Assistants	Vision for Student Success SMASH Independent Study Transitional Kindergarten
Outreach Specialists - Samohi	2 – General Fund
Community Liaisons	General – Ed Services
Technology	Tech Support Assistants
Other Positions	Lifeguards Trainers Coaching ROP Coordinator Lab Technician – Samohi
Music	Teachers – Elementary Aides/Accompanists – Secondary

Staffing Ratios – 2014-15

Grade Level	Ratio	Title I Sites	JAMS
TK	24:1	24:1	
K – 3	25:1	25:1	
4 – 5	30:1	27:1	
6 – 8	34:1		33:1
9 – 12	35:1		

Staffing Ratio Changes

- Transitional K
 - Teachers ratio set at 24:1
 - Instructional Aides
 - < 12 students – no aide
 - 12 – 16 students – One (1) - 3 hour IA
 - 17 – 24 students – Two (2) - 3 hour IAs
- Grades 2 - 3
 - Teacher ratio reduced to 25:1
- Grades 6 – 8
 - Teacher ratio reduced from 35:1 to 34:1
- Grades 9 – 12
 - Teacher ratio reduced from 36:1 to 35:1

SITE CERTIFICATED POSITIONS

ELEMENTARY

	TEACHERS
EDISON	19
FRANKLIN	31
GRANT	25
MCKINLEY	20
MUIR	12
ROGERS	23.6
ROOSEVELT	31
WEBSTER	13
CABRILLO	9
PT. DUME	9
SMASH	9
ELEM. MUSIC	10

SITE CERTIFICATED POSITIONS

SECONDARY

	TEACHERS	LIBRARIAN	STUDENT ADVISOR	COUNSELOR
JOHN ADAMS	37.8	1		3
LINCOLN	36	1		3
MALIBU	44	1		4
SAMOHAI	102	1.5	10	2
OLYMPIC	5.6			1
INDEPENDENT STUDY	2			
OCLC	1			

TOTAL Elementary & Secondary	440	4.5	10	13
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SCHOOL SITE ADMINISTRATION

ELEMENTARY		
	PRINCIPAL	ASST. PRINCIPAL
EDISON	1	
FRANKLIN	1	1
GRANT	1	0.5
MCKINLEY	1	0.5
MUIR	1	
ROGERS	1	0.5
ROOSEVELT	1	1
WEBSTER	1	
CABRILLO	1	
PT. DUME	1	
SMASH	0.8	

SCHOOL SITE ADMINISTRATION

SECONDARY				
	PRINCIPAL	ASST. PRINCIPAL	HOUSE PRINCIPAL	DEAN OF STUDENT
JOHN ADAMS	1	2		
LINCOLN	1	2		
MALIBU	1	2		
SAMOHAI	1		5	1
OLYMPIC	0.5			
TOTAL	15.3	9.5	5	1

Elementary & Secondary

SITE CLASSIFIED POSITIONS - FTEs

ELEMENTARY

	SR ADMIN ASSISTANT	ADMIN ASST	SR OFFICE SPECIALIST	LIBRARY COORD	INSTR AIDES	PAS PE AIDES	BILING COMM LIAISON	CUSTODIAN	TOTAL
EDISON		1	1	0.875		1.25	1	2.625	7.75
FRANKLIN		1	2	0.875		2.25	0.5	2.625	9.25
GRANT		1	1.5	0.875		1.875	0.5	2.625	8.375
MCKINLEY		1	1.1	0.875	0.375	1.5	1	2.625	8.475
MUIR		1	1	0.875		0.75	0.5	2.625	6.75
ROGERS		1	1	0.875	0.68	1.5	1	2.625	8.68
ROOSEVELT		1	2	0.875		2.25	0.5	2.625	9.25
WEBSTER		1	0.5	0.875		1	0.25	2.625	6.25
CABRILLO		1	0.5	0.875		0.75	0.25	2.625	6
PT. DUME		1	0.5	0.875		0.75	0.25	2.625	6
SMASH		1	0.5	0.125	1.35	0.5	0		3.475

