



## BOARD OF EDUCATION MEETING AGENDA

November 20, 2014

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, November 20, 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 §54956.8** (25)  
CONFERENCE WITH REAL PROPERTY NEGOTIATORS
  - **Property:** 1707 4<sup>th</sup> Street, Santa Monica, CA  
**Agency Negotiator:** Sandra Lyon  
**Negotiating Parties:** Santa Monica-Malibu Unified School District (SMMUSD), PCA I, L.P.  
**Under Negotiation:** Price and terms of payment
- **Government Code §54957** (10)  
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- **Government Code §54957** (25)  
PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT
  - Assistant Superintendent
  - Executive Director
  - Director

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

**III. CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance

**IV. APPROVAL OF THE AGENDA**

**V. APPROVAL OF MINUTES**

- A.01 November 6, 2014 ..... 1

**VI. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS** (15 minutes)

- Outgoing Board Members Mechur, Allen, and Patel (15)

**VII. STUDY SESSION** (60 minutes)

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

- S.01 School Site Presentation (60)..... 2
  - Edison Language Academy*
  - John Muir Elementary School*

**VIII. COMMUNICATIONS** (40 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 5 minutes or less. However, if more time is necessary, or if a report will not be presented, please notify the Board secretary eight workdays prior to the date of the meeting.

- A. Student Board Member Reports (15)
  - 1. Alaleh Mokhtari – Santa Monica High School (5)
  - 2. Skylar Washington – Malibu High School (5)
  - 3. Maia Joseph – Olympic High School (5)
- B. SMMCTA Update – Ms. Sarah Braff (5)
- C. SEIU Update – Ms. Keryl Cartee-McNeely (5)
- D. PTA Council – Ms. Rochelle Fanali (5)

**IX. SENIOR STAFF REPORTS** (25 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. Exec. Dir., Student & Professional Services – Dr. Mark Kelly (5)
- E. Superintendent – Ms. Sandra Lyon (5)

**X. CONSENT CALENDAR** (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. However, members of the Board of Education, staff, or the public may request an item be moved from the consent agenda to Section XI (Major Items) for clarification and/or discussion.

**Curriculum and Instruction**

- A.02 Approval of Independent Contractors..... 3-4
- A.03 Overnight Field Trip(s) 2014-2015 ..... 5-6
- A.04 Conference and Travel Approval/Ratification ..... 7-9
- A.05 Award of Contracts for Semi-private Music Lessons ..... 10-11
- A.06 Approval of Special Education Contracts – 2014-2015 ..... 12-14

**Business and Fiscal**

A.07 Award of Purchase Orders – 2014-2015 ..... 15-15d  
A.08 Acceptance of Gifts – 2014/2015 ..... 16-17  
A.09 Amendment to Contract to Hewlett-Packard (HP) / Care of  
Intelli-Tech for the Purchase of HP Computer Products  
WWSCA/NASPO Contract Bid #B27164-CA – Phase I  
Technology, Measure ES-2 Bond Program – Change Order #1 ..... 18

**Facilities Improvement Projects**

A.10 Authorization to Use Bid No. P13-13/14 Glendale Unified  
School District for the Purchase of Apple Computer  
Products, Services, and Related Components – Phase II  
Technology Upgrades – Measure BB ..... 19

**Personnel**

A.11 Certificated Personnel – Elections, Separations ..... 20-23  
A.12 Classified Personnel – Merit ..... 24-34  
A.13 Classified Personnel – Non-Merit ..... 35-36  
A.14 Increase in Staffing (FTE) – Human Resources ..... 37  
A.15 Increase in Staffing (FTE) – Operations ..... 38  
A.16 Increase in Staffing (FTE) – Will Rogers Learning Community ..... 39  
A.17 Administrative Appointment ..... 40  
*Assistant Superintendent, Human Resources and Student Services*  
*Director, Educational Technology*

**General**

A.18 Revise BP 5144 – Discipline ..... 41-43  
A.19 Revise BP 6162.5 – Student Assessment ..... 44-49  
A.20 Revise BP 6162.51 – State Academic Achievement Tests ..... 48-50  
A.21 Revise BP 6162.54 – Test Integrity / Test Preparation ..... 51-53

**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 (the following rules apply to both general public comments as well as comments about a specific agenda item). 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. Individual members of the public who submit a public speaking card prior to the Board hearing an agenda item or general public comments shall be allowed three (3) minutes to address the Board on each agenda or nonagenda item, depending on the number of speakers. If there are ten or more speakers on an agenda or nonagenda item, the Board shall limit the allowed time to two (2) minutes per speaker. Individual speakers who submit a public speaking card after the Board begins to hear an agenda item or general public comments shall be allowed one (1) minute to address the Board. A public speaker may yield his/her time to another speaker, but must be present when his/her name is called. The donor would then give up his/her opportunity to speak. The public speaker who receives the donated minutes shall speak for no more than four (4) minutes maximum. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. Individuals represented by a common point of view may be asked to select one individual to speak for the group. The president may, at his/her discretion, allow five (5) minutes for those who are serving as a spokesperson for a group or organization. The Board may limit the total time for public input on each item to thirty (30) 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 (105 minutes)**

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

D.01	Information on Project Labor Agreements (PLAs) (30).....	54
D.02	Implementation of the District Goals in Special Education (15) .....	55
D.03	Early Development Instrument (EDI) Data for 2013-14 (15) .....	56
D.04	Transition Plan for Advanced Learners (Formerly GATE) (15) .....	57
D.05	Equity and Access: VAPA Endowment Update (15).....	58
D.06	LCAP Update (15).....	59

**XIII. MAJOR ITEMS (20 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.22	2014-15 Budget Revisions (10).....	60-68
A.23	Nomination for CSBA Delegate Assembly (10) .....	69-70a

**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	Revision of E 1330 – Use of School Facilities .....	71-74
I.02	Revision of AR 5144 – Discipline .....	75-80
I.03	Revision of AR 6162.51 – State Academic Achievement Tests.....	81-85

**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 regular meeting scheduled for 5:30 p.m. on **Thursday, December 11, 2014**, in the **District Administrative Offices**: 1651 16<sup>th</sup> Street, Santa Monica, CA.

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

**SMMUSD Board of Education Meeting Schedule 2014-2015**

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

July through December 2014					
Month	1 <sup>st</sup> Thursday	2 <sup>nd</sup> Thursday	3 <sup>rd</sup> Thursday	4 <sup>th</sup> Thursday	Special Note:
July			7/16* DO		*Wednesday, 7/16
August		8/13* DO		8/28 DO	*Wednesday: 8/13 First day of school: 8/19
September	<del>9/4* DO</del>		9/18 DO	<del>9/25* DO</del>	*9/4: MS Back to School Night *9/25: Admissions Day Holiday
October	10/2 M <del>DO</del>		10/16 DO	<del>10/30* DO</del>	*10/30: 5 <sup>th</sup> Thursday
November	11/6 M		11/20 DO		Thanksgiving: 11/27-28
December		12/11 DO		winter break	
<b>Winter Break: December 22 – January 2</b>					
January through June 2015					
<b>Winter Break: December 22 – January 2</b>					
January	winter break	1/15 DO			
February	2/5 M		2/19 DO		
March	3/5 DO		3/19 M		
<b>Spring Break: March 30 – April 10</b>					
April	spring break	spring break		4/23 DO	
May	5/7 M		5/21 DO		
June		6/11 DO		6/24* DO	Last day of school: 6/5 *Wednesday: 6/24

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  
11/20/14

RECOMMENDATION NO. A.01

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

November 6, 2014

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





---

## **STUDY SESSION**



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

STUDY SESSION  
11/20/14

STUDY SESSION ITEM NO. S.01

Ms. Lori Orum, Principal of Edison Language Academy, and Ms. Tristan Komlos, Principal of John Muir Elementary School, will share substantive, current school information. Principals were asked to provide information on two topics:

1. Implementation of Vision for Student Success (VSS) programs funded by the Santa Monica-Malibu Education Foundation (SMMEF)
2. Progress update on one of the district's PERCS goals:
  - a. Professional Learning Communities (PLCs)
  - b. Equity and Access for Student Success
  - c. Response to Instruction and Intervention (RTI<sup>2</sup>)
  - d. Common Core State Standards (CCSS)
  - e. Science, Technology, Engineering, and Mathematics (STEM) Curriculum



---

## **CONSENT ITEMS**



TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

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 2014-15 budget.

<b>Contractor/ Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding (Measure BB)</b>
<p>Simpson Gumpertz &amp; Heger</p> <p>Not to exceed: <del>\$70,500</del> <u>\$106,500</u></p> <p><i>(Original contract for \$40,000 approved 7/16/14; CA#1 for \$10,500 approved 8/13/14; CA#2 for \$20,000 approved 8/28/14)</i></p>	Testing Consultant	Measure BB / Capital Improvements	<p><u>\$15,000:</u> 83-90500-0-00000-85000-5802-2600 (Samohi) (funded from hard cost)</p> <p><u>\$21,000:</u> 81-90500-0-00000-85000-5802-2600 (Edison) (funded from Program Reserves*)</p>

<b>Contractor/ Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
<p>Orlansky, Karen</p> <p>9/1/14 – 6/30/15</p> <p>Not to exceed: <u>\$5,000</u> <del>\$2,500</del></p> <p><i>(Original contract for \$2,500 approved on 10/2/14)</i></p>	Facilitate 'Learning Conversations' with Santa Monica Community regarding "Muir Woods" mural at Olympic High School & its future.	Superintendent's Office	01-00000-0-00000-71500-5820-020-1200
<p>Planet Bravo</p> <p>9/2/14 – 6/30/15</p> <p>Not to exceed: <u>\$27,500</u> <del>\$27,000</del></p> <p><i>(Original contract for \$27,500 approved 10/2/14)</i></p>	Facilitate Technology Curriculum for staff and students in grades K-5.	Point Dume Marine Science School	<p><u>\$13,056:</u> 01-00020-0-11100-10000-5802-0190-4190</p> <p><u>\$14,444:</u> 01-00021-0-11100-10000-5802-019-4190 (VSS Stretch Grant)</p>

Santa Monica Academy of Music  9/5/14 – 5/29/14  Not to exceed: \$8,000	Provide musical instruction to TK- 2 graders.	McKinley	001-000211-0-11100- 10000-5802-004-4040 (VSS Stretch Grant)
--	--	----------	---

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



TO: BOARD OF EDUCATION  
 FROM: SANDRA LYON / TERRY DELORIA  
 RE: OVERNIGHT FIELD TRIP(S) 2014-2015

ACTION/CONSENT  
 11/20/14

RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve the special field trip(s) listed below for students for the 2014-2015 school year. No child will be denied due to financial hardship.

School Grade # students	Destination Dates of Trip	Principal/Teacher	Cost Funding Source	Subject	Purpose Of Field Trip
Malibu High 9-12 <sup>th</sup> 34	San Diego Opera (overnight) 1/24/15 – 1/25/15	D. Jackson/ M. Zander	\$140 per student by parent donation	Instrumental Music/ Choir	Opening night performance of the San Diego Opera
Point Dume Marine Science School 4 <sup>th</sup> Grade 37 students	Sacramento Gold Rush Area 5/11/15 – 5/13/15	M. Demick/ M. Dunn/ C. Cullen	\$650.00 Paid through parent donations and fundraising	Social Studies	Part of 4 <sup>th</sup> grade curriculum to study California gold rush and State capitol.
Point Dume Marine Science 5 <sup>th</sup> Grade 47 students	Pali Science Camp 3/2/15 – 3/4/15	M. Demick/ M. Dunn/ C. Calvert	\$ 330.00 Paid by parents and fundraising	Science	Outdoor science school curriculum based field trip
SMASH 8 <sup>th</sup> grade 25 students	Indian Cove, Joshua Tree Nat'l Park 5/4/15 – 5/6/15	J. Reische/ D. Mendinueto P. Dresher	\$236/student Paid by parents and fundraising	Science, Nature	Outdoor Education
JAMS 6 <sup>th</sup> 220	Catalina – Toyon Bay, Catalina 11/3/14 – 11/5/14	S. Richardson/ R. Avedian	\$295 per student paid by parents & fundraising	Science	Students will participate in a camp focusing on hands-on experimental science dealing with natural land and sea environments
JAMS 7 <sup>th</sup> 160	Yosemite Institute, Yosemite National Park (campsite in the Valley and Crane Flat in the mountains) 1/11/15 – 1/16/15	S. Richardson/ P. Sever	\$585 per student paid by parents & fundraising	Science	Science Magnet students will participate in firsthand experience with the environment. Curriculum standards for 7 <sup>th</sup> grade science include the structure and function of living things and their adaptation to the environment.

JAMS 8 <sup>th</sup> 160	Astrocamp, Idyllwild, Palm Springs  1/23/15 – 1/25/15 and 1/30/15 – 2/1/15	S. Richardson/ D. Brown, K. Jurewicz	\$260 per student paid by parents & fundraising	Science	Science Magnet students will attend the camp that focus on space and physics, which complements the 8 <sup>th</sup> grade theme of space travel and physics.
--------------------------------	--	--	--	---------	--

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

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	<u>CONFERENCE NAME</u> <u>LOCATION</u> <u>DATE (S)</u>	<u>COST</u> <u>ESTIMATE</u>
<u>CENTER-BROOKS, Cheryl</u> Special Education 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	CAOMS Statewide Conference 2014 Long Beach, CA November 14 – 16, 2014	\$130
<u>CHECK, Laura</u> Adams Middle 01-00010-0-11100-10000-5220-011-4110 General Fund- Resource: Formula	EDGY 2014 Studio City, CA November 14, 2014	\$130
<u>CRUZ, Gerardo</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services	Affordable Care Act Workshop Downey, CA October 20, 2014	\$20
<u>GARCIA-HECHT, Veronica</u> Santa Monica High 01-90121-0-11100-10000-5220-015-4150 General Fund- Resource: Gifts-Equity Fund	LA Stars Los Angeles, CA 12/13/14, 1/24/15, 2/21/15, 3/21/15, 4/25/15	\$695
<u>GATES, Janie</u> Olympic High No Cost to District	Model School Visit Conejo Valley, CA October 30, 2014	\$0
<u>GATES, Janie</u> Olympic High 01-00010-0-32000-27000-5220-014-4140 General Fund- Resource: Formula	Suspension and Expulsion Process Downey, CA November 14, 2014	\$45
<u>HYATT, Virginia</u> Purchasing 01-00000-0-00000-75300-5220-055-2550 General Fund- Function: Purchasing	DROPS Application Asst Workshop Downey, CA October 20, 2014	\$30

<u>HYATT, Virginia</u> Purchasing 01-00000-0-00000-75300-5220-055-2550 General Fund- Function: Purchasing	California Energy Commission Prop 39 Meeting Downey, CA October 23, 2014	\$30
<u>LADUKE, Stacy</u> Adams Middle No Cost to District	Sport Tier II Training Los Angeles, CA October 29, 2014	\$0
<u>MOORE WASHINGTON, Debra</u> Human Resources 01-00000-0-00000-74000-5220-025-1250 General Fund- Function: Personnel/Human Resources	School Services LCFE Workshop Garden Grove, CA November 3, 2014	\$195

### Adjustments

*(Preapproved expenses 10% in excess of approved costs that must be approved  
by Board/Changes in Personnel Attendance)*

<u>BURTON, Natalie</u> <u>+12 Additional Staff</u> Roosevelt Elementary 01-00020-0-11100-1000-5220-0007-4070 General Fund- Resource: VSS	Colombia University Units of Study Conference Scottsdale, AZ October 8 – 9, 2014	\$5,630 +12 SUBS PLUS A \$1,310 OVERAGE
---	---	---

### Group Conference and Travel: In-State

*\* a complete list of conference participants is on file in the Department of Fiscal Services*

<u>ADAMS, Melissa</u> <u>+2 Additional Staff</u> Special Education 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	Applied Behavior Analysis Calabasas, CA October 27 – 28, 2014	\$225 <b>+2 SUBS</b>
<u>ADAMS, Melissa</u> <u>+2 Additional Staff</u> Special Education 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	“Hands On” Autism Training Agoura Hills, CA November 3 – 6, 2014	\$600 <b>+2 SUB</b>
<u>BROCK, Miriam</u> <u>+14 Additional Staff</u> Special Education 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education.	Coaching Comprehension Creating Conversation Lakewood, CA January 30, 2015	\$450
<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 Preschool Program	2015 Child Care and Development State Budget Policy Workshops La Crescenta, CA January 29, 2015	\$330
<u>CONSTANZO, Francis</u> <u>+13 Additional Staff</u> Special education 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	Positive Strategies to Address Challenging Student Behavior Los Angeles, CA November 24, 2014	\$700 <b>+8 SUBS</b>

<u>JAUREWICZ, Kristin</u> <u>+3 Additional Staff</u> Adams Middle 01-00021-0-11100-10000-5220-011-0110 General Fund- Resource: VSS-Stretch Grant	2014 NSTA Long Beach Conference Long Beach, CA December 4 – 6, 2014	\$900 <b>+4 SUBS</b>
<u>SHUMAN, Kristina</u> <u>TORRES, Victor</u> McKinley Elementary 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	Read Naturally Seminar Buena Park, CA November 6, 2014	\$298 <b>+1 SUB</b>
<u>TIETZE, Brandon</u> <u>LAMPING, Brook</u> Personnel Commission 01-00000-0-00000-74000-5220-027-2270 General Fund- Fuction: Personnel/Human Resources	PTC-SC 2014 Annual Training: Big Data Costa Mesa, CA November 7, 2014	\$280 <b>+1 SUB</b>
<u>WOOLVERTON, Sara</u> <u>+2 Additional Staff</u> Special education 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	Every Child Counts Symposium Monterey, CA January 14 - 16, 2015	\$1,875

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

<b>Out-of-State Conferences: Individual</b>		
<b>NONE</b>		

**Out-of-State Conferences: Group**

<b>Out-of-State Conferences: Group</b>		
<b>NONE</b>		

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



TO: BOARD OF EDUCATION

ACTION/CONSENT  
11/20/14

FROM: SANDRA LYON / TERRY DELORIA / ELLEN EDEBURN

RE: AWARD OF CONTRACTS FOR SEMI-PRIVATE MUSIC LESSONS

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve contracts for semi-private music lessons for SED students in grades 4 thru 12. Endowment overseen by Santa Monica-Malibu Education Foundation (SMMEF) not to exceed \$115,000.

Funding Information

Budgeted: Yes  
Fund/Source: SMMEF/ Music Endowment  
Account Number: 01-90830-0-17100-10000-5802-030-1300  
Description: Semi-Private Music Lessons/SED

COMMENTS: There are a total of five (5) independent contractors who have been screened and vetted. There are a total of 922 socio-economically disadvantaged SMMUSD music students who are eligible to participate in this service.

