



## BOARD OF EDUCATION MEETING AGENDA

December 11, 2014

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, December 11, 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 §54956.9(d)(2)** (30)  
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – SIGNIFICANT EXPOSURE TO LITIGATION
  - 2 cases
  - DN-1003-14/15 (Special Education)
  - DN-1004-14/15 (Special Education)
- **Government Code §54956.9(d)(4)** (15)  
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – SIGNIFICANT EXPOSURE TO LITIGATION
  - 1 case
- **Government Code §54957** (5)  
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- **Government Code §54957** (10)  
PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT
  - Community and Public Relations Officer

**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 20, 2014 .....1

**VI. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS** (20 minutes)

- Reveal New Child Development Services Logo (10)
- Outgoing Board President – Maria Leon-Vazquez (5)
- Outgoing Board Vice President – Ralph Mechur (5)

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

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

- S.01 School Site Presentation (30).....2
  - Roosevelt Elementary School
  - Santa Monica Alternative School House (SMASH)
- S.02 Sustainability Study Session – Water (30).....3

**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.....4
- A.03 Overnight Field Trip(s) 2014-2015 .....5
- A.04 Conference and Travel Approval/Ratification .....6-8
- A.05 Head Start Health and Safety Facility Improvement Funds .....9

A.06	Amendment #01 to the General Child Care & Development Programs (CCTR) for Fiscal Year 2014-15.....	10
A.07	Amendment #01 to the California State Preschool Program (CSPP) for Fiscal Year 2014-15.....	11
A.08	Approval of the Single Plan for Student Achievement (SPSA) .....	12
A.09	Approval of Special Education Contracts – 2014-2015 .....	13-15

**Business and Fiscal**

A.10	Award of Purchase Orders – 2014-2015.....	16-16e
A.11	Acceptance of Gifts – 2014/2015 .....	17-18

**Facilities Improvement Projects**

A.12	Amendment to Contract – Lease Leaseback – Edison Language Academy – New Construction Project – Swinerton Builders – Measure BB .....	19-20
A.13	Amendment to Contract – Lease Leaseback – Edison Language Academy – New Construction Project – Swinerton Builders – Measure BB .....	21-22
A.14	Amendment to Contract – Lease Leaseback – Edison Language Academy – New Construction Project – Swinerton Builders – Measure BB .....	23-24
A.15	Contract Amendment #02 for Inspector of Record Services for Santa Monica High School Science and Technology Building and Site Improvements – Sandy Pringle Associates – Measure BB .....	25-26
A.16	Amendment to Contract Amount – Lease Leaseback – Santa Monica High School – Science and Technology Classroom Building and Site Improvement – Sundt Construction, Inc. – Measure BB .....	27-28

**Personnel**

A.17	Certificated Personnel – Elections, Separations.....	29-32
A.18	Classified Personnel – Merit .....	33-38
A.19	Classified Personnel – Non-Merit.....	39
A.20	Administrative Appointment .....	40

*Community and Public Relations Officer*

**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 (125 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	Health Services Report (40).....	41
D.02	Preparation for Smarter Balanced Assessments (SBAC) (15).....	42
D.03	Update on Advanced Placement (AP) Program (30).....	43
D.04	Regional Occupational Centers (ROP) – Status Update (30).....	44
D.05	Consider Revising BP & AR 5126 – Awards for Achievement (5).....	45-47
D.06	Consider Revising BP & E 5145.6 – Parental Notifications (5).....	48-66

#### **XIII. MAJOR ITEMS (80 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.21	Election of Board of Education Officers (10).....	67
A.22	Certification of Authorized Signatures (5).....	68-68a
A.23	Election of Annual Representative to the Los Angeles County School Trustees Association (LACSTA) for 2014-2015 (5).....	69
A.24	Election of Voting Representative: Los Angeles County Committee on School District Organization (5).....	70
A.25	Approval of the 2015-2016 District Calendar (10).....	71
A.26	Approval of the 2014-15 First Interim Report (30).....	72-87
A.27	Adopt Resolution No. 14-09 – Resolution of Intention to Convey an Easement for Public Utility Purposes to the City of Santa Monica for the Los Amigos Park Stormwater Harvesting and Direct Use Demonstration Project (5).....	88-90
A.28	Nomination for CSBA Delegate Assembly (10).....	91-92a

#### **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	Pre-negotiation Agreement with PCA I, L.P.....	93-93j
------	--	--------

#### **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, January 15, 2015**, 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 <del>M 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  
12/11/14

RECOMMENDATION NO. A.01

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

November 20, 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. Natalie Burton, Principal of Roosevelt Elementary School, and Ms. Jessica Rishe, Principal of SMASH, 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



TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / JANECE L. MAEZ  
RE: ENVIRONMENTAL SUSTAINABILITY: WATER

STUDY SESSION

12/11/14

Postponed  
from 11/6/14

STUDY SESSION ITEM NO. S.02

This study session is the first of series of topics for board discussion. The topic for this month will be water and will be presented in twenty-minute study session format by staff from Business Services.



---

## **CONSENT ITEMS**





TO: BOARD OF EDUCATION

ACTION/CONSENT

12/11/14

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>
NONE			

<b>Contractor/ Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Monica Salinas 11/20/14 to 6/5/15 Not to exceed: \$200	Facilitate bilingual, Spanish group sessions with parents of English Language Advisory Committee (ELAC) meetings	Educational Services	01-42030-0-47600-10000-5802-035-1300 (Title III)
Ed- Tech Support Kevin McKeown 7/1/14 – 6/30/15 Not To Exceed \$50,000	To provide support for repairs to Macintosh computers as Directed by the Information Services Dept. <b>(Apple Certified)</b>	Information Services	01-00001-2-19100-21000-5802-054-2540
New Horizons Computer Learning Centers 10/21/14 to 11/20/14 Not to exceed: \$4,476	Professional Development for educational technology personnel	Educational Services	84-90903-0-00000-82000-5802-030-1300 (ES Technology)
Family Service Of Santa Monica 12/1/14 – 6/5/15 Not to exceed: \$8,000	Student counseling and mediation.	Grant	01-00021-0-11100-10000-5802-003-4030 (VSS Stretch)

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  
 12/11/14

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
Cabrillo 5 <sup>th</sup> grade 46 students	Camp Hess Kramer/ W.O.L.F. Camp Malibu, CA  5/12/15 – 5/15/15	J. Matthews S. Baltrushes N. Levy	\$14,740 for all students Paid through parent donations and fundraising	Science	Outdoor Science Camp for our 5 <sup>th</sup> grade students.
Grant 5 <sup>th</sup> grade 116 students	Pali Institute Running Springs, CA  3/4/15 – 3/6/15	W. Wax S. Croft M. Donovan T. Kooy S. Smith M. Marek	\$37,500 Total for all students; paid for through parent donations and fundraising	Science	Outdoor science camp for our 5 <sup>th</sup> grade students
Rogers 5 <sup>th</sup> grade 80 students	Pali Institute Running Springs, CA  3/18/15 – 3/20/15	E. Cochran M. Gonzalez S. Tuler K. Uema	\$20,405.00 Total for all students, paid for through parent donations and fundraising	Science	Outdoor science camp for our 5 <sup>th</sup> grade students
Franklin 5 <sup>th</sup> grade 125 students	Pali Institute Running Springs, CA  4/17/15 – 4/19/15	D. Sinfield L. Hampton E. Powell J. Gonzalez N. Garde D. Silhavy	\$34,375 for all students Paid through parent donations and fundraising	Science	Outdoor Science Camp for our 5 <sup>th</sup> grade students.

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

12/11/14

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> DATE (S)	<u>COST</u> <u>ESTIMATE</u>
<u>AVEDIAN, Ray</u> Adams Middle 01-00021-0-11100-10000-5220-011-4110 General Fund- Resource: VSS	NSTA-Long Beach Area Conference Long Beach, CA December 4 - 6, 2014	\$235 <b>+1 SUB</b>
<u>BROWN, Tara</u> Student Services 01-00000-0-11100-39000-5220-040-2400 General Fund- Function: Other Pupil Services	Threat Assessment Training K-12 Downey, CA November 7, 2014	\$45
<u>CORRIGAN, Brian</u> Malibu High 01-00010-0-11100-27000-5220-010-4110 General Fund- Function: Formula	AP Saturday Workshop Physics 1 Los Angeles, CA October 25, 2014	\$260
<u>DIAZ, Aida</u> Ed Services 01-42010-0-47600-10000-5220-035-1300 General Fund- Resource: Title III	2014 Accountability Leadership Institute San Diego, CA December 7 – 9, 2014	\$790
<u>GATES, Janie</u> Olympic High 01-00020-0-32000-27000-5220-014-4140 General Fund- Resource: VSS	CCEA/California Continuation Education Association San Francisco, CA May 1 – 3, 2015	\$700
<u>GRIEGO, Orlando</u> Food and Nutrition Services 13-53100-0-00000-37000-5220-057-2570 Cafeteria Fund- Resource: Child Nutrition	Southern California Food Show Pomona, CA January 29, 2015	\$50

<u>HO, Pat</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services	Governor's Budget Workshop Ontario, CA January 14, 2015	\$230
<u>HYATT, Virginia</u> Purchasing 01-00000-0-00000-75300-5220-055-2550 General Fund- Function: Purchasing	GCS-Investing in Our Future Pasadena, CA November 5 – 6, 2014	\$135
<u>VENABLE, Terrance</u> Maintenance & Operations 01-00000-0-00000-82000-5220-064-2603 General Fund- Function: Operations	Green California Schools and Community Colleges Summit Pasadena, CA November 5 – 6, 2015	\$100
<u>WALKER, Anthony</u> Human Resources 01-00000-0-00000-74000-5220-025-1250 General Fund- Function: Personnel/Human Resources	HRS Database Training Downey, CA November 6, 2014	\$30

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

<b>Group Conference and Travel: In-State</b> <i>* a complete list of conference participants is on file in the Department of Fiscal Services</i>		
<u>DELORIA, Terry</u> <u>+2 Additional Staff</u> Ed Services 01-74050-0-11100-10000-5220-035-1300 General Fund- Resource: Common Core	CISC Leadership Symposium Garden Grove, CA February 11- 13, 2015	\$2,250
<u>WENKER, Phil</u> <u>+2 Additional Staff</u> Malibu High 01-00000-0-11100-39000-4310-040-2400 General Fund- Resource: Other Pupil Services	Master Scheduling Workshop Ontario, CA November 12, 2014	\$1,155
<u>WOO, Angela</u> <u>GARNREITER, Sean</u> Adams Middle 01-90120-0-17100-10000-5220-011-4110 General Fund- Resource: Gifts	California All-State Music Education Conference Fresno, CA February 20, 2015	\$1,925 <b>+2 SUBS</b>

<b>Out-of-State Conferences: Individual</b>		
<u>BLANCHARD, Cecile</u> Adams Middle 01-00021-0-11100-10000-5220-011-4110 General Fund- Resource: VSS	American Choral Directors' Association Salt Lake City, UT February 25 – 28, 2015	\$300 +1 SUB
<u>WOO, Angela</u> Adams Middle 01-00021-0-11100-10000-5220-011-4110 General Fund- Resource: VSS	The Midwest Clinic Chicago, IL December 17 – 20, 2014	\$105 +1 SUB

<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

12/11/14

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: HEAD START HEALTH AND SAFETY FACILITY IMPROVEMENT FUNDS

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the Additional Funds for Health and Safety from LACOE for the amount not to exceed \$400,000 to improve the facilities at the Head Start Preschool Programs.

Funding Information

Source: Head Start

Currently Budgeted: Yes

Account Number: 12-52101-0-85000-82000-5640-070-2700

Description: Additional Funds for Health and Safety

COMMENT: The proposed change in budget is requesting the use of Additional Funds for Health and Safety to be used at McKinley, Muir, Rogers, Washington West, and Woods. All the budgetary changes meet the fiscal accountability aspects including but not limited to: allowable, necessary, reasonable, and allocable.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

12/11/14

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: AMENDMENT #01 TO THE GENERAL CHILD CARE & DEVELOPMENT PROGRAMS (CCTR) FOR FISCAL YEAR 2014-15

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve Amendment #01 to the CCTR-4120 contract with the State Department of Education (CDE), Child Development Division wherein the State agrees to pay the Santa Monica-Malibu District Child Development Fund/CDC and amount not to exceed \$1,197,532.

Funding Information:

Source: Child Development Fund – Restricted

Currently Budgeted: Yes

Account Number: 12-61050-0-00000-00000-8590-090-0000 \$649,436

12-50250-0-00000-00000-8290-090-0000 \$548,096

Description: CCTR Apportionment - CDS

COMMENT: the Maximum Reimbursable Amount has been increased from \$1,145,761 to \$1,197,532. The maximum Rate per child increase from \$34.77 to \$36.10 and the days of operation change from 245 to 244 days.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

12/11/14

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: AMENDMENT #01 TO THE CALIFORNIA STATE PRESCHOOL PROGRAM  
(CSPP) FOR FISCAL YEAR 2014-15

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve Amendment #01 to the CSPP-4232 contract with the State Department of Education (CDE), Child Development Division wherein the State agrees to pay the Santa Monica-Malibu District Child Development Fund/CDC and amount not to exceed \$1,692,624.

Funding Information:

Source: Child Development Fund – Restricted

Currently Budgeted: Yes

Account Number: 12-61050-0-00000-00000-8590-090-0000 \$1,475,262

12-50250-0-00000-00000-8290-090-0000 \$ 217,362

Description: CCTR Apportionment - CDS

COMMENT: The Maximum Reimbursable Amount has been increased from \$1,567,611 to \$1,692,624. The maximum Rate per child increase from \$34.77 to \$36.10 and the minimum days of operation changed from 245 to 244 days.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

CONSENT  
12/11/14

FROM: SANDRA LYON / TERRY DELORIA / MAUREEN BRADFORD

RE: APPROVAL OF THE SINGLE PLAN FOR STUDENT ACHIEVEMENT (SPSA)

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve the Single Plan for Student Achievement (SPSA) for each of our schools. Approval of the SPSA for 2014-15 authorizes schools to continue engaging in planned activities and expenditures through the beginning of the 2015-16 school year, until their new plans come before the Board.

COMMENT: The Single Plan for Student Achievement establishes a focus for raising the academic performance of students to meet or exceed state standards. The plan includes how the school allocates its categorical funds as well as funds allocated to programs under the Vision for Student Success, funded through contributions to the Santa Monica-Malibu Education Foundation. The plan details how funds are used in support of improvement goals. Schools' improvement goals are tied to the five District goal areas: Professional Learning Community, Equity and Access, Response to Intervention and Instruction, Common Core State Standards, and STEM – Science, Technology, Engineering and Math. SPSA goals are also tied to the eight state priorities under the Local Control and Accountability Plan (LCAP).

Each School Site Council (SSC) is responsible for the development, implementation, and review of its SPSA. The development of the plan consists of the following steps:

- 1) Obtain the input of the school community
- 2) Review the school characteristics
- 3) Analyze current educational practices and staffing
- 4) Analyze student performance data
- 5) Establish school goals
- 6) Review available resources
- 7) Select specific improvements
- 8) Consider centralized services
- 9) Recommend the plan to the local governing board
- 10) Monitor progress
- 11) Evaluate the effectiveness of planned activities
- 12) Modify the plan

The SPSAs are considered working documents. Plans may be modified throughout the course of the year, as School Site Councils continually monitor their implementation. One public copy of each plan will be available at the Board of Education meeting. Hard copies of each school's SPSA are available for viewing at each school office and in the Educational Services Department of the District Office.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:





TO: BOARD OF EDUCATION

ACTION/CONSENT

12/11/14

FROM: SANDRA LYON / TERRY DELORIA / SARA WOOLVERTON

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2014-2015

RECOMMENDATION NO. A.09

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
THG West (Help Group)	5103156082	NPS	40-SPED15084	\$32,175
THG West (Help Group)	5103150682	NPS	42-SPED15088	\$33,740
THG West (Help Group)	7145847516	NPS	43-SPED15092	\$37,716
THG West (Help Group)	6168084434	NPS	44-SPED15093	\$58,556
THG West (Help Group)	5103151852	NPS	45-SPED15094	\$30,680

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 11/20/14		\$ 1,229,867
	Balance	\$ 1,100,133
Positive Adjustment (See Below)		\$ 145,335
		\$ 1,245,468
Total Amount for these Contracts		\$ 192,867
	Balance	\$ 1,052,601

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 \$332,043 as of 11/20/14

NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
The Learning Clinic	NPS	3-SPED15005	R	\$117,904	End–student transferred
Linden School	NPS	4-SPED15006	R	\$27,431	End–student transferred

**NPA**

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

Nonpublic Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Abramson Audiology	7198975236	IEE & Consultation	38-SPED15081	\$1,675
Hear to Talk	1103200503	Audiology Therapy	41-SPED15086	\$3,375

Amount Budgeted NPA 14/15		\$ 583,000
Prior Board Authorization as of 11/20/14		\$ 455,051
	Balance	\$ 127,949
Positive Adjustment (See Below)		\$ 0
		\$ 127,949
Total Amount for these Contracts		\$ 5,050
	Balance	\$ 122,899

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 11/20/14					
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
Pacific Point Academy	4119528780	Education & Speech Therapy	13-SPED15023	\$23,200

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 11/20/14		\$ 296,131
	Balance	\$ 53,869
Positive Adjustment (See Below)		\$ 0
		\$ 53,869
Total Amount for these Contracts		\$ 23,200
	Balance	\$ 30,669

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 11/20/14					
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
Susanne M. Smith Roley	7198975236	IEE & Consultation	45-SPED15082	\$1,600
Susan Hollar	7198975236	IEE & Consultation	46-SPED15083	\$2,500
Neuropsychology Partners	7198975236	IEE & Consultation	47-SPED15085	\$5,700
Taxi! Taxi!	7103161146	Transportation (taxi)	42-SPED15078	\$2,700
Taxi! Taxi!	various	Transportation (taxi)	43-SPED15079	\$42,000
Administrative Services Cooperative	various	Transportation (taxi)	44-SPED15080	\$38,600
Beatrice Braun	various	IEP attendance	48-SPED15087	\$130
Parent Reimbursement	2063957545	Therapeutic Visit	49-SPED15089	\$800
Parent Reimbursement	2063957545	Therapeutic Visit	50-SPED15090	\$800
Parent Reimbursement	3934101148	Therapeutic Visit	51-SPED15091	\$1,200
Administrative Services Cooperative	various	Transportation (taxi)	19-SPED15041	\$1,800

Amount Budgeted Non-Instructional Consultants 14/15		\$ 220,000
Prior Board Authorization as of 11/20/14		\$ 197,762
	Balance	\$ 22,238
Positive Adjustment (See Below)		\$ 0
		\$ 22,238
Total Amount for these Contracts		\$ 97,830
	Balance	\$ -75,591

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 11/20/14					
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

Amount Budgeted LEA 14/15		\$	42,400
Prior Board Authorization as of 11/20/14		\$	27,513
	Balance	\$	14,887
Positive Adjustment (See Below)		\$	0
		\$	0
Total Amount for these Contracts		\$	0
	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 11/20/14					
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

12/11/14

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

RE: AWARD OF PURCHASE ORDERS – 2014-15

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from November 12, 2014, through November 26, 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 DECEMBER 11, 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>*** NEW PURCHASE ORDERS ***</b>					
152879	*** BEST POSSIBLE SOURCE ***	PORT TO VCA ADAPTER	JOHN MUIR ELEMENTARY SCHOOL	63.51	U
152895	A-Z BUS SALES INC	16 & 18 PASSENGER SCHOOL BUSES	TRANSPORTATION	137,118.77	U
153009	ABRAMSON, NEAL	REIMBURSEMENT FOR FUEL	TRANSPORTATION	194.64	U
152921	ACADEMIC SUPERSTORE	COMPUTER SOFTWARE	WILL ROGERS ELEMENTARY SCHOOL	173.01	U
153025	ACCO BRANDS USA LLC DBA GBC	Laminating film	FRANKLIN ELEMENTARY SCHOOL	111.98	U
152723	ACCREDITING COMMISSION	WASC VISITATION	ADULT EDUCATION CENTER	610.00	A
152929	ALTA ENVIRONMENTAL	FACILITY IMPROVEMENT/HS	CHILD DEVELOPMENT CENTER	2,414.30	CD
153108	ALTA ENVIRONMENTAL	OBSERVATION/SAMPLING: CABRILLO	FACILITY MAINTENANCE	4,744.05	SR
153109	ALTA ENVIRONMENTAL	OBSERVATION/SAMPLING: CABRILLO	FACILITY MAINTENANCE	1,349.30	SR
153032	AMERICAN COIL INC	HOT WATER COIL FOR MALIBU	FACILITY MAINTENANCE	629.63	R
152599	AMERITEL INC	MAINT. ANNUAL BILLING	TRANSPORTATION	1,916.00	U
152991	APPLE COMPUTER CORP	PORT TO VCA ADAPTER	JOHN MUIR ELEMENTARY SCHOOL	63.51	U
152914	ARGO FLEET SERVICES	PARTS PURCHASE - TRANSP	TRANSPORTATION	136.25	U
152064	ART MEETS TECHNOLOGY	WEBISTE MAINTENANCE CONTRACT	SANTA MONICA HIGH SCHOOL	4,800.00	R
152880	ASSOCIATION OF CALIFORNIA	ONLINE JOB POSTING	PERSONNEL COMMISION	120.00	U
152797	AVEDIAN, RAY	ASSOCIATION MEMBERSHIP	JOHN ADAMS MIDDLE SCHOOL	75.00	U
152943	AVID CENTER	INSTRUCTIONAL SUPPLIES	LINCOLN MIDDLE SCHOOL	863.99	R
152930	B & H PHOTO VIDEO	Headphones for grade 4	FRANKLIN ELEMENTARY SCHOOL	653.76	R
152795	BALLROOM MADNESS	BALLROOM DANCE LESSONS-5TH GR	CURRICULUM AND IMC	21,400.00	R
152990	BARNES & NOBLE/SANTA MONICA	PROFESSION DEVELPMT MATERIALS	MALIBU HIGH SCHOOL	285.47	R
152912	BUS WEST	REPAIRS BUS #2	TRANSPORTATION	684.00	U
153024	CALIFORNIA ACCESS SCAFFOLD LLC	JAMS AUDITORIUM	FACILITY MAINTENANCE	7,500.00	SR
152893	CALIFORNIA OFFICE SYSTEMS INC	CLASSROOM SUPPLIES	OLYMPIC CONTINUATION SCHOOL	235.55	U
152894	CALIFORNIA OFFICE SYSTEMS INC	ISP CLASSROOM SUPPLIES	OLYMPIC CONTINUATION SCHOOL	92.78	U
152973	CALIFORNIA OFFICE SYSTEMS INC	CLASSROOM EQUIPMENT	SANTA MONICA HIGH SCHOOL	4,864.13	R
153018	CALIFORNIA OFFICE SYSTEMS INC	OPEN ORDER/ADMIN SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	1,000.00	U
153019	CALIFORNIA OFFICE SYSTEMS INC	TEACHER STOOL	JOHN ADAMS MIDDLE SCHOOL	148.60	U
153046	CALIFORNIA OFFICE SYSTEMS INC	OPEN ORDER FOR OFFICE SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	2,000.00	R
153054	CALIFORNIA OFFICE SYSTEMS INC	TASK CHAIR FOR SALLY ANDERSON	MALIBU HIGH SCHOOL	226.15	U
153060	CALIFORNIA OFFICE SYSTEMS INC	SCIENCE CURRICULAR SUPPLIES	SANTA MONICA HIGH SCHOOL	534.86	R
152851	CAMBIUM LEARNING INC.	REFLEX-MS MATH TEACHER LICENSE	STATE AND FEDERAL PROJECTS	11,522.00	R
152868	CAMFIL FARR - LA BRANCH	HVAC SUPPLIES	FACILITY MAINTENANCE	2,500.00	R
153091	CANON SOLUTIONS AMERICA INC	QUARTERLY MAINTENANCE AGRMNT	MALIBU HIGH SCHOOL	2,925.00	R
152870	CANON SOLUTIONS AMERICA INC.	MAINTENANCE AGRMT IR8285	CABRILLO ELEMENTARY SCHOOL	2,633.04	R
152925	CASTLEROCK ENVIRONMENTAL INC	FACILITY IMPROVEMENT/HS	CHILD DEVELOPMENT CENTER	4,687.00	CD
153105	CASTLEROCK ENVIRONMENTAL INC	ASBESTOS ABATEMENT & DISPOSAL	FACILITY MAINTENANCE	12,368.00	SR
153107	CASTLEROCK ENVIRONMENTAL INC	ASBESTOS ABATEMENT & DISPOSAL	FACILITY MAINTENANCE	1,068.00	SR
152804	CCEA	SCHOOL MODEL PLAQUE	OLYMPIC CONTINUATION SCHOOL	137.14	U
152813	CDW-G COMPUTING SOLUTIONS	ASSISTIVE TECHNOLOGY	SPECIAL EDUCATION REGULAR YEAR	63.51	R
152845	CDW-G COMPUTING SOLUTIONS	Technology Updates	CABRILLO ELEMENTARY SCHOOL	362.76	R
152854	CDW-G COMPUTING SOLUTIONS	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	106.76	R
152913	CDW-G COMPUTING SOLUTIONS	COMPUTER MEMORY PURCHASE/TRAN	TRANSPORTATION	149.41	U
153002	CHRIS MAYATTE DBA ECANOPY	SUN SHADE/INSTU MUSIC/GIFT	JOHN ADAMS MIDDLE SCHOOL	571.37	R
152900	COMMUNITY CARE LICENSING	ANNUAL LICENSING FEES	CHILD DEVELOPMENT CENTER	4,719.00	CD
152874	COMPLETE BUSINESS SYSTEMS	COPY SUPPLIES	SANTA MONICA HIGH SCHOOL	1,338.20	U
152821	COMTRONICS	TRANSLATION EQUIP	STATE AND FEDERAL PROJECTS	4,470.15	R
152867	COMTRONICS	REPAIR AUDIO/VIDEO BOARD ROOM	BOE/SUPERINTENDENT	781.88	U
152910	CUMMINS CAL PACIFIC INC	BUS REPAIRS #7	TRANSPORTATION	6,867.82	U
152836	DEMCO INC	LIBRARY SUPPLIES	SANTA MONICA HIGH SCHOOL	394.21	U