SITE CLASSIFIED POSITIONS - FTEs

SECONDARY

	SR. ADMIN. ASST	ADMIN ASST	OFFICE SPECIALIST / SR. OFFICE SPECIALIST	LIBRARY ASST & TEXT BOOK COOR.	MUSIC INSTR. AIDES	ATHLETIC TRAINER	PE AIDES	BILING. COMM. LIAISON	CUSTODIAN	LAB TECH	OUTREACH WORKER	SECURITY	LIFE GUARD	TOTAL
JOHN ADAMS		1	3.5	0.75	1.43		0.875	1.5	4.625			2		15.68
LINCOLN		1	3.5	0.75	1.375		0.75	1	4.625			2	0.75	15.75
MALIBU	1		3.5	1	1.4375		0.75	0.25	7			2	0.375	17.3125
SAMOHI	2	7	7	2	1.5	0.525	2.75		11	1	2	6	1	43.775
OLYMPIC									1.625			0.875		2.5

TOTAL Elementary & Secondary	3	20	29.1	13.375	8.1475	14.9	5.125	8.5	55.125	1	2	12.875	2.125	175.2725
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Staffing Ratio Changes

- Physical Activity Specialists (PAS) / PE Aides
 - FTE formula developed based on the number of teachers per site
 - Allocation of 4, 5, or 6 hour positions
- Bilingual Community Liaisons (BLC)
 - FTE formula developed based on the number of English Language Learners (ELL) and Reclassification to Fluent English Proficient (RFEP)
 - 50 - 99 = .25
 - 100 - 149 = .50
 - 150 - 200 = .75
 - 201 - 274 = 1.00
 - > 274 = 1.50
 - Title I sites receive an additional .25 fte
 - Except Edison - where all staff is bilingual

Special Education	<u>Teachers (101.1 - +2.6)</u>
	SAI / Speech Language / Resource
	Visually Impaired / Adaptive PE Specialists
	Assistive Technology
	Director (1) / Coordinators (4) / Psychologists (13.9 - +1.0)
	Behavior Intervention Specialists (2)
	Health Counselor (1) / Nurses (1.4)
	Instructional Aides (133.5 - +2.0)
	<u>Clerical</u>
	Accountant (1) / Admin Assistant (2) / Braille Transcriber (.75)
	Data Entry Specialist (1) / Translator (.8)
	<u>Other Classified</u>
	Occupational Therapists (8)
	OT Assistants (2)
	Physical Therapists (2)
	Job Development (1)

Districtwide Staffing

Superintendent's Office	<u>Superintendent (1)</u> Assistant to the Superintendent (1) Senior Office Specialist (SOS) (1)
Educational Services	Assistant Superintendent (1) <u>Clerical</u> Senior Admin Assistant (1) Admin Assistants (3) Office Specialist (1) <u>Directors (3)</u> Assessment, Research, Evaluation / Curriculum – Secondary / Curriculum - Elementary <u>Coordinators (3)</u> English Language Learners / Math / VAPA (Music) <u>TOSA (1)</u> Technology

Student Services	Director (1) Student Information System Technician – <u>New</u> (1) Admin Assistant (1) Admin Assistant (.80 fte) Coordinating Nurse (1) Nurses (5.9)
Child Development Services <i>(Not General Fund)</i>	Director (1) Admin Assistants (5) Accountant (1) / SOS (1) Accounting Technician (1) Assistant Directors (2) / Coordinator 1 Computer Operator (1) Community Liaisons (2)
Information Services	Director (1) Computer Operators (2) Technology Support Assistants – Sites & DO (14) Database Administrator (1) Network Engineers (2) Telephone Systems/Equipment Specialist (1)

Staffing Ratio Change

Computer Technicians

Based on current # of devices (student device or work stations)

Increase from 10.0 fte to 14.0 fte

Site	2014-15 Proposed Staffing	Site	2014-15 Proposed Staffing
Pt. Dume Webster	1.0	Will Rogers CDS	1.0
Smash Muir Olympic	1.0	Samohi	2.0
McKinley	1.0	Malibu - Macs	1.0
Franklin	1.0	Malibu Cabrillo	1.0
Roosevelt	1.0	Lincoln	1.0
Grant Edison	1.0	John Adams	1.0
		District Office	1.0
		TOTAL	14.0

Human Resources	Assistant Superintendent (1) Senior Admin Assistant (1) HR Specialists (2) Credential Analyst (1) Employee Benefits Technician (1) HR Technician (1) Senior Office Specialist (.5) Office Specialist (1) TOSA – BTSA (1) <u>Employee Relation</u> CTA President (1) SEIU Chief Steward (1) (.5 paid by Union)
Personnel Commission	Director (1) Admin Assistant (1) Personnel Analyst (1) HR Technicians (2.5)