Seventeen (17) agencies attended the SMMUSD vendor orientation on October 13<sup>th</sup>, and five (5) submitted comprehensive proposals to provide services to our students. Proposal requirements included a description of services, certificates of insurance, W-9s, verification of background checks and TB testing, description of licenses, credentials and/or training, and copies of complaint procedures, child abuse and missing persons reporting procedures.

Each vendor determines its hourly rate for services, the instructional materials used for tutoring, and the method of assessing and monitoring student progress, not to exceed \$440.42 per student for the 2014-2015 school year. The District has set aside a 10% reserve. Each vendor determines the appropriate grouping of students for semi-private music lessons with parental input. Families of eligible students grades 4 through 12 were notified of the opportunity for semi-private music lessons through a mailing that went home on October 2<sup>nd</sup> and two vendor events held on Saturdays, one at the Professional Development and Learning Center on October 25<sup>th</sup>, and the other held at Point Dume on November 1<sup>st</sup>, and through communications from the school principals, teachers, and Bilingual Liaisons. Families were provided the opportunity to meet with eligible vendors at the vendor fairs in the communities of Santa Monica and Malibu, and were provided a list of the agencies that submitted comprehensive SES proposals to SMMUSD along with a description of their services, their hourly rate for services, and their contact information.

Based on family selection of vendors, Santa Monica-Malibu Unified School District proposes to enter into contract with a number of vendors.

*(continued on next page)*

<b>Music Vendor</b>	<b># of Students Requesting Vendor</b>	<b>Service Description</b>	<b>Contract Number</b>	<b>Cost Not to Exceed \$440.42 per Student</b>
Elemental Strings	49	SED/Semi Private Music Lessons	UC15064	\$21,580.58
Outreach Through the Arts	104	SED/Semi Private Music Lessons	UC15065	\$45,803.68
Santa Monica Academy of Music	45	SED/Semi-Private Music Lessons	UC15066	\$19,818.90
Santa Monica Youth Orchestra	25	SED/Semi-Private Music Lessons	UC15067	\$11,010.50
Nancy Zanolli von Oeyen Voice Studio	12	SED/Semi-Private Music Lessons	UC15068	\$5,285.04
<b>TOTAL COST NOT TO EXCEED</b>	<b>235</b>			<b>\$103,498.70</b>

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

FROM: SANDRA LYON / TERRY DELORIA / SARA WOOLVERTON

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2014-2015

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2014-2015 as follows:

**NPS**

2014-2015 Budget 01-65000-0-57500-11800-5125-043-1400

2014-2015 Budget 01-65120-0-57500-31400-5890-043-1400

Nonpublic School	SSID	Service Description	Contract Number	Cost Not to Exceed
Alpine Academy	2063957545	NPS-RTC	35-SPED15074	\$116,602
Sonia Shankman Orhogenic School	3934101148	NPS-RTC	34-SPED15073	\$111,666

Amount Budgeted NPS 14/15		\$ 1,595,000
Amount Budgeted Mental Health Services 14/15		\$ 735,000
Total Budgeted		\$ 2,330,000
Prior Board Authorization as of 11/6/14		\$ 1,295,575
	Balance	\$ 1,034,425
Positive Adjustment (See Below)		\$ 293,977
		\$ 1,328,402
Total Amount for these Contracts		\$ 228,269
	Balance	\$ 1,100,133

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 2014-2015 in the amount of \$38,066 as of 11/6/14					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Youth Care of Utah	NPS-RTC	13-SPED15027	R	\$134,750	End – student exit
San Diego Center for Children	NPS-RTC	10-SPED15021	R	\$190,489	End – student exit

**NPA**

2014-2015 Budget 01-65000-0-57500-11800-5126-043-1400

Nonpublic Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
CARD	3183840797	Behavior 1:1	31-SPED15063	\$67,830
CUSP	8174633668	Behavior 1:1, Supervision	36-SPED15075	\$1,700
CUSP	2632497017	Behavior 1:1, Supervision	25-SPED15049	\$1,428

Amount Budgeted NPA 14/15		\$ 583,000
Prior Board Authorization as of 11/6/14		\$ 384,093
	Balance	\$ 198,907
Positive Adjustment (See Below)		\$ 0
		\$ 198,907
Total Amount for these Contracts		\$ 70,958
	Balance	\$ 127,949

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 2014-2015 in the amount of \$35,855 as of 11/6/14					
NPA	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

**Instructional Consultants**

2014-2015 Budget 01-65000-0-57500-11900-5802-043-1400

2014-2015 Budget 01-33100-0-57500-11900-5802-044-1400

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Instructional Consultants 14/15		\$ 324,920
Amount Budgeted Instructional Consultants (33100) 14/15		\$ 25,080
Total Budgeted		\$ 350,000
Prior Board Authorization as of 11/6/14		\$ 296,131
	Balance	\$ 53,869
Positive Adjustment (See Below)		\$ 0
		\$ 53,869
Total Amount for these Contracts		\$ 62,010
	Balance	\$ 53,869

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 2014-2015 in the amount of \$0 as of 11/6/14					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

**Non-Instructional Consultants**

2014-2015 Budget 01-65000-0-57500-11900-5890-043-1400

Non-Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
West Shield Adolescent Services	3934101148	Escort Transportation	40-SPED15072	\$4,625
Parent Reimbursement	2149511275	2013-14 Transportation	41-SPED15076	\$2,924

Amount Budgeted Non-Instructional Consultants 14/15		\$ 220,000
Prior Board Authorization as of 11/16/14		\$ 190,213
	Balance	\$ 29,787
Positive Adjustment (See Below)		\$ 0
		\$ 29,787
Total Amount for these Contracts		\$ 7,549
	Balance	\$ 22,238

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 2014-2015 in the amount of \$3,000 as of 11/6/14					
Non-Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

**LEA**

2014-2015 Budget 01-56400-0-00000-39000-5802-043-1400

LEA Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Pyramid Educational Consultants	N/A	Training Workshop	1-SPED15001	\$122

Amount Budgeted LEA 14/15		\$	42,400
Prior Board Authorization as of 11/6/14		\$	<u>27,391</u>
	Balance	\$	15,009
Positive Adjustment (See Below)		\$	<u>0</u>
		\$	<u>0</u>
Total Amount for these Contracts		\$	<u>122</u>
	Balance	\$	14,887

Adjustment					
LEA Budget 01-56400-0-00000-39000-5802-043-1400					
There has been a reduction in authorized expenditures of LEA contracts for FY 2014-2015 in the amount of \$0 as of 11/6/14					
LEA Consultant	Service Description	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:  
 ABSENT:



TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

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

RE: AWARD OF PURCHASE ORDERS – 2014-15

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from October 29, 2014, through November 12, 2014, for fiscal year 2014-15.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF NOVEMBER 20, 2014

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
<u>*** NEW PURCHASE ORDERS ***</u>					
152661	A & R WHOLESALE DISTRIBUTORS	OPEN ORDER FOR SNACK FOOD	SAMOHI STUDENT STORE	3,000.00	U
152697	A Z BUS SALES INC	Open order for parts	TRANSPORTATION	3,000.00	U
152719	A-Z BUS SALES INC	16 & 18 PASSENGER SCHOOL BUSES	TRANSPORTATION	137,118.77	U
152711	AARDVARK CLAY	OPEN ORDER/CLAY/ART CLASS	JOHN ADAMS MIDDLE SCHOOL	1,000.00	R
152684	ACCENT FLAG & SIGN SERVICE	REPAIR FLAGPOLE FRANKLIN	FACILITY MAINTENANCE	1,059.24	R
152672	ADORAMA INC.	CURRICULAR SUPPLIES	SANTA MONICA HIGH SCHOOL	1,526.55	R
152673	ADORAMA INC.	CURRICULAR SUPPLIES	SANTA MONICA HIGH SCHOOL	503.70	R
152698	ADVANCED BATTERY SYSTEMS	Parts - Open order	TRANSPORTATION	2,000.00	U
152695	ADVANCED ELECTRONICS	Repairs	TRANSPORTATION	650.43	U
152756	AHSIRT ENGINEERING INC	NOV RESPONSE MALIBU&CABRILLO	FACILITY MAINTENANCE	9,900.00	R
152770	ALTA ENVIRONMENTAL	MONITERING ROOSEVELT	FACILITY MAINTENANCE	3,057.80	R
152747	APEX LEARNING	ONLINE LICENSE RENEWAL	CURRICULUM AND IMC	35,950.00	U
152601	ARGO FLEET SERVICES	Parts Order	TRANSPORTATION	164.25	U
152717	ASI ASSOCIATES INC	CURRICULAR SUPPLIES	SANTA MONICA HIGH SCHOOL	34.24	R
152625	BARNES & NOBLE/SANTA MONICA	LIBRARY BOOKS	SANTA MONICA HIGH SCHOOL	1,000.00	U
152778	BARNES & NOBLE/SANTA MONICA	ELEM MATH RESOURCE	CURRICULUM AND IMC	471.10	R
152637	BARNES AND NOBLE	PROFESSION DEVELPMT MATERIALS	MALIBU HIGH SCHOOL	285.47	R
152677	BOOKSOURCE,THE	LEVELED BOOKS	ROOSEVELT ELEMENTARY SCHOOL	3,996.93	R
152619	CALIFORNIA ACCESS SCAFFOLD LLC	JAMS AUDITORIUM	FACILITY MAINTENANCE	733.20	SR
152618	CALIFORNIA OFFICE SYSTEMS INC	LIBRARY SUPPLIES	SANTA MONICA HIGH SCHOOL	2,898.74	U
152709	CALIFORNIA OFFICE SYSTEMS INC	OPEN ORDER/INST SUP/8TH	JOHN ADAMS MIDDLE SCHOOL	130.00	U
152732	CALIFORNIA OFFICE SYSTEMS INC	RM# 11 FURNITURE 4/5 GRADE	FRANKLIN ELEMENTARY SCHOOL	373.40	R
152708	CAMBIUM LEARNING INC.	LICENSE INSTRUCTIONAL MEDIA	JOHN ADAMS MIDDLE SCHOOL	4,193.00	R
152635	CAPSTONE PRESS	CLASSROOM LIBRARY BOOKS	LINCOLN MIDDLE SCHOOL	844.58	R
152666	CDW-G COMPUTING SOLUTIONS	ACROBAT PRO	FACILITY MAINTENANCE	140.88	R
152554	CHARACTER COUNTS	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	54.74	R
152751	CHEVRON U.S.A. INC.	Open order for fuel	TRANSPORTATION	20,000.00	U
152626	CHILDRENS BOOK WORLD	LIBRARY BOOKS	SANTA MONICA HIGH SCHOOL	300.00	U
152694	CINTAS CORPORATION	Open order for Cleaning/Shop	TRANSPORTATION	3,000.00	U
152692	CLEMENT COMMUNICATIONS INC	Hwy. Prof. Poster Program/Tran	TRANSPORTATION	159.35	U
152660	COASTAL ENTERPRISES	REORDER PE CLOTHES	SAMOHI STUDENT STORE	648.00	U
152616	COLLEGE-BOUND SENIORS	2014 District Electronic Data	CURRICULUM AND IMC	301.13	U
152634	CPM EDUCATIONAL PROGRAM	CPM MATH CORE CONNECTION	MALIBU HIGH SCHOOL	878.78	R
152686	CSM CONSULTING INC.	CONSULTANT FOR E-RATE SVCS	PURCHASING/WAREHOUSE	18,900.00	U
152185	D & L FOODSERVICE	MONEY COUNTER W/SOFTWARE	FOOD SERVICES	3,213.71	F
152624	DABASH,REHAM	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	200.00	CD
152710	DBO COMPANY, THE	INST SUP/SOCIAL ST/HUMANITIES	JOHN ADAMS MIDDLE SCHOOL	2,673.13	U
152765	DE GALLO, JACQUELINE F.	MUSIC CLASS SERVICE	EDISON ELEMENTARY SCHOOL	6,000.00	U
152714	DICK BLICK - PICK UP ONLY	OPEN ORDER/ART CLASS SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	2,050.00	R
152649	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	46.98	CD
152409	DISCOVERY EDUCATION	ON-LINE SOFTWARE LICENSE	MCKINLEY ELEMENTARY SCHOOL	2,600.00	R
152707	DISCOVERY EDUCATION	LICENSE/INSTRUCTIONAL MEDIA	JOHN ADAMS MIDDLE SCHOOL	4,595.00	R
152779	EAI K-12 MATH CATALOG	ELEM MATH MANIPULATIVES	CURRICULUM AND IMC	376.18	R
152696	EAI EDUCATION	Math Manipulatives	FRANKLIN ELEMENTARY SCHOOL	4,540.33	U
152758	EVALUMETRICS INC	Evalumetrics for fitgram 2015	CURRICULUM AND IMC	1,247.18	U
152643	EVENTFUL FLOWER DESIGN	ROP FLORISTRY SUPPLIES	R O P	1,000.00	R
152760	FAMILY SERVICE OF SANTA MONICA	STUDENT COUNCELING SERVICES	ROOSEVELT ELEMENTARY SCHOOL	4,000.00	U
152761	FAMILY SERVICE OF SANTA MONICA	STUDENT COUNSELING SERVICES	JOHN ADAMS MIDDLE SCHOOL	5,000.00	R
152636	FAST DEER BUS CHARTER INC	ATHLETIC TRANSPORTAION	MALIBU HIGH SCHOOL	1,250.47	U

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF NOVEMBER 20, 2014

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
152682	FAST DEER BUS CHARTER INC	CATALINA FIELD TRIP BUSES	JOHN ADAMS MIDDLE SCHOOL	4,600.00	R
152739	FLUE STEAM INC	KITCHEN EXHAUST AND ANSEL SYST	FOOD SERVICES	4,000.00	F
152627	FOLLETT SCHOOL SOLUTIONS INC	LIBRARY BOOKS	SANTA MONICA HIGH SCHOOL	3,000.00	U
152700	GALE SUPPLY CO	CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	500.96	R
152749	GALE SUPPLY CO	CUSTODIAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	174.87	U
152583	GARCIA, MAURICE	Dimmer Processor repair	THEATER OPERATIONS&FACILITY PR	650.00	R
152645	HARRISON, REBEL	REIMBURSEMENT FOR ROP SUPPLIES	R O P	219.00	R
152604	HAZELDEN EDUC MAT	RESOURCE MATERIALS - PO#152603	CURRICULUM AND IMC	12,563.94	U
152675	HEARTLAND PAYMENT SYSTEM	WARRANTY REPAIR	FOOD SERVICES	27.17	F
152693	HEAVY DUTY BUS PARTS INC	Supplies/Transport.	TRANSPORTATION	111.82	U
152532	HEINEMANN	Fountas & Pinnel Assessm kits	STATE AND FEDERAL PROJECTS	21,710.00	R
152718	HEINEMANN	Fountas & Pinnel Assessm kits	STATE AND FEDERAL PROJECTS	460.63	R
152734	HEINEMANN	MATH RESOURCE BOOKS	CURRICULUM AND IMC	2,234.71	R
152738	HIRSCH PIPE & SUPPLY	PLUMBING SUPPLIES	FACILITY MAINTENANCE	3,000.00	R
152702	INSPIRATION SOFTWARE INC.	ASSISTIVE TECHNOLOGY	SPECIAL EDUCATION REGULAR YEAR	380.00	R
152557	INTELLI-TECH	CHROMEBOOKS & CART	LINCOLN MIDDLE SCHOOL	21,635.16	U
152648	INTERNATIONAL PAPER	SUPPLIES/PAPER	MCKINLEY ELEMENTARY SCHOOL	2,000.00	R
152613	IRG PLOTTERS & PRINTERS INC	SERVICE OF HP DESIGNJET T610	THEATER OPERATIONS&FACILITY PR	920.15	R
152763	JEWISH FAMILY SERVICE	COUNSELING SERVICE CONTRACT	FRANKLIN ELEMENTARY SCHOOL	5,000.00	U
152389	JW PEPPER OF LOS ANGELES	MUSIC ENSMBL/BAND SUPPLIES	MALIBU HIGH SCHOOL	500.00	R
152620	JW PEPPER OF LOS ANGELES	SHEET MUSIC FOR STAIRWAY 2015	CURRICULUM AND IMC	4,000.00	R
152621	JW PEPPER OF LOS ANGELES	SHEET MUSIC AND CONSUMABLES	CURRICULUM AND IMC	1,500.00	R
152642	KERN HIGH SCHOOL DISTRICT	VIRTUAL BUSINESS TRADE FAIR	R O P	440.00	R
152633	KLEIS,HEIDI	REIMBURSE OF ORGANIC GARDEN	MALIBU HIGH SCHOOL	295.25	R
152703	KORADE & ASSOCIATE BUILDERS	REMOVAL OF DEBRIS - JAMS	FACILITY MAINTENANCE	19,711.00	SR
152780	LAKESHORE CURRICULUM	MATH MANIPULATIVES/PREK	CURRICULUM AND IMC	663.01	R
152603	LUCINDA MEJDELL-AWBREY	IN SERVICE TRAINING FOR STAFF	CURRICULUM AND IMC	5,000.00	U
152678	MODERN CURRICULUM PRESS	Words their Way- Order	STATE AND FEDERAL PROJECTS	44,883.47	R
152762	MUSIC CENTER EDUCATION DIV	CULTURAL MUSICAL ASSEMBLY	FRANKLIN ELEMENTARY SCHOOL	3,915.00	R
152598	NAPA AUTO PARTS	Open order for parts	TRANSPORTATION	900.00	U
152781	NASCO WEST - MODESTO	PHYS ED EQUIP	CURRICULUM AND IMC	467.99	U
152640	NATIONAL COUNCIL OF TEACHERS	MATHEMATICS RESOURCE MATERIALS	CURRICULUM AND IMC	422.01	R
152630	NCESSÉ / TIDES CENTER	STUDENT SPACE FLIGHT EXPERIM	LINCOLN MIDDLE SCHOOL	8,000.00	U
152670	NCSM MEMBER&CONFERENCE SERVICE	MATH RESOURCE MATERIALS	CURRICULUM AND IMC	607.07	R
152593	P & R PAPER SUPPLY CO	PAPER PRODUCTS	FOOD SERVICES	50,000.00	F
152641	PEARSON CLINICAL ASSESSMENT	PSYCH ASSESSMENTS	SPECIAL EDUCATION REGULAR YEAR	181.37	R
152731	PEARSON CLINICAL ASSESSMENT	PSYCH ASSESSMENTS	SPECIAL EDUCATION REGULAR YEAR	266.81	R
152656	PEARSON EDUCATION	Consummable student workbooks	FRANKLIN ELEMENTARY SCHOOL	1,894.86	U
152755	PIONEER CHEMICAL CO	CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	417.20	R
151925	PLANETBRAVO LLC	COMPUTER INSTRUCTION	PT DUME ELEMENTARY SCHOOL	27,500.00	U
152632	PLANETBRAVO LLC	COMPUTER LAB CONSULTANT	WEBSTER ELEMENTARY SCHOOL	34,000.00	U
152735	PLUMBMASTER INC	PLUMBING SUPPLIES	FACILITY MAINTENANCE	3,500.00	R
152752	RECREONICS INC	LINCOLN ADA SWIMMING POOL LIFT	LINCOLN MIDDLE SCHOOL	4,767.87	R
152679	REGENCY ENTERPRISES INC.	LIGHT BULBS	ROOSEVELT ELEMENTARY SCHOOL	394.20	R
152574	RICOH USA INC.	COPIER OVERAGES	GRANT ELEMENTARY SCHOOL	491.80	U
152658	RICOH USA INC.	RICOH MP 6002SP COPIER	PT DUME ELEMENTARY SCHOOL	16,835.62	R
152659	RICOH USA INC.	NEW COPIER SERVICE AGREEMENT	PT DUME ELEMENTARY SCHOOL	924.42	R
152556	ROCKEN SCREEN PRINTING & GRAPH	T SHIRTS FOR M & O	FACILITY OPERATIONS	1,060.00	U
152736	RUSSELL SIGLER INC	HVAC SUPPLIES	FACILITY MAINTENANCE	1,000.00	R
152486	SANTA MONICA ACADEMY OF MUSIC	MUSIC SERVICE CONTRACT	MCKINLEY ELEMENTARY SCHOOL	8,000.00	U
152721	SANTANDER BANK N.A.	LEASE FOR SCHOOL BUSES	TRANSPORTATION	28,798.00	U