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF DECEMBER 11, 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	
152946	DEPARTMENT OF TOXIC	ADDENDUM TO VOL INVSTGTN AGRMT	BUSINESS SERVICES	46,353.00	D
153069	DISCOUNT SCHOOL SUPPLY	WINTER BREAK/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	100.49	CD
153081	DISCOUNT SCHOOL SUPPLY	PRESCHOOL CLASSROOM SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	67.31	R
152878	DISPLAY SONIC CORPORATION	EPSON PROJECTOR	INFORMATION SERVICES	3,606.38	U
153086	DJ CO-OPS	COMMODITY PROCESSING	FOOD SERVICES	51.75	F
153039	DLT SOLUTIONS LLC	Maintenance Software	INFORMATION SERVICES	272.09	U
152602	DOSSIER SYSTEM INC	Maint. renewal	TRANSPORTATION	2,096.73	U
152759	FAMILY SERVICE OF SANTA MONICA	STUDENT COUNCELING SERVICES	SMASH SCHOOL	6,750.00	U
152940	FAST DEER BUS CHARTER INC	ATHLETIC TRANSPORTATION	MALIBU HIGH SCHOOL	1,009.65	U
153099	FEDERAL EXPRESS	RETURN SHIPPING	CURRICULUM AND IMC	2,130.00	U
153063	FLINN SCIENTIFIC INC	SCIENCE MATERIALS	SANTA MONICA HIGH SCHOOL	554.14	R
152938	GALE SUPPLY CO	CUSTODIAL SUPPLIES - NON CHEM	MALIBU HIGH SCHOOL	2,631.26	U
152949	GALE SUPPLY CO	CUSTODIAL SUPPLIES	GRANT ELEMENTARY SCHOOL	1,217.69	R
153013	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	1,259.96	CD
153014	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	269.75	CD
152572	GOLDEN STAR TECHNOLOGY INC	PORTABLE POJECTOR & ELMO	SMASH SCHOOL	1,280.35	R
152812	GOMEZ CANDELARIO A	EMPLOYEE REIMBURSEMENT	PERSONNEL SERVICES	800.00	U
152905	GOMEZ CANDELARIO A	EMPLOYEE REIMBURSEMENT	STATE AND FEDERAL PROJECTS	800.00	R
152920	GOMEZ-PEREZ,ARMANDO	SUPPLIES FOR NEW SMARTBOARDS	WILL ROGERS ELEMENTARY SCHOOL	237.53	U
152890	GOODWIN PROCTER LLP	GENERAL REAL ESTATE ADVICE	BUSINESS SERVICES	25,000.00	U
152799	GUIRGUIS, MARIAM	ASSOCIATION MEMBERSHIP	JOHN ADAMS MIDDLE SCHOOL	75.00	U
152865	HANDWRITING WITHOUT TEARS INC	ANNUAL ORDER - WORKBOOKS	CHILD DEVELOPMENT CENTER	4,936.55	CD
152810	HEADSETS.COM INC	PHONE HEADSET - SWITCHBOARD	PERSONNEL SERVICES	350.35	U
153077	HIRSCH PIPE & SUPPLY	PLUMBING SUPPLIES	FACILITY MAINTENANCE	5,000.00	R
153073	HOME DEPOT- L.A.	GENERAL MAINT. SUPPLIES	FACILITY MAINTENANCE	2,000.00	R
152740	HOWARD INDUSTRIES	HVAC SUPPLIES	FACILITY MAINTENANCE	3,000.00	R
152886	HOWARD INDUSTRIES	BTU COUNTER FLOW WALL UNIT	FACILITY MAINTENANCE	3,038.13	R
152859	INTELLI-TECH	COMPUTERS FOR IT	INFORMATION SERVICES	5,882.46	U
152892	INTELLI-TECH	HP ELITE BOOK 14"LED	STATE AND FEDERAL PROJECTS	6,050.92	R
152987	INTELLI-TECH	BATTERY FOR LAPTOP	JOHN ADAMS MIDDLE SCHOOL	93.08	R
153044	INTELLI-TECH	DESKTOP COMPUTERS - FOOD SRVCS	FOOD SERVICES	4,973.25	F
152827	INTERNATIONAL PAPER	COPY PAPER	SANTA MONICA HIGH SCHOOL	4,179.62	U
152937	INTERNATIONAL PAPER	COPIER PAPER	MALIBU HIGH SCHOOL	2,000.00	R
152983	INTERNATIONAL PAPER	PAPER	GRANT ELEMENTARY SCHOOL	260.00	U
152860	INTERSTATE MUSIC SUPPLIES	MUSIC INSTRUMENTS-BERGMANNFUND	CURRICULUM AND IMC	6,347.72	R
153095	ISHLER DESIGN & ENGINEERING	REPAIR OF ROOF TRUSSES AT JAMS	FACILITY MAINTENANCE	18,000.00	SR
152768	JOHNSTON, CINDY	REIMBURSEMENT	MCKINLEY ELEMENTARY SCHOOL	325.00	R
152888	JOSTENS/DIPLOMAS	DIPLOMAS	SANTA MONICA HIGH SCHOOL	1,122.00	R
152801	KHAVARIAN ENTERPRISES INC.	FCC FILING JOHN ADAMS	FACILITY MAINTENANCE	135.00	R
152906	KOMATSU FORKLIFT USA LLC	FORKLIFT FOR TRANSPORTATION	TRANSPORTATION	17,410.50	R
153051	KOMATSU FORKLIFT USA LLC	FORKLIFT PROPANE TANK	TRANSPORTATION	232.47	R
153061	KOTIN, ALLAN D.	DOUBLETREE HOTEL VALUATION	BUSINESS SERVICES	10,000.00	U
152820	LA COUNTY DEPT OF HEALTH SVC	POOL FEES	FACILITY MAINTENANCE	438.00	R
153082	LAGUNA CLAY COMPANY	Clay	FRANKLIN ELEMENTARY SCHOOL	53.38	R
152881	LAKESHORE	CLASSROOM SUPPLIES	OLYMPIC CONTINUATION SCHOOL	250.00	U
152952	LAKESHORE	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	450.64	U
152997	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	250.00	CD
152916	LAKESHORE CURRICULUM	CORE 1 TABLE	SMASH SCHOOL	276.88	R
152769	LATINO FAMILY LITERACY PROJECT	CURRICULUM	MCKINLEY ELEMENTARY SCHOOL	1,662.50	R
152800	LEVIN, TRACY	ASSOCIATION MEMBERSHIP	JOHN ADAMS MIDDLE SCHOOL	75.00	U
153074	LINCOLN AQUATICS	POOL PARTS	FACILITY MAINTENANCE	3,200.00	R

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF DECEMBER 11, 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	
152846	LOS ANGELES TIMES	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	114.40	U
152873	MAD SCIENCE OF LOS ANGELES	WINTER BREAK	CDC: CCTR	1,088.00	CD
152743	MEDCO SUPPLY CO	SAFETY SUPPLIES	SANTA MONICA HIGH SCHOOL	917.25	U
152999	MEDCO SUPPLY CO	HEALTH & SAFETY	CHILD DEVELOPMENT CENTER	333.82	CD
152824	MEDEX SUPPLY DISTRIBUTORS INC	PHYSICAL THERAPY	SPECIAL EDUCATION REGULAR YEAR	971.41	R
152545	MICRO BIO-MEDICS/ORDERS	RECOVERY COUCH FOR NURSE'S OFF	FRANKLIN ELEMENTARY SCHOOL	409.31	U
152876	MODERN CURRICULUM PRESS	Words their Way- McKinley	STATE AND FEDERAL PROJECTS	5,672.37	R
152785	MOORE, LASHAWN	CLASSROOM SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	508.00	R
152933	NELI'S INC	RECRUITMENT/TRAINING SUPPLIES	PERSONNEL SERVICES	1,500.00	U
152993	NEXGEN	ECO SEAL	FACILITY MAINTENANCE	151.59	R
153096	NEXGEN	SUPPLIES	FACILITY MAINTENANCE	299.71	R
152944	NORTHSTAR AUDIO VISUAL LLC	LAMP UNIT	JOHN MUIR ELEMENTARY SCHOOL	169.73	U
152839	ORBACH HUFF SUAREZ &	GENERAL LEGAL COUNSEL SERVICES	MALIBU HIGH SCHOOL	25,000.00	D
152979	ORIENTAL TRADING CO INC	WINTER BREAK/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	157.46	CD
152922	PALI MOUNTAIN RETREAT AND	2ND INSTALLMENT:PALI SCIENCE	WILL ROGERS ELEMENTARY SCHOOL	5,101.25	R
152791	PAPA JOHNS	PIZZA-STRWY ELEM HNR AUDITIONS	CURRICULUM AND IMC	160.00	R
152823	PERMABOUND BOOKS	LIBRARY BOOKS	MCKINLEY ELEMENTARY SCHOOL	525.00	R
152844	PICO LANAI	OFF SITE STAFF PARKING	EDISON ELEMENTARY SCHOOL	45,120.00	BB
152897	PILLSBURY	LEGAL COUNSEL	BUSINESS SERVICES	200,000.00	D
152683	POSTMASTER-SANTA MONICA	STAMPS	GRANT ELEMENTARY SCHOOL	294.00	U
152903	PRESS LINE INC & SUPPLY	BUSINESS CARD IMPRINTS	SANTA MONICA HIGH SCHOOL	131.40	U
153088	QUALITY RUBBER STAMPS	BANK STAMP	FOOD SERVICES	54.64	F
152789	RALPH'S	SUPPL-STRWY ELEM HNR AUDITIONS	CURRICULUM AND IMC	200.00	R
152957	RALPH'S	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	200.00	R
152958	RALPH'S	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	200.00	R
152959	RALPH'S	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
152960	RALPH'S	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
152961	RALPH'S	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
150921	REDWOOD PRESS INC	ENVELOPES FOR REPORT CARDS	INFORMATION SERVICES	916.52	U
152852	REES ELECTRONICS OFFICE	COPIER REPAIR	SANTA MONICA HIGH SCHOOL	248.16	U
152828	REGENCY ENTERPRISES INC.	LIGHTBULBS	SANTA MONICA HIGH SCHOOL	104.03	R
150636	RICOH USA INC.	MAINTENANCE AGREEMENT COPIER	PERSONNEL SERVICES	484.67	U
152822	ROSETTA STONE	SERVICE ORDER/WEB ACCESS	STATE AND FEDERAL PROJECTS	5,710.43	R
153100	SALEM PRESS/MAGILL BOOKS	LIBRARY BOOK	SANTA MONICA HIGH SCHOOL	500.32	U
152858	SANTA MONICA MUSIC CTR	MUSIC INSTRUMENTS-BERGMANNFUND	CURRICULUM AND IMC	22,580.00	R
152834	SCHOLASTIC	SCIENCE MAGAZINE SUBSCRIPTION	LINCOLN MIDDLE SCHOOL	366.30	R
153049	SCHOLASTIC	INST. SUPPLIES-READING	JOHN ADAMS MIDDLE SCHOOL	592.94	R
152793	SCHOOL HEALTH CORPORATION	Nurses Office Supplies	CABRILLO ELEMENTARY SCHOOL	72.42	U
151699	SCHOOL INNOVATONS	NOTIFICATION TO TEACHERS	STUDENT SERVICES	1,950.00	U
152996	SCHOOL NURSE SUPPLY INC	First aid supplies LINCOLN	THEATER OPERATIONS&FACILITY PR	178.91	R
152898	SCHOOL OUTFITTERS LLC	STORAGE CABINET	SANTA MONICA HIGH SCHOOL	4,074.13	R
153098	SEACOAST MEDICAL LLC	FLU VACCIN	HEALTH SERVICES	210.00	U
152862	SEARS	REPLACEMENT REFRIGERATOR	CHILD DEVELOPMENT CENTER	593.56	CD
152902	SEHI COMPUTER PRODUCTS	PRINTER	PERSONNEL SERVICES	246.44	U
152939	SEHI COMPUTER PRODUCTS	TONER CARTRIDGE	MALIBU HIGH SCHOOL	132.72	U
153045	SEHI COMPUTER PRODUCTS	PRINTER	SANTA MONICA HIGH SCHOOL	246.70	U
153059	SEHI COMPUTER PRODUCTS	PRINTER	SANTA MONICA HIGH SCHOOL	246.44	R
153102	SETON IDENTIFICATION PRODUCTS	FIXED ASSET BAR CODE LABELS	PURCHASING/WAREHOUSE	1,840.58	U
152798	SEVER, PAMELA	ASSOCIATION MEMBERSHIP	JOHN ADAMS MIDDLE SCHOOL	75.00	U
152919	SILVERN, ZACK	PE SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	186.12	U
152976	SIMON, MONICA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	3,000.00	CD



## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF DECEMBER 11, 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	
153050	SIR SPEEDY PRINTING #0245	4 COLOR LT HAND WINDOW EPS	PRINTING SERVICES	536.57	U
152864	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	80.00	CD
152872	SMART & FINAL	OPEN ORDER/CLASSROOM SUPPLIES	CHILD DEVELOPMENT CENTER	1,000.00	CD
152964	SMART & FINAL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	250.00	R
152975	SMART & FINAL	OPEN ORDER/WINTER BREAK	CHILD DEVELOPMENT CENTER	1,000.00	CD
152998	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
153068	SMART & FINAL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	1,000.00	CD
152806	SOS SURVIVAL PRODUCTS INC	EMERGENCY BACK PACK	OLYMPIC CONTINUATION SCHOOL	72.00	R
152931	SOUTHWEST SCHOOL SUPPLY	TEACHER PLANNING BOOKS	CURRICULUM AND IMC	65.48	U
152977	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	487.66	R
152986	SOUTHWEST STRINGS	MUSIC INSTRUMENTS-BERGMANNFUND	CURRICULUM AND IMC	4,697.77	R
152974	SPECTRASYSTEMS INC	FACILITY IMPROVEMENT/HS	CHILD DEVELOPMENT CENTER	19,888.20	CD
152935	STAGESPOT LLC	CLAMPS-SHACKLES	THEATER OPERATIONS&FACILITY PR	262.95	R
152835	STAPLES BUSINESS ADVANTAGE	INSERVICE SUPPLIES	CURRICULUM AND IMC	2,000.00	U
152953	STAPLES BUSINESS ADVANTAGE	NOON DUTY SUPPLIES	GRANT ELEMENTARY SCHOOL	127.45	R
152972	STAPLES BUSINESS ADVANTAGE	SUPPLIES FOR WORDSTHEIRWAY	GRANT ELEMENTARY SCHOOL	142.77	R
153036	STAPLES BUSINESS ADVANTAGE	OPEN ORDER FOR SUPPLIES	INFORMATION SERVICES	2,000.00	U
153065	STAPLES BUSINESS ADVANTAGE	Professional development supp.	FRANKLIN ELEMENTARY SCHOOL	222.85	U
152808	STAPLES/P-U/SANTA MONICA/WILSH	SCHOOL/OFFICE SUPPLIES	EDISON ELEMENTARY SCHOOL	600.00	U
152962	STAPLES/P-U/SANTA MONICA/WILSH	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	500.00	R
152963	STAPLES/P-U/SANTA MONICA/WILSH	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
153017	STAPLES/P-U/SANTA MONICA/WILSH	OPEN ORDER/INST SUP/TEAM	JOHN ADAMS MIDDLE SCHOOL	100.00	U
153021	STAPLES/P-U/VENICE/LINCOLN BL	OPEN P.O CLASSROOM	OLYMPIC CONTINUATION SCHOOL	250.00	U
152802	SUBWAY	OPEN ORDER/POLICY COMMITTEE	CHILD DEVELOPMENT CENTER	500.00	CD
152965	TARGET STORES	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	150.00	R
152966	TARGET STORES	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	150.00	R
152967	TARGET STORES	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	150.00	R
152968	TARGET STORES	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	200.00	R
152969	TARGET STORES	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	200.00	R
152936	THE PROPHET CORP	PE SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	498.64	U
152995	THE PROPHET CORP	PE SUPPLIES	SANTA MONICA HIGH SCHOOL	3,658.53	R
152994	TOMARK SPORTS INC	PE SUPPLIES	SANTA MONICA HIGH SCHOOL	1,327.64	R
153000	TOMARK SPORTS INC	PE SUPPLIES	SANTA MONICA HIGH SCHOOL	639.90	R
153011	TRACTION HEAVY DUTY PARTS	PARTS PURCHASE - TRANSP.	TRANSPORTATION	61.28	U
152985	TUBA EXCHANGE,THE	MUSIC INSTRUMENTS-BERGMANNFUND	CURRICULUM AND IMC	6,485.08	R
152701	U S BANK (GOVT CARD SERVICES)	PHYSICAL THERAPY EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	72.60	R
152816	U S BANK (GOVT CARD SERVICES)	MUSIC RENTAL, SCORE	CURRICULUM AND IMC	1,070.00	R
152918	U S BANK (GOVT CARD SERVICES)	US BANK CREDIT CARD SERVICES	BUSINESS SERVICES	1,791.89	R
152982	U S BANK (GOVT CARD SERVICES)	Software	INFORMATION SERVICES	34.98	U
152861	UCLA PEDIATRIC DENTISTRY	HS DENTAL INVOICE	CHILD DEVELOPMENT CENTER	101.00	CD
152911	UNITED TRANSMISSION EXCHANGE	PARTS ORDER - TRANSP.	TRANSPORTATION	2,513.03	U
152926	VANGUARD FLOORING INC	FACILITY IMPROVEMENT/HS	CHILD DEVELOPMENT CENTER	13,554.66	CD
153027	VIRCO MFG CORP	Classroom Chairs	CABRILLO ELEMENTARY SCHOOL	746.52	R
152805	W.O.L.F.	Annual Outdoor School 5th	CABRILLO ELEMENTARY SCHOOL	2,948.00	R
152796	WARREN DISTRIBUTING INC.	RADIATOR WORK-VEH #70	INFORMATION SERVICES	203.87	U
153010	WARREN DISTRIBUTING INC.	OPEN ORDER FOR PARTS	TRANSPORTATION	4,000.00	U
152950	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	GRANT ELEMENTARY SCHOOL	75.25	U
153016	WAXIE SANITARY SUPPLY	CUSTODIAL	CHILD DEVELOPMENT CENTER	284.79	CD
153052	WAXIE SANITARY SUPPLY	CUSTODIAL CLEANING SUPPLIES	OLYMPIC CONTINUATION SCHOOL	594.19	R
152829	WENGER CORPORATION	MUSIC CARTS	LINCOLN MIDDLE SCHOOL	2,520.43	R
152927	WESTERN FENCE & SUPPLY CO	FACILITY IMPROVEMENT/HS	CHILD DEVELOPMENT CENTER	822.00	CD

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF DECEMBER 11, 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	
152928	WESTERN FENCE & SUPPLY CO	FACILITY IMPROVEMENT/HS	CHILD DEVELOPMENT CENTER	2,716.00	CD
153033	YALE/CHASE MATERIALS HANDLING	REPAIRING OF GOLF CART	MALIBU HIGH SCHOOL	499.87	R
152848	YOGARAT	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	219.00	R
** NEW PURCHASE ORDERS				869,589.60	

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

152840	CDW-G COMPUTING SOLUTIONS	CLASSROOM PRINTERS	LINCOLN MIDDLE SCHOOL	3,117.36	BB
152988	CLANTON ENGINEERING INC	LIGHTING ORDINANCE REVIEW	MALIBU HIGH SCHOOL	2,500.00	BB
152924	DIVERSIFIED METAL FABRICATIONS	TRASHCAN LINERS FOR LMS FF&E	LINCOLN MIDDLE SCHOOL	631.59	BB
152891	HEERY INTERNATIONAL INC	RFQ MEASURE ES PROG MGMT SVCS	CURRICULUM AND IMC	200,000.00	
152842	KING OFFICE SERVICES	MOVE MANAGEMENT SERVICES	LINCOLN MIDDLE SCHOOL	18,095.00	BB
152843	KING OFFICE SERVICES	MOVING SERVICES	LINCOLN MIDDLE SCHOOL	22,586.30	BB
** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES				246,930.25	

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

ACTION/CONSENT  
12/11/14

RECOMMENDATION NO. A.11

It is recommended that the Board of Education accept, with gratitude, checks totaling **\$25,440.43** 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 **\$25,440.43** 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:

<b>School/Site Account Number</b>	<b>Cash Amount</b>	<b>Item Description</b>	<b>Purpose</b>	<b>Donor</b>
<b>Adams Middle School</b> 01-90120-0-00000-00000-8699-011-0000	\$ 4,600.00		Field Trip	Santa Monica Science Magnet
	\$ 53.76		General Supplies and Materials	Extra Credit, Inc.
<b>Cabrillo Elementary</b> 01-90120-0-00000-00000-8699-017-0000	\$ 3,315.00		General Supplies and Materials	Various
<b>Lincoln Middle School</b> 01-90120-0-00000-00000-8699-012-0000	\$ 1,850.00		Other Operating Expenses	Various Parents
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000	\$ 923.40		General Supplies and Materials	Various
<b>McKinley Elementary School</b> 01-90120-0-00000-00000-8699-004-0000	\$ 5,670.00		Field Trip	Various
<b>Rogers Elementary</b> 01-90120-0-00000-00000-8699-006-0000	\$ 778.27		General Supplies and Materials	Various
<b>Roosevelt Elementary</b> 01-90120-0-00000-00000-8699-007-0000	\$ 2,000.00		Direct Cost	Roosevelt PTA
<b>SMASH</b> 01-90120-0-00000-00000-8699-009-0000	\$ 6,250.00		General Supplies and Materials	Pardee Properties
<b>TOTAL</b>	<b>\$ 25,440.43</b>			

TO: BOARD OF EDUCATION

ACTION CONSENT

12/11/14

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

RE: AMENDMENT TO CONTRACT – LEASE LEASEBACK - EDISON LANGUAGE ACADEMY - NEW CONSTRUCTION PROJECT - SWINERTON BUILDERS - MEASURE BB

RECOMMENDATION NO. A.12

It is recommended that the Board of Education authorize Contract Change Order No. 22 (CO-22) for - Edison Language Academy - New Construction Project - Swinerton Builders - in the amount of \$112,607.00 for a total contract amount of \$35,351,458.74 and 0 days of schedule impact.