Business Services	<p>Associate Superintendent (1) Senior Admin Assistant (1)</p> <p><u>Directors (6)</u> Fiscal Food Services Facility Improvement Projects Purchasing/Warehouse Facility Use Transportation</p> <p><u>Managers (2)</u> Maintenance Construction Buildings/Grounds</p>
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Fiscal Services	<p>Director (1) Senior Admin Assistant (1) Assistant Director (1) / Supervisor (1) Accountants (2) Technicians (5) Accounting Assistants (2)</p>
Food Services	<p>Director (1) Supervisor (1) Admin Assistant (1)/ Accounting Technician (1) Site Coordinators (MS) (2) Production Kitchen Coordinators (HS) (2) Cafeteria Workers II (11) Cafeteria Workers I (22) Stock/Delivery Clerks (2)</p>
Purchasing	<p>Director (1) Admin Assistant (1) Senior Buyer (1) / Buyer (1) Duplicating Equipment Operator (1) Stock/Delivery Clerk (.875)</p>

Maintenance/Construction	<p> Manager (1) Admin Assistant (1) Supervisor (1) Facilities Technician (1) </p> <p> <u>Building Trades</u> Carpenters (2) Locksmith (1) Glazer (1) Painters (2) Skilled Workers (2) </p> <p> <u>Mechanical Trades</u> Electricians (3) Heating / Ventilation / Air Conditioning Tech (HVAC – 1) Plumbers (2) </p>
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Buildings/Grounds	<p> Manager (1) Admin Assistant (1) Plant Supervisor (1 - Samohi) Plant Supervisor (1 - Elementary) Utility Workers (2) </p> <p> <u>Custodians</u> 2013-14 (53 fte) 2014-15 (65.125 fte) </p> <p> <u>Grounds</u> Gardeners (7) Sprinkler Repair (2) Equipment Operator / Tree Trimmer (1) Equipment Operator (1) </p>
Transportation	<p> Director (1) Admin Assistant (1) Lead Vehicle/Equipment Mechanic (1) Vehicle/Equipment Mechanic (1) Bus Drivers (18.5) </p>

Operations Staffing Changes

2013-14

Classification	FTE	# of Positions
Manager	1	1
Supervisor	2	2
Lead Custodians	0	0
Day	16	16
Night	33	33
Floating Positions	4	4
Night Crew	0	0
TOTALS	56	56

2014-15

Classification	FTE	# of Positions
Manager	1	1
Supervisor	2	2
Lead Custodians	2	2
Day	16	16
Night	34	34
Floating Positions	5	5
Night Crew	8.125	11
TOTALS	68.125	71

Staffing Ratio Changes - Custodians

2013-14

2014-15

FTE's

	Day	Night Shift	Floater's	Total	Day	Night Shift	Crew	Lead	Floater's	Total	Difference
Cabrillo	1	1		2.000	1	1	0.625			2.625	0.625
Grant	1	1	0.50	2.500	1	1	0.625		0.50	3.125	0.625
McKinley	1	1	0.50	2.500	1	1	0.625		0.50	3.125	0.625
Muir/Smash	1	1	0.50	2.500	1	1	0.625		0.50	3.125	0.625
Webster	1	1		2.000	1	1	0.625			2.625	0.625
Will Rogers	1	1	0.25	2.250	1	1	0.625		0.25	2.875	0.625
Franklin	1	2		3.000	1	2	0.625			3.625	0.625
Roosevelt	1	2		3.000	1	2	0.625			3.625	0.625
Edison	1	2		3.000	1	1	0.625		0.50	3.125	0.125
Pt Dume	1	1		2.000	1	1	0.625			2.625	0.625
Olympic	1		0.50	1.500	1		0.625		0.50	2.125	0.625
Jams	1	3		4.000	1	3	0.625			4.625	0.625
Lincoln	1	3	0.50	4.500	1	3	0.625		0.50	5.125	0.625
MHS	1	4		5.000	1	5		1		7.000	2.000
Samohi	2	9		11.000	2	10				12.000	1.000
Lincoln CDS, Woods, DO, Wash West		1	1.25	2.250		1			1.75	2.750	0.500
District Lead								1		1.000	1.000
Total Custodians	16	33	4	53	16	34	8.125	2	5	65.125	12.125