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF NOVEMBER 20, 2014

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
152688	SCHOOL HEALTH CORPORATION	HEALTH OFFICE SUPPLIES	PT DUME ELEMENTARY SCHOOL	200.00	U
152573	SCHOOL NURSE SUPPLY INC	NURSING SUPPLIES	GRANT ELEMENTARY SCHOOL	102.95	R
152668	SCHOOL NUTRITION SERVICES	SANITATION & CLEANING SUPP-CDS	FOOD SERVICES	268.71	F
152669	SCHOOL NUTRITION SERVICES	SANITATION & CLEANING/NURSES	FOOD SERVICES	150.78	F
152680	SCHOOL SPECIALTY INC	KIDNEY TABLE	ROOSEVELT ELEMENTARY SCHOOL	325.61	R
152713	SCHOOL SPECIALTY INC	OPEN ORDER/ART CLASS SUP	JOHN ADAMS MIDDLE SCHOOL	1,000.00	R
152539	SEHI COMPUTER PRODUCTS	PRINTER FOR ATTENDANCE OFFICE	JOHN ADAMS MIDDLE SCHOOL	320.27	R
152548	SEHI COMPUTER PRODUCTS	PRINTERS	CABRILLO ELEMENTARY SCHOOL	1,068.14	R
152595	SEHI COMPUTER PRODUCTS	PRINTER	SANTA MONICA HIGH SCHOOL	282.18	R
152596	SEHI COMPUTER PRODUCTS	LIBRARY SUPPLIES	SANTA MONICA HIGH SCHOOL	1,295.99	U
152600	SEHI COMPUTER PRODUCTS	LIBRARY SUPPLIES	SANTA MONICA HIGH SCHOOL	736.55	U
152607	SEHI COMPUTER PRODUCTS	COMPUTER CARTRIDGE	OLYMPIC CONTINUATION SCHOOL	139.70	U
152609	SEHI COMPUTER PRODUCTS	TONER CARTRIDGES	LINCOLN MIDDLE SCHOOL	1,459.02	R
152646	SIMPLEXGRINNELL	SERVICE&REPAIRS EDISON	FACILITY MAINTENANCE	6,343.09	R
152623	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CDC: CCTR	75.00	CD
152651	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	100.00	CD
152712	SMART & FINAL	OPEN ORDER/ART CLASS SUP	JOHN ADAMS MIDDLE SCHOOL	200.00	U
152757	SMART & FINAL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	500.00	CD
152399	SOCIAL STUDIES SCHOOL SVCS	LIBRARIAN RESOURCES	MALIBU HIGH SCHOOL	2,104.91	R
152622	STAPLES BUSINESS ADVANTAGE	HS FOLDERS	CHILD DEVELOPMENT CENTER	1,055.01	CD
152653	STAPLES BUSINESS ADVANTAGE	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	1,000.00	CD
152745	STAPLES/P-U/SANTA MONICA/WILSH	INSERVICE SUPPLIES	STATE AND FEDERAL PROJECTS	1,300.00	R
152705	STRESS LESS ENVIRONMENTAL LLC	PUMP CLARIFIER @ TRASPORTATION	FACILITY MAINTENANCE	3,396.25	R
151634	SUPERCICUITS INC	SUPPLIES & MATERIALS	ADULT EDUCATION CENTER	898.26	A
152753	TANDUS CENTIVA US LLC	REPLACE FLOORING ROOSEVELT RM6	FACILITY MAINTENANCE	4,579.97	R
152610	TARGET STORES	PE SUPPLIES	OLYMPIC CONTINUATION SCHOOL	300.00	R
152650	TARGET STORES	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	75.00	CD
152652	TARGET STORES	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	100.00	CD
152617	TEMP POWER SYSTEMS	TEMP POWER RENTAL	EDISON ELEMENTARY SCHOOL	2,990.00	BB
152534	TENMARKS EDUCATION LLC	SOFTWARE LICENSE	MCKINLEY ELEMENTARY SCHOOL	1,840.00	R
152665	THE PROPHET CORP	PLAY EQUIPMENT	SMASH SCHOOL	425.30	R
152689	THINKING MAPS INC	Thinking Maps for Teachers	FRANKLIN ELEMENTARY SCHOOL	2,590.00	U
152535	TIME FOR KIDS	SUBSCRIPTION - TIME FOR KIDS	MCKINLEY ELEMENTARY SCHOOL	2,077.18	R
152647	TOSHIBA	COMPUTER SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	2,000.00	R
152746	U S BANK (GOVT CARD SERVICES)	FOLDING STEP STOOL	FRANKLIN ELEMENTARY SCHOOL	129.83	R
152578	U S GAMES - WEST	PLAYGROUND EQUIPMENT, CORE 1	SMASH SCHOOL	351.27	R
152720	VIRCO MFG CORP	STUDENT CHAIR	CABRILLO ELEMENTARY SCHOOL	8,154.29	R
152730	VIRCO MFG CORP	RM# 11 FURNITURE 4/5 GRADE	FRANKLIN ELEMENTARY SCHOOL	4,944.94	R
152638	WAXIE SANITARY SUPPLY	VACUUM CLEANER BAGS	WEBSTER ELEMENTARY SCHOOL	86.00	R
152704	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	121.79	R
152774	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	51.84	U
152724	WEST COAST PRINT	PRINTING MAC SLIPS	MCKINLEY ELEMENTARY SCHOOL	525.60	R
152775	WESTED	HEALTHY KIDS SURVEY 2014/15	CURRICULUM AND IMC	941.00	U
152790	WESTERN FENCE & SUPPLY CO	BOLLARD INSTALL MCKINLEY	FACILITY MAINTENANCE	974.90	R

\*\* NEW PURCHASE ORDERS 709,173.95



PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF NOVEMBER 20, 2014

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
<b>** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES **</b>					
152606	CREW PROTECTION INC	CONSTRUCTION SECURITY	SANTA MONICA HIGH SCHOOL	2,106.00	BB
152777	HEWLETT-PACKARD COMPANY	COMPUTERS FOR STUDENTS: ES-2	CURRICULUM AND IMC	395,185.42	
152750	INTELLI-TECH	COMPUTERS FOR STUDENTS: ES-2	CURRICULUM AND IMC	2,930,768.35	
152784	MERIDIAN IT INC	HARDWARE FOR CONNECTIONS :ES-2	CURRICULUM AND IMC	525,427.06	
152787	MERIDIAN IT INC	HARDWARE FOR CONNECTIONS :ES-2	CURRICULUM AND IMC	52,412.04	
152744	U S BANK (GOVT CARD SERVICES)	ICEMAKER FOR LINCOLN FF&E P2	LINCOLN MIDDLE SCHOOL	1,224.86	BB
152773	U S BANK (GOVT CARD SERVICES)	FFE FURNITURE LINCOLN PHASE II	LINCOLN MIDDLE SCHOOL	75.00	BB
<b>** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES</b>				<b>3,907,198.73</b>	



TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO  
RE: ACCEPTANCE OF GIFTS – 2014/2015

ACTION/CONSENT  
11/20/14

RECOMMENDATION NO. A.08

It is recommended that the Board of Education accept, with gratitude, checks totaling **\$20,755.96** 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 2014-2015 income and appropriations by **\$20,755.96** 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	\$ 117.75		General Supplies and Materials	Various
<b>Ed Services</b> 01-90120-0-00000-00000-8699-030-0000	\$ 9,655.00 \$ 541.30		General Supplies and Materials General Supplies and Materials	Various Various
<b>Lincoln Middle School</b> 01-90120-0-00000-00000-8699-012-0000	\$ 1,050.00 \$ 20.00		Other Operating Expenses General Supplies and Materials	Various Nina Andro
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000	\$ 2,104.91		General Supplies and Materials	Malibu High School PTSA
<b>McKinley Elementary School</b> 01-90120-0-00000-00000-8699-004-0000	\$ 5,955.00 \$ 232.00 \$ 80.00		General Supplies and Materials General Supplies and Materials General Supplies and Materials	Various Various Various
<b>SMASH</b> 01-90120-0-00000-00000-8699-009-0000	\$ 1,000.00		General Supplies and Materials	Wells Fargo Foundation
<b>TOTAL</b>	<b>\$ 20,755.96</b>			

TO: BOARD OF EDUCATON

ACTION/CONSENT

11/20/14

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

RE: AUTHORIZATION TO USE BID NO. P13-13/14 GLENDALE UNIFIED SCHOOL DISTRICT FOR THE PURCAHSE OF APPLE COMPUTER PRODUCTS, SERVICES, AND RELATED COMPONENTS – PHASE II TECHNOLOGY UPGRADES – MEASURE BB

RECOMMENDATION NO. A.09

It is recommended that the Board of Education authorize using Bid Number P13-13/14 Glendale Unified School District for the purchase of Apple computer products, services, and related components, in an amount not to exceed \$182,441.77 under the terms and conditions of the public agency's contract pursuant to the provisions of public contract code section 20118 and 20652.

Funding Information

Budgeted: Yes

Fund: 83

Source: Measure BB

Account Number: 83-90500-0-00000-85000-6200-012-2600

COMMENTS: Phase II Classroom Technology upgrades consists of several purchases including Teachers Laptops and tablets; Student Laptops and tablets.

School district governing boards have the authority to “piggyback” on another public agency’s bid per public contract code section 20118 and 20652 when it is determined to be in the “best interest of the district”. It is often advantageous for district to utilize piggyback bids when contract items are identical to the districts specifications. Using piggyback contracts saves time and money, and they often provide lower prices than a single jurisdiction would be able to obtain.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

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

RE: AMENDMENT TO CONTRACT TO HEWLETT-PACKARD (HP) / CARE OF INTELLI-TECH FOR THE PURCHASE OF HP COMPUTER PRODUCTS  
WWSCA/NASPO CONTRACT BID #B27164-CA – PHASE I TECHNOLOGY,  
MEASURE ES-2 BOND PROGRAM – CHANGE ORDER #1

RECOMMENDATION NO. A.10

It is recommended that the Board of Education authorize Change Order #1 Hewlett-Packard care of Intelli-Tech for the purchase of Hewlett-Packard (HP) products, in an amount not to exceed \$8,554, for a total contract price of \$3,325,954, utilizing piggyback-able bid #B27164-CA of the HP WSCA/NASPO contract. Intelli-tech is the authorized partner for product pass through and installation.

Funding Information

Budgeted: Yes  
Fund: 84  
Source: Measure ES  
Account Number: 84-90903-0-00000-82000-XXXX-030-1300

COMMENT: Change Order #1 represents the work listed below:

Original Contract Amount	\$3,317,400
Change Order #1	\$ 8,554
Total Contract Amount	\$3,325,954

The increase shown above reflects an increase in cost for laptop carts which are used for charging and secure storage of the laptops. Upon classroom visits, it was determined that 3 different carts designs would be required based on room layout and size constraints. The original proposal utilized the same cart for all rooms.

The Board of Education approved the budget for Measure ES-2 Technology purchases during the Board meeting of October 16, 2014 (Item A.23). This purchase will utilize a portion of the SBAC allocations.

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  
 11/20/14

RECOMMENDATION NO. A.11

Unless otherwise noted, all items are included in the 2014/2015 approved budget.

**ADDITIONAL ASSIGNMENTS**

ADAMS MIDDLE SCHOOL

Avedian, Ray	7.11 hrs @\$42.08	11/3/14-11/5/14	Est Hrly/\$299
Sever, Pamela	7.11 hrs @\$42.08	11/3/14-11/5/14	Est Hrly/\$299
TOTAL ESTABLISHED HOURLY			\$598

Comment: Chaperone Catalina Trip  
 01-Formula & Old Tier III

Karaiakoubian, Paul	\$42.08, as needed	10/15/14-5/30/15	Est Hrly/\$----
TOTAL ESTABLISHED HOURLY			\$----

Comment: After-School Library Supervision  
 01-Reimbursed by PTA

Hart, Matthew	\$42.08, as needed	10/21/14-6/5/15	Est Hrly/\$----
TOTAL ESTABLISHED HOURLY			\$----

Comment: Fill-in for After-School and Weekend Science Seminars  
 01-Formula & Old Tier III

EDUCATIONAL SERVICES

Notarides, Anthony	6 hrs @\$42.08	10/31/14	Est Hrly/\$252
Zagor, Maura	4 hrs @\$42.08	10/31/14	Est Hrly/\$168
TOTAL ESTABLISHED HOURLY			\$420

Comment: CELDT Testing  
 01-ESEA – Title III LEP

Hirt, Mary	8 hrs @\$42.08	11/1/14-11/30/14	Est Hrly/\$337
TOTAL ESTABLISHED HOURLY			\$337

Comment: Prep Physical Education Materials  
 01-Measure “R”

LINCOLN MIDDLE SCHOOL

Diamond, Renee	3 hrs @\$42.08	10/23/14	Est Hrly/\$126
Hart, Sharon	3 hrs @\$42.08	10/23/14	Est Hrly/\$126
Katz, Jessica	3 hrs @\$42.08	10/23/14	Est Hrly/\$126
TOTAL ESTABLISHED HOURLY			\$378

Comment: PTSA Parent Night  
 01-VSS-Stretch Grant

Ehrke, Shelly	47.53 hrs @\$42.08	8/14/14-6/5/15	Est Hrly/\$2,000
Hart, Sharon	47.53 hrs @\$42.08	8/14/14-6/5/15	Est Hrly/\$2,000
Stauffer, Nathaniel	47.53 hrs @\$42.08	8/14/14-6/5/15	Est Hrly/\$2,000
TOTAL ESTABLISHED HOURLY			\$6,000

Comment: Grade Level Coordinators  
 01-Formula & Old Tier III

Perez, Raymond	47.53 hrs @\$42.08	8/14/14-6/5/15	Est Hrly/\$2,000
TOTAL ESTABLISHED HOURLY			\$2,000

Comment: AVID Coordinator  
 01-Gifts – Equity Fund

O'Brien, Marianna	74.26 hrs @\$42.08	8/14/14-6/5/15	<u>Est Hrly/\$3,125</u>
		TOTAL ESTABLISHED HOURLY	\$3,125
Comment:	Professional Development Leader 01-Vision for Student Success		

MALIBU HIGH SCHOOL

Cairns, Patricia	\$547.91 daily, as needed	9/1/14 – 6/5/15	<u>Own Daily/\$----</u>
		TOTAL OWN DAILY	\$----
Comment:	Assist with Transition to New Principal/Asst. Principal 01-Unrestricted Resource		

ROOSEVELT ELEMENTARY SCHOOL

Carey, Ann	74.26 hrs @\$42.08	10/20/14-6/5/15	<u>Est Hrly/\$3,125</u>
		TOTAL ESTABLISHED HOURLY	\$3,125
Comment:	Professional Development Leader 01-Vision for Student Success		

SANTA MONICA HIGH SCHOOL

Contreras, Luis	124 hrs @\$42.08	10/1/14-6/5/15	Est Hrly/\$5,218
Kim, Douglas	62 hrs @\$42.08	9/1/14-6/5/15	<u>Est Hrly/\$2,609</u>
		TOTAL ESTABLISHED HOURLY	\$7,827
Comment:	After-School Tutoring 01-Formula & Old Tier III		

Bart Bell, Dana	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Chacon, Martha	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Christoff, Anne	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Cierra, Jorge	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Collins, Katherine	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Drake, Loren	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Escalera, Daniel	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Forrer, Brooke	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Gonsalves, Diane	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Grant, Sandy	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Hobkirk, Carl	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Hoffman, Ryan	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Kariya, Emily	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Kim, Douglas	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Ledford, Martin	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Lee, Chon	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Lipetz, Sarah	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Salumbides, Rose Ann	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Sass, Amanda	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Saunders, Shawn	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Schmidt, Samantha	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Silvestri, Marisa	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Topp, Courtney	4.5 hrs @\$42.08	10/18/14	Est Hrly/\$189
Toppel, Diane	4.5 hrs @\$42.08	10/18/14	<u>Est Hrly/\$189</u>
		TOTAL ESTABLISHED HOURLY	\$4,536
Comment:	PSAT Proctor 01-Reimbursed by ASB		

SPECIAL EDUCATION

Sugasawara, Patricia	30 hrs @\$61.83	10/6/14-6/5/15	<u>Own Hrly/\$1,855</u>
		TOTAL OWN HOURLY	\$1,855
Comment:	Extra Hours for IEP Attendance 01-Special Education		

**HOURLY TEACHERS****STUDENT SERVICES**

Chavez, Craig	\$42.08, as needed	10/17/14-6/5/15	<u>Est Hrly/\$----</u>
		TOTAL ESTABLISHED HOURLY	\$----

Comment: Home Instructor  
01-Unrestricted Resource

**TOTAL ESTABLISHED HOURLY, OWN DAILY AND OWN HOURLY = \$ 30,201**

**NEW HIRES****TEMPORARY CONTRACTS**

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Kay, David/Auto Tech – ROP Santa Monica High School	100%	8/14/14-6/5/15
Palatucci, Heather/Collaborative Pre-school Special Education/Lincoln CDC	60%	11/24/14-6/5/15