Funding Information

Budgeted: No  
Fund: 81  
Source: Measure BB  
Account Number: 81-90500-0-00000-85000-6200-001-2600  
Budget Category: Construction Contracts  
DSA #: 03-112999  
Friday Memo: 12/05/14

COMMENTS: On July 20, 2011, the Santa Monica-Malibu Unified School District Board of Education awarded Swinerton Builders the lease leaseback contract for the Edison Language Academy – New Construction Project in the amount of \$32,848,118.00.

The scope of work included in Change Order No. 22 (CO-22) includes 21 additional construction documents. This contract increase includes changes to the contract documents that must be submitted to DSA for approval. Total change order including 22 is \$2,503,340.74

The full funding for this authorization requires a re-allocation of the projected program reserve for the Edison Project.

Change Order No. 22 includes the following changes to the terms of the contract:

ORIGINAL CONTRACT AMOUNT:	\$32,848,118.00
CHANGE ORDER NO. 1:	93,232.00
CHANGE ORDER NO. 2:	74,000.00
CHANGE ORDER NO. 3:	76,746.00
CHANGE ORDER NO. 4:	86,815.00
CHANGE ORDER NO. 5:	68,372.00
CHANGE ORDER NO. 6:	38,766.00
CHANGE ORDER NO. 7:	72,552.00
CHANGE ORDER NO. 8:	3,599.00
CHANGE ORDER NO. 9:	73,414.00
CHANGE ORDER NO.10:	153,438.00
CHANGE ORDER NO.11:	223,597.00
CHANGE ORDER NO. 12:	154,607.00
CHANGE ORDER NO. 13:	70,770.00
CHANGE ORDER NO. 14:	106,490.00
CHANGE ORDER NO. 15:	106,096.00

CHANGE ORDER NO. 16.....	41,967.18
CHANGE ORDER NO.17.....	343,247.13
CHANGE ORDER NO. 18.....	175,114.01
CHANGE ORDER NO. 19.....	188,621.07
CHANGE ORDER NO. 20.....	195,844.55
CHANGE ORDER NO. 21.....	43,445.80
<u>CHANGE ORDER NO. 22.....</u>	<u>112,607.00</u>
TOTAL CONTRACT AMOUNT: .....	\$35,351,458.74

Change Order No. 22 includes no increase to the Contract Time:

ORIGINAL CONTRACT TIME: .....	1,054 Days
CHANGE ORDER NO. 1: .....	0 Days
CHANGE ORDER NO. 2: .....	0 Days
CHANGE ORDER NO. 3: .....	3 Days
CHANGE ORDER NO. 4: .....	0 Days
CHANGE ORDER NO. 5: .....	0 Days
CHANGE ORDER NO. 6: .....	0 Days
CHANGE ORDER NO. 7: .....	0 Days
CHANGE ORDER NO. 8: .....	0 Days
CHANGE ORDER NO. 9: .....	0 Days
CHANGE ORDER NO.10: .....	0 Days
CHANGE ORDER NO.11: .....	0 Days
CHANGE ORDER NO.12: .....	0 Days
CHANGE ORDER NO.13: .....	0 Days
CHANGE ORDER NO.14: .....	0 Days
CHANGE ORDER NO.15.....	0 Days
CHANGE ORDER NO.16.....	0 Days
CHANGE ORDER NO.17.....	0 Days
CHANGE ORDER NO. 18 .....	0 Days
CHANGE ORDER NO. 19 .....	0 Days
CHANGE ORDER NO. 20 .....	0 Days
CHANGE ORDER NO. 21 .....	0 Days
<u>CHANGE ORDER NO. 22 .....</u>	<u>0 Days</u>
TOTAL CONTRACT AMOUNT: .....	1,057 Days

A Friday Memo accompanies this item.

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

TO: BOARD OF EDUCATION

ACTION CONSENT

12/11/14

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

RE: AMENDMENT TO CONTRACT - LEASE LEASEBACK - EDISON LANGUAGE ACADEMY - NEW CONSTRUCTION PROJECT - SWINERTON BUILDERS - MEASURE BB

RECOMMENDATION NO. A.13

It is recommended that the Board of Education authorize Contract Change Order No. 23 (CO-23) for - Edison Language Academy - New Construction Project - Swinerton Builders - in the amount of \$155,713.07 for a total contract amount of \$35,507,171.81 and 0 days of schedule impact.

Funding Information

Budgeted: No  
Fund: 81  
Source: Measure BB  
Account Number: 81-90500-0-00000-85000-6200-001-2600  
Budget Category: Construction Contracts  
DSA #: 03-112999  
Friday Memo: 12/05/14

COMMENTS: On July 20, 2011, the Santa Monica-Malibu Unified School District Board of Education awarded Swinerton Builders the lease leaseback contract for the Edison Language Academy – New Construction Project in the amount of Change Order No 22 in the amount of \$112,607.00 is included in this BOE agenda.

The scope of work included in Change Order No. 23 (CO-23) includes 23 additional items not provided in the construction documents. This contract increase does not include changes to the contract documents that must be submitted to DSA for approval. Total change order including 23 is \$2,659,053.81. The full funding for this authorization requires a re-allocation of the projected program reserve for the Edison Project.

Change Order No. 23 includes the following changes to the terms of the contract:

ORIGINAL CONTRACT AMOUNT:	\$32,848,118.00
CHANGE ORDER NO. 1:	93,232.00
CHANGE ORDER NO. 2:	74,000.00
CHANGE ORDER NO. 3:	76,746.00
CHANGE ORDER NO. 4:	86,815.00
CHANGE ORDER NO. 5:	68,372.00
CHANGE ORDER NO. 6:	38,766.00
CHANGE ORDER NO. 7:	72,552.00
CHANGE ORDER NO. 8:	3,599.00
CHANGE ORDER NO. 9:	73,414.00
CHANGE ORDER NO.10:	153,438.00
CHANGE ORDER NO.11:	223,597.00
CHANGE ORDER NO. 12:	154,607.00
CHANGE ORDER NO. 13:	70,770.00
CHANGE ORDER NO. 14:	106,490.00
CHANGE ORDER NO. 15:	106,096.00

CHANGE ORDER NO. 16.....	41,967.18
CHANGE ORDER NO.17.....	343,247.13
CHANGE ORDER NO. 18.....	175,114.01
CHANGE ORDER NO. 19.....	188,621.07
CHANGE ORDER NO. 20.....	195,844.55
CHANGE ORDER NO. 21.....	43,445.80
CHANGE ORDER NO. 22.....	112,607.00
<u>CHANGE ORDER NO 23.....</u>	<u>155,713.07</u>
TOTAL CONTRACT AMOUNT: .....	\$35,507,171.81

Change Order No. 23 includes no increase to the Contract Time:

ORIGINAL CONTRACT TIME: .....	1,054 Days
CHANGE ORDER NO. 1: .....	0 Days
CHANGE ORDER NO. 2: .....	0 Days
CHANGE ORDER NO. 3: .....	3 Days
CHANGE ORDER NO. 4: .....	0 Days
CHANGE ORDER NO. 5: .....	0 Days
CHANGE ORDER NO. 6: .....	0 Days
CHANGE ORDER NO. 7: .....	0 Days
CHANGE ORDER NO. 8: .....	0 Days
CHANGE ORDER NO. 9: .....	0 Days
CHANGE ORDER NO.10: .....	0 Days
CHANGE ORDER NO.11: .....	0 Days
CHANGE ORDER NO.12: .....	0 Days
CHANGE ORDER NO.13: .....	0 Days
CHANGE ORDER NO.14: .....	0 Days
CHANGE ORDER NO.15.....	0 Days
CHANGE ORDER NO.16.....	0 Days
CHANGE ORDER NO.17.....	0 Days
CHANGE ORDER NO. 18 .....	0 Days
CHANGE ORDER NO. 19 .....	0 Days
CHANGE ORDER NO. 20 .....	0 Days
CHANGE ORDER NO. 21 .....	0 Days
CHANGE ORDER NO. 22 .....	0 Days
<u>CHANGE ORDER NO. 23 .....</u>	<u>0 Days</u>
TOTAL CONTRACT AMOUNT: .....	1,057 Days

A Friday Memo accompanies this item.

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



TO: BOARD OF EDUCATION

ACTION CONSENT

12/11/14

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

RE: AMENDMENT TO CONTRACT - LEASE LEASEBACK - EDISON LANGUAGE ACADEMY - NEW CONSTRUCTION PROJECT - SWINERTON BUILDERS - MEASURE BB

RECOMMENDATION NO. A.14

It is recommended that the Board of Education authorize Contract Change Order No. 24 (CO-24) for - Edison Language Academy - New Construction Project - Swinerton Builders - in the amount of (\$14,819.87) for a total contract amount of \$35,492,351.94 and 0 days of schedule impact.

Funding Information

Budgeted: Yes  
Fund: 81  
Source: Measure BB  
Account Number: 81-90500-00000-85000-6200-001-2600  
Budget Category: Construction Contracts  
DSA #: 03-112999  
Friday Memo: 12/05/14

COMMENTS: On July 20, 2011, The Santa Monica Malibu Unified School District Board of Education awarded to Swinerton Builders the Lease Leaseback contract for the Edison Language Academy – New Construction Project in the amount of \$32,848,118.

Change Order No. 22 in the amount of \$112,607.00 is at this December 11, 2014 Board of Education Meeting for approval.

Change Order No. 23 in the amount of \$155,713.07 is at this December 11, 2014 Board of Education Meeting for approval.

Change Order No. 24 includes four (4) Proposed Change Orders (PCO's) are credits for (PCO) duplicated in change order previously awarded. Total change order including 24 is \$2,644,233.94.

Change Order No. 24 includes the following changes to the terms of the contract:

ORIGINAL CONTRACT AMOUNT:	\$32,848,118.00
CHANGE ORDER NO. 1:	93,232.00
CHANGE ORDER NO. 2:	74,000.00
CHANGE ORDER NO. 3:	76,746.00
CHANGE ORDER NO. 4:	86,815.00
CHANGE ORDER NO. 5:	68,372.00
CHANGE ORDER NO. 6:	38,766.00
CHANGE ORDER NO. 7:	72,552.00
CHANGE ORDER NO. 8:	3,599.00
CHANGE ORDER NO. 9:	73,414.00
CHANGE ORDER NO.10:	153,438.00
CHANGE ORDER NO.11:	223,597.00
CHANGE ORDER NO. 12:	154,607.00
CHANGE ORDER NO. 13:	70,770.00

CHANGE ORDER NO. 14.....	106,490.00
CHANGE ORDER NO. 15.....	106,096.00
CHANGE ORDER NO. 16.....	41,967.18
CHANGE ORDER NO.17.....	343,247.13
CHANGE ORDER NO. 18.....	175,114.01
CHANGE ORDER NO. 19.....	188,621.07
CHANGE ORDER NO. 20.....	195,844.55
CHANGE ORDER NO. 21.....	43,445.80
CHANGE ORDER NO. 22.....	112,607.00
CHANGE ORDER NO. 23.....	155,713.07
<u>CHANGE ORDER NO. 24.....</u>	<u>(14,819.87)</u>
TOTAL CONTRACT AMOUNT: .....	\$35,492,351.94

Change Order No. 24 includes no increase to the Contract Time:

ORIGINAL CONTRACT TIME: .....	1,054 Days
CHANGE ORDER NO. 1: .....	0 Days
CHANGE ORDER NO. 2: .....	0 Days
CHANGE ORDER NO. 3: .....	3 Days
CHANGE ORDER NO. 4: .....	0 Days
CHANGE ORDER NO. 5: .....	0 Days
CHANGE ORDER NO. 6: .....	0 Days
CHANGE ORDER NO. 7: .....	0 Days
CHANGE ORDER NO. 8: .....	0 Days
CHANGE ORDER NO. 9: .....	0 Days
CHANGE ORDER NO.10: .....	0 Days
CHANGE ORDER NO.11: .....	0 Days
CHANGE ORDER NO.12: .....	0 Days
CHANGE ORDER NO.13: .....	0 Days
CHANGE ORDER NO.14: .....	0 Days
CHANGE ORDER NO.15.....	0 Days
CHANGE ORDER NO.16.....	0 Days
CHANGE ORDER NO.17.....	0 Days
CHANGE ORDER NO. 18 .....	0 Days
CHANGE ORDER NO. 19 .....	0 Days
CHANGE ORDER NO. 20 .....	0 Days
CHANGE ORDER NO. 21 .....	0 Days
CHANGE ORDER NO. 22 .....	0 Days
CHANGE ORDER NO. 23 .....	0 Days
<u>CHANGE ORDER NO. 24 .....</u>	<u>0 Days</u>
TOTAL CONTRACT AMOUNT: .....	1,057 Days

A Friday Memo accompanies this item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/11/14

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

RE: CONTRACT AMENDMENT #02 FOR INSPECTOR OF RECORD SERVICES FOR SANTA MONICA HIGH SCHOOL SCIENCE AND TECHNOLOGY BUILDING AND SITE IMPROVEMENTS – SANDY PRINGLE ASSOCIATES – MEASURE BB

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve Contract Amendment #02 to Sandy Pringle Associates Inspection Consultants (SPAIC) for additional Inspector of Record Services for the Santa Monica High School Science and Technology Building - Phase 1 and Phase 2 for an amount not to exceed \$303,623 for a total contract amount of \$1,050,123.

Funding Information

Budgeted: No  
Fund: 83  
Source: Measure BB  
Account Number: 83-90500-0-00000-85000-5802-015-2600  
Budget Category: Soft Costs/Tests & Inspection/Materials Lab  
DSA#: 03-113443  
Friday Memo: 12/05/14

COMMENTS: Sandy Pringle Associates Inspection Consultants (SPAIC) is providing Inspector of Record Services for the Science and Technology Building Project. An initial contract was approved in the amount of \$462,500 for a single Phase project. Contract Amendment #1, in the amount of \$284,000, was approved February 20, 2014.

SPAIC was issued a contract to provide both a Class I and Class II Inspector of Record services for the Science and Technology Building and Site Improvements Project at Santa Monica High School. The project was originally designed to be constructed in a single phase and consisted of the Science and Technology Building, associated site work, a Utility building, CIS softball field, Parking lot renovation and retaining walls. Late in the process of design, a decision was made by the District to maintain the existing Science Building for needed classrooms and only demolish the Technology Building. This resulted in a re-design of the site improvement component of the project which was then filed as a separate DSA project estimated to take 9 months to construct. This is now known as "Phase II" consisting of a Utility building, CIS softball field, new parking lot, site work and retaining walls.

A combination of the change in scope and subsequent schedule delays, requires additional funds be allotted to SPIAC in order to provide Inspectors of Record for Phase I and Phase II through completion of the project. The proposal includes the following SPAIC project projections:

- Phase I through completion: \$177,623 (Class 1 for a total duration of 8 months and a Class 2 inspector for a total duration of 5 months)
- Phase II through completion: \$126,000 (Class 1 inspector - total duration of 9 months)

*(continued on next page)*

A combined total of \$303,623 will be required to fund a Class 1 and Class 2 DSA Inspectors of Record over the remaining durations of Phase I and Phase II. The work will be funded from Hard Costs.

ORIGINAL CONTRACT – (Inspector of Record)	\$462,500
CONTRACT AMENDMENT #01 (Extended IOR Services)	\$284,000
CONTRACT AMENDMENT #02 (Extended IOR Services)	\$303,623
<hr/>	
TOTAL:	\$1,050,123

A Friday Memo accompanies this item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/11/14

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

RE: AMENDMENT TO CONTRACT AMOUNT – LEASE LEASEBACK – SANTA MONICA HIGH SCHOOL – SCIENCE AND TECHNOLOGY CLASSROOM BUILDING AND SITE IMPROVEMENTS – SUNDT CONSTRUCTION, INC. – MEASURE BB

RECOMMENDATION NO. A.16

It is recommended that the Board of Education authorize Contract Change Number 03 (CO-03) for the Lease Leaseback – Santa Monica High School – Science and Technology Classroom Building and Site Improvements – Sundt Construction, Inc., in the amount of (\$59,691) for a total contract amount of \$49,838,897 and a reduction of 0 days to the project schedule.

Funding Information

Budgeted: Yes  
Fund: 83  
Source: Measure BB  
Account Number: 83-90500-0-00000-85000-6200-15-2600  
Budget Category: Construction  
DSA #: 03-113443  
Friday Memo: 12/5/14

COMMENT: On December 20, 2011, the Santa Monica-Malibu Unified School District Board of Education awarded Sundt Construction the Lease-Leaseback contract for the Santa Monica High School – Science and Technology Classroom Building and Site Improvements Project in the amount of \$55,000,000. Deductive change orders CO -1, in the amount of (\$2,671,806) and CO-02, in the amount of (\$2,429,606) were approved on March 6, 2014.

This Change Order request pertains to design costs that were incurred as a direct result of contractor installed work. Change Order No. 03 includes architectural services to review documents and submit to DSA for acceptance. For a total Change Order amount of (\$59,691.00).

The District has previously issued contract amendments to the architect for these completed services to comply with the DSA-approved documents. These credits will be transferred to soft costs to restore the soft cost allocation.

Change Order No. 3 includes the following changes to the terms of the contract:

ORIGINAL CONTRACT AMOUNT:	\$55,000,000.00
Change Order No. 1	(\$2,671,806.00)
Change Order No. 2	(\$2,429,606.00)
<u>Change Order No. 3</u>	<u>(\$59,691.00)</u>
TOTAL CONTRACT	\$49,838,897.00

*(continued on next page)*

Change Order No.3 does not include a decrease to the contract time:

Original Contract Time	1095 Days
Change Order No. 1	0 Days
Change Order No. 2	-210 Days
Change Order No. 3	0 Days
<hr/> Total Contract Time	885 Days

A Friday Memo accompanies this item.

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

TO: BOARD OF EDUCATION  
 FROM: SANDRA LYON / DEBRA MOORE WASHINGTON  
 RE: CERTIFICATED PERSONNEL – Elections, Separations

ACTION/CONSENT  
 12/11/14

RECOMMENDATION NO. A.17

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

**ADDITIONAL ASSIGNMENTS**

ADAMS MIDDLE SCHOOL

Rajabali, Jahan	7.11 hrs @\$42.08	11/3/14-11/5/14	<u>Est Hrly/\$299</u>
TOTAL ESTABLISHED HOURLY			\$299

Comment: Chaperone 6<sup>th</sup> Grade Catalina Trip  
 01-Formula & Old Tier III

EDUCATIONAL SERVICES

Chacon, Martha	10 hrs @\$42.08	12/1/14-5/29/15	Est Hrly/\$421
Dresher, Pamela	10 hrs @\$42.08	12/1/14-5/29/15	Est Hrly/\$421
Hamilton, LaDawna	10 hrs @\$42.08	12/1/14-5/29/15	Est Hrly/\$421
O'Brien, Marianna	10 hrs @\$42.08	12/1/14-5/29/15	Est Hrly/\$421
Simon, Laura	10 hrs @\$42.08	12/1/14-5/29/15	<u>Est Hrly/\$421</u>
TOTAL ESTABLISHED HOURLY			\$2,105

Comment: STEM Leadership  
 01-LCAP – LCFF Supplemental Grant

HUMAN RESOURCES

DeGregorio, Dana	6 hrs @\$42.08	7/8/14	<u>Est Hrly/\$252</u>
TOTAL ESTABLISHED HOURLY			\$252

Comment: Classroom Moving – Involuntary Transfer  
 01-Unrestricted Resource

LINCOLN MIDDLE SCHOOL

Oseguera, Christian	3 hrs @\$42.08	10/29/14	<u>Est Hrly/\$126</u>
TOTAL ESTABLISHED HOURLY			\$126

Comment: Student Led Conferences  
 01-VSS: Stretch Grant

MUIR ELEMENTARY SCHOOL

Bozin, Norma	1.5 hrs @\$42.08	11/18/14	Est Hrly/\$63
Hamilton, LaDawna	1.5 hrs @\$42.08	11/18/14	Est Hrly/\$63
Hodges, Holly	1.5 hrs @\$42.08	11/18/14	Est Hrly/\$63
Hyatt, Lova	1.5 hrs @\$42.08	11/18/14	Est Hrly/\$63
Pankow, Karen	1.5 hrs @\$42.08	11/18/14	Est Hrly/\$63
Prevett, Amy	1.5 hrs @\$42.08	11/18/14	Est Hrly/\$63
Trubo, Melissa	1.5 hrs @\$42.08	11/18/14	<u>Est Hrly/\$63</u>
TOTAL ESTABLISHED HOURLY			\$441

Comment: AIMS Web Assessment Meeting  
 01-Vision for Student Success

OLYMPIC HIGH SCHOOL

Bushin, Gregory	4 hrs @\$42.08	11/1/14-6/5/15	Est Hrly/\$168
Fuller, Anthony	4 hrs @\$42.08	11/1/14-6/5/15	Est Hrly/\$168
McGregory, Cynthia	4 hrs @\$42.08	11/1/14-6/5/15	Est Hrly/\$168

Nieves, Melisa	4 hrs @\$42.08	11/1/14-6/5/15	Est Hrly/\$168
Siemer, Deborah	12 hrs @\$42.08	11/1/14-6/5/15	Est Hrly/\$505
Thobe, Christie	12 hrs @\$42.08	11/1/14-6/5/15	Est Hrly/\$505
TOTAL ESTABLISHED HOURLY			\$1,514

Comment: Saturday School  
01-Unrestricted Resource

**SANTA MONICA HIGH SCHOOL**

Louria, Meredith	60 hrs @\$42.08	8/14/14-6/30/15	Est Hrly/\$2,525
TOTAL ESTABLISHED HOURLY			\$2,525

Comment: AP Language Intervention Coordinator  
01-Formula & Old Tier III

**ADDITIONAL ASSIGNMENT – EXTRA DUTY UNITS**

**MALIBU HIGH SCHOOL – Fall Athletics**

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Montgomery, Todd	13 EDU	Var. Girls Tennis	8/14-12/14	\$3,471
Mulligan, Michael	13 EDU	Var. Boys Water Polo	8/14-12/14	\$3,471
TOTAL EDUS				\$6,942

**MALIBU HIGH SCHOOL – MS Academics**

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Andino, Melisa	2 EDU	MS Student Activities	8/14-12/14	\$ 534
Cowgill, Elizabeth	1 EDU	MS Scholarship Adv	8/14-12/14	\$ 267
Loch, Amy	3 EDU	MS Vocal Music	8/14-12/14	\$ 801
Neier, Christopher	6 EDU	MS Student Activities	8/14-12/14	\$1,602
Velez, Angel	3 EDU	MS Band	8/14-12/14	\$ 801
Zander, Maia	3 EDU	MS Orchestra	8/14-12/14	\$ 801
TOTAL EDUS				\$4,806

**MALIBU HIGH SCHOOL – HS Academics**

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Andino, Melisa	12 EDU	HS Student Activities	8/14-12/14	\$3,204
Andino, Melisa	9 EDU	HS Pep Squad	8/14-12/14	\$2,403
Auer, Kimberly	3 EDU	HS Pep Squad	8/14-12/14	\$ 801
Bowman-Smith, Carla	5 EDU	HS Yearbook	8/14-12/14	\$1,335
Dahm, Katie	1 EDU	HS Scholarship Adv	8/14-12/14	\$ 267
Ervin, Jordan	5 EDU	HS Academic Decathlon	8/14-12/14	\$1,335
Loch, Amy	2 EDU	HS Vocal Music	8/14-12/14	\$ 534
Neier, Christopher	13 EDU	HS Athletic Director	8/14-12/14	\$3,471
Plaia, Jodi	10 EDU	HS Drama	8/14-12/14	\$2,670
Plaia, Jodi	6 EDU	HS Student Activities	8/14-12/14	\$1,602
Rowley, Casey	5 EDU	HS Scholarship Adv	8/14-12/14	\$1,335
Stowell, Rachel	5 EDU	HS Newspaper	8/14-12/14	\$1,335
Velez, Angel	2 EDU	HS Band	8/14-12/14	\$ 534
Zander, Maia	2 EDU	HS Orchestra	8/14-12/14	\$ 534
Zander, Maia	5 EDU	HS Student Activities	8/14-12/14	\$1,335
TOTAL EDUS				\$22,695