Facility Use	Director (1) Admin Assistant (1) Supervisor (1) SOS (.5) Accounting Assistant (.5) Technical Theater Coordinator (1) Media Services Coordinator (1) Theater Technician (.75) Sports Facility Attendants (2.125) Lifeguard (.5) Custodians (4 – 2.125 fte) Equipment Operator (1)
Facility Improvement Projects	Director (1) Admin Assistant (1) Accountant (1) Measure BB Consultants

Employee Benefits

Benefit Type	Certificated	Classified
STRS / PERS (Retirement)	8.25% (Expected to increase in the next several years)	11.7% (Expected to be 20.4% in 2020-21)
Social Security (OASDI)	N/A	6.2%
Medicare	1.45%	1.45%
SUI	.05%	.05%
Workers Compensation	3.0%	3.0%
Other Post Employment Benefits (OPEB)	1.25%	1.25%
TOTAL	14.00%	23.65%
Health and Welfare (Prorated)	\$12,776	\$12,776

Vision for Student Success

\$4.0 Million Plan – Supported in 2014-15 by SMMEF (\$3.2M) and a Board allocation (\$0.8M)

- Excellence in Reading and Math
 - Literacy coaches, Secondary support
- Highly Trained Paraprofessionals
 - HQ IA supporting intervention and enrichment
- Investment in Staff
 - Professional Development leaders, staff training, PD site grants
- Visual and Performing Arts – VAPA
- Site Stretch Grants

Textbooks

Subject	TK – 12 Textbook Adoptions Projected Costs
Math	1,730,205
English Language Arts	1,690,965
Science	1,648,941
History	1,620,408
World Languages	518,667
Other	339,113
Total	7,548,299

- 2013-14 Budget is \$214,000
Ed Services will begin purchasing the Math adoption in 2013-14
- Increase 2014-15 budget by \$786,000 to \$1.0 million – General Fund
Utilize lottery fund balance for additional \$300,000
- Beginning in 2015-16 Textbook budget to increase to \$1.3 million

Site Supply Allocations

- Based on student enrollment
- 5% reduction prior year reduction restored
- Used to purchase supplies for: Classrooms, Offices, Health, Custodial
- Sites determine the distribution of funds

Grade Level	Formula (General Fund + Tier III)	Restricted Lottery
K – 5	77.75 (25.75 + 52.00)	12.00
6 – 8	80.66 (28.66 + 52.00)	14.00
9 - 12	59.48 (49.48 + 10.00)	14.00

Other Considerations

Library Collections

Utility Expenses

- Gas
- Electricity
- Water
- Communications

Contracted Services

- Legal Services
- Election Costs
- Consultants

Equipment

- Site Copy Machines – Maintenance Agreement
- Vehicles

Projected Revenue & Expenditures for 2014-15

LCFF	77,406,951
OTHER FEDERAL	100,000
OTHER STATE	1,859,099
MEASURE R - JOINT USE AGREEMENTS - PROP Y	27,336,550
VISION FOR STUDENT SUCCESS	3,200,000
OTHER LOCAL REVENUE	3,027,355
LOCAL GEN. FUND CONTRIBUTION	(20,411,504)
TOTAL REVENUE	92,518,451
 CERTIFICATED SALARIES	 45,500,000
CLASSIFIED SALARIES	15,300,000
EMPLOYEE BENEFITS	21,000,000
TEXTBOOKS - SUPPLIES – SERVICES	9,305,000
LCAP	1,330,000
VSS	4,000,000
TOTAL EXPENDITURES	96,435,000
EXCESS (DEFICIT)	(3,916,549)

2014-15 Unrestricted General Fund

Preliminary Projections

Beginning Fund Balance (Based on 2013-14 Second Interim Report)	16,029,961
2014-15 Projected Deficit	(3,916,549)
2014-15 Projected Ending Balance	12,113,412

BIG Budget Take-Aways

- Staffing ratios lower class sizes
- Compensation changes included Classified/Management
- Textbook allocations increased to address CCSS
- PAS and BLC allocations increased
- Technology Techs and Custodial positions increased
- Student Information System supported with new position
- VSS has allowed us to equitably allocate resources across the District
- LCAP will allow increased support for student achievement

Next Steps

- Completion of the LCAP Process
- Continued Board Updates
- Preliminary Budget – end of May
- Public hearing on LCAP and Budget – early June
- Adoption of LCAP and Budget – end of June