**CHANGE IN EMPLOYEE STATUS: TEMPORARY TO PROBATIONARY**

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Diaz, Vanesa/1 <sup>st</sup> Grade Franklin Elem School	100%	8/14/14
Notarides, Anthony/ELD McKinley Elem School	60%	8/25/14

**SUBSTITUTE TEACHERS****Effective****LONG-TERM SUBSTITUTES**

(@\$219.00 Daily Rate)

Gecht, Marcia	10/13/14-10/24/14
Gleason, Beverly	10/20/14
O'Hanlon, Molly	10/30/14

**PREFERRED SUBSTITUTES**

(@\$169.00 Daily Rate)

Ibarra, Kathryn	11/3/14
-----------------	---------

**REGULAR DAY-TO-DAY SUBSTITUTES**

(@\$144.00 Daily Rate)

Cohen, Evan	11/3/14
Fune, Arleen	11/5/14
Gonzalez, Aristides	11/5/14
Harris, Evelyn	11/3/14
Hernandez, Angelica	11/6/14
Rowland, Carla	11/3/14
Sanchez, Jeff	11/4/14
Valencia, Sandra	11/4/14

**CHANGE IN ASSIGNMENT****Effective**

Burse, Doris	10/1/14-6/5/15
CDS/McKinley Elementary/Teacher	
<u>From:</u> 50%/Teacher	
<u>To:</u> 62.5%/Teacher	

**LEAVE OF ABSENCE (with pay)**

Name/Location

Hunt, Mark  
Lincoln MS

Effective

10/27/14-11/14/14  
[Medical Accommodation]

Kay, Benjamin  
Santa Monica HS

11/3/14-11/7/14  
[FMLA/CFRA]

Quin Meyer, Kimberly  
Malibu HS

10/8/14-11/21/14  
[Medical/FMLA]

Quin Meyer, Kimberly  
Malibu HS

11/24/14-1/5/15  
[Medical]

**LEAVE OF ABSENCE (without pay)**

Name/Location

Scifres, Mary  
McKinley Elementary

Effective

10/20/14-6/5/15  
[80% - Child Care]

**ABOLISH POSITION**

Executive Director,  
Student and Professional Services

Effective

1/31/15

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

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

ACTION/CONSENT  
 11/20/14

RECOMMENDATION NO. A.12

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

<b><u>NEW HIRES</u></b>		<b><u>EFFECTIVE DATE</u></b>
Alvarado, Nivia Franklin ES	Bilingual Community Liaison 4 Hrs/10 Mo/Range: 25 Step: A	10/27/14
Bransford-Bennett, Elizabeth Roosevelt ES	Inst Assistant - Classroom 3 Hrs/SY/Range: 18 Step: B	10/27/14
Cunningham, Jill Special Ed-Santa Monica HS	Paraeducator 3 6 Hrs/SY/Range: 26 Step: A	10/27/14
Fregoso, Anabel Roosevelt ES	Inst Assistant - Classroom 3 Hrs/SY/Range: 18 Step: B	10/27/14
Hall, Caitlin Child Develop Svcs-Franklin ES	Children's Center Assistant 1 3.5 Hrs/SY/Range: 17 Step: B	10/27/14
Harry, Elisa Operations	Administrative Assistant 8 Hrs/12 Mo/Range: 29 Step: A	10/23/14
Hernandez, Wendy Child Develop Svcs-Muir ES	Children's Center Assistant 1 3.5 Hrs/SY/Range: 17 Step: B	10/21/14
Myles, Donald Operations	Custodian 5 Hrs/12 Mo/Range: 22 Step: A	10/20/14
Rogers, Arshon Operations	Custodian 5 Hrs/12 Mo/Range: 22 Step: A	10/27/14
Tate, Jarrell Operations	Custodian 5 Hrs/12 Mo/Range: 22 Step: A	10/27/14
Vecchiotti, John Special Ed-Santa Monica HS	Paraeducator 1 6 Hrs/SY/Range: 20 Step: A	10/22/14
Walker, Anthony Human Resources	Employee Benefits Technician 8 Hrs/12 Mo/Range: 34 Step: A	10/27/14
Zmuda, Rachel Special Ed-Rogers ES	Paraeducator 1 6 Hrs/SY/Range: 20 Step: A	10/30/14
<b><u>PROMOTION</u></b>		<b><u>EFFECTIVE DATE</u></b>
Mikhail, Christine Special Ed-Lincoln MS	Paraeducator 3 6 Hrs/SY/Range: 26 Step: B From: Paraeducator 1: 6 Hrs/SY	10/27/14

Webster, Ryan Special Education	Paraeducator 3 6 Hrs/SY/Range: 26 Step: A From: Paraeducator 1: 6 Hrs/SY	10/27/14
<b><u>TEMP/ADDITIONAL ASSIGNMENTS</u></b>		<b><u>EFFECTIVE DATE</u></b>
Ajnassian, Carrie Special Ed-Lincoln MS	Paraeducator 1 [additional hours; ASB dance concession sale]	10/10/14-6/5/15
Alaniz, Federico Food and Nutrition Svcs	Stock and Delivery Clerk [additional hours; cafeteria support]	8/18/14-6/5/15
Alaniz, Federico Food and Nutrition Svcs	Stock and Delivery Clerk [overtime; cafeteria support]	8/18/14-6/5/15
Alvarez, Guillermina Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Anderson, Janice Health Svcs-Franklin ES	Health Office Specialist [additional hours; health office support]	8/18/14-6/5/15
Aranda, Antonio McKinley ES	Inst Assistant - Classroom [additional hours; parent meeting attendance]	10/10/14
Arongoa, Isabel Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Bakhyt, Peter Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Ballat, Nawal Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Benjamin, Jacquita Special Ed-Lincoln MS	Paraeducator 3 [additional hours; after school computer lab assistance]	9/2/14-6/5/15
Bolan, Anette Santa Monica HS	Administrative Assistant [overtime; PSAT proctoring]	10/18/14
Brown, Lincoln Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Burns, Robert Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Carbajal, Patricia Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Carpenter, Eddie Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Castro, Esperanza Food and Nutrition Svcs	Site Food Services Coordinator [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Ceron, Gloria Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Chocha, Puja Special Education	Paraeducator 3 [additional hours; classroom setup]	8/15/14

Cisneros, Yolanda Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Clayton, Mercille Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Coburn, Sharon Food and Nutrition Svcs	Cafeteria Cook Baker [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Cojan, Carmen Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Coria-Alvarez, Connie Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Cornejo, Ana Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Cortez, Alicia Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
De La Rosa, Johanna Superintendent's Office	Bilingual Community Liaison [overtime; translations]	9/1/14-6/30/15
Escobar, Victoria Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Fernandez, Ramona Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Fowler, Damon Food and Nutrition Svcs	Cafeteria Cook Baker [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Gibson, Leticia Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Girgis, Salwa Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Gomez, Jose Food and Nutrition Svcs	Production Kitchen Coordinator [overtime; assistance in cafeteria]	8/18/14-6/5/15
Gonzalez, Diane Health Svcs-Roosevelt ES	Health Office Specialist [additional hours; health office support]	10/22/14-6/5/15
Gonzalez, Jessica Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Gonzalez, Martina Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Gonzalez-Ortiz, Luz Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Griffis, Denise Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Hansberry, Angie District	Office Specialist [additional hours; clerical assistance]	10/2/14-6/5/15

Havas, Mai Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Herrada, Joe Lincoln MS	Custodian [overtime; school events]	8/12/14-6/5/15
Holloway, Shirlene Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Holsome, Dorothy Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Honore, Crystal Santa Monica HS	Campus Security Officer [overtime; school events]	7/1/14-6/30/15
Hunter-Sallustio, Dominique Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Islas, Gloria Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Jimenez, Maria Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Jimenez, Paul Facility Use	Gardener [additional hours; Facility Use events]	9/23/14-6/30/15
Jimenez, Paul Facility Use	Gardener [overtime; Facility Use events]	9/23/14-6/30/15
Johnson, Lore Child Develop Svcs	Children's Center Assistant [additional hours; classroom support]	8/18/14-6/5/15
Kaur, Kulwinder Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Lai, Chong Food and Nutrition Svcs	Production Kitchen Coordinator [overtime; assistance in cafeteria]	8/18/14-6/5/15
Laird, Monica Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Lopez de Luis, Asuncion Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Loza, Adelsa Special Ed-Lincoln MS	Paraeducator 1 [additional hours; after school library assistance]	9/2/14-6/5/15
Luis, Noemi Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Manjarrez, Lisette Special Ed-McKinley ES	Paraeducator 2 [additional hours; bus ride supervision]	8/19/14-6/5/15
Manjarrez, Maria Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Martin, Charles Lincoln MS	Campus Security Officer [overtime; ASB events]	10/10/14-6/5/15



Martin, Charles Lincoln MS	Campus Security Officer [overtime; night time school events]	8/12/14-6/5/15
Martinez, Daniel Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Medina, Elvia Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Mercado, Carmen Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Minca, Robin Lincoln MS	Administrative Assistant [overtime; ASB dance concession sale]	10/10/14-6/5/14
Mirabal, Jessica Special Ed-Adams MS	Paraeducator 1 [additional hours; student support]	10/9/14-10/30/14
Miranda, Karla Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Moore, Sandra Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Morris, Terry Santa Monica HS	Administrative Assistant [overtime; PSAT proctoring]	10/18/14
Naranjo, Debbie Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Nguyen, Chieu-Quan Special Ed-McKinley ES	Paraeducator 2 [additional hours; bus ride supervision]	8/19/14-6/5/15
Nolen, Henry Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Nunez, Sherry Lincoln MS	Campus Security Officer [overtime; ASB events]	10/10/14-6/5/15
Nunez, Sherry Lincoln MS	Campus Security Officer [overtime; night time school events]	8/12/14-6/5/15
Pacheco, Patricia Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Palmore, Renata Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Perez, Grace Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Pongas, Dorothea Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Quiroz, Timothy Food and Nutrition Svcs	Site Food Services Coordinator [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Richards, Ingrid Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Richards, Michelle McKinley ES	Inst Assistant - Classroom [additional hours; classroom support]	8/18/14-10/8/14

Ridley, Tischa Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Rodriguez, Maria Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Rodriguez, Sergio Facility Use	Custodian [additional hours; Facility Use events]	9/23/14-6/30/15
Rodriguez, Sergio Facility Use	Custodian [overtime; Facility Use events]	9/23/14-6/30/15
Roller, Yolanda Special Ed-McKinley ES	Paraeducator 2 [additional hours; bus ride supervision]	8/19/14-6/5/15
Romo, Jeniffer Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Rosa, Lucy Special Ed- Santa Monica HS	Paraeducator 2 [additional hours; bus ride supervision]	10/3/14-6/5/15
Rosas, Rosemarie Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Ruiz, Juliana Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Ruiz de Cortez, Maria Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Sampson, Claudia Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Sanchez, Cecilia Special Ed-Adams MS	Paraeducator 3 [additional hours; student support at science seminars]	10/21/14-10/23/14
Sanchez, Lucas Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Sargent, Darren Santa Monica HS	Campus Security Officer [overtime; school events]	7/1/14-6/30/15
Shaw, Johnathan Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Smith, Darlene Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Smith, Zekaia Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Stewart, Erik Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Suaste, Eduardo Operations	Lead Custodian [overtime; custodial assignments]	8/1/14-8/31/14

Tate, John Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Taylor, Christian Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Taylor, Georgia Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Tirado, Leticia Food and Nutrition Svcs	Cafeteria Worker II [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Ucan, Abraham Special Education	Paraeducator 3 [additional hours; classroom setup]	8/15/14
Valdivia, Brenda Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Vielman-Hernandez, Miriam Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Villa, Maria Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Villegas, Lorena Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Walsh, Leslie Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Washington, Chanee Santa Monica HS	Administrative Assistant [overtime; PSAT proctoring]	10/18/14
Watkins, Jennifer Food and Nutrition Svcs	Cafeteria Cook Baker [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Webster-Joseph, Shirley Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Williams, Steven Food and Nutrition Svcs	Stock and Delivery Clerk [additional hours; cafeteria support]	8/18/14-6/5/15
Wilson, Terry Santa Monica HS	Campus Security Officer [overtime; school events]	7/1/14-6/30/15
Wingfield, Janet Special Ed- Santa Monica HS	Paraeducator 2 [additional hours; bus ride supervision]	8/19/14-6/5/15
Wingfield, Janet Special Ed- Santa Monica HS	Paraeducator 2 [overtime; bus ride supervision]	8/19/14-6/5/15
Womack, Raven Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	8/18/14-6/5/15
Woolridge, Traci Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
Yamamoto, Mikiko Special Education	Paraeducator 3 [additional hours; classroom setup]	8/15/14

Yeh, Wendy Special Ed-Lincoln MS	Paraeducator 1 [additional hours; after school computer lab assistance]	9/10/14-6/5/15
Zaldivar, Guadalupe Food and Nutrition Svcs	Cafeteria Worker I [additional hours; assistance in cafeteria]	8/18/14-6/5/15
<b><u>SUBSTITUTES</u></b>		<b><u>EFFECTIVE DATE</u></b>
Aquino, Gilda Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Bill, Andrew Santa Monica HS	Inst Assistant - Music	9/1/14-6/5/15
Brigham, Dolores Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Burns, Robert Operations	Custodian	10/21/14-6/30/15
Casiano, Delfina Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Cruz, Stephen Special Education	Paraeducator 1	10/8/14-6/5/15
Fernandez, Angelica Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Flores, Rachel Food and Nutrition Svcs	Cafeteria Worker I	10/16/14-6/5/15
Fountain, Maresa Grant ES	Inst Assistant - Classroom	9/22/14-6/5/15
Garcia, Sara Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Gonzalez, Cecilia Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Green, Doshawn Operations	Custodian	10/6/14-6/30/15
Hardin, Tamara Food and Nutrition Svcs	Cafeteria Worker I	10/31/14-6/5/15
Jackson, Donte Food and Nutrition Svcs	Cafeteria Worker I	10/16/14-6/5/15
Kim, Eunice Special Education	Paraeducator 1	10/8/14-6/5/15
Levy, Robin Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Long, Lakesha Child Develop Svcs	Children's Center Assistant 2	8/19/14-6/30/15

Luis, Noemi Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Meyers, Nicole Special Education	Paraeducator 1	10/10/14-6/5/15
Monroe, Shelley District	Office Specialist	11/3/14-6/30/15
Mooser, Zoe Grant ES	Inst Assistant - Classroom	9/24/14-6/5/15
Muhammad, Baheera Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Pernell, Barbara Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Plascencia, Beatrice Operations	Custodian	10/1/14-6/30/15
Rodriguez, Cecilia Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Rodriguez, Frances Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Santillan Morales, Samantha Special Education	Paraeducator 1	10/8/14-6/5/15
Stafford, LaTanya Child Develop Svcs	Children's Center Assistant 2	8/18/14-6/5/15
Tolliver, Devari Special Education	Paraeducator 3	10/27/14-6/5/15
Velarde-Perez, Catherine Rogers ES	Inst Assistant - Classroom	10/6/14-6/5/15
Windt, Neil Santa Monica HS	Accompanist	10/2/14-6/5/15

**INVOLUNTARY TRANSFER**

Woodard, Arieus Rogers ES	Inst Assistant - Classroom 3.5 Hrs/SY From: 3 Hrs/SY/McKinley ES
------------------------------	--

**EFFECTIVE DATE**

10/28/14

**VOLUNTARY TRANSFER**

Torres, Victor Special Ed-McKinley ES	Paraeducator 1 6 Hrs/SY From: 6 Hrs/SY/Santa Monica HS
--	--

**EFFECTIVE DATE**

10/13/14

**CHANGE IN ASSIGNMENT**

Gonzalez, Ramona Grant ES	Inst Assistant - Classroom 3.4 Hrs/SY From: 2 Hrs/SY
------------------------------	--

**EFFECTIVE DATE**

9/22/14

Tirado, Leticia FNS - Edison ES	Cafeteria Worker II 6.25 Hrs/SY From: 6 Hrs/SY	10/1/14
<b><u>LEAVE OF ABSENCE (PAID)</u></b>		
Anderson, Amanda Adams MS	Paraeducator 1 Medical	<b><u>EFFECTIVE DATE</u></b> 10/22/14-11/19/14
Gonzalez, Angelica Santa Monica HS	Administrative Assistant Maternity	11/11/14-1/20/15
Mederos, Eden Special Education	Paraeducator 3 Medical	9/28/14-10/17/14
<b><u>LEAVE OF ABSENCE (UNPAID)</u></b>		
Arevalo, Alicia Food and Nutrition Svcs	Cafeteria Worker I Child Care	<b><u>EFFECTIVE DATE</u></b> 10/23/14-1/4/15
Circenis, Anita Computer Svcs	Technology Support Assistant Intermittent FMLA	7/1/14-6/30/15
Garcia, Irene Rogers ES	Inst Assistant - Classroom Personal - Partial	9/15/14-10/28/14
Gonzalez, Angelica Santa Monica HS	Administrative Assistant CFRA	1/21/15-2/17/15
Klenk, Heather Lincoln MS	Inst Assistant - Music Personal	10/12/14-10/27/14
Villa, Maria Food and Nutrition Svcs	Cafeteria Worker I Personal	10/18/14-1/7/15
<b><u>PROFESSIONAL GROWTH</u></b>		
Buendia, Carolina McKinley ES	Paraeducator 1	<b><u>EFFECTIVE DATE</u></b> 11/1/14
<b><u>WORKING OUT OF CLASS</u></b>		
Mamon, Steven Operations – Malibu HS	Lead Custodian From: Custodian	<b><u>EFFECTIVE DATE</u></b> 10/22/14
Martin, Eric Operations – Malibu HS	Lead Custodian From: Custodian	10/21/14
<b><u>DISQUALIFICATION FROM PROBATION</u></b>		
JS8270859 Child Development Svcs		<b><u>EFFECTIVE DATE</u></b> 11/21/14
<b><u>RESCIND DISQUALIFICATION FROM PROBATION</u></b>		
DT0723326 Information Services		<b><u>EFFECTIVE DATE</u></b> 11/7/14

**RESIGNATION**DiDario, Joann  
Grant ES

Paraeducator 1

**EFFECTIVE DATE**

10/31/14

Kovach, Keith  
Maintenance

Maintenance Supervisor

11/30/14

Miller, Karen  
McKinley ES

Administrative Assistant

11/30/14

Solomon, Eric  
Information Services

Tech Support Assistant

11/7/14

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:





TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / BRANDON TIETZE

RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.13

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

**COACHING ASSISTANT**

Armendariz, Raymond	Santa Monica HS	9/19/14-6/30/15
Armendariz, Richard	Santa Monica HS	9/19/14-6/30/15
Burdick, Bart	Santa Monica HS	9/19/14-6/30/15
Cockrell, Cheyenne	Santa Monica HS	9/19/14-6/30/15
Craig, Jack	Malibu HS	7/1/14-6/30/15
De La Torre, Jose	Santa Monica HS	9/19/14-6/30/15
Donohoe, Chris	Santa Monica HS	9/19/14-6/30/15
Doyle, Joe	Santa Monica HS	9/19/14-6/30/15
Fukuyama, Les	Santa Monica HS	9/19/14-6/30/15
Groezinger, Hannah	Santa Monica HS	10/13/14-6/30/15
Higgins, Shaun	Santa Monica HS	9/19/14-6/30/15
Hulbert, Daniel	Santa Monica HS	9/19/14-6/30/15
Jozkowicz, Arthur	Santa Monica HS	9/19/14-6/30/15
Keiser, Ben	Santa Monica HS	9/19/14-6/30/15
Lupi, Paul	Santa Monica HS	9/19/14-6/30/15
Miller, Jenna	Malibu HS	10/21/14-6/30/15
Moreno, Ashley	Santa Monica HS	9/19/14-6/30/15
Murray, Bianca	Santa Monica HS	9/19/14-6/30/15
Part, Brian	Santa Monica HS	9/19/14-6/30/15
Politzer, Noah	Santa Monica HS	9/19/14-6/30/15
Prost, Corey	Santa Monica HS	9/19/14-6/30/15
Ramos, Dan	Santa Monica HS	9/19/14-6/30/15
Sutton, Mike	Santa Monica HS	9/19/14-6/30/15
Vasquez, Angel	Santa Monica HS	9/19/14-6/30/15
Von Hanzlik, Julius	Santa Monica HS	10/13/14-6/30/15
Washington, Marquis	Santa Monica HS	9/19/14-6/30/15

**NOON SUPERVISION AIDE**

Bazouzi-Palmer, Roula	Rogers ES	9/15/14-10/6/14
Bohigas Amigo, Tais	Pt. Dume ES	10/20/14-6/5/15
Bransford-Bennett, Elizabeth	Roosevelt ES	10/27/14-6/5/15
Davis, Melissa	Grant ES	10/20/14-6/5/15
Fregoso, Anabel	Roosevelt ES	10/27/14-6/5/15
Gridley, Jake	Roosevelt ES	10/14/14-6/5/15
Hansbery, Felicia	Rogers ES	9/2/14-6/5/15
Hinton, Lisa	Rogers ES	9/8/14-6/5/15
Le, Corinne	Webster ES	9/15/14-6/15/15
Moore, Tenisha	Rogers ES	10/1/14-6/5/15
Orban, Marie	Grant ES	9/24/14-6/5/15
Pilgrim, James	Rogers ES	9/15/14-6/5/15
Preston, Deborah	Grant ES	10/14/14-6/5/15

Ross, Madelyn	Rogers ES	9/8/14-6/5/15
Schweers, Ryan	Edison ES	10/10/14-6/5/15
Stern, Ellen	Webster ES	9/15/14-6/15/15
Valadez, Johanna	Rogers ES	9/15/14-6/5/15
Walley, Dayne	Webster ES	9/15/14-6/15/15

**TECHNICAL SPECIALIST – LEVEL II**

LaTuchie, Norma	Ed Svcs/Edison/McKinley/Rogers ES [Voice Coach] - Funding: Gifts – Ella Fitzgerald Foundation SMMEF – Dream Winds	9/2/14-6/5/15
Vallejo, Jessie	Ed Svcs [Strings Coach] - Funding: SMMEF – Dream Winds	10/30/14-6/5/15

**TECHNICAL SPECIALIST – LEVEL III**

Dress, Steve	Ed Svcs/Santa Monica HS [Music Coach] - Funding: SM Arts Parents Association	11/1/14-6/5/15
--------------	--	----------------

**EDUCATIONAL SPECIALIST – LEVEL II**

Rattan, Alana	Grant ES [STEAM Program Coordinator] - Funding: VSS: Stretch Grant	9/26/14-6/5/15
---------------	--	----------------

**STUDENT WORKER – WORKABILITY**

Kanev, Apostol	Special Education	10/10/14-6/30/15
Moreno, Anthony	Special Education	10/27/14-6/30/17
Olivares, Timothy	Special Education	10/15/14-6/30/15
Rankin, Ben	Special Education	9/1/14-6/5/15
Safo, Keandra	Special Education	10/14/14-6/30/15

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

FROM: SANDRA LYON

RE: INCREASE IN STAFFING (FTE) – HUMAN RESOURCES

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve the addition of a Director of Human Resources position in order to best serve employees and to reach District goals. (1.0 FTE; 222-day work year; Range 66 on the SMMUSD Management Salary Schedule)

FUNDING NOTE: The 2013-2014 budget will be adjusted \$158,675 for salary and benefits.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

FROM: SANDRA LYON / JANECE L. MAEZ

RE: INCREASE IN STAFFING (FTE) – OPERATIONS

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve a 5-hour Custodial position (0.625 FTE) at Operations for additional support for night custodial duties. This is due to an increased demand related to Best Management Practices (BMP) cleaning.

FUNDING NOTE: The 2014-2015 budget will be adjusted \$28,588 for salary and benefits.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: INCREASE IN STAFFING (FTE) – WILL ROGERS LEARNING COMMUNITY

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve a 4-hour Sr. Office Specialist (0.50 FTE) at Will Rogers Learning Community to meet district clerical staffing ratios (1.5 SOS FTE per 551-700 student enrollment).

FUNDING NOTE: The 2014-2015 budget will be adjusted \$21,388 for salary and benefits.

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





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

ACTION/CONSENT  
11/20/14

RECOMMENDATION NO. A.17

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

**CERTIFICATED APPOINTMENTS**

**Effective**

\_\_\_\_\_  
Director, Educational Technology

12/1/14

\_\_\_\_\_  
Assistant Superintendent, Human Resources & Student Services

2/1/15

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MARK KELLY

RE: REVISE BP 5144 – DISCIPLINE

RECOMMENDATION NO. A.18

It is recommended that the Board of Education revise BP 5144 – Discipline.

COMMENTS: CSBA recommends these revisions to reflect new State and Federal guidance encouraging the use of disciplinary measures that provide appropriate interventions and supports rather than exclusionary discipline practices (e.g., suspension and expulsion). Additionally, the policy reflects changes to Education Code regarding using other means of correction. The policy also reflects new law (AB 97, 2013), which requires the district's LCAP to include goals for addressing student engagement and school climate.

These changes were discussed at the November 6, 2014, board meeting. Also discussed, and incorporated into the attached policy, is language addressing disproportionality.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**DISCIPLINE**

The Board of Education is committed to providing a safe, supportive, and positive school environment which is conducive to student learning and to preparing students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, use of effective school and classroom management strategies, provision of appropriate intervention and support, and parent involvement can minimize the need for disciplinary measures that exclude students from instruction as a means for correcting student misbehavior.

The Superintendent or designee shall design a complement of effective, age-appropriate strategies for maintaining a positive school climate and correcting student misbehavior at district schools. The strategies shall focus on providing students with needed supports; communicating clear, appropriate, and consistent expectations and consequences for student conduct; and ensuring equity and continuous improvement in the implementation of district discipline policies and practices.

In addition, the Superintendent or designee's strategies shall reflect the Board's preference for the use of positive interventions and alternative disciplinary measures over exclusionary discipline measures as a means for correcting student misbehavior.

Disciplinary measures that may result in loss of instructional time or cause students to be disengaged from school, such as detention, suspension, and expulsion, shall be imposed only when required by law or when other means of correction have been documented to have failed. (Education Code 48900.5)

Each school will adopt site-level behavior expectations (e.g. code of conduct, discipline matrix) and discipline rules to be followed by every student at school or at school-sponsored or school-related activities. School behavior expectations and disciplinary rules are to meet the school's particular needs and be consistent with law, Board policy, and district regulations. Behavior expectations and disciplinary rules shall be included in each school's comprehensive school safety plan. (Education Code 35291.5, 32282)

At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline and interventions. When misconduct occurs, staff shall attempt to identify the causes of the student's behavior and implement appropriate discipline. When choosing between different disciplinary or intervention strategies, staff shall consider the effect of each option on the student's health, well-being, and opportunity to learn.

Staff shall enforce disciplinary rules fairly, consistently, and in accordance with the district's nondiscrimination policies.

The Superintendent or designee shall provide professional development as necessary to assist staff in developing the skills needed to effectively implement the disciplinary or intervention strategies adopted for district schools, including, but not limited to, consistent school and classroom management skills, effective accountability and positive intervention techniques, and development of strong, cooperative relationships with parents/guardians.

District goals for improving school climate, **including addressing disproportionate impacts**, based on suspension and expulsion **data**, surveys of students, staff, and parents/guardians regarding their sense of school safety, and other local measures, shall be included in the district's local control and accountability plan, as required by law.

The Board of Education desires to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, effective classroom management and parent involvement can minimize the need for discipline. Staff shall use preventative measures and positive conflict resolution techniques whenever possible.

Board policies and regulations shall delineate acceptable student conduct and provide the basis for sound disciplinary practices. Each school shall develop disciplinary rules to meet the school's individual needs.

When misconduct occurs, staff shall implement appropriate discipline and attempt to identify and address the causes of the student's behavior. Continually disruptive students may be assigned to alternative programs or removed from school in accordance with law, Board policy and administrative regulation. At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline.

Staff shall enforce disciplinary rules fairly, consistently and without discrimination.

The Superintendent or designee shall provide professional development as necessary to assist staff in developing classroom management skills and implementing effective disciplinary techniques.

Legal Reference:

EDUCATION CODE

32280-32288 School safety plans

35146 Closed sessions

35291 Rules

35291.5-35291.7 School-adopted discipline rules

37223 Weekend classes

44807.5 Restriction from recess

48900-48926 Suspension and expulsion

48980-48985 Notification of parent/guardian

49330-49335 Injurious objects

52060-52077 Local control and accountability plan

CIVIL CODE

1714.1 Parental liability for child's misconduct

CODE OF REGULATIONS, TITLE 5

307 Participation in school activities until departure of bus

353 Detention after school

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Maximizing Opportunities for Physical Activity during the School Day, Fact Sheet, 2009

CALIFORNIA DEPARTMENT OF EDUCATION PROGRAM ADVISORIES

Classroom Management: A California Resource Guide for Teachers and Administrators of Elementary and Secondary Schools, 2000

STATE BOARD OF EDUCATION POLICIES

01-02 School Safety, Discipline, and Attendance, March 2001

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

WEB SITES

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

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

Public Counsel: <http://www.fixschooldiscipline.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

FROM: SANDRA LYON / TERRY DELORIA / MAUREEN BRADFORD

RE: REVISE BP 6162.5 – STUDENT ASSESSMENT

RECOMMENDATION NO. A.19

It is recommended that the Board of Education revise BP 6162.5 – Student Assessment.

COMMENTS: CSBA recommends updating this policy to reflect new law (AB 97, 2013), which requires that statewide assessments be used as one measure of the district's LCAP goals for student achievement and revises the definition of "numerically significant" student subgroups for which districts must demonstrate comparable improvement in academic achievement. The policy also reflects new law (AB 484, 2013), which replaces the Standardized Testing and Reporting program with the California Assessment of Student Performance and Progress (CAASPP) and changes the content required for the individual record of accomplishment to include results of the CAASPP or any predecessor assessment.

These changes were discussed at the November 6, 2014, board meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**STUDENT ASSESSMENT**

The Board of Education recognizes that student assessments are an important instructional and accountability tool. ~~believes that the primary goal of student assessments shall be used to help students, parents/guardians and teachers identify individual student's academic accomplishments, progress and areas needing improvement in order to enhance teaching and learning.~~ Assessment data shall be used to help determine individual students' progress, mastery of academic standards, appropriate placement in district programs, and/or eligibility for graduation. In addition, summary data on student assessment results shall be used by the district to identify and review student achievement goals in the district's local control and accountability plan, to evaluate district educational programs in order to identify needed improvements, and, as appropriate evaluate staff performance.

To obtain the most accurate evaluation of student performance, the district shall use a variety of measures, including district, state, and/or national assessments. As appropriate, assessment results shall be disaggregated by student subgroup, classroom, grade level, and/or school site to allow for critical analysis of student needs.

In selecting or developing any district assessment, the Superintendent or designee shall examine evidence of its reliability, its validity for the intended purpose and for various student populations, and the extent to which it aligns with the material that is being taught.

The Superintendent or designee shall ensure that assessments are administered in accordance with the law and the test publisher's directions and that test administration procedures are fair and equitable for students. ~~conducted for purposes of determining students' eligibility for and appropriate placement in district programs, need for supplemental instruction and eligibility for graduation.~~

~~The Board desires to use a variety of evaluation measures to reach the above-stated goal. To have validity, tests must correspond to the material that is being taught and reliably measure the extent to which students meet specified standards of achievement. As appropriate, assessment results shall be disaggregated by student subgroup, classroom, grade level, or school site to allow for critical analysis of student needs.~~

~~In selecting or developing a district assessment, the Superintendent or designee shall examine evidence of its reliability, its validity for the intended purpose and for various student populations, and the extent to which it corresponds to the material that is being taught.~~

~~The Superintendent or designee shall ensure that assessments are administered in accordance with law and the test publisher's directions and that test administration procedures are fair and equitable for all students.~~

The Superintendent or designee shall provide professional development as needed to assist administrators and teachers ~~and paraprofessionals~~ in interpreting and using assessment data to improve student performance and the instructional program.

~~The effectiveness of the schools, teachers and district shall be evaluated in part on the basis of these student assessments.~~



~~When districtwide and school-level results of student assessments are published by the state, the Superintendent or designee may provide supplementary information to assist parents/guardians and the local community in interpreting understanding and evaluating school performance.~~

When districtwide and school-level results of student assessments are published by the state, the Superintendent or designee may provide supplementary information to assist parents/guardians and the community in understanding test results.

### **Individual Record of Accomplishment**

The Superintendent or designee shall ensure that each student, by the end of grade 12, has an individual record of accomplishment that includes the following: (Education Code (60607)

1. The results of the state achievement tests administered pursuant to Education Code 60640-60649 or any predecessor assessments ~~The results of the achievement test administered under the Standardized Testing and Reporting program pursuant to Education Code 60640-60647~~
2. The results of any end-of-course examinations taken
3. The results of any vocational education certification examinations taken

No individual record of accomplishment shall be released to any person, other than the student's parent/guardian or a teacher, counselor, or administrator directly involved with the student, without the written consent of the student's parent/guardian, or the student if he/she is an adult or emancipated minor. The student or his/her parent/guardian may authorize the release of the record of accomplishment to a postsecondary educational institution for the purposes of credit, placement, or admission. (Education Code 60607)

#### Legal Reference:

##### **EDUCATION CODE**

313 Assessment of English language development

10600-10610 California Education Information System

44660-44665 Evaluation and assessment of performance of certificated employees (Stull Act)

51041 Evaluation of educational program

51450-51455 Golden State Seal Merit Diploma

52052 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

60600-60649 Assessment of academic achievement, especially:

60640-60649 California Assessment of Student Performance and Progress

60800 Physical fitness testing

60810-60812 Assessment of English language development

60850-60859 High school exit examination

60900 California Longitudinal Pupil Achievement Data System

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

850-864 California Assessment of Student Performance and Progress

1200-1225 High School Exit Examination

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

9622 National Assessment of Educational Progress

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Key Elements of Testing, 2004*

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

*Teachers' Use of Student Data Systems to Improve Instruction, 2007*

WEB SITES

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

California Department of Education, Testing and Accountability: <http://www.cde.ca.gov/ta>

Smarter Balanced Assessment Consortium: <http://www.smarterbalanced.org>

U.S. Department of Education: <http://www.ed.gov>

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

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

**revised: February 17, 2011**

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

FROM: SANDRA LYON / TERRY DELORIA / MAUREEN BRADFORD

RE: REVISE BP 6162.51 – STATE ACADEMIC ACHIEVEMENT TESTS

RECOMMENDATION NO. A.20

It is recommended that the Board of Education revise BP 6162.51 – State Academic Achievement Tests.

COMMENTS: CSBA recommends updating this policy to reflect new law (AB 484), which establishes a new state assessment system, designated by the CDE as the California Assessment of Student Performance and Progress (CAASPP), beginning in the 2013-14 school year. The policy also reflects new law (SB 247), which requires the CDE to identify existing tests that may be used by classroom teachers for diagnostic purposes in grade 2. The policy reflects new law (AB 97), which repealed law that encouraged boards to examine state assessment results by school, grade, and student subgroup during their annual discussion of each school's Academic Performance Index, but which still requires demonstration of comparable improvement in academic achievement by numerically significant student subgroups.

Changes to the corresponding regulation can be found under Information.

These changes were discussed at the November 6, 2014, board meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

## STATE ACADEMIC ACHIEVEMENT TESTS

The Board of Education recognizes that state achievement test results provide an indication of student progress in achieving state academic standards and may be used to promote high-quality teaching and learning. ~~desires to use the results of the achievement tests to evaluate the performance of district students in achieving state academic standards and in comparison to the performance of students across the state.~~ The Superintendent or designee shall administer mandatory student assessments within the California Assessment of Student Performance and Progress (CAASPP) ~~state Standardized Testing and Reporting (STAR) Program~~ as required by law and in accordance with Board policy and administrative regulation.

The Board strongly encourages all students at the applicable grade levels to participate in the STAR state assessments in order to maximize the usefulness of the data and enable the district to meet participation levels required for state and federal accountability systems. The Superintendent or designee shall notify students and parents/guardians about the importance of these assessments and shall develop strategies to encourage student participation. Students shall be exempted from participation only in accordance with law and administrative regulation.