**HOURLY TEACHERS**

**ADULT EDUCATION**

Bushin, Greg	40 hrs @\$47.15	8/25/14-6/5/15	Est Hrly/\$1,886
De Mello, Flavia	40 hrs @\$47.15	8/25/14-6/5/15	Est Hrly/\$1,886
Durney, Glenna	60 hrs @\$47.15	8/25/14-6/5/15	Est Hrly/\$2,829
Hammond, Paul	40 hrs @\$47.15	8/25/14-6/5/15	Est Hrly/\$1,886
Hernandez, Patricia	40 hrs @\$47.15	8/25/14-6/5/15	Est Hrly/\$1,886



Morgan, Alexandra	40 hrs @\$47.15	8/25/14-6/5/15	Est Hrly/\$1,886
Murphy, Leticia	40 hrs @\$47.15	8/25/14-6/5/15	Est Hrly/\$1,886
Rousseau, Harmony	40 hrs @\$47.15	8/25/14-6/5/15	Est Hrly/\$1,886
Siemer, Deborah	60 hrs @\$47.15	8/25/14-6/5/15	Est Hrly/\$1,886
Smith, Bradford	40 hrs @\$47.15	8/25/14-6/5/15	<u>Est Hrly/\$1,886</u>
TOTAL ESTABLISHED HOURLY			\$19,803

Comment: AB 86 Adult Ed Work Groups  
11-Other State: Locally Defined

**TOTAL ESTABLISHED HOURLY = \$ 61,508**

**NEW HIRES**

**TEMPORARY CONTRACTS**

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Galasso, Steven/Reading McKinley Elementary	100%	12/1/14-6/5/15
Warren, Natara/2 <sup>nd</sup> Grade Grant Elementary	100%	11/20/14-6/5/15

**SUBSTITUTE TEACHERS**

Effective

**REGULAR DAY-TO-DAY SUBSTITUTES**

(@\$144.00 Daily Rate)

Freeborg, Jennifer	11/10/14
Kewish, Claire	11/12/14
Phaire, Mary	11/12/14
Rodriguez, Aaron	11/10/14
Slosberg, Andrea	11/6/14
Torres, Giovanni	11/12/14
Warren, Natara	11/10/14
Winn, Nikole	11/14/14

**CHANGE IN ASSIGNMENT**

Effective

Malfer, Georgiann Muir Elementary/SAI	11/25/14-6/5/15
<u>From:</u> 60%/Teacher	
<u>To:</u> 100%/Teacher	

**LEAVE OF ABSENCE (with pay)**

<u>Name/Location</u>	<u>Effective</u>
Boyle, Laura Olympic HS	10/31/14-1/23/15 [Medical Maternity]
Meils, Jennifer John Adams MS	10/23/14-11/3/14 [FMLA]
Merino, Rena Santa Monica HS	11/10/14-12/13/14 [Medical]

**LEAVE OF ABSENCE (without pay)**

Name/Location

Boyle, Laura  
Olympic HS

Effective

1/26/14-3/6/15  
[Child Care]

Hacker, Thomas  
Malibu HS

12/1/14-1/5/15  
[FMLA/CFRA]

LaDuke, Stacy  
John Adams MS

2/1/14-6/5/15  
[20% - Personal]

Meils, Jennifer  
John Adams MS

11/4/14-11/7/14  
[FMLA]

**RESIGNATION**

Cassone, Catherine  
Substitute Teacher/Human Resources

9/30/14

Madkins, Julee  
John Adams Middle School

12/5/14

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  
 12/11/14

RECOMMENDATION NO. A.18

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>
Bennett, Claire Roosevelt ES	Inst Assistant - Classroom 3 Hrs/SY/Range: 18 Step: B	11/12/14
Bill, Andrew Santa Monica HS	Inst Assistant - Music 3 Hrs/SY/Range: 20 Step: A	11/10/14
Bravo, Isaura Webster ES	Administrative Assistant 8 Hrs/10+10 Mo/Range: 29 Step: A	11/19/14
Howard, Kim Rogers ES	Inst Assistant - Classroom 3.5 Hrs/SY/Range: 18 Step: B	11/12/14
Mexas, Nancy Child Develop Svcs	Bilingual Community Liaison 4 Hrs/12 Mo/Range: 25 Step: A	11/3/14
Nava, Claudia Santa Monica HS	Student Outreach Specialist 8 Hrs/10 Mo/Range: 44 Step: C	11/17/14
Nolen, Cherelle Franklin ES	Inst Assistant - Classroom 3.75 Hrs/SY/Range: 18 Step: B	11/17/14
Tate, Wiley Operations	Custodian 5 Hrs/12 Mo/Range: 22 Step: A	11/3/14
Torres, Monica Rogers ES	Inst Assistant - Classroom 3.5 Hrs/SY/Range: 18 Step: B	11/12/14
<b><u>PROMOTION</u></b>		<b><u>EFFECTIVE DATE</u></b>
Garcia, Sara Child Develop Svcs-Wash West	Children's Center Assistant 3 7 Hrs/SY/Range: 19 Step: F From: Children's Center Assistant 2: 3.5 Hrs/SY	11/5/14
<b><u>TEMP/ADDITIONAL ASSIGNMENTS</u></b>		<b><u>EFFECTIVE DATE</u></b>
Anderson, Sally Malibu HS	Senior Office Specialist [overtime; ASB events]	10/1/14-6/30/15
Brown, Edward Facility Use	Campus Security Officer [additional hours; Facility Use events]	11/1/14-6/30/15
Brown, Edward Facility Use	Campus Security Officer [overtime; Facility Use events]	11/1/14-6/30/15
Cooper, Raymond Santa Monica HS	Campus Security Officer [overtime; PSAT proctoring]	10/18/14

De La Rosa, Johanna Santa Monica HS	Bilingual Community Liaison [overtime; facilitating parent meetings]	10/15/14-5/29/15
De La Rosa, Johanna Educational Svcs	Bilingual Community Liaison [overtime; translation]	10/25/14
Fuller, Charesse Facility Use	Custodian [additional hours; Facility Use events]	11/1/14-6/30/15
Fuller, Charesse Facility Use	Custodian [overtime; Facility Use events]	11/1/14-6/30/15
Fuller, Terry Special Ed-Santa Monica HS	Paraeducator 1 [additional hours; PSAT proctoring]	10/18/14
Gaylor, Amanda Human Resources	Office Specialist [additional hours; office support]	10/28/14-10/29/14
Gutierrez, Nancy Adams MS	Bilingual Community Liaison [overtime; overnight field trip]	11/3/14-11/5/14
Hernandez, Rita Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	9/1/14-6/5/15
Hernandez, Yolanda Health Svcs-Webster ES	Health Office Specialist [additional hours; health office support]	10/1/14-6/30/15
Hoorizadeh, Shayesteh Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	9/1/14-6/5/15
Inoki, Hiroko McKinley ES	Inst Assistant - Classroom [additional hours; classroom support]	8/19/14-6/5/15
Islas, Haydee Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	9/1/14-6/5/15
Lopez, Maribel Special Ed- Santa Monica HS	Paraeducator 2 [additional hours; bus supervision]	9/1/14-6/5/15
Lopez, Maribel Special Ed- Santa Monica HS	Paraeducator 2 [overtime; bus supervision]	9/1/14-6/5/15
Lyons, Debra Health Svcs-Roosevelt ES	Health Office Specialist [additional hours; health office support]	10/1/14-6/5/15
Marquez, Lily McKinley ES	Bilingual Community Liaison [additional hours; translations]	10/15/14-10/22/14
Martinez, Kim Special Ed-Roosevelt ES	Paraeducator 1 [additional hours; classroom move]	11/13/14-11/14/14
McCoy, Donna Adams MS	Bilingual Community Liaison [overtime; facilitating parent meetings]	10/15/14-5/29/15
McCoy, Donna Santa Monica HS	Bilingual Community Liaison [overtime; facilitating parent meetings]	10/15/14-5/29/15
Mendoza, Dina Santa Monica HS	Senior Office Specialist [overtime; PSAT proctoring]	10/18/14

Mesrobian, Krikor Rogers ES	Inst Assistant - Classroom [additional hours; classroom supervision]	8/19/14-6/5/15
Miller, Karen Educational Svcs	Office Specialist [overtime; elementary auditions]	11/15/14
Mirabal, Jessica Special Ed-Adams MS	Paraeducator 1 [additional hours; homework assistance]	10/15/14-5/29/15
Morris, Diane McKinley ES	Inst Assistant - Classroom [additional hours; classroom support]	11/3/14-6/5/15
Murrillo, Joel Facility Use	Custodian [additional hours; Facility Use events]	11/1/14-6/30/15
Murrillo, Joel Facility Use	Custodian [overtime; Facility Use events]	11/1/14-6/30/15
Nao, Kim Santa Monica HS	Student Outreach Specialist [overtime; PSAT proctoring]	10/18/14
Nelli, Maria Special Ed-Santa Monica HS	Paraeducator 1 [additional hours; PSAT proctoring]	10/18/14
Paddock, Lori Lincoln MS	Senior Office Specialist [overtime; ASB events]	10/10/14-6/5/15
Payton, Tawny Special Education	Paraeducator 3 [additional hours; professional development]	8/19/14-6/5/15
Pieper, Yalile Educational Svcs	Bilingual Community Liaison [overtime; translation]	11/1/14
Quon, Rosemary Educational Svcs	Office Specialist [additional hours; elementary auditions]	11/15/14
Ridley, Latresse Special Ed-Roosevelt ES	Paraeducator 1 [additional hours; classroom move]	11/13/14-11/14/14
Rodriguez, Frances Child Develop Svcs	Children's Center Assistant 2 [additional hours; classroom support]	9/1/14-6/5/15
Russell, Tanica Special Education	Paraeducator 3 [additional hours; professional development]	11/1/14-6/5/15
Savage, Stephanie Santa Monica HS	Senior Office Specialist [overtime; PSAT proctoring]	10/18/14
Strahn, Yvonne Santa Monica HS	Senior Office Specialist [overtime; PSAT proctoring]	10/18/14
Uliantzeff, Elena Educational Svcs	Bilingual Community Liaison [overtime; translation]	10/25/14
<b><u>SUBSTITUTES</u></b>		<b><u>EFFECTIVE DATE</u></b>
Brown, Richard Operations	Custodian	11/5/14-6/30/15
Casiano, Violeta Child Develop Svcs	Children's Center Assistant 2	9/1/14-6/5/15

Di Dario, Joann Special Education	Paraeducator 1	11/6/14-6/5/15
Doyle, Cathy Child Develop Svcs	Children's Center Assistant 1	10/22/14-6/5/15
Gomez, Monica Child Develop Svcs	Children's Center Assistant 2	9/1/14-6/5/15
Gonzales, Rosalinda District	Office Specialist	11/5/14-6/30/15
Hardge, Heather District	Office Specialist	11/5/14-6/30/15
Hoorizadeh, Shayesteh Child Develop Svcs	Children's Center Assistant 2	9/1/14-6/5/15
Lew, Shawn Operations	Custodian	11/5/14-6/30/15
Luis, Noemi Child Develop Svcs	Children's Center Assistant 2	9/1/14-6/5/15
Molinatto, Jennifer District	Office Specialist	10/23/14-6/30/15
Orozco, Rosa Operations	Custodian	10/1/14-6/30/15
Rocha, Cynthia District	Office Specialist	10/27/14-6/30/15
Solis, Robert Operations	Custodian	11/14/14-6/30/15
Soloway, Beth Health Svcs	Health Office Specialist	11/13/14-6/5/15
Villasenor, Luis Operations	Custodian	11/5/14-6/30/15

**INVOLUNTARY TRANSFER**

Putt, Marissa Special Ed-Lincoln MS	Paraeducator 1 6 Hrs/SY From: 6 Hrs/SY/Special Ed-Roosevelt ES	<b><u>EFFECTIVE DATE</u></b> 8/19/14
--	--	---

**CHANGE IN ASSIGNMENT**

Belt, Jimmy Special Ed- Santa Monica HS	Paraeducator 3 6.2 Hrs/SY From: 6 Hrs/SY	<b><u>EFFECTIVE DATE</u></b> 8/18/14
Myles, Donald Malibu HS	Custodian 8 Hrs/12 Mo From: 5 Hrs/12 Mo	11/4/14
Simmons, Michael Transportation	Bus Driver 7.25 Hrs/10 Mo From: 7 Hrs/10 Mo	11/3/14

**LEAVE OF ABSENCE (PAID)**

		<b><u>EFFECTIVE DATE</u></b>
Flores, Ana Olympic HS	Paraeducator 1 Maternity	11/6/14-1/1/15
McGee, Leslee Santa Monica HS	Administrative Assistant Medical	9/22/14-12/15/14
Washington, Chanee Santa Monica HS	Administrative Assistant Medical	11/11/14-12/23/14

**PROFESSIONAL GROWTH**

		<b><u>EFFECTIVE DATE</u></b>
Anderson, Sally Malibu HS	Senior Office Specialist	12/1/14
Brown, Murphy Franklin ES	Custodian	1/1/15
Carrillo, Rigoberto Maintenance	HVAC Mechanic	12/1/14
Flores, Maria Roosevelt ES	Senior Office Specialist	12/1/14
Gold, Kathleen Information Svcs	Technology Support Assistant	11/1/14
Naranjo, Debbie FNS- Santa Monica HS	Cafeteria Worker II	12/1/14

**ABOLISHMENT OF POSITION**

		<b><u>EFFECTIVE DATE</u></b>
	Paraeducator 3 3 Hrs/SY; Special Education	8/18/14-6/5/15

**RESCIND DISQUALIFICATION FROM PROBATION**

		<b><u>EFFECTIVE DATE</u></b>
JS8270859 Child Develop Svcs	Children's Center Assistant 2	11/21/13

**WORKING OUT OF CLASS**

		<b><u>EFFECTIVE DATE</u></b>
Reinbold, Linda Webster ES	Administrative Assistant From: Senior Office Specialist	9/2/14-12/19/14
Thomas, William Roosevelt ES	Paraeducator 3 From: Paraeducator 1	10/28/14-6/5/15

**RESIGNATION**

		<b><u>EFFECTIVE DATE</u></b>
Latimer, Angelique Muir ES	Inst Assistant - Classroom	10/21/14
Hanson, Holly Roosevelt ES	Inst Assistant - Classroom	10/28/14
Stewart, Erik Child Develop Svcs-Franklin ES	Children's Center Assistant 2	11/21/14

**RETIREMENT**  
Coursey, William  
Franklin ES

Telephone System/Computer Equip Specialist  
**EFFECTIVE DATE** 12/10/14

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



TO: BOARD OF EDUCATION ACTION/CONSENT  
12/11/14  
 FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / BRANDON TIETZE  
 RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.19

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.

**AVID TUTOR**

Booque, Osiris	Lincoln MS	11/9/14-6/5/15
----------------	------------	----------------

**COACHING ASSISTANT**

Cavallo, Laura	Santa Monica HS	10/28/14-6/30/15
Harris, David	Malibu HS	11/5/14-6/30/15
Steine, Alex	Santa Monica HS	10/13/14-6/30/15

**NOON SUPERVISION AIDE**

Blanchard, Julia	Grant ES	10/31/14-6/5/15
Bonilla, Reina	Edison ES	11/6/14-6/5/15
Rodriguez, Ofelia	Edison ES	11/6/14-6/5/15

**TECHNICAL SPECIALIST – LEVEL II**

Hsu, Grace	Ed Svcs/Grant ES [Elementary Strings Auditions] - Funding: Gifts – Stairways to the Star Fund	11/15/14
------------	---	----------

**EDUCATIONAL SPECIALIST – LEVEL II**

Baker-Newell, Elizabeth	Webster ES [Music Instructor] - Funding: Formula & Old Tier III	11/6/14-6/30/15
-------------------------	---	-----------------

**STUDENT WORKER – WORKABILITY**

Dresner, Gabriel	Special Education	11/5/14-6/5/17
Carmendy, Frances	Special Education	11/5/14-6/30/17
Farnam-Fard, Stella	Special Education	11/5/14-6/30/17
Littlejohn, Charles	Special Education	11/7/14-6/30/16
Valdez, Jorge	Special Education	11/5/14-6/30/17

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



TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / BRANDON TIETZE  
RE: ADMINISTRATIVE APPOINTMENTS

ACTION/CONSENT  
12/11/14

RECOMMENDATION NO. A.20

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

**CERTIFICATED APPOINTMENTS**

**Effective**

\_\_\_\_\_  
Community and Public Relations Officer

January 2015

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



---

## **DISCUSSION ITEMS**



TO: BOARD OF EDUCATION

DISCUSSION

12/11/14

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON / MARK KELLY

RE: HEALTH SERVICES REPORT

DISCUSSION ITEM NO. D.01

Lora Morn, Coordinating Nurse, will share the District's Health Services program with the Board. Ms. Morn will report on services provided by nursing staff members and the District's health services delivery model. Ms. Morn will highlight benefits and challenges to providing comprehensive services to the District's students.





TO: BOARD OF EDUCATION

DISCUSSION

12/11/14

FROM: SANDRA LYON / TERRY DELORIA / MAUREEN BRADFORD

RE: PREPARATION FOR SMARTER BALANCED ASSESSMENTS (SBAC)

DISCUSSION ITEM NO. D.02

The California Department of Education has made substantive changes to the assessment and accountability systems for all public schools. AB 484 stipulates that as of January 1, 2014, most of our current Standardized Testing and Reporting (STAR) system of CST and CMA assessments will be replaced with the new Smarter Balanced on-line tests designed to assess students' achievement of Common Core State Standards in English language arts and mathematics. This spring, all California students in grades three through eight, and in grade eleven, will be required to participate in a Smarter Balanced Assessments in both English language arts and mathematics.

This discussion will provide information to the Board of Education and the public about the steps SMMUSD is taking to prepare for the Smarter Balanced field tests this spring.



TO: BOARD OF EDUCATION

DISCUSSION

12/11/14

FROM: SANDRA LYON / TERRY DELORIA / MAUREEN BRADFORD /  
ELLEN EDEBURN

RE: UPDATE ON THE ADVANCED PLACEMENT (AP) PROGRAM

DISCUSSION ITEM NO. D.03

Each year, staff updates the Board of Education on the Advanced Placement Program in district high schools. Students pursuing the most rigorous preparation for college enroll in Advanced Placement courses, including English, mathematics, science, history/ social studies, foreign languages, and art. The Advanced Placement program and associated curriculum is developed by the College Board. Performance in these courses is measured through national examinations tied to the curriculum of each course. Scores range from 1 to 5, and students scoring a 3 or higher may receive college credit. District performance and participation data from 2013-14 for all participating students and relevant subgroups of students will be discussed.



TO: BOARD OF EDUCATION

DISCUSSION

12/11/14

FROM: SANDRA LYON / TERRY DELORIA / ELLEN EDEBURN /  
REBEL HARRISON

RE: REGIONAL OCCUPATIONAL CENTERS (ROP) – STATUS UPDATE

DISCUSSION ITEM NO. D.04

Regional Occupational Programs (ROPs) have been providing career and workforce preparation for high school students and adults for more than forty years. ROP was funded through one of more than forty state categorical programs. Most categorical programs were eliminated when California changed its method of funding public education through the Local Control Funding Formula (LCFF). ROP funding ends on June 30, 2015, and the district's ROP program ends on June 5, 2015.

Staff will update the board on the district's plan to sunset the ROP program in June 2015.



TO: BOARD OF EDUCATION

DICSUSSION

12/11/14

FROM: SANDRA LYON / TERRY DELORIA /

RE: CONSIDER REVISING BP AND AR 5126 – AWARDS FOR ACHIEVEMENT

RECOMMENDATION NO. A.05

It is recommended that the Board of Education consider revising BP and AR 5126 – Awards for Achievement.

COMMENTS: CSBA recommends revising this policy to reflect new law (AB 815), which establishes a State Seal of Biliteracy to recognize high school graduates who have attained a high level of proficiency in one or more languages in addition to English. The policy also contains optional language for districts that choose to provide "pathway awards" recognizing benchmarks toward biliteracy at earlier grade levels.

The regulation has been updated to reflect eligibility criteria and other requirements for State Seal of Biliteracy as added by AB 815. The regulation also adds optional general rules governing student applications for the district's scholarship and loan fund and optional notifications to inform students of eligibility requirements for various awards.

## AWARDS FOR ACHIEVEMENT

The Board of Education encourages excellence as a goal for all students and wishes to publicly recognize students for unique or exemplary achievements in academic, extracurricular or community service activities. ~~The purpose of such awards shall be consistent with school goals.~~

### District/School Awards

Student awards may include verbal recognition, a letter, a certificate, a Board resolution, public ceremony, trophy, gift, plaque or cash gift.

The Superintendent or designee shall develop procedures for the appropriate selection of student award recipients.

### Biliteracy Award

The district shall present the State Seal of Biliteracy to each graduating high school student who has attained a high level of proficiency in speaking, reading, and writing in one or more languages in addition to English. (Education Code 51460-51464)

#### Legal Reference:

EDUCATION CODE

220 Nondiscrimination

35160 Authority of governing boards

35310-35319 Scholarship and loan funds

44015 Awards to employees and students

51243-51245 Credit for private school foreign language instruction

51450-51455 Golden State Seal Merit Diploma

51460-51464 State Seal of Biliteracy

52164.1 Assessment of English language skills of English learners

CODE OF REGULATIONS, TITLE 5

876 Golden State Seal Merit Diploma

1632 Credit for private school foreign language instruction

11510-11516 California English Language Development Test

#### Management Resources:

WEB SITES

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

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

Californians Together: <http://www.californianstogether.org>

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



**AWARDS FOR ACHIEVEMENT**

The Superintendent or designee may appoint an awards committee at each school which may consist of school administrators, teachers, parents/guardians, community members, and student representatives. ~~to consider student accomplishments. This committee may consist of school administrators, teachers, parents/guardians and/or community members.~~

The committee shall submit recommendations for student awards to the Superintendent or designee for approval.

Individual awards in excess of \$200 must be expressly approved by the Board of Education. (Education Code [44015](#))

**Biliteracy Award**

To be eligible to receive the State Seal of Biliteracy upon graduation, a student shall meet all the following criteria: (Education Code 51461)

1. Complete all English language arts requirements for high school graduation with an overall grade point average (GPA) of 2.0 or above in those classes
2. Pass the CST in English language arts administered in grade 11 at the proficient level or above
3. Demonstrate proficiency in one or more foreign languages, which may include American sign language, by fulfilling one of the following criteria:
  - a. Pass a foreign language Advanced Placement examination with a score of 3 or higher or an International Baccalaureate examination with a score of 4 or higher
  - b. Successfully complete a four-year high school course of study in a foreign language, attaining an overall GPA of 3.0 or above in that course of study
  - c. Pass a district language examination that meets the rigor of a four-year high school course of study in that language, provided the test has been certified to or approved by the Superintendent of Public Instruction
  - d. Pass the SAT II foreign language examination with a score of 600 or higher

In addition to meeting the criteria in items #1-3 above, a student in any of grades 9-12 whose primary language is other than English shall attain the early advanced proficiency level or higher on the California English Language Development Test (CELDT). As necessary for this purpose, the district may administer the CELDT an additional time outside of the regularly scheduled administration specified in AR 6174 - Education for English Language Learners. (Education Code 51461)

The Superintendent or designee shall maintain appropriate records to identify high school students who qualify for the award and shall affix the insignia to the diploma or transcript of each student who earns the award. (Education Code 51463)

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



TO: BOARD OF EDUCATION

DICSUSSION

12/11/14

FROM: SANDRA LYON / MARK KELLY

RE: CONSIDER REVISING BP AND E 5145.6 – PARENTAL NOTIFICATIONS

RECOMMENDATION NO. A.06

It is recommended that the Board of Education consider revising BP and E 5145.6 – Parental Notifications.

COMMENTS: CSBA recommends revising this policy to reflect new law (AB 2262), which allows the annual parental notifications to be sent electronically upon request by the parent/guardian and requires that any notifications sent electronically be written both in English and in the family's primary language when required by law. The policy also reflects existing law prohibiting schools from undertaking specified activities if parents/guardians are not notified.

The exhibit updated to (1) reflect new law (AB 1575, 2012), which requires the uniform complaint procedure notice to include information about complaints regarding student fees; (2) add notice regarding process for reclassifying English learners as fluent English proficient and the opportunity for parents/guardians to participate in that process; (3) consolidate and clarify notifications related to education of English learners; (4) add notice of failure to achieve annual measurable achievement objectives for English learners; and (5) add notice regarding student's assignment to a supervised suspension classroom.

## PARENTAL NOTIFICATIONS

The Board of Education recognizes that notifications are essential to effective communication between the school and the home. The Superintendent or designee shall send students and parents/guardians all notifications required by law, including notifications about their legal rights, and any other notifications he/she believes will promote parental understanding and involvement.

The notice required pursuant to Education Code 48980 shall be sent at the beginning of each academic year and may be provided either by regular mail, in electronic form when so requested by the parent/guardian, or by any other method normally used to communicate with parents/guardians in writing. (Education Code 48981, 48982)

If any activity specified in Education Code 48980 will be undertaken by any school during the forthcoming school term, the notice shall state that fact and the approximate date on which any such activity will occur. No such activity shall be undertaken with respect to any particular student unless his/her parent/guardian has been information of such activity through the annual notification or other separate special notification. (Education Code 48983 – 48984)

~~The Superintendent or designee shall ensure that notifications which must be sent at the beginning of each academic year include a request that the parent/guardian sign the notice and return it to the school. (Education Code 48981, 48982)~~

The annual notification shall include a request that the parent/guardian sign the notice and return it to school or, if the notice is provided in electronic format, that the parent/guardian submit a signed acknowledgment of receipt of the notice to the school. The parent/guardian's signature is an acknowledgement of receipt of the information but does not indicate that consent to participate in any particular program has been given or withheld. (Education Code 48982)

Notifications to parents/guardians shall be written both in English and in the family's primary language when so required by law. (Education Code 48981, 48985; 20 USC 6311, 6312)

Whenever an employee learns that a student's parent/guardian is for any reason unable to understand the district's printed notifications, the principal or designee shall work with the parent/guardian to establish other appropriate means of communication.

### Legal Reference:

#### EDUCATION CODE

221.5 Prohibited sex discrimination  
 231.5 Sexual harassment policy  
 262.3 Appeals for discrimination complaints; information regarding availability of civil remedies  
 310-311 Structured English immersion program, parental exception waivers  
 313 Reclassification of English learners, parental consultation  
 440 English language proficiency assessment; instruction in English language development  
 17288 Building standards for university campuses  
 17612 Notification of pesticide use  
 32221.5 Insurance for athletic team members  
 32255-32255.6 Right to refuse harmful or destructive use of animals  
 32390 Fingerprint program; contracts; funding; consent of parent/guardian  
 35160.5 Extracurricular and cocurricular activities  
 35178.4 Notice of accreditation status  
 35183 School dress codes; uniforms  
 35186 Complaints concerning deficiencies in instructional materials and facilities  
 35256 School Accountability Report Card  
 35291 Rules for student discipline  
 37616 Consultation regarding year-round schedule  
 39831.5 School bus rider rules and information

44808.5 *Permission to leave school grounds*  
 46010.1 *Notice regarding excuse to obtain confidential medical services*  
 46014 *Regulations regarding absences for religious purposes*  
 46600-46611 *Interdistrict attendance agreements*  
 48000 *Minimum age of admission*  
 48070.5 *Promotion or retention of students*  
 48204 *Residency requirements*  
 48205 *Absence for personal reasons*  
 48206.3 *Students with temporary disabilities; individual instruction; definitions*  
 48207-48208 *Students with temporary disabilities in hospitals*  
 48213 *Prior notice of exclusion from attendance*  
 48216 *Immunization*  
 48260.5 *Notice regarding truancy*  
 48262 *Need for parent conference regarding truancy*  
 48263 *Referral to school attendance review board or probation department*  
 48354 *Option to transfer from school identified under Open Enrollment Act*  
 48357 *Status of application for transfer from school identified under Open Enrollment Act*  
 48432.5 *Involuntary transfers of students*  
 48900.1 *Parental attendance required after suspension*  
 48904 *Liability of parent/guardian for willful student misconduct*  
 48904.3 *Withholding grades, diplomas, or transcripts*  
 48906 *Notification of release of student to peace officer*  
 48911 *Notification in case of suspension*  
 48911.1 *Assignment to supervised suspension classroom*  
 48912 *Closed sessions; consideration of suspension*  
 48915.1 *Expelled students; enrollment in another district*  
 48916 *Readmission procedures*  
 48918 *Rules governing expulsion procedures*  
 48980 *Required notification at beginning of term*  
 48980.3 *Notification of pesticide use*  
 48981 *Time and means of notification*  
 48982 *Parent signature acknowledging receipt of notice*  
 48983 *Contents of notice*  
 48984 *Activities prohibited unless notice given*  
 48985 *Notices to parents in language other than English*  
 48987 *Child abuse information*  
 49013 *Use of uniform complaint procedures for complaints regarding student fees*  
 49063 *Notification of parental rights*  
 49067 *Student evaluation; student in danger of failing course*  
 49068 *Transfer of permanent enrollment and scholarship record*  
 49069 *Absolute right to access*  
 49073 *Release of directory information*  
 49076 *Access to student records*  
 49077 *Access to information concerning a student in compliance with court order*  
 49403 *Cooperation in control of communicable disease and immunization*  
 49423 *Administration of prescribed medication for student*  
 49451 *Physical examinations: parent's refusal to consent*  
 49452.5 *Screening for scoliosis*  
 49452.7 *Information on type 2 diabetes*  
 49452.8 *Oral health assessment*  
 49456 *Results of vision or hearing test*  
 49472 *Insurance*  
 49475 *Student athletes; concussions and head injuries*  
 49480 *Continuing medication regimen for nonepisodic conditions*  
 49510-49520 *Duffy-Moscone Family Nutrition Education and Services Act of 1970*  
 51225.3 *Graduation requirements; courses that satisfy college entrance criteria*  
 51229 *Course of study for grades 7-12*  
 51513 *Personal beliefs; privacy*  
 51938 *HIV/AIDS and sexual health instruction*  
 52164.1 *Census-taking methods; determination of primary language; assessment of language skills*  
 52164.3 *Reassessment of English learners; notification of results*  
 54444.2 *Migrant education programs; parent involvement*  
 56301 *Child-find system; policies regarding written notification rights*  
 56321 *Special education: proposed assessment plan*  
 56321.5-56321.6 *Notice of parent rights pertaining to special education*  
 56329 *Written notice of right to findings; independent assessment*  
 56341.1 *Development of individualized education program; right to audio record meeting*  
 56341.5 *Individualized education program team meetings*

56343.5 Individualized education program meetings  
 58501 Alternative schools; notice required prior to establishment  
 60641 California Assessment of Student Performance and Progress  
 60850 High School Exit Examination  
 60852.4 High School Exit Examination; waiver for student with disabilities  
 HEALTH AND SAFETY CODE  
 1596.857 Right to enter child care facility  
 104855 Availability of topical fluoride treatment  
 120365-120375 Immunizations  
 120440 Sharing immunization information  
 124100 Health screening and immunizations  
 PENAL CODE  
 627.5 Hearing request following denial or revocation of registration  
 CODE OF REGULATIONS, TITLE 5  
 852 Exemptions from state assessments  
 863 Reports of state assessment results  
 3052 Behavioral intervention  
 4622 Notification of uniform complaint procedures  
 4631 Uniform complaint procedures; notification of decision and right to appeal  
 4702 Student transfer from school identified under Open Enrollment Act  
 4917 Notification of sexual harassment policy  
 11303 Reclassification of English learners  
 11309 Parental exception waivers  
 11511.5 English language proficiency assessment; test results  
 11523 Notice of proficiency examinations  
 18066 Child care policies regarding excused and unexcused absences  
 CODE OF REGULATIONS, TITLE 17  
 6040 Time period to obtain needed immunizations  
 UNITED STATES CODE, TITLE 20  
 1232g Family Educational and Privacy Rights Act  
 1232h Privacy rights  
 1415 Procedural safeguards  
 6311 State plans  
 6312 Local education agency plans  
 6316 Academic assessment and local education agency school improvement  
 6318 Parental involvement  
 7012 Instruction in English language development  
 7908 Armed forces recruiter access to students  
 UNITED STATES CODE, TITLE 42  
 1758 Child nutrition programs  
 CODE OF FEDERAL REGULATIONS, TITLE 7  
 245.5 Eligibility criteria for free and reduced-price meals  
 245.6a Verification of eligibility for free and reduced-price meals  
 CODE OF FEDERAL REGULATIONS, TITLE 34  
 99.7 Student records, annual notification  
 99.34 Student records, disclosure to other educational agencies  
 99.37 Disclosure of directory information  
 104.32 District responsibility to provide free appropriate public education  
 104.36 Procedural safeguards  
 104.8 Nondiscrimination  
 106.9 Dissemination of policy, nondiscrimination on basis of sex  
 200.61 Teacher qualifications  
 300.300 Parent consent for special education evaluation  
 300.322 Parent participation in IEP team meetings  
 300.502 Independent educational evaluation of student with disability  
 300.503 Prior written notice regarding identification, evaluation, or placement of student with disability  
 300.504 Procedural safeguards notice for students with disabilities  
 300.508 Due process complaint  
 300.530 Discipline procedures  
 CODE OF FEDERAL REGULATIONS, TITLE 40  
 763.84 Asbestos inspections, response actions and post-response actions  
 763.93 Asbestos management plans

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

**PARENTAL NOTIFICATIONS**

~~Cautionary Notice: As added and amended by SBX3-4 (Ch. 12, Third Extraordinary Session, Statutes of 2009), ABX4-2 (Ch. 2, Fourth Extraordinary Session, Statutes of 2009), and SB-70 (Ch. 7, Statutes of 2011), Education Code 42605 grants districts flexibility in "Tier 3" categorical programs. Whenever amended by legislation, the Santa Monica-Malibu Unified School District has accepted this flexibility and thus is deemed in compliance with the statutory or regulatory program and funding requirements for these programs for the 2008-09 through 2014-15 fiscal years. As a result, the district may temporarily suspend certain provisions of the following policy or regulation that reflect ~~these~~ amended requirements. For further information, please contact the Superintendent or designee.~~

~~Cautionary Notice 2010-13: AB 1610 (Ch. 724, Statutes of 2010) amended Education Code 37252.2 to relieve districts from the obligation, until July 1, 2013, to perform any activities that are deemed to be reimbursable state mandates under that section. As a result, certain provisions of the following policy or administrative regulation that reflect those requirements may be suspended.~~

**I. Annually**

When to Notify: Beginning of each school year  
 Education or Other Legal Code: Education Code 17612, 48980.3  
 Board Policy/Administrative Regulation #: See AR 3514.2  
 Subject: Use of pesticide product, active ingredients, Internet address to access information

When to Notify: Beginning of each school year  
 Education or Other Legal Code: Education Code 32255-32255.6, 48980  
 Board Policy/Administrative Regulation #: See BP 5145.8, See AR 5145.8  
 Subject: Right to refrain from harmful or destructive use of animals

When to Notify: Annually by February 1  
 Education or Other Legal Code: Education Code 35256  
 Board Policy/Administrative Regulation #: See BP 0510  
 Subject: School Accountability Report Card provided

When to Notify: Beginning of each school year  
 Education or Other Legal Code: Education Code 35291, 48980  
 Board Policy/Administrative Regulation #: See BP 5144, See AR 5144.1  
 Subject: District and site discipline rules

When to Notify: Beginning of each school year in grades 7-12  
Education or Other Legal Code: Education Code 46010.1  
Board Policy/Administrative Regulation #: See BP 5113  
Subject: Absence for confidential medical services

~~When to Notify: Beginning of each school year if high school is an open campus  
 Education or Other Legal Code: Education Code 44808.5, 48980  
 Board Policy/Administrative Regulation #: See BP 5112.5  
 Subject: Open campus~~

When to Notify: Beginning of each school year ~~if Board has adopted resolution allowing such absence~~ if Board allows such absence  
 Education or Other Legal Code: Education Code 46014, 48980

Board Policy/Administrative Regulation #: See BP 5113, See AR 5113  
Subject: Absence for religious exercises or purposes

~~When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 48205, 48980  
Board Policy/Administrative Regulation #: See BP 5113, See AR 5113  
Subject: Absence for justifiable personal reasons~~

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 48205, 48980  
Board Policy/Administrative Regulation #: See BP 5113, See AR 5113, See AR 6154  
Subject: Excused absences: grade/credit cannot be reduced due to excused absence if work or test has been completed

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 48206.3, 48207, 48208, 48980  
Board Policy/Administrative Regulation #: See AR 6183  
Subject: Availability of home/hospital instruction for students with temporary disabilities

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 48216, 48980, 49403  
Board Policy/Administrative Regulation #: See BP 5141.31, See AR 5141.31  
Subject: Immunizations

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 48980, 35160.5, 46600-46611, 48204  
Board Policy/Administrative Regulation #: See AR 5111.1, See AR 5116.1 See AR 5117  
Subject: All statutory attendance options, available local attendance options, options for meeting residency

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 48980, 231.5, 5 CCR 4917  
Board Policy/Administrative Regulation #: See AR 5145.7  
Subject: Sexual harassment policy as related to students

~~When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 48980, 52244  
Board Policy/Administrative Regulation #: See AR 6141.5  
Subject: Availability of state funds to cover costs of advanced placement exam fees~~

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 48980  
Board Policy/Administrative Regulation #: See BP 6111  
Subject: Schedule of minimum days

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 49063, 49068, 49069, 20 USC 1232g, 34 CFR 99.7  
Board Policy/Administrative Regulation #: See BP 5125, See AR 5125  
Subject: Student records: Inspect and review, access, types, location, persons responsible, location of log, access criteria, cost of copies, amendment requests, criteria to determine school official legitimate educational interest

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 49063, 49070



Board Policy/Administrative Regulation #: See AR 5125, See AR 5125.3  
Subject: Challenge, review and expunging of records

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 49063, 49073; 20 USC 123g; 34 CFR 99.7  
Board Policy/Administrative Regulation #: See AR 5125.1  
Subject: Release of directory information

When to Notify: ~~Beginning of each school year~~ Annually  
Education or Other Legal Code: Education Code 49063, 49091.14  
Board Policy/Administrative Regulation #: See AR 5020, See AR 5125  
Subject: Availability of course prospectus

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 49423, 49480, 48980  
Board Policy/Administrative Regulation #: See AR 5141.21  
Subject: Administration of prescribed medication

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 49451, 48980; 20 USC 123h  
Board Policy/Administrative Regulation #: See BP 5141.3  
Subject: Refusal to consent to physical examination

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 49472, 48980  
Board Policy/Administrative Regulation #: See BP 5143  
Subject: Availability of insurance

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 49510-49520, 48980; 42 USC 1758; 7 CFR 245.5  
Board Policy/Administrative Regulation #: See BP 3553  
Subject: Free and reduced price meals

When to Notify: ~~Annually~~ Beginning of each school year  
Education or Other Legal Code: Education Code 56301  
Board Policy/Administrative Regulation #: See BP 6164.4  
Subject: Rights of all parents related to special education identification, referral, assessment, instructional planning, implementation and review, and procedures for initiating a referral for assessment

When to Notify: Beginning of each school year  
Education or Other Legal Code: Education Code 58501; 48980  
Board Policy/Administrative Regulation #: See BP 6181  
Subject: Alternative schools

When to Notify: Annually  
Education or Other Legal Code: 5 CCR 852  
Board Policy/Administrative Regulation #: See AR 6162.51  
Subject: Student's participation in state assessments, option to request exemption from testing

When to Notify: Beginning of each school year  
Education or Other Legal Code: ~~20 USC 1681-1688, 42 USC 2000d-2000d-7~~; 34 CFR 104.8, 106.9  
Board Policy/Administrative Regulation #: See BP 0410, See BP 6178

Subject: ~~Nondiscrimination on basis of sex, disability, ethnicity or lack of English skills~~

When to Notify: ~~Annually~~ Beginning of each school year

Education or Other Legal Code: 49013, 5 CCR 4622

Board Policy/Administrative Regulation #: See AR 1312.3

Subject: ~~Uniform complaint procedures, available appeals~~ appeals, civil law remedies, and identity of coordinator

When to Notify: Beginning of each school year

Education or Other Legal Code: 20 USC 1232h

Board Policy/Administrative Regulation #: See AR 5022, See BP 6162.8

Subject: Notice of privacy policy and dates of activities re: survey, health examination, or collection of personal information for marketing; process to opt out of such activities

When to Notify: For districts receiving Title I funds, beginning of each school year

Education or Other Legal Code: 20 USC 6311; 34 CFR 200.61

Board Policy/Administrative Regulation #: See AR 4112.24, See AR 4222

Subject: Right to request information re: professional qualifications of their child's teacher and paraprofessional

When to Notify: For districts receiving Title I funds, not later than 30 days after beginning of school year, to parents of English learners

Education or Other Legal Code: 20 USC 6312

Board Policy/Administrative Regulation #: See AR 6174

Subject: Reasons for placement, level of proficiency, instructional methods, how program meets child's strengths and teaches English, exit requirements, right to choose another program

When to Notify: ~~Annually~~ Beginning of each school year to parent, teacher and employee organizations or, in their absence, individuals

Education or Other Legal Code: 40 CFR 763.84, 40 CFR 763.93

Board Policy/Administrative Regulation #: See AR 3514

Subject: Availability of asbestos management plan; any inspections, response actions or post-response actions planned or in progress

## II. At Specific Times During the Student's Academic Career

When to Notify: At least once before counseling in grades 7 through 12

Education or Other Legal Code: Education Code 221.5, 48980

Board Policy/Administrative Regulation #: See BP 6164.2

Subject: Course selection and career counseling

~~When to Notify: At beginning of each school year if student has been placed in structured English immersion program~~

~~Education or Other Legal Code: 5 CCR 11309~~

~~Board Policy/Administrative Regulation #: See AR 6174~~

~~Subject: Placement of child in program and opportunity to apply for parental exception waiver~~

~~When to Notify: Before high school student attends specialized secondary program on a university campus~~

~~Education or Other Legal Code: Education Code 17288~~

~~Board Policy/Administrative Regulation #: None~~

~~Subject: University campus buildings may not meet Education Code requirements for structural safety~~

~~When to Notify: To members of athletic teams~~

~~Education or Other Legal Code: Education Code 32221.5  
Board Policy/Administrative Regulation #: See AR 5143  
Subject: Offer of insurance, no-cost and low-cost program options~~

~~When to Notify: Before presenting a course using live or dead animals or animal parts  
Education or Other Legal Code: Education Code 32255-32255.6  
Board Policy/Administrative Regulation #: See BP 5145.8  
Subject: Right to refrain from harmful or destructive use of animals~~

When to Notify: When child first enrolls in a public school, if the school offers a fingerprinting program  
Education or Other Legal Code: Education Code 32390, 48980  
Board Policy/Administrative Regulation #: See BP 5142.1  
Subject: Fingerprinting program

When to Notify: ~~Beginning of each term~~ Before the end of grade 12 for students who have not passed the exit exam by the end of grade 12  
Education or Other Legal Code: Education Code 37254  
Board Policy/Administrative Regulation #: See AR 6179  
Subject: Availability of intensive instruction and services for two consecutive academic years and right to file complaint

When to Notify: Upon registration, if K-6 students have not previously been transported  
Education or Other Legal Code: Education Code 39831.5  
Board Policy/Administrative Regulation #: See AR 3543  
Subject: School bus safety rules and information, list of stops, rules of conduct, red light crossing instructions, bus danger zones, walking to and from stops

When to Notify: Beginning of each school year if high school is an open campus  
Education or Other Legal Code: Education Code 44808.5, 48980  
Board Policy/Administrative Regulation #: See BP 5112.5  
Subject: Open campus

When to Notify: Beginning of each school year in grades 9-12, if district allows career technical education (CTE) course to satisfy graduation requirement  
Education or Other Legal Code: Education Code 48980, 51225.3  
Board Policy/Administrative Regulation #: See AR 6146.1  
Subject: How each high school graduation requirement does or does not satisfy college entrance a-g course criteria; list of district's CTE courses that satisfy a-g course criteria

~~When to Notify: Beginning of each school year in grades 7-12  
Education or Other Legal Code: Education Code 46010.1  
Board Policy/Administrative Regulation #: See BP 5113  
Subject: Absence for confidential medical services~~

When to Notify: Upon admission to school  
Education or Other Legal Code: Education Code 48216, 49403, Health and Safety Code 120365, 120370, 120375  
Board Policy/Administrative Regulation #: See AR 5141.31  
Subject: Immunizations

~~When to Notify: Before early entry to kindergarten, if offered  
Education or Other Legal Code: Education Code 48000  
Board Policy/Administrative Regulation #: See AR 5111  
Subject: Effects, advantages and disadvantages of early entry~~

When to Notify: Beginning each school year in grades 9-12 and when high school student transfers into the district

Education Code 48980, 60850

Board Policy/Administrative Regulation #: See AR 6162.52

Subject: Requirement to pass the high school exit exam including: date of exam, requirements for passing, consequences of not passing, and that passing is a condition of graduation

When to Notify: When students entering grade 7

Education or Other Legal Code: Education Code 49452.7

Board Policy/Administrative Regulation #: See AR 5141.3

Subject: Specified information on type 2 diabetes

When to Notify: When in kindergarten or ~~4<sup>st</sup>~~ first grade if not previously enrolled in public school

Education or Other Legal Code: Education Code 49452.8

Board Policy/Administrative Regulation #: See AR 5141.32

Subject: Requirement for oral health assessment, explanation of law, importance of teeth health, agency contact, privacy rights

When to Notify: Beginning of each school year for students in grades 9-12

Education or Other Legal Code: Education Code 51229, 48980

Board Policy/Administrative Regulation #: See BP 6143

Subject: Explanation of college admission requirements, list of UC and CSU web sites that list certified courses, description of career technical education and CDE Internet address, how students may meet with counselors

When to Notify: Beginning of each school year for students in grades 7-12

Education or Other Legal Code: Education Code 51938, 48980

Board Policy/Administrative Regulation #: See AR 6142.1

Subject: Explanation of sex and HIV/AIDS instruction; right to view A/V materials, who's teaching, request specific Education Code sections, right to excuse

When to Notify: Upon assessment and reassessment of English proficiency and enrollment in program of education for English language learners

Education or Other Legal Code: Education Code 52164.1, 52164.3, 52173, 5 CCR 11303

Board Policy/Administrative Regulation #: See AR 6174

Subject: Program of education for English language learners

When to Notify: Within 20 working days of receiving results of standardized achievement tests or, if results not available in school year, 20 days of start of next school year

Education or Other Legal Code: Education Code 60641, 5 CCR 863

Board Policy/Administrative Regulation #: See AR 6162.51

Subject: Results of tests; test purpose, individual score and intended use

~~When to Notify: Annually to each high school student~~

~~Education or Other Legal Code: Education Code 66204~~

~~Board Policy/Administrative Regulation #: BP 6143~~

~~Subject: Copy of list of courses offered Student that are certified by UC as meeting admission criteria~~

When to Notify: When child is enrolled in kindergarten

Education or Other Legal Code: Health and Safety Code 124100

Board Policy/Administrative Regulation #: See BP 5141.32

Subject: Health screening examination

~~When to Notify: Prior student participation in gifted and talented program  
Education or Other Legal Code: 5 CCR 3831  
Board Policy/Administrative Regulation #: See AR 6172  
Subject: Gifted and talented student program~~

~~When to Notify: Within 30 calendar days of receipt of CELDT results  
Education or Other Legal Code: 5 CCR 11511.5  
Board Policy/Administrative Regulation #: See AR 6174  
Subject: CELDT test results~~

When to Notify: To students in grades 11 and 12, early enough to enable registration for current fall test  
Education or Other Legal Code: 5 CCR 11523  
Board Policy/Administrative Regulation #: See AR 6146.2  
Subject: Notice of proficiency examination provided under Education Code 48412

~~When to Notify: For districts receiving Title I funds, not later than 30 days after beginning of school year, to parents of English learners  
Education or Other Legal Code: 20 USC 6312  
Board Policy/Administrative Regulation #: See AR 6174  
Subject: Reasons for placement, level of proficiency, instructional methods, how program meets child's strengths and teaches English, exit requirements, right to choose another program~~

When to Notify: When determining whether an English learner should be reclassified as fluent English proficient  
Education or Other Legal Code: Education Code 313; 5 CCR 11303  
Board Policy/Administrative Regulation #: See AR 6174  
Subject: Description of reclassification process, opportunity for parent/guardian to participate