The Board shall annually examine STAR state assessment results by school, grade level, and student subgroup as one measure of the district's progress in attaining its student achievement goals and shall revise the local control and accountability plan and other district or school plans as necessary to improve student achievement for underperforming student groups. ~~in the Board's discussion of each school's ranking on the statewide Academic Performance Index. If the STAR performance level of the school is below the Board's established expectations, the Board may conduct an assessment of the reasons for the performance results and may adopt a performance improvement plan in accordance with Education Code 52056.~~

### Legal Reference:

#### EDUCATION CODE

49076 Student records; access

51041 Evaluation of educational program

5202 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

56345 Individualized education program, contents

60600-60630 Assessment of academic achievement

60640-60649 California Assessment of Student Performance and Progress

60660-60663 Electronic learning assessment resources

60810 Assessment of language development

99300-99301 Early Assessment Program

#### CODE OF REGULATIONS, TITLE 5

850-864 State assessments

#### UNITED STATES CODE, TITLE 20

1412(a)(17) Participation of students with disabilities in state assessments

6311 Adequate yearly progress

#### CODE OF FEDERAL REGULATIONS, TITLE 34

200.1 Standards and assessment

### Management Resources:

#### CSBA PUBLICATIONS

Supporting Student Achievement: Student Assessment System in Flux, Governance Brief, June 2013

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Assembly Bill 484 Questions and Answers

#### CALIFORNIA STATE UNIVERSITY PUBLICATIONS

The Early Assessment Program: Handbook for School Site Leaders, 2008

#### SMARTER BALANCED ASSESSMENT CONSORTIUM PUBLICATIONS

Usability, Accessibility, and Accommodations Guidelines, September 2013

#### U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

*The Use of Tests as Part of High-Stakes Decision-Making for Students: A Resource Guide for Educators and Policy-Makers, December 2000*

**WEB SITES**

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

California Department of Education, Testing and Accountability: <http://www.cde.ca.gov/ta>

California Learning Resources Network: <http://clrn.org>

California State University, Early Assessment Program: <http://www.calstate.edu/eap>

Smarter Balanced Assessment Consortium: <http://www.smarterbalanced.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr/index.html>

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

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

**revised:**



TO: BOARD OF EDUCATION

ACTION/CONSENT

11/20/14

FROM: SANDRA LYON / TERRY DELORIA / MAUREEN BRADFORD

RE: REVISE BP 6162.54 – TEST INTEGRITY / TEST PREPARATION

RECOMMENDATION NO. A.21

It is recommended that the Board of Education revise BP 6162.54 – Test Integrity / Test Preparation.

COMMENTS: CSBA recommends updating this policy to reflect new law (AB 484, 2013), which establishes the CAASPP assessment system, prohibits use of a program for the sole purpose of test preparation for state assessments, and allows districts to familiarize students with item types or the computer-based testing environment used in the CAASPP. The policy deletes material reflecting state regulations on test preparation repealed by Register 2014, No. 6.

These changes were discussed at the November 6, 2014, board meeting.

**TEST INTEGRITY / TEST PREPARATION**

The Board of Education desires to protect the integrity of student assessment processes in order to obtain an accurate and reliable assessment of student achievement data and to ensure in the district and maintain accountability to the community and state. Students and staff shall ~~are expected to~~ maintain a high level of integrity in the completion and handling of student assessments.

Test Integrity

In the ~~administration of~~ administering standardized tests, staff shall not engage in any acts that could result in the invalidation of test results, such as:

1. ~~Provide~~ Providing inappropriate test preparation
2. ~~Modify~~ Modifying test administration procedures, except as allowed by law
3. ~~Provide~~ Providing inappropriate assistance to students during test administration
4. ~~Change or fill~~ Changing or filling in answers on student answer sheets
5. ~~Provide~~ Providing inaccurate data on student header sheets
6. ~~Discourage or exclude~~ Discouraging or excluding certain students from taking the test
7. ~~Engage~~ Engaging in any other practice to artificially raise student scores without actually improving underlying student achievement

**Appropriate Test Preparation Preparation for State Tests**

~~Staff may prepare students for assessments by providing instruction in the content specified in state and district academic standards and teaching general test-taking strategies that are designed to improve their performance on tests included in the Standardized Testing and Reporting program, the California High School Exit Examination, or the California English Language Development Test. Such strategies may include, but not be limited to, using time efficiently, understanding directions, placing answers correctly on answer sheets, checking answers, problem-solving tactics, and exposing students to various test formats.~~

The Superintendent or designee, principals, and teachers shall not implement any program for the sole purpose of test preparation of students of specific preparation for the statewide student assessment system. ~~program or a particular test used within that program.~~ (Education Code 60611)

The primary preparation for assessments shall be high-quality instruction the the content specified in state and district academic standards. In addition, staff may prepare students for assessments by teaching general test-taking strategies and familiarizing them with item types or the computer-based testing environment used in state assessments.

~~Practice tests provided by the publisher of the state achievement test may be used for the limited purpose of familiarizing students with the use of scanable test booklets or answer sheets and the format of test items. No alternate or parallel form of the test shall be administered or used. (5-CCR 854)~~



Staff shall not use released test questions to develop practice tests that mimic or parallel state tests, or for teaching or drilling students only on the released items.

## **Investigation and Consequences of Testing Irregularities**

Reports of student cheating on assessments shall be submitted to the Superintendent or designee. ~~principal or designee for investigation.~~ The superintendent or designee shall immediately investigate with due diligence any reports of inappropriate test preparation or other testing irregularities.

Students found to have cheated on assessments shall be subject to disciplinary procedures in accordance with Board policy and administrative regulations.

A staff member found to have committed testing irregularities shall be subject to discipline in accordance with law, ~~where applicable,~~ applicable collective bargaining agreements, Board policy, and administrative regulations.

The Superintendent or designee shall immediately investigate with due diligence any reports of inappropriate test preparation or other testing irregularities.

If the Superintendent or designee is made aware of a testing irregularity on state assessments, he/she shall report the irregularity to the California Department of Education.

### Legal Reference:

#### EDUCATION CODE

60600-60649 California Assessment of Student Performance and Progress, especially:

60611 Inappropriate test preparation

60850-60859 California High School Exit Examination

#### GOVERNMENT CODE

54957 Complaints against employees, closed session

#### CODE OF REGULATIONS, TITLE 5

850-864 California Assessment of Student Performance and Progress

1200-1225 California High School Exit Examination, especially:

~~1245~~ 1220 Cheating on the high school exit examination

### Management Resources:

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Guidelines on Academic Preparation for State Assessments, December 2009*

#### WEB SITES:

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

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

Smarter Balanced Assessment Consortium: <http://222.smarterbalanced.org>

**Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
adopted: August 19, 2009 Santa Monica, California  
revised:**



---

## **DISCUSSION ITEMS**



TO: BOARD OF EDUCATION

DISCUSSION

11/20/14

FROM: SANDRA LYON / JANECE L. MAEZ

RE: INFORMATION ON PROJECT LABOR AGREEMENTS (PLAs)

DISCUSSION ITEM NO. D.01

A Project Labor Agreement (PLA) is a pre-hire collective bargaining agreement with one or more labor organizations that establishes the terms and conditions of employment for a specific construction project. The terms of the agreement apply to all contractors and subcontractors who successfully bid on the project, and supersedes any existing collective bargaining agreements. PLAs are used on both public and private projects, and their specific provisions may be tailored by the signatory parties to meet the needs of a particular project. The agreement may include provisions to prevent any strikes, lockouts, or other work stoppages for the length of the project. PLAs typically require that employees hired for the project are referred through union hiring halls, that nonunion workers pay union dues for the length of the project, and that the contractor follow union rules on pensions, work conditions and dispute resolution.

This discussion item will allow the Board of Education to get background information on the structure and purpose of PLAs. Mr. Ron Miller, Executive Secretary, LA/Orange Counties Building & Construction Trades Council, will be available to answer board members' questions.



TO: BOARD OF EDUCATION

DISCUSSION

11/20/14

FROM: SANDRA LYON / TERRY DELORIA / SARA WOOLVERTON

RE: IMPLEMENTATION OF THE DISTRICT GOALS IN SPECIAL EDUCATION

DISCUSSION ITEM NO. D.02

Throughout the district, staff is implementing the district goals – PERCS: Professional Learning Communities' (PLCs), Response to Instruction and Intervention (RTI<sup>2</sup>), Common Core State Standards (CCSS), Equity and Access and STEM (Science, Technology, Engineering and Math). Tonight, staff will share professional development updates related to PERCS.





TO: BOARD OF EDUCATION

DISCUSSION

11/20/14

FROM: SANDRA LYON / TERRY DELORIA / IRENE GONZALEZ-CASTILLO

RE: PRELIMINARY EARLY DEVELOPMENT INSTRUMENT (EDI) DATA 2013-14

DISCUSSION ITEM NO. D.03

The Early Development Instrument (EDI) is a population measure of how a community's young children are developing. The EDI measures five areas of early childhood development:

1. Physical health and wellbeing
2. Social competence
3. Emotional maturity
4. Language and cognitive skills
5. Communication skills and general knowledge

Tonight staff will present initial EDI data for last year's kindergartners living in or attending schools in Santa Monica.



TO: BOARD OF EDUCATION

DISCUSSION

11/20/14

FROM: SANDRA LYON / TERRY DELORIA / IRENE GONZALEZ-CASTILLO

RE: TRANSITION PLAN FOR ADVANCED LEARNERS (FORMERLY GATE)

DISCUSSION ITEM NO. D.04

Along with more than forty others, the Gifted and Talented (GATE) categorical program was funneled into Tier III funding as a means of assisting districts during the Great Recession. Since 2008, our district has not been required to submit write/submit GATE applications, identify students, provide services or comply with other GATE assurances. Nevertheless, many of our elementary schools continued to identify students and provide them with enrichment services usually through PTA-funded afterschool programs.

The Board does have an interest in providing services to our highest-achieving students. Staff will share our district's plan to move from the former GATE program, where services were provided afterschool or in pull-out programs, to one that serves advanced learners in classrooms during the day through each school's Response to Instruction and Intervention (RTI<sup>2</sup>) program.



TO: BOARD OF EDUCATION

DISCUSSION

11/20/14

FROM: SANDRA LYON / TERRY DELORIA / ELLEN EDEBURN

RE: EQUITY AND ACCESS: VISUAL AND PERFORMING ARTS (VAPA)  
ENDOWMENT UPDATE

DISCUSSION ITEM NO. D.05

A portion of funds endowed to the Santa Monica-Malibu Education Foundation (SMMEF) are intended to provide additional music support, including semi-private lessons, to our students participating in free or reduced-price meals program. This presentation will report on the support offered, program goals and components, enrollment figures, and other data.



TO: BOARD OF EDUCATION

DISCUSSION

11/20/14

FROM: SANDRA LYON / TERRY DELORIA

RE: LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) UPDATE

DISCUSSION ITEM NO. D.06

With the move to the Local Control Funding Formula (LCFF), school districts were required to develop a Local Control Accountability Plan (LCAP). Our District's LCAP was approved by the Board of Education in June 2014 and by the Los Angeles County Office of Education (LACOE) in August 2014. School districts must now engage stakeholders in the implementation, evaluation and revision of their plans. Staff will provide the board with an LCAP progress report at this meeting related to the state priorities below in bold:

Priority 1: Basic Conditions (Williams')

**Priority 2: Implementation of Standards**

Priority 3: Parent Involvement

Priority 4: Pupil Achievement (API, a-g rate, etc.)

**Priority 5: Pupil Engagement (attendance, 8th/12th grade drop-out rates)**

**Priority 6: School Climate (suspension/expulsion rates)**

Priority 7: Course Access (AP, honors, etc.)

Priority 8: Pupil Outcomes (grades in coursework)





---

## **MAJOR ITEMS**



ac TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO  
RE: 2014-15 BUDGET REVISIONS

ACTION/MAJOR  
11/20/14

RECOMMENDATION NO. A.22

It is recommended that the Board of Education approve the following budget transfers, as described on the following pages, for these below-listed Funds. These routine paper transfers are intended to accomplish the formal/final shifting to recognize the accounting of previously-approved activities prior to the 1<sup>st</sup> Interim Report.

Fund 01	-	General Fund (Unrestricted & Restricted)
Fund 11	-	Adult Education Fund
Fund 12	-	Child Development Fund
Fund 13	-	Cafeteria Fund
Fund 21.1	-	Building Fund /Measure BB Series B
Fund 21.3	-	Building Fund /Measure BB Series D
Fund 21.4	-	Building Fund /Measure ES Series A
Fund 25	-	Capital Facilities Fund
Fund 40	-	Special Reserve Fund for Capital Outlay Projects

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

<b>Fund: 01 Unrestricted General Fund</b>				
		Adopted Budget as of 7/1/14	Revised Budget as of 10/31/14	Changes
	Beginning Fund Balance	21,775,362	21,775,362	
8011-8099	LCFF Revenue	75,907,984	75,665,455	(242,529)
8100-8299	Federal Revenue	100,000	100,000	-
8300-8590	State Revenue	1,864,563	1,864,563	-
8600-8799	Local Revenue	33,337,080	33,385,800	48,720
8980-8999	Local General Fund Contributions	(21,449,906)	(20,709,889)	740,017
	<b>Total Revenue</b>	<b>89,759,721</b>	<b>90,305,929</b>	<b>546,208</b>
1000-1999	Certificated Salaries	46,812,689	46,984,776	172,087
2000-2999	Classified Salaries	16,025,222	16,294,645	269,423
3000-3999	Employee Benefits	21,253,558	21,109,182	(144,376)
4000-4999	Books and Supplies	3,265,815	2,757,004	(508,811)
5000-5999	Services and Other Operating Costs	8,237,485	8,581,913	344,428
6000-6999	Capital Outlay	43,000	64,500	21,500
7100-7299	Other Outgo	62,000	60,400	(1,600)
7300-7399	Indirect Costs	(979,607)	(1,036,906)	(57,299)
7600-7629	Transfer Out/ Fund 12 & 13	185,494	445,494	260,000
	<b>Total Expenditures</b>	<b>94,905,656</b>	<b>95,261,008</b>	<b>95,352</b>
	Increase /(Decrease) Fund Balance	<b>(5,145,935)</b>	<b>(4,955,079)</b>	<b>190,856</b>
	<b>Projected Fund Balance</b>	<b>16,629,427</b>	<b>16,820,283</b>	
<b>Major Changes</b>				
<b>Revenues:</b>				
\$ (242,529)	Decrease LCFF funding due to the decrease of projected ADA			
\$ 48,720	Increase Measure R parcel taxes			
\$ (740,017)	Decrease Local General Fund Contribution to Special Ed			
<b>Expenditures:</b>				
\$ 172,087	Increase Certificated Salaries (- \$200,000 in Certificated Sub account)			
\$ 269,423	Increase Classified Salaries			
\$ (144,376)	Increase in Employee Benefits			
\$ (508,811)	Decrease in Books & Supplies			
\$ 344,428	Increase in Services and Operating Costs			
\$ 57,299	Increase in Indirect Charge to Categorical Programs			
\$ 260,000	Transfer out to Food Services (Fund 13) to support food programs			

<b>Fund: 01</b>		<b>Restricted General Fund</b>		
		Adopted Budget as of 7/1/14	Revised Budget as of 10/31/14	Changes
	Beginning Fund Balance	5,502,052	5,502,052	
8100-8299	Federal Revenue	3,937,468	4,521,081	583,613
8300-8590	State Revenue	942,032	937,031	(5,001)
8600-8799	Local Revenue	8,337,709	9,667,099	1,329,390
8980-8999	Local General Fund Contributions	21,449,906	20,709,889	(740,017)
	<b>Total Revenue</b>	<b>34,667,115</b>	<b>35,835,100</b>	<b>1,167,985</b>
1000-1999	Certificated Salaries	12,012,001	12,104,959	92,958
2000-2999	Classified Salaries	8,750,960	8,997,381	246,421
3000-3999	Employee Benefits	7,420,968	7,179,993	(240,975)
4000-4999	Books and Supplies	1,850,736	3,884,136	2,033,400
5000-5999	Services and Other Operating Costs	5,612,223	6,721,501	1,109,278
6000-6999	Capital Outlay	165,500	196,559	31,059
7300-7399	Indirect Costs	477,849	540,075	62,226
	<b>Total Expenditures</b>	<b>36,290,237</b>	<b>39,624,604</b>	<b>3,334,367</b>
	Increase /(Decrease) Fund Balance	<b>(1,623,122)</b>	<b>(3,789,504)</b>	<b>(2,166,382)</b>
	<b>Projected Fund Balance</b>	<b>3,878,930</b>	<b>1,712,548</b>	
<b>Major Changes</b>				
<b>Revenues:</b>				
\$ 383,613	13-14 Carryover from Title I, II and III federal programs			
\$ 200,000	TITLE I Program Improvement LEA Corrective Action			
\$ 1,329,390	Increase of various local programs - PTA, GIFTS.PERMITS....			
\$ (740,017)	Decrease in General Fund Contribution to Special Education			
<b>Expenditures:</b>				
<b>Expenditure increases reflect the new funding from various categorical programs</b>				
\$ 92,958	Increase in Certificated Salaries			
\$ 246,421	Increase in Classified Salaries			
\$ (240,975)	Increase in Employee Benefits			
\$ 2,033,400	Increase in Books and Supplies			
\$ 1,109,278	Increase in Services and Other Operating Costs			
\$ 31,059	Increase in Equipment			
\$ 62,226	Increase in indirect costs to Unrestricted General Fund			

	Beginning Fund Balance	318,904	318,904	
8010-8099	LCFF Sources	262,628	262,628	
8100-8299	Federal Revenue	49,500	49,434	(66)
8300-8590	Other State Revenue	-	180,901	180,901
8600-8799	Local Revenue	49,851	49,851	-
	<b>Total Revenues</b>	<b>361,979</b>	<b>542,814</b>	<b>180,835</b>
1000-1999	Certificated Salaries	175,470	223,383	47,913
2000-2999	Classified Salaries	109,612	135,817	26,205
3000-3999	Employee Benefits	78,468	98,304	19,836
4000-4999	Books and Supplies	23,344	46,021	22,677
5000-5999	Services and Other Operating Costs	16,542	83,534	66,992
7300-7399	Indirect Costs	-	6,958	6,958
	<b>Total Expenditures</b>	<b>403,436</b>	<b>594,017</b>	<b>190,581</b>
	Increase /(Decrease) Fund Balance	<b>(41,457)</b>	<b>(51,203)</b>	<b>(9,746)</b>
	<b>Projected Fund Balance</b>	<b>277,447</b>	<b>267,701</b>	
<b>Major Changes</b>				
<b>Revenue:</b>				
\$ 180,901	AB86 Adult Education Consortium Planning Grant			
<b>Expenditures:</b>				
\$ 180,901	Increase reflects new AB86 Adult Education Consortium Planning			