When to Notify: When Student is identified as English learner and district receives Title III funds, not later than 30 days after beginning of school year or within two weeks of placement if identified during school year  
Education or Other Legal Code: Education Code 440; 20 USC 7012  
Board Policy/Administrative Regulation #: See AR 6174  
Subject: Reason for classification, level of English proficiency, description of program(s), option to decline program or choose alternate, exit requirements of program

When to Notify: For districts with secondary students receiving Title I funds  
Education or Other Legal Code: 20 USC 7908  
Board Policy/Administrative Regulation #: See AR 5125.1  
Subject: Notice that parents may request district to not release name, address, phone number of child to military recruiters without prior written consent

### III. When Special Circumstances Occur

When to Notify: Upon receipt of a complaint alleging discrimination  
Education or Other Legal Code: Education Code 262.3  
Board Policy/Administrative Regulation #: See AR 1312.3  
Subject: Civil law remedies available to complaints

When to Notify: When student has been placed in structured English immersion program  
Education or Other Legal Code: Education Code 310-311; 5 CCR 11309  
Board Policy/Administrative Regulation #: See AR 6174

Subject: Student's placement in program, opportunity to apply for parental exception waiver, other rights of student relative to such placements

When to Notify: At least 72 hours before use of pesticide product not included in annual list  
Education or Other Legal Code: Education Code 17612  
Board Policy/Administrative Regulation #: See AR 3514.2  
Subject: Intended use of pesticide product

When to Notify: Before high school student attends specialized secondary program on a university campus  
Education or Other Legal Code: Education Code 17288  
Board Policy/Administrative Regulation #: None  
Subject: University campus buildings may not meet Education Code requirements for structural safety

When to Notify: To members of athletic teams  
Education or Other Legal Code: Education Code 32221.5  
Board Policy/Administrative Regulation #: See AR 5143  
Subject: Offer of insurance, no-cost and low-cost program options

When to Notify: If school has lost its WASC accreditation status  
Education or Other Legal Code: Education Code 35178.4  
Board Policy/Administrative Regulation #: See BP 6190  
Subject: Loss of status, potential consequences

When to Notify: At least six months before implementing a schoolwide uniform policy  
Education or Other Legal Code: Education Code 35183  
Board Policy/Administrative Regulation #: See AR 5132  
Subject: Dress code policy requiring schoolwide uniform

When to Notify: Before implementing a year-round schedule  
Education or Other Legal Code: Education Code 37616  
Board Policy/Administrative Regulation #: See BP 6117  
Subject: Year-round schedule

When to Notify: When interdistrict transfer is requested and not approved or denied within 30 days  
Education or Other Legal Code: Education Code 46601  
Board Policy/Administrative Regulation #: See AR 5117  
Subject: Appeal process

When to Notify: Before early entry to kindergarten, if offered  
Education or Other Legal Code: Education Code 48000  
Board Policy/Administrative Regulation #: See AR 5111  
Subject: Effects, advantages and disadvantages of early entry

When to Notify: When student identified as being at risk of retention  
Education or Other Legal Code: Education Code 48070.5  
Board Policy/Administrative Regulation #: See AR 5123  
Subject: Student at risk of retention

When to Notify: When student excluded due to quarantine, contagious or infectious disease, danger to safety or health  
Education or Other Legal Code: Education Code 48213  
Board Policy/Administrative Regulation #: See AR 5112.2, See BP 5141.33

Subject: Student has been excluded from school

When to Notify: Before already admitted student is excluded for lack of immunization

Education or Other Legal Code: Education Code 48216; 17 CCR 6040

Board Policy/Administrative Regulation #: See AR 5141.31

Subject: Need to submit evidence of immunization or exemption within 10 school days; referral to medical care

When to Notify: When a student is classified a truant

Education or Other Legal Code: Education Code 48260.5, 48262

Board Policy/Administrative Regulation #: See AR 5113.1

Subject: Truancy, parental obligation, availability of alternative programs, student consequences

When to Notify: When a truant is referred to a SARB or probation department

Education or Other Legal Code: Education Code 48263

Board Policy/Administrative Regulation #: See AR 5113.1

Subject: Name and address of SARB or probation department and reason for referral

When to Notify: When a school is identified on the state's Open Enrollment List

Education or Other Legal Code: Education Code 48354; 5 CCR 4702

Board Policy/Administrative Regulation #: See AR 5118

Subject: Student's option to transfer to another school

When to Notify: Within 60 days of receiving application for transfer out of open enrollment school

Education or Other Legal Code: Education Code 48357; 5 CCR 4702

Board Policy/Administrative Regulation #: See AR 5118

Subject: Whether student's transfer application is accepted or rejected; reasons for rejection

When to Notify: When student requests to voluntarily transfer to continuation school

Education or Other Legal Code: 48432.3

Board Policy/Administrative Regulation #: See AR 6184

Subject: Copy of district policy and regulation on continuation education

When to Notify: Prior to involuntary transfer to continuation school

Education or Other Legal Code: Education Code 48432.5

Board Policy/Administrative Regulation #: See AR 6184

Subject: Right to require meeting prior to involuntary transfer to continuation school

When to Notify: When student is removed from class and teacher requires parental attendance at school

Education or Other Legal Code: Education Code 48900.1

Board Policy/Administrative Regulation #: See BP 5144.1, See AR 5144.1

Subject: Parental attendance required; timeline for attendance

When to Notify: Prior to withholding grades, diplomas, or transcripts

Education or Other Legal Code: Education Code 48904

Board Policy/Administrative Regulation #: See AR 5125.2

Subject: Damaged school property

When to Notify: When withholding grades, diplomas or transcripts from transferring student

Education or Other Legal Code: Education Code 48904.3

Board Policy/Administrative Regulation #: See AR 5125.2

Subject: Next school will continue withholding grades, diplomas or transcripts

When to Notify: When student is released to peace officer  
Education or Other Legal Code: Education Code 48906  
Board Policy/Administrative Regulation #: See BP 5145.11  
Subject: Release of student to peace officer

When to Notify: At time of suspension  
Education or Other Legal Code: Education Code 48911  
Board Policy/Administrative Regulation #: See BP 5144.1, See AR 5144.1  
Subject: Notice of suspension

When to Notify: When original period of suspension is extended  
Education or Other Legal Code: Education Code 48911  
Board Policy/Administrative Regulation #: See AR 5144.1  
Subject: Extension of suspension

When to Notify: At the time a student is assigned to a supervised suspension classroom  
Education or Other Legal Code: Education Code 48911.1  
Board Policy/Administrative Regulation #: See AR 5144.1  
Subject: The student's assignment to a supervised suspension classroom

When to Notify: Before holding a closes session re: suspension  
Education or Other Legal Code: Education Code 48912  
Board Policy/Administrative Regulation #: See AR 5144.1  
Subject: Intent to hold a closed session re: suspension

When to Notify: When student expelled from another district for certain acts seeks admission  
Education or Other Legal Code: Education Code 48915.1, 48918  
Board Policy/Administrative Regulation #: See AR 5119  
Subject: Hearing re: possible danger presented by expelled student

When to Notify: When readmission is denied  
Education or Other Legal Code: Education Code 48916  
Board Policy/Administrative Regulation #: See AR 5144.1  
Subject: Reasons for denial; determination of assigned program

When to Notify: When expulsion occurs  
Education or Other Legal Code: Education Code 48916  
Board Policy/Administrative Regulation #: See AR 5144.1  
Subject: Description of readmission procedures

When to Notify: 10 calendar days before expulsion hearing  
Education or Other Legal Code: Education Code 48918  
Board Policy/Administrative Regulation #: See AR 5144.1  
Subject: Notice of expulsion hearing

When to Notify: When expulsion or suspension of expulsion occurs  
Education or Other Legal Code: Education Code 48918  
Board Policy/Administrative Regulation #: See AR 5144.1  
Subject: Decision to expel; right to appeal to county board; obligation to inform new district of status

When to Notify: One month before the scheduled minimum day  
Education or Other Legal Code: Education Code 48980  
Board Policy/Administrative Regulation #: See BP 6111



Subject: When minimum days are scheduled after the beginning of the school year

When to Notify: When parents request guidelines for filing complaint of child abuse at a school site

Education or Other Legal Code: Education Code 48987

Board Policy/Administrative Regulation #: See AR 5141.4

Subject: Guidelines for filing complaint of child abuse at a school site with local child protective agencies

When to Notify: When student in danger of failing a course

Education or Other Legal Code: Education Code 49067

Board Policy/Administrative Regulation #: See AR 5121

Subject: Student in danger of failing a course

When to Notify: When student transfers from another district or private school

Education or Other Legal Code: Education Code 49068

Board Policy/Administrative Regulation #: See AR 5125

Subject: Right to receive copy of student's record and to challenge its content

When to Notify: Within 24 hours of release of information to a judge or probation officer

Education or Other Legal Code: Education Code 49076

Board Policy/Administrative Regulation #: See AR 5125

Subject: Release of student record information to a judge or probation officer for conducting a truancy mediation program or for presenting evidence at a truancy petition

When to Notify: Before release of information pursuant to court order or subpoena

Education or Other Legal Code: Education Code 49077

Board Policy/Administrative Regulation #: See AR 5125

Subject: Release of information pursuant to court order or subpoena

When to Notify: When screening results in suspicion that student has scoliosis

Education or Other Legal Code: Education Code 49452.5

Board Policy/Administrative Regulation #: See BP 5141.3

Subject: Scoliosis screening

When to Notify: When test results in discovery of visual or hearing defects

Education or Other Legal Code: Education Code 49456

Board Policy/Administrative Regulation #: See BP 5141.3

Subject: Vision or hearing test

When to Notify: Annually to parents/guardians of student athletes before their first practice or competition

Education or Other Legal Code: Education Code 49475

Board Policy/Administrative Regulation #: See AR 6145.2

Subject: Information on concussions and head injuries

When to Notify: Before any test questioning personal beliefs

Education or Other Legal Code: Education Code 51513

Board Policy/Administrative Regulation #: See AR 5022

Subject: Permission for test, survey questioning personal beliefs

When to Notify: Within 14 days of instruction if arrangement made for guest speaker after beginning of school year

Education or Other Legal Code: Education Code 51938

Board Policy/Administrative Regulation #: BP 6142.1

Subject: Instruction in HIV/AIDS or sexual health education by guest speaker or outside consultant

When to Notify: Prior to administering survey regarding health risks and behaviors to students in 7-12

Education or Other Legal Code: Education Code 51938

Board Policy/Administrative Regulation #: See AR 5022

Subject: Notice that the survey will be administered

When to Notify: Within 30 calendar days of receipt of results of assessment or reassessment of English proficiency

Education or Other Legal Code: Education Code 52164.1, 52164.3; 5 CCR 11511.5

Board Policy/Administrative Regulation #: See AR 6174

Subject: Results of state test of English proficiency

When to Notify: When migrant education program is established

Education or Other Legal Code: Education Code 54444.2

Board Policy/Administrative Regulation #: See BP 6175, See AR 6175

Subject: Parent advisory council membership composition

When to Notify: When child participates in licensed child care and development program

Education or Other Legal Code: Health and Safety Code 1596.857

Board Policy/Administrative Regulation #: See AR 5148

Subject: Parent right to enter facility

When to Notify: When district receives Tobacco-Use Prevention Education Funds

Education or Other Legal Code: Health and Safety Code 104420

Board Policy/Administrative Regulation #: See AR 3513.3

Subject: The district's tobacco-free schools policy and enforcement procedures

When to Notify: When sharing student immunization information with an immunization system

Education or Other Legal Code: Health and Safety Code 120440

Board Policy/Administrative Regulation #: See AR 5125

Subject: Types of information to be shared, name and address of agency, acceptable use of the information, right to examine, right to refuse to share

When to Notify: When hearing is requested by person asked to leave school premises

Education or Other Legal Code: Penal Code 627.5

Board Policy/Administrative Regulation #: See AR 3515.2

Subject: Notice of hearing

When to Notify: When providing written decision in response to a complaint re: discrimination, special education, or noncompliance with laws regulating educational programs

Education or Other Legal Code: 5 CCR 4631

Board Policy/Administrative Regulation #: See AR 1312.3

Subject: Appeal rights and procedures

When to Notify: When child participates in licensed child care and development program

Education or Other Legal Code: 5 CCR 18066

Board Policy/Administrative Regulation #: See AR 5148

Subject: Policies re: unexcused absences

When to Notify: When district substantively changes policy on student privacy rights

Education or Other Legal Code: 20 USC 123h

Board Policy/Administrative Regulation #: See AR 5022

Subject: Notice of any substantive change in policy or regulation

When to Notify: For districts receiving Title I funds, when a child has been taught for four or more consecutive weeks by a teacher who is not "highly qualified"

Education or Other Legal Code: 20 USC 6311

Board Policy/Administrative Regulation #: See AR 4112.24

Subject: Timely notice to parent of child's assignment

When to Notify: When school identified for program improvement or corrective action, within 30 days of failure to make annual yearly progress, to parents of English learners

Education or Other Legal Code: 20 USC 6312

Board Policy/Administrative Regulation #: See AR 0520.2

Subject: Notice of failure to ~~parents of English language learners~~ make adequate yearly progress

When to Notify: For districts receiving Title I funds, not later than 30 days after beginning of school year, to parents of English learners

Education or Other Legal Code: 20 USC 6312

Board Policy/Administrative Regulation #: See AR 6174

Subject: Reasons for placement, level of proficiency, instructional methods, how program meets child's strengths and teaches English, exit requirements, right to choose other program

When to Notify: When school identified for program improvement or corrective action

Education or Other Legal Code: 20 USC 6316

Board Policy/Administrative Regulation #: See AR 0520.2, See AR 5116.1

Subject: Explanation of identification, reasons, how problem will be addressed, how parents can become involved, transfer option, availability of supplemental services

When to Notify: For districts with schools that have been identified for program improvement or corrective action, annually

Education or Other Legal Code: 20 USC 6316

Board Policy/Administrative Regulation #: See AR 0520.2

Subject: Availability of supplemental educational services, identity of providers, description of services, qualifications, effectiveness of providers

When to Notify: When district identified for program improvement

Education or Other Legal Code: 20 USC 6316

Board Policy/Administrative Regulation #: See AR 0520.3

Subject: Explanation of status, reasons for identification, how parents can participate in upgrading district

When to Notify: For schools receiving Title I funds, upon development of parent involvement policy

Education or Other Legal Code: 20 USC 6318

Board Policy/Administrative Regulation #: See AR 6020

Subject: Notice of policy

~~When to Notify: For districts with secondary students receiving Title I funds~~

~~Education or Other Legal Code: 20 USC 7908~~

~~Board Policy/Administrative Regulation #: See AR 5125.1~~

~~Subject: Notice that parents may request district to not release name, address, phone number of child to military recruiters without prior written consent~~

~~When to Notify: When student transfers out of state and records are disclosed without consent pursuant to 34 CFR 99.30~~

~~Education or Other Legal Code: 34 CFR 99.34~~

~~Board Policy/Administrative Regulation #: AR 5125~~

Subject: Right to review records

When to Notify: Eligibility for services under Section 504

Education or Other Legal Code: 34 CFR 104.32, 104.36

Board Policy/Administrative Regulation #: See AR 6164.6

Subject: District responsibilities, district actions, procedural safeguards

#### IV. Special Education Notices

When to Notify: Prior to conducting initial evaluation

Education or Other Legal Code: Education Code 56301, 56321, 56321.5, 56321.6, 56329, 34 CFR 300.502

Board Policy/Administrative Regulation #: See AR 6164.4

Subject: Proposed evaluation plan, related parental rights, prior written notice

When to Notify: 24 hours before IEP when district intending to record

Education or Other Legal Code: Education Code 56341.1

Board Policy/Administrative Regulation #: See AR 6159

Subject: Intention to audio-record IEP meeting

When to Notify: Early enough to ensure opportunity for parent to attend IEP meeting

Education or Other Legal Code: Education Code 56341.5 34 CFR 300.322

Board Policy/Administrative Regulation #: See AR 6159

Subject: Time, purpose, location, who in attendance, participation of others with special knowledge, transition statements if appropriate

When to Notify: When parent orally requests review of IEP

Education or Other Legal Code: Education Code 56343.5

Board Policy/Administrative Regulation #: See AR 6159

Subject: Need for written request

When to Notify: Suspension or change of placement for more than 10 days

Education or Other Legal Code: 20 USC 1415(k); 34 CFR 300.530

Board Policy/Administrative Regulation #: See AR 5144.2

Subject: Decision and procedural safeguards notice

When to Notify: Upon requesting a due process hearing

Education or Other Legal Code: 20 USC 1415(k); 34 CFR 300.508

Board Policy/Administrative Regulation #: See AR 6159.1

Subject: Student's name, address, school, description of problem, proposed resolution

~~When to Notify: For student receiving exit exam waiver, prior to receipt of diploma~~

~~Education or Other Legal Code: Education Code 60852.4~~

~~Board Policy/Administrative Regulation #: See AR 6162.52~~

~~Subject: Right to FAPE~~

~~When to Notify: Before functional behavioral assessment begins~~

~~Education or Other Legal Code: 5 CCR 3052~~

~~Board Policy/Administrative Regulation #: See AR 6159.4~~

~~Subject: Notification and consent~~

~~When to Notify: Before modification of behavioral intervention plan~~

~~Education or Other Legal Code: 5 CCR 3052~~

~~Board Policy/Administrative Regulation #: See AR 6159.4~~

~~Subject: Need for modification, right to question modification~~

~~When to Notify: Within one school day of emergency intervention or serious property damage  
Education or Other Legal Code: 5 CCR 3052  
Board Policy/Administrative Regulation #: See AR 6159.4  
Subject: Emergency intervention~~

When to Notify: Whenever there is a proposal or refusal to initiate or change the identification, evaluation or placement, or FAPE  
Education or Other Legal Code: 20 USC 1415(c), 34 CFR 300.503  
Board Policy/Administrative Regulation #: See AR 6159.1  
Subject: Prior written notice

~~When to Notify: Initial referral for evaluation  
Educational  
Education or Other Legal Code: Education Code 35186  
Board Policy/Administrative Regulation #: See AR 1312.4, See E 1312.4  
Subject: Complaint rights re: sufficiency instructional materials, teacher vacancy and misassignment, maintenance of facilities, and, for classrooms with grades 10-12, right of students who did not pass the exit exam to receive intensive instruction after completion of grade 12~~

#### V. Classroom Notices

When to Notify: In each classroom in each school  
Education or Other Legal Code: Education Code 35186  
Board Policy/Administrative Regulation #: See AR 1312.4, E 1312.4  
Subject: Complaints re: sufficiency of instructional materials, teacher vacancy and misassignment, maintenance of facilities.

**Exhibit            SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**  
**version: August 24, 2011    Santa Monica, California**



---

## **MAJOR ITEMS**





TO: BOARD OF EDUCATION

ACTION/MAJOR

12/11/14

FROM: SANDRA LYON

RE: ELECTION OF BOARD OF EDUCATION OFFICERS

RECOMMENDATION NO. A.21

It is recommended that \_\_\_\_\_ be elected President of the Board of Education of the Santa Monica-Malibu Unified School District.

RECOMMENDATION NO. A.21a

It is recommended that \_\_\_\_\_ be elected Vice- President of the Board of Education of the Santa Monica-Malibu Unified School District.

RECOMMENDATION NO. A.21b

It is recommended that the Superintendent, Sandra Lyon, be designated as the Secretary of the Board of Education for the Santa Monica-Malibu Unified School District.

COMMENT: In accordance with Board Bylaw 9100, the officers of the Board of Education of the Santa Monica-Malibu Unified School District shall consist of a President, Vice President, and Secretary. Each shall be elected at the organization meeting held annually each year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:



TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / JANECE MAEZ  
RE: CERTIFICATION OF AUTHORIZED SIGNATURES

ACTION/MAJOR  
12/11/14

RECOMMENDATION NO. A.22

According to Education Code §35143/72000, the governing board of each school district is required to hold an annual organizational meeting within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. In years in which no regular election for governing board members is conducted, the organizational meeting shall be held during the same 15-day period on the calendar. It is recommended that the following persons be authorized to sign warrants, orders for salary payment, notices of employment, contracts, orders drawn on the funds of the school district and other documents as directed by the Board of Education:

Ms. Sandra Lyon, Superintendent  
Ms. Janece L. Maez, Assoc. Superintendent, Business & Fiscal Services/Chief Financial Officer  
Ms. Debra Moore Washington, Assistant Superintendent, Human Resources  
Dr. Mark Kelly, Assistant Superintendent, Human Resources (*effective February 1, 2015*)  
Dr. Terry Deloria, Assistant Superintendent, Educational Services  
Dr. Mark Kelly, Executive Director of Student and Professional Services  
Dr. Maureen L. Bradford, Director of Assessment, Research & Evaluation  
Ms. Tara Brown, Director of Student Services  
Dr. Alice Chung, Director of Child Development Services  
Dr. Ellen Edeburn, Director of Curriculum & Staff Development 6-12  
Ms. Irene Gonzalez-Castillo, Director of Curriculum & Staff Development Pre-K-5  
Ms. Bertha, Roman, Director of Educational Technology  
Mr. Orlando R. Griego, Director of Food & Nutrition Services  
Ms. Wang Pin-Ju "Pat" Ho, Director of Fiscal & Business Services  
Ms. Virginia I. Hyatt, Director of Purchasing & Warehouse  
Ms. Ruthy Mangle, Director of Information Services  
Mr. Stuart A. Sam, Director of Facility Improvement Projects  
Mr. Carey W. Upton, Director of Theater Operations and Facility Permits  
Dr. Sara Woolverton, Director of Special Education  
Mr. Elhamy Tanios, Assistant Director of Fiscal Services  
Mr. Terance Venable, Manager of Operations and Grounds  
Mr. Terry Kamibayashi, Manager of Maintenance and Construction  
Mr. Jan Strnad, Facility Permit Supervisor

It is further recommended that the attached *Certification of Signatures* document be completed and filed with the County Superintendent of Schools in accordance with Education Code §42633. The signatures will be considered valid for the period December 12, 2014, through December 11, 2015.

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

Santa Monica-Malibu Unified

DISTRICT

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: \_\_\_\_\_ to

In accordance with governing board approval dated \_\_\_\_\_, 20 \_\_\_\_\_.

Signature \_\_\_\_\_ Clerk (Secretary) of the Board

Typed Name \_\_\_\_\_ Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

Table with 2 columns: SIGNATURE, INITIALS. Rows for President, Vice President, and four Members of the Board of Trustees/Education, each with TYPED NAME fields.

Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

Table with 2 columns: SIGNATURE, INITIALS. Rows for personnel with TYPED NAME and TITLE fields.

Number of Signatures required

Table with 2 columns: ORDERS FOR SALARY PAYMENTS, ORDERS FOR COMMERCIAL PAYMENTS. Rows for NOTICES OF EMPLOYMENT, CONTRACTS.

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/11/14

FROM: SANDRA LYON

RE: ELECTION OF ANNUAL REPRESENTATIVE TO THE LOS ANGELES  
COUNTY SCHOOL TRUSTEES ASSOCIATION (LACSTA) FOR  
2014-2015

RECOMMENDATION NO. A.23

It is recommended that \_\_\_\_\_ be elected by the Board of Education as the Annual Representative to the Los Angeles County School Trustees Association for 2014-15. The Representative shall perform duties as described in Standing Rule #6 as follows:

Representatives: Each School Board will be asked to select a board member at their organizational meeting to serve as the LACSTA representative.

The representative's role is to:

- a. vote on all Association matters;
- b. communicate between the Executive Board, the Association, and the local Board.

COMMENT: Board Member Allen was elected as the board's representative for the 2013-2014 term.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:



TO: BOARD OF EDUCATION

ACTION/MAJOR

12/11/14

FROM: SANDRA LYON

RE: ELECTION OF VOTING REPRESENTATIVE: LOS ANGELES COUNTY  
COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

RECOMMENDATION NO. A.24

It is recommended that \_\_\_\_\_ be elected as the board's voting representative to elect members to the Los Angeles County Committee on School District Organization from December 2014 through November 2015.

COMMENT: Each school board is asked to select a board member at its annual organizational meeting to serve as the voting representative to elect members to the Los Angeles County Committee on School District Organization.

Board Member Allen volunteered to serve as last year as the board's representative.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:





TO: BOARD OF EDUCATION

ACTION/MAJOR  
12/11/14

FROM: SANDRA LYON / DEBRA MOORE WASHINGTON

RE: APPROVAL OF THE 2015-2016 DISTRICT CALENDAR

RECOMMENDATION NO. A.25

It is recommended that the Board of Education approve the district calendar for the 2015-2016 school year.

COMMENT: The district calendar is a negotiated item between the Board of Education and the Santa Monica-Malibu Classroom Teachers' Association (SMMCTA) as per Article VI.A.4 of the current agreement. A copy of the calendar will be distributed at the meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO  
RE: APPROVAL OF THE 2014-15 FIRST INTERIM REPORT

ACTION/MAJOR  
12/11/14

RECOMMENDATION NO. A.26

It is recommended that the Board of Education approve the 2014-15 First Interim Report and the corresponding budget adjustments.

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

The 2013-14 Budget was adopted by the Board of Education on June 26, 2014 and was approved by the Los Angeles County Office of Education (*LACOE*).

This 1<sup>st</sup> Interim Report reflects changing conditions that have necessitated adjusting the District budget. All of the expenditure and revenue changes previously approved by the Board at the meeting of November 20, 2014 are identified in the First Interim Report which is included as a part of this document.

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

**REVENUE ASSUMPTIONS**

The District is using the State Adopted Budget in June 2014 to revise the Adopted Budget, and using the projections which were developed by California Department of Finance for 2015-16 and 2016-17 fiscal years. The table that follows reflects the State Adopted implementation of the LCFF with COLA and Gap Funding adjustments in fiscal years 2014-15, 2015-16 and 2016-17:

*(continued on next page)*

<b>2014-15 LCFF CALCULATION</b>					
<b>BASE GRANT</b>					
	TK-3	4-6	7-8	9-12	TOTAL
2013-14 P2 ADA	3,196	2,451	1,668	3,543	10,857
2013-14 BASE	6,952	7,056	7,266	8,419	
COLA 0.85%	7,011	7,116	7,328	8,491	
	22,404,632	17,439,466	12,222,518	30,082,934	<b>82,149,549</b>
<b>AUGMENTATION GRANTS:</b>					
CSR AUGMENTATION: BASE GRANT X10.4%					2,330,082
CTE AUGMENTATION 9-12 BASE GRANT X2.6%					782,156
<b>SUPPLEMENTAL AND CONCENTRATION GRANTS:</b>					
TOTAL ENROLLMENT					11,257
TOTAL UNDUPLICATED PUPIL COUNT					3,195
					28.38%
SUPPLEMENTAL ADD-ON 20% OF BASE GRANT X % OF ELIGIBLE ENROL					<b>4,839,858</b>
<b>TRANSPORTATION AND TIIG GRANT</b>					
2012-13 TRANSPORTATION					820,273
2012-13 TIIG					429,757
<b>TOTAL LCFF ENTITLEMENT /TARGET FUNDING</b>					
					<b>91,351,675</b>
<b>HOLD HARMLESS CALCULATION</b>					
12-13 TOTAL CATEGORICAL FUNDING (INCL. TRANSPORTATION & TIIG)					8,585,843
12-13 HOLD HARMLESS REVENUE LIMIT PER ADA					5,378
13-14 GAP FUNDING PER ADA					262
TOTAL PRIOR YEAR PER ADA RATE					5,640
14-15 FUNDED ADA					10,857
14-15 HOLD HARMLESS REVEUE LIMIT FUNDING					61,234,680
<b>14-15 TOTAL HOLD HARMLESS FUNDING</b>					<b>69,823,286</b>
<b>2014-15 FUNDING</b>			<b>RES.</b>	<b>OBJ.</b>	
<b>DIFFERENCE BTW LCFF AND HOLD HARMLESS FUNDING</b>					<b>21,528,389</b>
<b>GAP FUNDING</b>	<b>29.56%</b>				<b>6,363,792</b>
<b>2014-15 TOTAL FUNDING</b>					<b>76,187,078</b>
<b>LOCAL REVENUE /PROPERTY TAXES</b>			<b>00000</b>	<b>8021-8048</b>	<b>63,901,199</b>
<b>EPA</b>			<b>14000</b>	<b>8012</b>	<b>2,187,400</b>
<b>STATE AID /LCFF</b>			<b>00000</b>	<b>8011</b>	<b>10,098,484</b>

Enrollment for 2014-15 is 11,257.

The Lottery allocation will be \$162 per annual ADA, of which \$128 is for Unrestricted General Fund expenditures and the remaining \$34 is Proposition 20 – Mandated for Instructional Materials.

The COLA for Special Education Funding is 0.85%. The projected Special Education AB 602 revenue is \$5,669,376 and \$2,202,897 for Federal IDEA programs.

Mandated Block Grant revenue is \$405,563.

The Measure “R” parcel tax of \$376.39 per parcel is estimated to generate \$11,269,493, after processing the senior exemptions.

The Districtwide fund raising for “Vision for Student Success” revenue is \$3,203,730.

The estimated revenue from Prop Y is \$7,300,000 from the City of Santa Monica.

The District will receive \$8,448,303 from the Joint Use Agreement with the City of Santa Monica.

The District will receive \$200,000 from the Joint Use Agreement funding with the City of Malibu.

The combined lease revenue is \$2,403,004 which is from the DoubleTree Hotel, Madison Site, 9<sup>th</sup> & Colorado and 16<sup>th</sup> Street properties.

The revenue of Federal programs:

Title I: \$1,275,252 (includes \$403,908 13-14 carryover)

Title II: \$ 463,637 (includes \$160,822 13-14 carryover)

Title III: \$ 119,640 (includes \$ 42,595 13-14 carryover)

Medical: \$460,000

The projected ROP revenue is \$1,018,448.

The projected Federal Head Start revenue is \$1,360,648, State Preschool program revenue is \$2,713,372 and estimated parent fees are \$2,168,225.

The projected revenue of Federal Adult Education and Family Literacy programs is \$49,434 which is decreased by 19%.

The projected revenue for Federal Nutrition program is \$1,235,000 and \$1,562,000 from food sale.

## **EXPENDITURE ASSUMPTIONS**

### **Staffing Ratio Changes:**

K-1	25
Grade 2-3	25
Grade 4-5	30
Grade 4-5 (Title I schools)	27
Grade 6-8	34
Grade 6-8 (JAMS)	33
Grade 9-12	35

### **Full-Time Equivalent (FTE) Changes:**

**Certificated:** The FTE change of teaching positions reflect changes of enrollment.

- 1.0 FTE teaching position Franklin Elementary School
- 1.3 FTE teaching positions Santa Monica High School
- 0.2 FTE teaching position Malibu High School
- 3.1 FTE teaching positions Special Education
- 1.0 FTE college counselor Santa Monica High School
- (1.0) FTE teacher on special assignment for BTSA

### **Classified:**

- 4.90 FTE Special Ed Instructional Aides
- 0.625 FTE Night Shift Custodian
- 0.90 FTE Gardener
- 0.50 FTE Senior Office Specialist - Will Rogers Elementary
- 0.50 FTE Instructional Aides for Grant Elementary School

**Certificated Management:**

- 0.1 FTE Psychologist Special Education
- 1.0 FTE BTSA Coordinator (Replace Teacher on Special Assignment)
- 1.0 FTE Director of Educational Technology (Funded by ES Bond)

**Salary:**

- 1.5% step and column increase for certificated employees
- 1.5% step and column increase for classified employees

**Benefits:**

**Statutory Benefits:**

- 8.88% STRS employer contribution rate
- 6.20% OASDI contribution rate
- 1.45% Medicare contribution rate
- 0.05% SUI contribution
- 3.00% Workers' Compensation contribution
- 11.771% PERS Employer contribution rate
- 1.25% Other Postemployment Benefit

**Health & Welfare:**

The premium for District-paid employee health benefits is around 3% increase in 2015 calendar year.

**OTHER PROGRAMS**

***Educational Protection Act (EPA)***

After passage of Proposition 30, the Schools and Local Public Safety Protection Act of 2012, the District received funds through a new Education Protection Account to help stabilize school budgets and restore educational opportunities that were decimated by revenue shortfalls brought by the Recession. The District will receive \$2,187,400 in 2014-15 and will use all funds to support Teacher Salaries. EPA funds are one of the three components that make up the LCFF funds in the district.

***Vision for Student Success (VSS)***

\$4.0M is budgeted to support "Vision for Student Success" various programs to schools.

***LCAP Supplemental***

\$1,965,581 is budgeted to support the LCAP plan approved by the Board.

***Textbooks***

- \$1,000,000 funded by Unrestricted General Fund
- \$ 300,000 funded by Restricted Lottery

***Formula Budget***

Total formula budget is \$1,033,147 which includes a 5% restoration adding to schools' Formula and old Tier III allocations. The allocation is based on:

- K-5 \$ 77.75 per pupil
- 6-8 \$ 80.66 per pupil
- 9-12 \$ 59.48 per pupil

**Regional Occupational Program (ROP)**

\$1,214,697 is budgeted for ROP program.

**Transportation**

\$ 886,549 for Regular Ed Transportation

\$1,128,607 for Special Ed Transportation

**Ongoing Maintenance Program**

\$3,542,705 is budgeted for Ongoing Maintenance Program.

**TRANSFERS**

\$262,628 transfer to Adult Education Fund (Fund 11)

\$185,494 transfer to Infant and Toddler Program (Fund 12)

\$260,000 transfer to Food Services (Fund 13)

\$175,000 transfer to Deferred Maintenance Fund (Fund 14)

The Indirect Rate is 5.73% in 2014-15.

**RESERVE**

The District Budget reflects a 3% reserve of the total General Fund Budget for 2014-15, 2015-16, and 2016-17 for Economic Uncertainties.

***The following documents include:***

- Summary General Fund Budget
- 2014-15 Major Categorical Program
- Local General Fund Contribution
- Projected Ending Fund Balance as of 6/30//2015
- Multi-year Financial Projections (MYFP) through 2016-17
- Summary of Major Fund

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

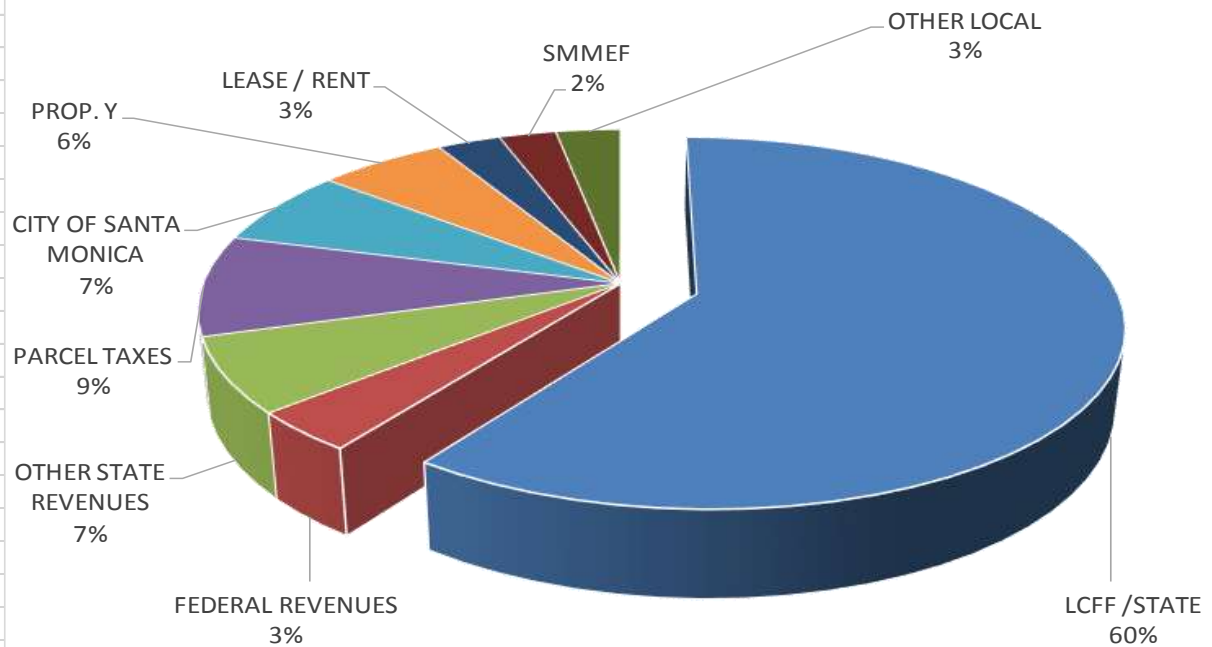
NOES:

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
2014-15 FIRST INTERIM BUDGET  
GENERAL FUND**

**REVENUES**

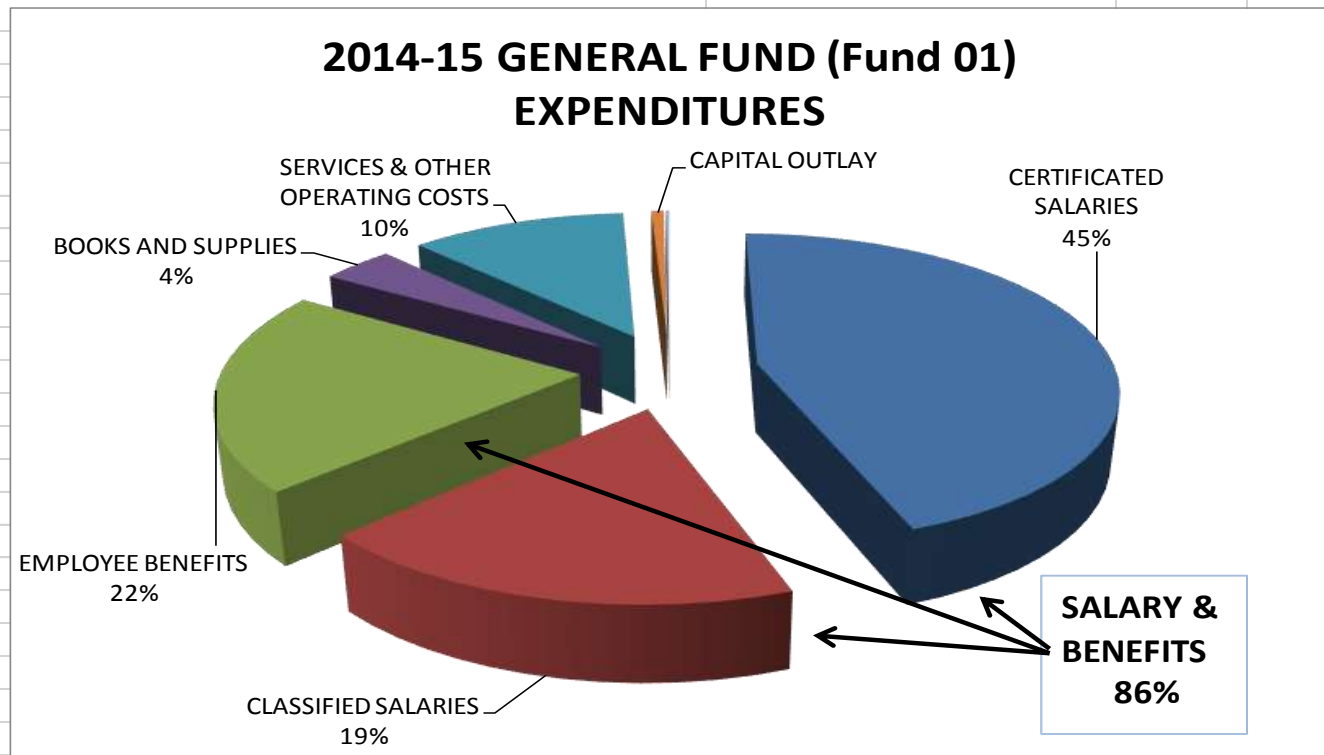
<b>BEGINNING BALANCE</b>	<b>\$</b>	<b>27,277,415</b>
LCFF /STATE	\$	75,665,455
FEDERAL REVENUES	\$	4,621,081
OTHER STATE REVENUES	\$	8,469,333
PARCEL TAXES	\$	11,269,493
CITY OF SANTA MONICA	\$	8,448,303
PROP. Y	\$	7,300,000
LEASE / RENT	\$	3,548,004
SMM ED FUNDATION	\$	3,203,730
OTHER LOCAL	\$	3,615,630
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>126,141,029</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$</b>	<b>153,418,444</b>

**2014-15 GENERAL FUND (FUND 01 )  
REVENUES PROJECTION**





<b>GENERAL FUND (UNRESTRICTED &amp; RESTRICTED)</b>			
<b>PROJECTED EXPENDITURES:</b>			
CERTIFICATED SALARIES	\$	59,089,735	
CLASSIFIED SALARIES	\$	25,292,026	
EMPLOYEE BENEFITS	\$	28,289,175	
BOOKS AND SUPPLIES	\$	6,641,140	
SERVICES & OTHER OPERATING COSTS	\$	15,303,414	
CAPITAL OUTLAY	\$	261,059	
OTHER OUTGO	\$	9,063	
<b>TOTAL EXPENDITURES:</b>	<b>\$</b>	<b>134,885,612</b>	
<b>PROJECTED FUND BALANCE:</b>	<b>\$</b>	<b>18,532,832</b>	



<b>SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT</b>			
<b>2014-15 MAJOR CATEGORICAL PROGRAMS</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>FEDERAL PROGRAMS</b>			
TITLE I :BASIC	871,344	1,075,252	203,908
TITLE I: PROGRAM IMPROVEMENT LEA CORR.		200,000	200,000
TITLE II :TEACHER QUALITY	302,815	463,637	160,822
TITLE III : IMMIGRANT EDUCATION (IMM)	23,367	28,800	5,433
TITLE III : LIMITED ENGLISH PROFICIENT (LEP)	77,045	90,840	13,795
MEDICAL REIMBURSEMENT	460,000	460,000	-
SP ED: IDEA ENTITLEMENT	2,202,897	2,202,552	(345)
<b>TOTAL FEDERAL REVENUES:</b>	<b>3,937,468</b>	<b>4,521,081</b>	<b>583,613</b>
<b>STATE PROGRAMS</b>			
SP ED : AB602	5,669,376	5,667,739	(1,637)
SP ED : MENTAL HEALTH	530,000	530,000	-
SP ED: STATE PRESCHOOL GRANT	4,436	4,436	-
SP ED : PROJECT WORKABILITY	61,596	62,031	435
SP ED : LOW INCIDENCE ENTITLEMENT	1,000	-	(1,000)
LOTTERY - INSTRUCTIONAL MATERIALS	345,000	345,000	-
COMMON CORE IMPLEMENTATION	-	-	-
REGIONAL OCCUPATIONAL PROGRAM (ROP)	1,018,448	1,019,556	1,108
<b>TOTAL STATE REVENUES:</b>	<b>7,629,856</b>	<b>7,628,762</b>	<b>(1,094)</b>
<b>LOCAL GENERAL FUND CONTRIBUTION (LGFC)</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGE</b>
SPECIAL EDUCATION	17,907,201	17,167,184	(740,017)
ONGOING MAINTENANCE PROGRAM	3,542,705	3,542,705	-
<b>TOTAL CONTRIBUTION:</b>	<b>21,449,906</b>	<b>20,709,889</b>	<b>(740,017)</b>

<b>SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT</b>		
<b>2014-15 PROJECTED ENDING FUND BALANCE AS OF JUNE 30, 2015</b>		
	<b>FUND</b>	<b>PROJECTED END FUND BALANCE AS OF 6/30/15</b>
01	GENERAL FUND	
	UNRESTRICTED	\$16,820,283
	RESTRICTED	1,712,548
11	ADULT EDUCATION	267,701
12	CHILD DEVELOPMENT FUND	28,244
13	CAFETERIA FUND	39,200
14	DEFERRED MAINTENANCE FUND	58,941
21	BUILDING FUND - BB PROJECTS	49,626,947
25	CAPITAL FACILITIES FUND	6,731,921
40	SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS	9,030,019
67	SELF INSURANCE FUND (OPEB)	(5,487,232)

<b>SANTA MONICA - MALIBU USD</b>			
<b>MULTI-YEAR PROJECTION</b>			
<b>UNRESTRICTED GENERAL FUND - ASSUMPTIONS</b>			
<b>Factor</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
Statutory COLA	0.85%	2.19%	2.14%
<b>LCFF FUNDING BASE</b>			
K-3 + 10.4% CSR	\$ 7,740	\$ 7,910	\$ 8,079
4-6	\$ 7,116	\$ 7,272	\$ 7,428
7-8	\$ 7,328	\$ 7,488	\$ 7,648
9-12 + 2.6% CTE	\$ 8,712	\$ 8,903	\$ 9,092
<b>AVERAGE LCFF FUNDING PER ADA</b>	<b>\$ 7,017</b>	<b>\$ 7,341</b>	<b>\$ 1,692</b>
<b>% OF GAP FUNDING /DOF</b>	<b>29.56%</b>	<b>20.68%</b>	<b>25.48%</b>
Enrollment Projection*	11,257	11,257	11,257
P2 ADA Projection	10,812	10,812	10,812
Funding ADA	10,857	10,812	10,812
Federal Revenues	0%	0%	0%
City of Santa Monica	\$ 8,448,303	\$ 8,617,269	\$ 8,617,269
Measure "R"	\$ 11,269,493	\$ 11,382,188	\$ 11,496,010
City of SM /Prop. Y	\$ 7,300,000	\$ 7,500,000	\$ 7,600,000
Lottery	\$162/ADA	\$162/ADA	\$162/ADA
Step & Column Incr. - Certificated	1.50%	1.50%	1.50%
Vision Student Success (VSS)	\$ 3,203,730	\$ 4,000,000	\$ 4,000,000
Salary Increase - Certificated	0%	0%	0%
Salary Increase - Classified	0%	0%	0%
Step & Column Incr. - Mgmt.	1.50%	1.50%	1.50%
Step & Column Incr. - Classified	1.50%	1.50%	1.50%
<b>STRS Rate</b>	<b>8.88%</b>	<b>11.10%</b>	<b>12.70%</b>
<b>PERS Rate</b>	<b>11.771%</b>	<b>12.60%</b>	<b>15.00%</b>
Health/Welfare - Annualized	3%	7%	7%
Workers' Compensation	3%	3%	3%
Other Postemployment Benefits	1.25%	1.25%	1.25%
Indirect Cost Rate	5.73%	5.57%	5.57%
Interest Rate	0.70%	0.70%	0.70%
Ongoing Maintenance	3%	3%	3%
Reserve for Uncertainties	3%	3%	3%

<b>SANTA MONICA - MALIBU USD</b>			
<b>MULTI-YEAR PROJECTION</b>			
<b>UNRESTRICTED GENERAL FUND</b>			
	2014-15	2015-16	2016-17
Description	1ST INTERIM BUDGET	PROJECTED BUDGET	PROJECTED BUDGET
Revenue:			
Property Tax	63,901,199	63,901,199	63,901,199
Education Protection Account (EPA)	2,187,400	12,321,402	13,304,920
LCFF Transfer to Fund 11 & Fund 14	(437,628)	(512,628)	(512,628)
LCFF Transfer to Charter School & County Specialized secondary school	(84,000)	(84,000)	(84,000)
LCFF State Aid	10,098,484	3,154,950	5,961,224
<b>Subtotal LCFF Funding</b>	<b>75,665,455</b>	<b>78,780,923</b>	<b>82,570,715</b>
Other Federal	100,000	100,000	100,000
Lottery	1,449,000	1,449,000	1,449,000
Mandated Reimbursement Block Grant	405,563	405,563	405,563
Other State Revenue	-		
Meas. "R"	11,269,493	11,382,188	11,496,010
Prop. Y / City of SM	7,300,000	7,500,000	7,600,000
Joint Use Agreement/ City of SM	8,448,303	8,617,269	8,789,614
All Other Local Income	3,174,274	3,170,000	3,170,000
<b>Vision for Student Success (VSS)</b>	<b>3,203,730</b>	<b>4,000,000</b>	<b>4,000,000</b>
Other Sources /Proceed from Capital Lease			
Local General Fund Contribution	(20,709,889)	(20,709,889)	(20,709,889)
<b>TOTAL REVENUE</b>	<b>90,305,929</b>	<b>94,695,054</b>	<b>98,871,013</b>
Expenditure:			
Certificated Salary	46,984,776	47,689,548	48,404,891
Classified	16,294,645	16,539,065	16,787,151
Benefits	21,109,182	22,921,073	25,083,520
Supplies/Books	2,757,004	3,000,000	2,800,000
Other Operational Costs	8,581,913	8,000,000	8,000,000
Capital Outlay	64,500	50,000	50,000
State Special Schools	7,000	7,000	7,000
Debt Services	53,400	53,400	53,400
Indirect	(1,036,906)	(850,000)	(850,000)
Interfund Transfer Out to FUND 12	185,494	110,000	110,000
Interfund Transfer Out to FUND 13	260,000	260,000	260,000
LCAP increase above 2014-15		608,924	1,230,868
<b>TOTAL EXPENDITURE</b>	<b>95,261,008</b>	<b>98,389,010</b>	<b>101,936,830</b>
Increase (Decrease) Fund Balance	(4,955,079)	(3,693,956)	(3,065,817)
Beginning Fund Balance	21,775,362	16,820,283	13,126,327
Ending Fund Balance	16,820,283	13,126,327	10,060,510
Reserve - Revolving cash, Store	94,570	100,000	100,000
Reserve - 50% of Gap Funding 15-16		1,775,522	1,775,522
Reserve - 50% of Gap Funding 16-17			2,015,865
Reserve - Deficit Spending 15-16	3,693,956		-
Reserve - Deficit Spending 16-17	3,065,817	3,065,817	
3% Contingency Reserve	4,046,569	4,050,113	4,178,979
Unappropriated Balance	5,919,371	4,134,875	1,990,144