<b>Fund: 12 Child Development Fund</b>				
		<b>Adopted Budget as of 7/1/14</b>	<b>Revised Budget as of 10/31/14</b>	<b>Changes</b>
	Beginning Fund Balance	28,244	28,244	
8100-8299	Federal Revenue	1,589,058	1,604,442	15,384
8300-8590	State Revenue	2,784,812	2,806,039	21,227
8600-8799	Local Revenue	3,143,997	2,879,310	(264,687)
8900-8929	Interfund Transfer	185,494	185,494	
	<b>Total Revenues</b>	<b>7,703,361</b>	<b>7,475,285</b>	<b>(228,076)</b>
1000-1999	Certificated Salaries	2,530,066	2,354,047	(176,019)
2000-2999	Classified Salaries	2,236,985	2,271,214	34,229
3000-3999	Employee Benefits	1,738,015	1,693,392	(44,623)
4000-4999	Books and Supplies	185,683	128,428	(57,255)
5000-5999	Services and Other Operating Costs	642,798	670,832	28,034
6000-6999	Capital Outlay	40,890	40,890	-
7300-7399	Indirect Costs	328,924	316,482	(12,442)
	<b>Total Expenditures</b>	<b>7,703,361</b>	<b>7,475,285</b>	<b>(228,076)</b>
	Increase /(Decrease) Fund Balance	-	-	-
	<b>Projected Fund Balance</b>	<b>28,244</b>	<b>28,244</b>	
<b>Major Changes:</b>				
<b>Revenues:</b>				
\$ (229,570)	Decrease in Child Care Fees			
\$ (35,117)	Decrease in Other Local Income			
<b>Expenditures:</b>				
\$ (176,019)	Decrease in Certificated Salary			
\$ 34,229	Increase in Classified Salary			
\$ (44,623)	Decrease in Benefits			
\$ (57,255)	Decrease in Supplies			
\$ 28,034	Increase in Services and Other Operating Costs			
\$ (12,442)	Decrease in Indirect Costs			

<b>Fund: 13 Cafeteria Fund</b>				
		Adopted Budget as of 7/1/14	Revised Budget as of 10/31/14	Changes
	Beginning Fund Balance	51,883	51,883	
8100-8299	Federal Revenue	1,380,000	1,235,000	(145,000)
8300-8590	State Revenue	100,000	100,000	-
8600-8799	Local Revenue	1,633,000	1,613,000	(20,000)
8900-8929	Interfund Transfer	-	260,000	260,000
	<b>Total Revenues</b>	<b>3,113,000</b>	<b>3,208,000</b>	<b>95,000</b>
2000-2999	Classified Salaries	1,442,842	1,448,290	5,448
3000-3999	Employee Benefits	586,954	571,302	(15,652)
4000-4999	Books and Supplies	1,435,000	1,415,000	(20,000)
5000-5999	Services and Other Operating Costs	(427,300)	(387,300)	40,000
6000-6999	Capital Outlay	-	-	-
7300-7399	Indirect Costs	172,834	173,391	557
	<b>Total Expenditures</b>	<b>3,210,330</b>	<b>3,220,683</b>	<b>10,353</b>
	Increase /(Decrease) Fund Balance	<b>(97,330)</b>	<b>(12,683)</b>	<b>84,647</b>
	<b>Projected Fund Balance</b>	<b>(45,447)</b>	<b>39,200</b>	
<b>Major Changes:</b>				
<b>Revenues:</b>				
\$ (145,000)	Decrease in Federal Nutrition Reimbursement Meals			
\$ 260,000	Unrestricted General Transfer in to support Cafeteria Fund			
<b>Expenditures:</b>				
\$ (15,652)	Decrease in Benefits			
\$ (20,000)	Decrease in Supplies			
\$ 40,000	Decrease in Food Sales to Child Development Services			



Fund 21.0 & 21.2 Measure "BB" Series A and C had no change compare to Adopted Budget

<b>Fund: 21.1</b>		<b>Building Fund / Measure "BB" Series B</b>		
		Adopted Budget as of 7/1/13	Revised Budget as of 10/31/13	Changes
	Beginning Fund Balance	10,150,358	10,150,358	
8600-8799	Local Revenue	50,000	50,000	-
	<b>Total Revenues</b>	<b>50,000</b>	<b>50,000</b>	-
4000-4999	Books and Supplies	3,000	3,000	-
5000-5999	Services and Other Operating Costs	320,650	379,650	59,000
6000-6999	Capital Outlay	5,000,100	5,000,100	-
	<b>Total Expenditures</b>	<b>5,323,750</b>	<b>5,382,750</b>	<b>59,000</b>
	Increase /(Decrease) Fund Balance	(5,273,750)	(5,332,750)	(59,000)
	<b>Projected Fund Balance</b>	<b>4,876,608</b>	<b>4,817,608</b>	

<b>Fund: 21.3</b>		<b>Building Fund / Measure "BB" Series D</b>		
		Adopted Budget as of 7/1/14	Revised Budget as of 10/31/14	Changes
	Beginning Fund Balance	43,193,439	43,193,439	
8600-8799	Local Revenue	150,000	150,000	-
8980-8999	Bond Proceeds	-	-	-
	<b>Total Revenues</b>	<b>150,000</b>	<b>150,000</b>	-
2000-2999	Classified Salaries	556,605	556,605	-
3000-3999	Employee Benefits	259,782	259,782	-
4000-4999	Books and Supplies	4,500	16,900	12,400
5000-5999	Services and Other Operating Costs	1,884,800	2,790,300	905,500
6000-6999	Capital Outlay	11,000,000	15,100,000	4,100,000
	<b>Total Expenditure</b>	<b>13,705,687</b>	<b>18,723,587</b>	<b>5,017,900</b>
	Increase /(Decrease) Fund Balance	<b>(13,555,687)</b>	<b>(18,573,587)</b>	<b>(5,017,900)</b>
	<b>Projected Fund Balance</b>	<b>29,637,752</b>	<b>24,619,852</b>	

<b>Fund: 21.4</b>		<b>Building Fund / Measure "ES" Series A</b>		
Object	Description	Adopted Budget as of 7/1/14	Revised Budget as of 10/31/14	Changes
	Beginning Fund Balance		-	
8600-8799	Local Revenue		160,000	160,000
8980-8999	Bond Proceeds		30,000,000	30,000,000
	<b>Total Revenues</b>	<b>-</b>	<b>30,160,000</b>	<b>30,160,000</b>
2000-2999	Classified Salaries		67,600	67,600
3000-3999	Employee Benefits		32,360	32,360
4000-4999	Books and Supplies		5,862,028	5,862,028
5000-5999	Services and Other Operating Costs		288,700	288,700
6000-6999	Capital Outlay		10,654,230	10,654,230
	<b>Total Expenditure</b>	<b>-</b>	<b>16,904,918</b>	<b>16,904,918</b>
	Increase /(Decrease) Fund Balance	<b>-</b>	<b>13,255,082</b>	<b>13,255,082</b>
	<b>Projected Fund Balance</b>	<b>-</b>	<b>13,255,082</b>	
<b>Revenue:</b>				
\$ 30,000,000	Issuance of ES Bond Series A			
\$ 160,000	Interest Income			
<b>Expenditures</b>				
Initial budget plan was approved on 10/16/14 Board Meeting				
Certificated salaries included in 5000-5999 accounts due to limitation to charge directly to a 1000 account				

Object	Description	Adopted Budget as of 7/1/14	Revised Budget as of 10/31/14	Changes
	Beginning Fund Balance	8,861,921	8,861,921	
8600-8799	Local Revenue	870,000	870,000	-
	<b>Total Revenues</b>	<b>870,000</b>	<b>870,000</b>	<b>-</b>
4000-4999	Supplies	-	2,000	2,000
5000-5999	Services and Other Operating Costs	1,300,000	2,998,000	1,698,000
6000-6999	Capital Outlay	-	-	-
	<b>Total Expenditures</b>	<b>1,300,000</b>	<b>3,000,000</b>	<b>1,700,000</b>
	Increase /(Decrease) Fund Balance	<b>(430,000)</b>	<b>(2,130,000)</b>	<b>(1,700,000)</b>
	<b>Projected Fund Balance</b>	<b>8,431,921</b>	<b>6,731,921</b>	
<b>Major Changes:</b>				
<b>Expenditures:</b>				
\$1,698,000	Increase in Contractor and Other Operating Costs for costs related to environmental issues.			

<b>Fund: 40</b>		<b>Special Reserve Fund for Capital Outlay Project</b>		
		Adopted Budget as of 7/1/14	Revised Budget as of 10/31/14	Changes
	Beginning Fund Balance	8,920,535	8,920,535	
8600-8799	Local Revenue	2,268,574	2,268,574	-
	<b>Total Revenues</b>	<b>2,268,574</b>	<b>2,268,574</b>	<b>-</b>
4000-4999	Supplies	-	-	-
5000-5999	Services and Other Operating Costs	557,208	647,208	90,000
6000-6999	Capital Outlay	50,000	50,000	-
7400-7499	COPS Payments	1,461,882	1,461,882	-
7600-7699	Transfer to Fund 01	-	-	-
	Total Expenditures	<b>2,069,090</b>	<b>2,159,090</b>	<b>90,000</b>
	Increase /(Decrease) Fund Balance	<b>199,484</b>	<b>109,484</b>	<b>(90,000)</b>
	<b>Projected Fund Balance</b>	<b>9,120,019</b>	<b>9,030,019</b>	
<b>Major Changes:</b>				
<b>Expenditure:</b>				
\$ 90,000	Increase in Services and Other Operating Costs			



TO: BOARD OF EDUCATION  
FROM: SANDRA LYON  
RE: NOMINATION FOR CSBA DELEGATE ASSEMBLY

ACTION/MAJOR  
11/20/14

RECOMMENDATION NO. A.23

It is recommended that the Board of Education nominate, if it so chooses, a board member to run for the CSBA Delegate Assembly (Region 24). There are seven seats up for re-election in Region 24, of which SMMUSD is a part.

COMMENT: CSBA's Delegate Assembly is a vital link in the association's governance structure. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state. Nomination and candidate biographical sketch forms for CSBA's Delegate Assembly are now being accepted until January 7, 2015. Any CSBA member board is eligible to nominate board members within their geographical region or subregion. Each board may nominate as many individuals as it chooses by using the nomination form or submitting a letter of nomination.

- Any CSBA member board is eligible to nominate board members within their geographical region or subregion.
- Boards may nominate as many individuals as it chooses by using the nomination form or submitting a letter of nomination.
- Approval from nominee of nomination to CSBA's Delegate Assembly.
- All nominees must submit a one-page, single-sided, candidate biographical sketch form and an optional one-page, one-sided résumé, (résumé cannot be substituted for the candidate biographical sketch form).
- All nomination materials must be postmarked no later than **Monday, January 7**. Faxes are also acceptable, but they must be received by January 7.
- Delegates serve two-year terms; beginning April 1, 2015 through March 31, 2017
- There are two required Delegate Assembly meetings each year, one in May in Sacramento and one in December in San Diego.

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



## Delegate Assembly Nomination Form

**DUE: Wednesday, January 7, 2015**

---

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

CSBA Region/subregion # \_\_\_\_\_

The Board of Education of the \_\_\_\_\_ wishes to  
(Nominating District)

nominate \_\_\_\_\_ . The nominee is a member of the  
(Nominee)

\_\_\_\_\_, which is a member of the California  
(Nominee's District)

School Boards Association.

- The nominee has consented to this nomination.
- Attached is the nominee's required one-page, single-sided candidate biographical sketch form and optional one-page, single-sided résumé.
- The nominee's required one-page, single-sided candidate biographical sketch form and optional one-page, single-sided résumé will be sent by the deadline date.

\_\_\_\_\_  
Board Clerk or Board Secretary (signed)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk or Board Secretary (printed)

**PLEASE NOTE:** The nomination and candidate biographical sketch forms may be faxed to (916) 371-3407 or mailed to CSBA, Attn: Leadership Services, 3251 Beacon Blvd., West Sacramento, CA 95691 postmarked by the U.S.P.S. no later than **Wednesday, January 7, 2015**. *It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by the due date. Late submissions cannot be accepted.* If you have any questions, please contact Charlyn Tuter in the Leadership Services department at [ctuter@csba.org](mailto:ctuter@csba.org) or (800) 266-3382. Thank you.

## **Roles and Responsibilities of Delegates**

Delegates set the general policy direction and fulfill a critical governance role within the association. They communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Delegates give policy and legislative direction through the adoption of CSBA's Policy Platform every two years and the adoption of other policy statements as needed. They also speak on issues and provide direct advocacy on behalf of the association.

Delegates play an important communications and support role within their region. They also elect the association's officers and Board of Directors. The authority and primary duties of Delegates are contained in the CSBA Bylaws.

### **Delegates' Roles and Responsibilities**

Primary responsibilities of Delegates include:

- providing a link to other public officials at the local, state and national levels;
- providing a communications link between local board members and the regional Director;
- attending all Delegate Assembly meetings;
- adopting the Policy Platform which guides the association's policy and political leadership activities;
- as needed, adopting policies and positions to supplement CSBA's Policy Platform;
- providing testimony and input on critical issues;
- electing the officers, Board of Directors and Nominating Committee members;
- adopting the association's bylaws;
- serving on committees, task forces and focus groups; and
- supporting the association's activities and events.





---

## **INFORMATION ITEMS**



TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / JANECE L. MAEZ / CAREY UPTON  
RE: REVISE E 1330 – USE OF SCHOOL FACILITIES

INFORMATION  
11/20/14

INFORMATION ITEM NO. I.01

This is to inform the Board of Education that E 1330 – Use of School Facilities has been revised.

COMMENTS: In consultation with the Superintendent and Executive Director of the Education Foundation, the Facility Use Department has updated the Procedures for Temporary Signage and Banners to provide more clarity. This procedure is part for the Facility Use Procedure Manual and Exhibit 1 of the Use of Facilities Board Policy 1330. (Note: The exhibit does not appear in its entirety due to its length; rather, only the relevant section appears in the following pages.)

This update clarifies:

- the definition of 'temporary,'
- limits the definition to event and program specific signage,
- sets time limits for banners and signage, and
- requires all banners, including those initiated by a school site, to be permitted.

These changes were discussed at the November 6, 2014, board meeting. Since the November 6 discussion, additional procedures were added for affiliated groups (Section 3.2.1).

**USE OF SCHOOL FACILITIES****Procedures for Temporary Signage and Banners**

The Board of Education recognizes that District Facilities are a community resource whose primary purpose is to support school programs and activities. The District owns facilities in Santa Monica and Malibu that have ample space to hang or post advertisements. The fences, walls and surfaces around the District are often used to announce, promote and market District, events, activities and services. The District maintains the right to determine what signage is placed on the campuses and by whom. This administrative regulation provides guidelines and practices to permit temporary banners, placard and signs on surfaces of the District.

1. Definitions and Guidelines: The Board of Education authorizes the Superintendent or designee to permit signage to be posted as per the following regulations.
  - 1.1. The term "signage" will refer to any image or text placed on a temporary banner, placard or sign on the interior/exterior of a District physical structure, such as a building, fence or wall.
  - 1.2. These procedures govern signage pertaining to the announcement of events and programs. They may include acknowledgement of sponsors and supporters of the event.
  - 1.3. These procedures do not govern permanent signage, such as building/campus identification, safety, informational, directional or way finding signage.
  - 1.4. These procedures do not govern the permanent naming of facilities or other programs or the special acknowledgement of larger, non-event funding as managed in the Gift Policy. These types of signage and banner are supported by the Santa Monica-Malibu Education Foundation and coordinated with the Facility Use Department.
  - 1.5. Signage announcing and promoting events may only be in place for a maximum of thirty (30) days. Signage in support of sports teams and programs may only be in place to the term of the sport's season, not to exceed three (3) months. Signage for school district and affiliated programs may be in one location for the maximum of three (3) months.
  - 1.26. Signage must be placed in a location and manner that will not harm the school facility, including but not limited to damage of paint/surface, fire/safety regulations and wind/load considerations.
  - 1.37. Signage must be consistent with the use of school facilities and grounds and not interfere with the regular conduct of schoolwork.
  - 1.48. Language and images on signage must be respectful and tolerant of all people on the basis of race, religion, creed, national origin, gender, disability and sexual orientation.
  - 1.59. The District does not permit political or issue based signage other than signage related to a permitted event at school site.

1.610. All Signage must adhere to the Rules of Use for Facilities.

~~1.7. This policy does not govern building/campus identification, directional or way finding signage. This policy does not administer the permanent naming or other promotion of facilities as managed in the Gift Policy.~~

2. Approvals: The regulations and process for posting signage must receive the approvals listed below.

2.1. All requests for signage must apply to the Facility Use Department with the completed Banner Request Form. All signage must be permitted by the Facility Use Department. Exceptions for Affiliated groups are listed below in section 3.2.

2.42. All signage must be approved by the Administrator of the Site where it will be placed. Approval must include text, images, materials, location, and duration the signage will be present.

2.23. All signage to be hung by outside organizations or that endorses an outside group, including affiliated organizations, must be approved by the Director of Facility Use.

2.34. An organization may request a review by the Superintendent if their request to post signage is denied. The Superintendent has the final authority to allow or deny the request.

2.45. The Superintendent or designee will generate a Temporary Signage Request Form that contains the necessary information to facilitate the permitting of the temporary signage request.

3. Categories: The regulations and process for hanging temporary signage depends on the status of the user group and the purpose of the signage.

3.1. School & District Organizations

3.1.1. All temporary signage promoting District or school activities may be posted at no fee with site administrator approval.

3.1.2. Temporary signage promoting District or school activities that also endorses or promotes any outside organization must receive approval by the Director of Facility Use. An applicable donation fee to the school or activity will be determined. This includes temporary signage at athletic facilities whose proceeds for posting the signage supports an athletic team and the posting of signage in exchange for an in-kind donation of services or products.

3.2. Affiliated and Joint Use Organizations: This includes Affiliated Groups as designated in Board Policy 1330, the Cities of Malibu and Santa Monica and Santa Monica College.

3.2.1. At the beginning of the school year, the PTA President or designee will fill out and submit a blanket Banner Request Form. This would list any proposed banner & signage postings during the school year and contact information for banners that school year.

3.2.1.1 Any changes in the proposed postings would need to be approved in writing (email) by the site supervisor and communicated in writing (email) to the Director of Facility Use or his designee (the Signage Czar) for inclusion on the Banner log. The written communication must include location, size, dates up and down.

3.2.1.2 Any signage that promotes, advertises or acknowledges any commercial or non-profit organization must go through the complete process including a specific banner request prior to hanging.

3.2.1.3 Any banner that has not been permitted or logged will be removed

3.2.2. All temporary signage promoting Affiliated and Joint Use activities may be posted at no fee with site administrator and Director of Facility Use approval.

3.2.3. Temporary signage promoting Affiliated and Joint Use activities that also endorses or promotes an outside organization must receive approval by the Director of Facility Use. An applicable donation fee to the school or affiliated group will be determined. This includes the posting of signage in exchange of an in-kind donation of services or products.

### 3.3. Non-Profit and Commercial Organizations

3.3.1. Non-Profit and Commercial Organization may be allowed to post temporary signage promoting an upcoming event or an event in progress that has been permitted by the Facility Use Department. Approval by the site administrator and Director of Facility Use is required. An appropriate permit fee will be assessed.

3.3.2. Temporary signage promoting Non-Profit and Commercial Organization activities that also endorse or promote any non-permitted organization must receive approval by the Director of Facility Use. An applicable permit fee will be determined. This includes the posting of signage in exchange of an in-kind donation of services or products.

4. Distribution: The permit fees for posting temporary signage will differ among the stated categories.

4.1. All donation fees received as part of temporary signage connected with the school, District, affiliated or joint use activities will be directed to the school site or affiliated group.

4.2. All permit fees for posting temporary signage will split evenly between the school site facility permit fund and the Facility Use Department.

**Exhibit SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
adopted: August 19, 2009 Santa Monica, California  
revised: February 7, 2013; August 28, 2013; October 24, 2014**



TO: BOARD OF EDUCATION

INFORMATION

11/20/14

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MARK KELLY

RE: REVISION OF AR 5144 – DISCIPLINE

INFORMATION ITEM NO. I.02

This is to inform the Board of Education that AR 5144 – Discipline has been revised.

COMMENTS: CSBA recommends these revisions to reflect new State and Federal guidance encouraging the use of disciplinary measures that provide appropriate interventions and supports rather than exclusionary discipline practices (e.g., suspension and expulsion). Additionally, the policy reflects changes to Education Code regarding using other means of correction. The policy also reflects new law (AB 97, 2013), which requires the district's LCAP to include goals for addressing student engagement and school climate.

These changes were discussed at the November 6, 2014, board meeting. The entire section regarding corporal punishment has been reinstated.



**DISCIPLINE****Site-Level Behavior Expectations and Discipline Rules**

Site-level behavior expectations and discipline rules shall be consistent with district policies and administrative regulations. In developing site-level disciplinary rules, the principal or designee shall solicit the participation, views, and advice of one representative selected by each of the following groups: (Education Code 35291.5)

1. Parents/guardians
2. Teachers
3. School administrators
4. School security personnel, if any
5. For junior high and high schools, students enrolled in the school

Annually, site-level behavior expectations and discipline rules shall be reviewed and, if necessary, updated to align with any changes in district discipline policies or goals for school safety and climate as specified in the district's local control and accountability plan. Behavior expectations and disciplinary rules shall be included in the school's comprehensive school safety plan.

School rules shall be communicated to students clearly and in an age-appropriate manner.

It shall be the duty of each employee of the school to enforce the school rules on student discipline. (Education Code 35291)

**Disciplinary and Intervention Strategies**

To the extent possible, and as appropriate, staff shall use disciplinary and intervention strategies that keep students in school and participating in the instructional program. Except when a student's presence causes a danger to himself/herself or others, commits or he/she commits a single act of a grave nature or an offense for which suspension or expulsion is allowed or required by law, suspension or expulsion shall be used only when other means of correction have failed to bring about proper conduct. Disciplinary and intervention strategies may include, but are not limited to:

1. Discussion or conference between school staff and the student and his/her parents/guardians
2. Referral of the student to the school counselor or other school support service personnel for case management and counseling
3. Convening of a study team, guidance team, resource panel, or other intervention-related team to assess the behavior and develop and implement an individual plan to address the behavior in partnership with the student and his/her parents/guardians

4. When applicable, referral for a comprehensive psychosocial or psychoeducational assessment, including for purposes of creating an individualized education program or a Section 504 plan
5. Enrollment in a program for teaching prosocial behavior or anger management
6. Participation in a restorative justice program
7. A positive behavior support approach with tiered interventions that occur during the school day on campus
8. Participation in a social and emotional learning program that teaches students the ability to understand and manage emotions, develop caring and concern for others, make responsible decisions, establish positive relationships, and handle challenging situations capably
9. Participation in a program that is sensitive to the traumas experienced by students, focuses on students' behavioral health needs, and addresses those needs in a proactive manner
10. After-school programs that address specific behavioral issues or expose students to positive activities and behaviors, including, but not limited to, those operated in collaboration with local parent and community groups
11. Recess restriction as provided in the section below entitled "Recess Restriction"
12. Detention after school hours as provided in the section below entitled "Detention After School"
13. Community service as provided in the section below entitled "Community Service"
14. In accordance with Board policy and administrative regulation, restriction or disqualification from participation in extracurricular activities
15. Reassignment to an alternative educational environment
16. Suspension and expulsion in accordance with law, Board policy, and administrative regulation

When, by law or district policy, other means of correction are required to be implemented before a student could be suspended or expelled, any other means of correction implemented shall be documented and retained in the student's records. (Education Code 48900.5)

### **Recess Restriction**

A teacher may restrict a student's recess time only when he/she believes that this action is the most effective way to bring about improved behavior. The student shall be given adequate time to use the restroom and get a drink or eat lunch, as appropriate. The student shall remain under an employee's supervision during the period of restriction.

### **Detention After School**

Students may be detained for disciplinary reasons up to one hour after the close of the maximum school day. (5 CCR 353)

If a student will miss his/her school bus on account of being detained after school, or if the student is not transported by school bus, the principal or designee shall notify parents/guardians of the detention at least one day in advance so that alternative transportation arrangements may be made. The student shall not be detained unless the principal or designee notifies the parent/guardian.

In cases where the school bus departs more than one hour after the end of the school day, students may be detained until the bus departs. (5 CCR 307, 353)

Students shall remain under the supervision of an employee during the period of detention.

When Saturday School is an option, students may be offered the choice of serving their detention on Saturday rather than after school.

### **Community Service**

As part of or instead of disciplinary action, the Board, Superintendent, principal, or principal's designee may, at his/her discretion, require a student to perform community service during nonschool hours on school grounds or, with written permission of the student's parent/guardian, off school grounds. Such service may include, but is not limited to, community or school outdoor beautification, campus betterment, and teacher, peer, or youth assistance programs. (Education Code 48900.6)

This community service option is not available for a student who has been suspended, pending expulsion, pursuant to Education Code 48915. However, if the recommended expulsion is not implemented or the expulsion itself is suspended, then the student may be required to perform community service for the resulting suspension. (Education Code 48900.6)

### **Notice to Parents/Guardians and Students**

At the beginning of the school year, the Superintendent or designee shall notify parents/guardians, in writing, about the availability of district rules related to discipline. (Education Code 35291, 48980)

The Superintendent or designee shall also provide written notice of disciplinary rules to transfer students at the time of their enrollment in the district.

### **Corporal Punishment**

Corporal punishment shall not be used as a disciplinary measure against any student. Corporal punishment includes the willful infliction of, or willfully causing the infliction of, physical pain on a student. (Education Code 49001)

For purposes of this policy, corporal punishment does not include an employee's use of force that is reasonable and necessary to protect the employee, students, staff or other persons or to prevent damage to property or to obtain possession of weapons or other dangerous objects within the control of the student. (Education Code 49001)

### **Site-Level Rules**

~~Each school shall review its site-level discipline rules at least every four years.~~

~~It shall be the duty of each employee of the school to enforce the school rules on student discipline. (Education Code 35291)~~

~~Disciplinary strategies provided in Board policy, regulation and law may be used in developing site-level rules. These strategies include but are not limited to:~~

- ~~1. Referral of the student for advice and counseling~~
- ~~2. Discussion or conference with parents/guardians~~
- ~~3. Recess restriction~~
- ~~4. Detention during and after school hours~~
- ~~5. Community service~~
- ~~6. Reassignment to an alternative educational environment~~
- ~~7. Removal from the class in accordance with Board policy, administrative regulation and law~~
- ~~8. Suspension and expulsion~~

### **~~Recess Restriction~~**

~~A teacher may restrict a student's recess time when he/she believes that this action is the most effective way to bring about improved behavior, subject to the following conditions:~~

- ~~1. The student shall be given adequate time to use the restroom and get a drink or eat lunch, as appropriate.~~
- ~~2. The student shall remain under a certificated employee's supervision during the period of restriction.~~
- ~~3. Teachers shall inform the principal of any recess restrictions they impose.~~

### **~~Detention After School~~**

~~Students may be detained for disciplinary reasons up to one hour after the close of the maximum school day. (5 CCR 353)~~

~~If a student will miss his/her school bus on account of being detained after school, or if the student is not transported by school bus, the principal or designee shall notify parents/guardians of the detention at least one day in advance so that alternative transportation arrangements may be made. The student shall not be detained unless the principal or designee notifies the parent/guardian.~~

~~In cases where the school bus departs more than one hour after the end of the school day, students may be detained until the bus departs. (5 CCR 307, 353)~~

~~Students shall remain under the supervision of a certificated employee during the period of detention.~~

### **~~Community Service~~**

~~As part of or instead of disciplinary action, the Board, Superintendent, principal or principal's designee may, at his/her discretion, require a student to perform community service on school grounds, or with written permission of the student's parent/guardian off school grounds, during~~

~~nonschool hours. Such service may include, but is not limited to, community or school outdoor beautification, campus betterment, and teacher, peer or youth assistance programs. (Education Code 48900.6)~~

~~This community service option is not available for a student who has been suspended, pending expulsion, pursuant to Education Code 48915. However, if the recommended expulsion is not implemented or the expulsion itself is suspended, then a student may be required to perform community service for the resulting suspension pursuant to this section. (Education Code 48900.6)~~

#### **~~Notice to Parents/Guardians and Students~~**

~~At the beginning of the school year, the Superintendent or designee shall notify parents/guardians, in writing, about the availability of district rules related to discipline. (Education Code 48980)~~

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

TO: BOARD OF EDUCATION

INFORMATION

11/06/14

FROM: SANDRA LYON / TERRY DELORIA / MAUREEN BRADFORD

RE: REVISION OF AR 6162.51 – STATE ACADEMIC ACHIEVEMENT TESTS

INFORMATION ITEM NO. I.03

This is to inform the Board of Education that AR 6162.51 – State Academic Achievement Tests has been revised.

COMMENTS: CSBA recommends updating this regulation has been retitled and updated to reflect the tests that are included in the CAASPP state assessment system established by new law (AB 484), including, but not limited to, 2013-14 field tests of the Smarter Balanced Assessment Consortium tests in English language arts and mathematics. The regulation also reflects the SBE's authorization to use the Standards-Based Test in Spanish (STS) to assess students in a dual language immersion program. Details of allowable testing variations deleted pending the adoption of revised Title 5 regulations, but reference added to related guidelines from Smarter Balanced Assessment Consortium.

Changes to the corresponding policy can be found under Consent.

These changes were discussed at the November 6, 2014, board meeting.

## STATE ACADEMIC ACHIEVEMENT TESTS

The district shall administer the following assessments in the ~~Standardized Testing and Reporting (STAR) Program~~: California Assessment of Student Performance and Progress (CAASPP): (Education Code 60640)

1. The Smarter Balanced Assessment Consortium summative assessments for English language arts and mathematics, aligned with Common Core State Standards, in grades 3-8 and 11

All students at the applicable grade levels shall be administered these tests, except that:

- a. English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law
- b. Students with disabilities may be provided an alternate test in accordance with their individualized education program (IEP), as provided in item #3 below

2. California Standards Test in science at grades 5, 8, and 10

3. For students with disabilities who are unable to take the tests specified in items #1-2 above even with appropriate accommodations, the California Alternate Performance Assessment (CAPA) in English language arts and mathematics for students in grades 2-11 and either the CAPA or California Modified Assessment in science for students in grades 5, 8, and 10, in accordance with the student's IEP

~~1. The California Standards Tests (CSTs) in English language arts, mathematics, science, and history-social science to students in grades 2-11 (Education Code 60640)~~

~~— In addition, students in grade 11 may voluntarily take an augmented CST as part of the Early Assessment Program to determine their readiness for college-level work in English and/or mathematics. (Education Code 60641, 99300-99301)~~

~~2. The Standards-Based Test in Spanish (STS) to Spanish-speaking English language learners in grades 2-11 who either: (Education Code 60640)~~

~~a. Receive instruction in Spanish, regardless of how long they have been in the United States~~

~~b. Have been enrolled in a California public school for less than 12 months~~

~~— This test shall be required in addition to the CST administered in English. (Education Code 60640)~~

~~— Following the first year of enrollment in a California public school, Spanish-speaking English language learners in grades 2-11 shall continue to take the STS in addition to the CST in English, if the Superintendent or designee determines that such test results would provide useful information about students' performance.~~

~~3. The California Alternate Performance Assessment (CAPA) for students with severe cognitive disabilities who are unable to take the CSTs even with accommodations or~~

~~modifications, or the California Modified Assessment (CMA) for students who are not severely cognitively disabled, when determined appropriate by the student's individualized education program (IEP) team (Education Code 56345, 60640; 5 CCR 850; 34 CFR 200.1)~~

~~Any special education student who is an English learner may be tested with the STS in accordance with item #2 above, unless the IEP specifically exempts him/her from such testing. (Education Code 56345)~~

~~A student with disabilities may be assessed using the CAPA in all subject areas, CMA in all subject areas, or a combination of CSTs and CMA in the subject areas being assessed, but shall not be allowed to take both the CAPA and CMA. Eligibility to take the SMC shall be based on the criteria specified in 5 CCR 850. The Superintendent or designee shall inform the parents/guardians of students selected to be assessed with the CMA that their child's achievement will be measured based on modified achievement standards. (5CCR 850)~~

~~The Superintendent or designee shall make arrangements as necessary to test all eligible students in alternative education programs or programs conducted off campus.~~

## **Testing Period**

~~The STAR state achievement tests, with the exception of the writing assessment, shall be administered to students within the testing period established by the State Board of Education (SBE) pursuant to Education Code 60640. ~~during a testing window of 25 instructional days that includes 12 instructional days before and after completion of 85 percent of the instructional days of the school, track, or program. (Education Code 60640; 5 CCR 855)~~ Students who are absent during testing shall be provided an opportunity to take the tests during the period of time established by the SBE for make-up testing.~~

~~The Superintendent or designee shall arrange for at least two make-up days for the testing of students who were absent during the testing period. All make-up testing shall occur within five instructional days of the last date that the district administered the tests, but not later than the 25 instructional day window established above. (Education Code 60640; 5 CCR 855)~~

~~The STAR writing assessment shall be administered only on the testing day(s) and make-up day(s) specified annually by the Superintendent of Public Instruction. (Education Code 60640; 5 CCR 855)~~

## **Exemptions**

~~A parent/guardian may submit to the school a written request to excuse his/her child from any or all parts of any test. district employees may discuss the STAR Program with parents/guardians and may inform them of the availability of exemptions under Education Code 60615. However, the district and its employees shall not solicit or encourage any written exemption request on behalf of any student or group of students. (5 CCR 852)~~

~~If a parent/guardian submits an exemption request after testing has begun, any test(s) completed before the request is submitted shall be scored and the results reported to the parent/guardian and included in the student's records. (5 CCR 852)~~

## **Testing Variations**

~~The CSTs and STS Assessments shall be administered in accordance with the manuals or other instructions provided by the test contractor and the California Department of Education (CDE), except that students may be provided a tool, support, or accommodation that is specifically allowed pursuant to 5 cc4 853.5. ~~unless a testing variation, accommodation, or~~~~



~~modification is specifically allowed pursuant to 5 CCR 853.5. (5 CCR 853, 853.5)~~

Accommodations provided to students with disabilities shall be those specified in their IEP or Section 504 plan. (5 CCR 850, 853.5)

### **District and Test Site Coordinators Responsibilities**

On or before September 30 of each ~~Each~~ year, the Superintendent or designee shall designate a district coordinator who shall oversee all matters related to the testing program and serve as the district representative and liaison with the test contractor and the California Department of Education (CDE, ) ~~for all matters relating to the STAR Program.~~ The Superintendent or designee ~~also~~ shall designate a coordinator at each test site. The duties of the district and school site test coordinators shall include those specified in 5 CCR 857-858. (5 CCR 857-858)

The Superintendent or designee also shall appoint test examiner(s) to administer the state assessments. A test examiner shall be an employee or contractor of the district or, for the CAPA, shall be a certificated or licensed employee of the school, district, or county office of education. (5 CCR850).

In addition to the duties prescribed in 5 CCR 857-858, the district coordinator shall establish guidelines to help ensure that the test contractor is provided complete student information, as specified in 5 CCR 861 and 870, for purposes of the Academic Performance Index.

After receiving summary reports and files from the test contractor, the district coordinator shall review the files and reports for completeness and accuracy and shall notify the test contractor and the CDE of any errors, discrepancies, or incomplete information. (5 CCR 857)

As appropriate, the Superintendent or designee shall assign a specially trained district employee to serve as a test proctor to assist the text examiner; a specially trained district employee, or other person supervised by a district employee, to serve as a translator to translate the test directions into a student's primary language; and a district employee to serve as a scribe to transcribe a student's responses to the format required by the test. A student's parent/guardian shall not be eligible to be that student's translator or scribe. (5 CCR 850)

Test coordinators, examiners, proctors, translators, and scribes shall sign a test security agreement or affidavit. (5 CCR 850, 857-859)

### **Report of Test Results**

For any state assessments that produce valid individual student results, the Superintendent or designee shall provide a written report of the student's results to his/her parents/guardians, which includes a clear explanation of the purpose of the test, the student's score, and its intended use by the district. An individual student's scores shall also be reported to his/her school and teacher(s) and shall be included in his/her student record. (Education Code 60641; 5 CCR 863)

~~Within 20 working days of receiving the student report from the test contractor, the Superintendent or designee shall forward the student report to the student's parents/guardians. If these reports are received from the contractor after the last day of instruction in the school year, each student's results shall be mailed to his/her parents/guardians. (Education Code 60641; 5 CCR 863)~~

~~The report shall include a clear explanation of the purpose of the test, the student's score, and its intended use by the district. (Education Code 60641)~~

~~An individual student's scores shall also be reported to his/her school and teacher(s) and shall be included in his/her student record. (Education Code 60641)~~

With parent/guardian consent, the Superintendent or designee may release a student's test results to a postsecondary educational institution for the purposes of credit, placement, determination of readiness for college-level coursework, or admission. (Education Code 60641)

The Superintendent or designee shall present districtwide, school-level, and grade-level results to the Board of Education at a regularly scheduled meeting. The Board shall not receive individual students' scores or the relative position of any individual student. (Education Code 49076, 60641)

~~Individual test results shall not be released without the written consent of the adult student or the minor student's parents/guardians to any person other than the following: (Education Code 60607, 60641)~~

- ~~1. The student's parent/guardian~~
- ~~2. A teacher, counselor, or administrator directly involved with the student~~
- ~~3. A postsecondary educational institution for the purposes of credit, placement, or admission~~

**Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**  
**approved: August 19, 2009 Santa Monica, California**  
**revised: June 7, 2012**