<b>SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT</b>			
<b>SUMMARY BUDGET OF GENERAL FUND</b>			
<b>FUND 01: UNRESTRICTED GENERAL FUND</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>BEGINNING BALANCE</b>	21,775,362	21,775,362	
<b>REVENUES</b>			-
LCFF SOURCES	75,907,984	75,665,455	(242,529)
FEDERAL REVENUE	100,000	100,000	-
OTHER STATE REVENUE	1,864,563	1,864,563	-
LOCAL REVENUES	33,337,080	33,385,800	48,720
LOCAL GENERAL FUND CONTRIBUTION	(21,449,906)	(20,709,889)	740,017
<b>TOTAL REVENUES</b>	<b>89,759,721</b>	<b>90,305,929</b>	<b>546,208</b>
<b>EXPENDITURES</b>			
CERTIFICATED SALARIES	46,812,689	46,984,776	172,087
CLASSIFIED SALARIES	16,025,222	16,294,645	269,423
EMPLOYEE BENEFITS	21,253,558	21,109,182	(144,376)
BOOKS AND SUPPLIES	3,265,815	2,757,004	(508,811)
SERVICES & OTHER OPERATING COSTS	8,237,485	8,581,913	344,428
CAPITAL OUTLAY	43,000	64,500	21,500
OTHER OUTGO	62,000	60,400	(1,600)
INDIRECT COSTS	(979,607)	(1,036,906)	(57,299)
TRANSFER OUT TO FUND 12 & 13	185,494	445,494	260,000
<b>TOTAL EXPENDITURES</b>	<b>94,905,656</b>	<b>95,261,008</b>	<b>355,352</b>
NET INCREASE (DECREASE)	<b>(5,145,935)</b>	<b>(4,955,079)</b>	
<b>PROJECTED FUND BALANCE</b>	<b>16,629,427</b>	<b>16,820,283</b>	
<b>FUND 01: RESTRICTED GENERAL FUND</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>BEGINNING BALANCE</b>	5,502,052	5,502,052	
<b>REVENUES</b>			
FEDERAL REVENUE	3,937,468	4,521,081	583,613
OTHER STATE REVENUE	942,032	937,031	(5,001)
LOCAL REVENUES	8,337,709	9,667,099	1,329,390
INTERFUND TRANSFER	21,449,906	20,709,889	(740,017)
<b>TOTAL REVENUES</b>	<b>34,667,115</b>	<b>35,835,100</b>	<b>1,167,985</b>
<b>EXPENDITURES</b>			
CERTIFICATED SALARIES	12,012,001	12,104,959	92,958
CLASSIFIED SALARIES	8,750,960	8,997,381	246,421
EMPLOYEE BENEFITS	7,420,968	7,179,993	(240,975)
BOOKS AND SUPPLIES	1,850,736	3,884,136	2,033,400
SERVICES & OTHER OPERATING COSTS	5,612,223	6,721,501	1,109,278
CAPITAL OUTLAY	165,500	196,559	31,059
OTHER OUTGO	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>
NET INCREASE (DECREASE)	<b>(1,623,122)</b>	<b>(3,789,504)</b>	
<b>PROJECTED FUND BALANCE</b>	<b>3,878,930</b>	<b>1,712,548</b>	

<b>FUND 11: ADULT EDUCATION</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>BEGINNING BALANCE</b>	318,904	318,904	
<b>REVENUES</b>			
LCFF RESOURCES	262,628	262,628	-
FEDERAL REVENUE	49,500	49,434	(66)
OTHER STATE REVENUE		180,901	180,901
LOCAL REVENUES	49,851	49,851	-
<b>TOTAL REVENUES</b>	<b>361,979</b>	<b>542,814</b>	<b>180,835</b>
<b>EXPENDITURES</b>			
CERTIFICATED SALARIES	175,470	223,383	47,913
CLASSIFIED SALARIES	109,612	135,817	26,205
EMPLOYEE BENEFITS	78,468	98,304	19,836
BOOKS AND SUPPLIES	23,344	46,021	22,677
SERVICES & OTHER OPERATING COSTS	16,542	83,534	66,992
INDIRECT COSTS		6,958	6,958
<b>TOTAL EXPENDITURES</b>	<b>403,436</b>	<b>594,017</b>	<b>190,581</b>
NET INCREASE (DECREASE)	<b>(41,457)</b>	<b>(51,203)</b>	
<b>PROJECTED FUND BALANCE</b>	<b>277,447</b>	<b>267,701</b>	
<b>FUND 12: CHILD DEVELOPMENT FUND</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>BEGINNING BALANCE</b>	28,244	28,244	
<b>REVENUES</b>			
FEDERAL REVENUE	1,589,058	1,604,442	15,384
OTHER STATE REVENUE	2,784,812	2,806,039	21,227
LOCAL REVENUES	3,143,997	2,879,310	(264,687)
INTERFUND TRANSFER	185,494	185,494	-
<b>TOTAL REVENUES</b>	<b>7,703,361</b>	<b>7,475,285</b>	<b>(228,076)</b>
<b>EXPENDITURES</b>			
CERTIFICATED SALARIES	2,530,066	2,354,047	(176,019)
CLASSIFIED SALARIES	2,236,985	2,271,214	34,229
EMPLOYEE BENEFITS	1,738,015	1,693,392	(44,623)
BOOKS AND SUPPLIES	185,683	128,428	(57,255)
SERVICES & OTHER OPERATING COSTS	642,798	670,832	28,034
CAPITAL OUTLAY	40,890	40,890	-
OTHER OUTGO	328,924	316,482	(12,442)
<b>TOTAL EXPENDITURES</b>	<b>7,703,361</b>	<b>7,475,285</b>	<b>(228,076)</b>
NET INCREASE (DECREASE)	-	-	
<b>PROJECTED FUND BALANCE</b>	<b>28,244</b>	<b>28,244</b>	

<b>FUND 13: CAFETERIA SPECIAL FUND</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>BEGINNING BALANCE</b>	51,883	51,883	
<b>REVENUES</b>			
FEDERAL REVENUE	1,380,000	1,235,000	(145,000)
OTHER STATE REVENUE	100,000	100,000	-
LOCAL REVENUES	1,633,000	1,613,000	(20,000)
INTERFUND TRANSFER		260,000	260,000
<b>TOTAL REVENUES</b>	<b>3,113,000</b>	<b>3,208,000</b>	<b>95,000</b>
<b>EXPENDITURES</b>			
CLASSIFIED SALARIES	1,442,842	1,448,290	5,448
EMPLOYEE BENEFITS	586,954	571,302	(15,652)
BOOKS AND SUPPLIES	1,435,000	1,415,000	(20,000)
SERVICES & OTHER OPERATING COSTS	(427,300)	(387,300)	40,000
CAPITAL OUTLAY	-	-	-
OTHER OUTGO	172,834	173,391	557
<b>TOTAL EXPENDITURES</b>	<b>3,210,330</b>	<b>3,220,683</b>	<b>10,353</b>
NET INCREASE (DECREASE)	<b>(97,330)</b>	<b>(12,683)</b>	
<b>PROJECTED FUND BALANCE</b>	<b>(45,447)</b>	<b>39,200</b>	
<b>FUND 14: DEFERRED MAINTENANCE FUND</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>BEGINNING BALANCE</b>	131,941	131,941	
<b>REVENUES</b>			
LCFF RESOURCES	175,000	175,000	-
LOCAL REVENUES	2,000	2,000	-
<b>TOTAL REVENUES</b>	<b>177,000</b>	<b>177,000</b>	<b>-</b>
<b>EXPENDITURES</b>			
BOOKS AND SUPPLIES			-
SERVICES & OTHER OPERATING COSTS	200,000	200,000	-
CAPITAL OUTLAY	50,000	50,000	-
<b>TOTAL EXPENDITURES</b>	<b>250,000</b>	<b>250,000</b>	<b>-</b>
NET INCREASE (DECREASE)	<b>(73,000)</b>	<b>(73,000)</b>	
<b>PROJECTED FUND BALANCE</b>	<b>58,941</b>	<b>58,941</b>	



<b>FUND 21: BUILDING FUND</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>BEGINNING BALANCE</b>	65,647,802	65,647,802	
<b>REVENUES</b>			
PROCEEDS - SALE OF BONDS	-	30,000,000	30,000,000
LOCAL REVENUES	270,000	430,000	160,000
<b>TOTAL REVENUES</b>	<b>270,000</b>	<b>30,430,000</b>	<b>30,160,000</b>
<b>EXPENDITURES</b>			
CLASSIFIED SALARIES	556,605	624,205	67,600
EMPLOYEE BENEFITS	259,782	292,142	32,360
BOOKS AND SUPPLIES	19,800	5,894,228	5,874,428
SERVICES & OTHER OPERATING COSTS	3,125,350	4,378,550	1,253,200
CAPITAL OUTLAY	20,507,500	35,261,730	14,754,230
<b>TOTAL EXPENDITURES</b>	<b>24,469,037</b>	<b>46,450,855</b>	<b>21,981,818</b>
NET INCREASE (DECREASE)	(24,199,037)	(16,020,855)	
<b>PROJECTED FUND BALANCE</b>	<b>41,448,765</b>	<b>49,626,947</b>	
<b>FUND 25: CAPITAL FACILITIES FUND</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>BEGINNING BALANCE</b>	8,861,921	8,861,921	
<b>REVENUES</b>			
DEVELOPMENT FEES	800,000	800,000	-
INTEREST	70,000	70,000	-
OTHER LOCAL	-	-	-
<b>TOTAL REVENUES</b>	<b>870,000</b>	<b>870,000</b>	-
<b>EXPENDITURES</b>			
SUPPLIES		2,000	2,000
SERVICES & OTHER OPERATING COST	1,300,000	2,998,000	1,698,000
CAPITAL OUTLAY	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>1,300,000</b>	<b>3,000,000</b>	<b>1,700,000</b>
NET INCREASE (DECREASE)	(430,000)	(2,130,000)	
<b>PROJECTED FUND BALANCE</b>	<b>8,431,921</b>	<b>6,731,921</b>	

<b>FUND 40: SPECIAL RESERVE FUND FOR CAPITAL OUTLAY</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>BEGINNING BALANCE</b>	8,920,535	8,920,535	
<b>REVENUES</b>			
OTHER STATE REVENUE	83,574	83,574	
REDEVELOPMENT	2,150,000	2,150,000	-
INTEREST	35,000	35,000	-
OTHER LOCAL (CCJUP)			-
<b>TOTAL REVENUES</b>	<b>2,268,574</b>	<b>2,268,574</b>	<b>-</b>
<b>EXPENDITURES</b>			
SERVICES & OTHER OPERATING COSTS	557,208	647,208	90,000
CAPITAL OUTLAY	50,000	50,000	-
OTHER OUTGO	1,461,882	1,461,882	-
<b>TOTAL EXPENDITURES</b>	<b>2,069,090</b>	<b>2,159,090</b>	<b>90,000</b>
NET INCREASE (DECREASE)	199,484	109,484	
<b>PROJECTED FUND BALANCE</b>	<b>9,120,019</b>	<b>9,030,019</b>	
<b>FUND 67: SELF-INSURANCE FUND (OTHER POST EMPOLYMENT BENEFIT)</b>			
	<b>2014-15 ADOPTED BUDGET</b>	<b>2014-15 1ST INTERIM BUDGET</b>	<b>CHANGES</b>
<b>BEGINNING BALANCE</b>	(5,494,232)	(5,494,232)	
<b>REVENUES</b>			
OTHER LOCAL	1,141,000	1,141,000	-
<b>TOTAL REVENUES</b>	<b>1,141,000</b>	<b>1,141,000</b>	<b>-</b>
<b>EXPENDITURES</b>			
SERVICES & OTHER OPERATING COST	1,134,000	1,134,000	-
<b>TOTAL EXPENDITURES</b>	<b>1,134,000</b>	<b>1,134,000</b>	<b>-</b>
NET INCREASE (DECREASE)	7,000	7,000	
<b>PROJECTED FUND BALANCE</b>	<b>(5,487,232)</b>	<b>(5,487,232)</b>	<b>-</b>

TO: BOARD OF EDUCATION

ACTION/MAJOR  
12/11/14

FROM: SANDRA LYON / JANECE L. MAEZ / TERRY KAMIBAYASHI

RE: ADOPT RESOLUTION NO. 14-09 – RESOLUTION OF INTENTION TO CONVEY AN EASEMENT FOR PUBLIC UTILITY PURPOSES TO THE CITY OF SANTA MONICA FOR THE LOS AMIGOS PARK STORMWATER HARVESTING AND DIRECT USE DEMONSTRATION PROJECT

RECOMMENDATION NO. A.27

It is recommended that the Board of Education (“Board”) adopt Resolution No. 14-09 to declare its intention to convey a 50-year easement in a portion of the John Muir Elementary School and the Santa Monica Alternative School House to the City of Santa Monica to construct, maintain, operate, repair, replace, and remove a subterranean storm water harvesting system (“Underground Utility”) for the Los Amigos Park Stormwater Harvesting and Direct Use Demonstration Project (“Project”) as set forth in the proposed “Easement Agreement” attached to the resolution.

COMMENT: The Santa Monica-Malibu Unified School District (“District”) would like to convey a 50-year, nonexclusive easement to the City of Santa Monica (“City”) for public utility purposes (“Easement”) on a portion of the John Muir Elementary School, located at 2526 6<sup>th</sup> Street, Santa Monica, California 90405 and the Santa Monica Alternative School House located at 2525 5<sup>th</sup> Street, Santa Monica, California 90405, known as Los Amigos Park (“Property”), which the District currently owns and operates. The Easement will allow the City access to construct, maintain, operate, repair, replace, and remove the Underground Utility, which entails an underground system to treat 100,000 gallons of stormwater annually for irrigation and restroom flushing on the Property, as more further described in the Easement Agreement. The Project is undertaken by the City to demonstrate the effectiveness of harvesting urban runoff for beneficial uses. Since the Project is mainly underground, the District does not need the Easement area for classroom buildings or educational purposes.

Education Code section 17556 allows for the conveyance of the Easement by the District. Education Code section 17557 provides that the District may convey the Easement only if the Board first adopts a resolution declaring its intention to convey the Easement in a regular open meeting by a two-thirds vote of all its members.

After adopting a resolution of intention to convey the Easement, Education Code section 17558 requires the District to give 10-days’ notice of a public hearing and consideration of adopting a resolution to convey the Easement and publication in a newspaper. The resolution sets the public hearing at 5:30 p.m. on January 15, 2015. After considering the staff’s presentation, public comments, and any formal protests at the public hearing, the District will consider adopting a Resolution to Convey an Easement for Public Utility Purposes to the City of Santa Monica. If the vote passes by two-thirds, the District can convey the Easement to the City of Santa Monica with no further proceedings.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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

**RESOLUTION 14-09**

**ADOPT RESOLUTION 14-09 – RESOLUTION OF INTENTION TO CONVEY AN EASEMENT  
FOR PUBLIC UTILITY PURPOSES TO THE CITY OF SANTA MONICA FOR THE LOS  
AMIGOS PARK STORMWATER HARVESTING AND DIRECT USE DEMONSTRATION  
PROJECT**

**WHEREAS**, the City of Santa Monica (“City”) seeks the Santa Monica-Malibu Unified School District’s (“District”) conveyance of an easement to a certain portion of the John Muir Elementary School campus and the Santa Monica Alternative School House, known as Los Amigos Park (“Property”), in the form of a 50-year, nonexclusive easement (“Easement”) to the City to construct, maintain, operate, repair, and replace a subterranean storm water harvesting system (“Underground Utility”) for the Los Amigos Park Stormwater Harvesting and Direct Use Demonstration Project (“Project”);

**WHEREAS**, the proposed Easement Agreement that includes the description and location of the Easement area and the Underground Utility is set forth in **Exhibits “A” and “B”** to the proposed Easement Agreement, which is attached hereto and incorporated herein by this reference;

**WHEREAS**, the District desires to assist the City in preserving precious water resources by conveying the Easement to the City to construct, maintain, operate, repair, and replace the Underground Utility to treat up to 100,000 gallons of stormwater and dry-weather runoff annually to provide insight into the feasibility of reusing these wastewater resources for productive non-potable purposes, such as irrigation and restroom flushing;

**WHEREAS**, pursuant to Education Code section 17556 et seq., the District may convey an easement in its Property to the City for public utility purposes, which include stormwater harvesting facilities upon such terms and conditions as the parties thereto may agree without complying with any other provisions of the Education Code;

**WHEREAS**, the District does not need the Easement area for classroom buildings or educational purposes; and

**WHEREAS**, pursuant to Education Code section 17557, the first step to conveying the Easement to the City of Santa Monica is by passing this resolution by a two-thirds vote of the District’s Board of Education.

**NOW, THEREFORE, BE IT RESOLVED**, that the Santa Monica-Malibu Unified School District Board of Education (“Board”) hereby finds as follows:

1. The real property upon which the Easement is to be located is not needed for school classroom buildings or educational purposes.
2. The conveyance would be in the best interest of the District in that by conveying the Easement to the City of Santa Monica, the District would assist the City in saving precious water resources by facilitating the Los Amigos Park Stormwater Harvesting and Direct Use Demonstration Project’s treatment of stormwater and dry-weather runoff, while still limiting the District’s liability that arises out of or is connected with the construction, maintenance, operation, repair, or removal of the Underground

Utility, and while enjoying continued use of the Easement surface area for educational activities.

**BE IT FURTHER RESOLVED** the Board adopts this resolution of intention to convey the Easement in accordance with the procedures of Title 1, Division 1, Part 10.5, Chapter 4, Article 15 of the Education Code.

**BE IT FURTHER RESOLVED** that the Board will hold a public hearing on the proposed Easement and Notice to Convey an Easement for Public Utility Purposes at 5:30 p.m. or later as this item shall be duly called on January 15, 2015 in the District Board Room located at 1651 16<sup>th</sup> Street, Santa Monica, California 90404.

**PASSED AND ADOPTED** by the Santa Monica-Malibu Unified School District of Los Angeles County at its regularly scheduled meeting held on this 11<sup>th</sup> day of December 2014.

AYES:

NOES:

ABSTENTIONS:

ABSENT:

---

Maria Leon-Vazquez, President  
Board of Education

I, Sandra Lyon, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its regularly scheduled meeting held on December 11, 2014.

---

Sandra Lyon, Superintendent  
Santa Monica-Malibu Unified School District



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

ACTION/MAJOR  
12/11/14  
Postponed  
from 11/20/14

RECOMMENDATION NO. A.28

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:

## **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.





## 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.



---

## **INFORMATION ITEMS**



TO: BOARD OF EDUCATION

INFORMATION

12/11/14

FROM: SANDRA LYON / JANECE L. MAEZ

RE: PRE-NEGOTIATION AGREEMENT WITH PCA I, L.P.

INFORMATION ITEM NO. I.01

The Santa Monica-Malibu Unified School District has entered into a Pre-Negotiation Agreement with PCA I, L.P., the entity currently holding the ground lease on district owned property at 1721 Fourth Street in Santa Monica. This is the ground lease commonly known as the Doubletree or Hotel lease. It is the desire of both parties to begin discussion that could potentially amend and restate the current lease. Among other provisions, this Pre-Negotiation Agreement outlines the nature of negotiations, the term of the negotiations and how the cost of the negotiation will be handled. The agreement is included for information purposes only.

## PRE-NEGOTIATION AGREEMENT

This PRE-NEGOTIATION AGREEMENT (this “**Agreement**” or “**NA**”) is dated as of November \_\_, 2014 (“**Effective Date**”), and is entered into by and between Santa Monica-Malibu Unified School District, a public body, corporate and politic, of the State of California (“**District**”), and PCA I, L.P., a Delaware limited partnership (“**Ground Lessee**”). District and Ground Lessee are sometimes individually referred to as a “**Party**” and are sometimes collectively referred to as the “**Parties**”.

### RECITALS

The Parties enter into this Agreement on the basis of the following facts, understandings and intentions:

A. District owns that certain real property located at 1721 Fourth Street, in the City of Santa Monica, California (the “**Site**”). Among other improvements, a Doubletree Hotel is located on the Site.

B. Pursuant to the documents set forth on **Exhibit “A”** attached hereto (collectively, the “**Ground Lease**”), District has ground leased the Site to Ground Lessee.

C. District and Ground Lessee desire to commence discussions to potentially amend and restate the Ground Lease in its entirety in order to, among other things, consolidate and modernize the Ground Lease and amend and restate the economic relationship between District and Ground Lessee with respect to the Site (the “**A&R Ground Lease**”).

D. Ground Lessee and District are willing to enter into this Agreement setting forth, among other things, the terms pursuant to which District shall negotiate with Ground Lessee for certain specified periods of time, as set forth in **Article II**, regarding the principal terms of the proposed A&R Ground Lease, and, if applicable, the terms of such proposed A&R Ground Lease.

E. The Parties hope that the negotiations described herein will result in a non-binding letter of intent setting forth the principal terms of the proposed A&R Ground Lease (the “**LOI**”), and that, if applicable, negotiations subsequent to the mutual execution and delivery of the LOI and consistent with the LOI might result in the mutual execution and delivery of the A&R Ground Lease.

F. Throughout the NA Period (as defined below), District staff, consultants and attorneys shall devote time and effort in meeting with Ground Lessee and its representatives and in negotiating the terms of, and documenting, the proposed LOI and, if applicable, the proposed A&R Ground Lease.

**NOW, THEREFORE**, in consideration of the mutual covenants hereinafter contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties hereby mutually agree as follows:

**ARTICLE I**  
**Nature of Negotiations**

- 1.1 Good Faith. District and Ground Lessee agree that for the periods set forth in Article II herein, they will negotiate in good faith in an effort to agree upon and document the terms of an LOI (which LOI shall in all events be non-binding except as otherwise expressly set forth therein), and if the LOI becomes effective, an A&R Ground Lease.
- 1.2 No Obligation to Enter into the LOI or the A&R Ground Lease. This Agreement is solely an agreement to negotiate and is not a final lease agreement. The Parties acknowledge that this Agreement, and, if entered into, the LOI do not establish the final terms of the A&R Ground Lease and that such essential terms, if agreed to by the Parties, shall be set forth, if at all, in an A&R Ground Lease approved and executed by the authorized representatives of each Party. Subject to Article III below, each Party assumes the risk that, notwithstanding this Agreement and good faith negotiations, the Parties may not enter into the LOI or if the Parties do enter into the LOI, the Parties may not enter into the A&R Ground Lease due to the Parties' failure to agree upon essential terms of the transaction. As this Agreement may not result in an effective A&R Ground Lease, neither Party should forego any other opportunity.
- 1.3 Negotiation. During the NA LOI Period (as defined below), District shall negotiate in good faith with Ground Lessee with respect to the LOI, and, if applicable because the Parties agree upon, execute and deliver the LOI, during the NA A&R Ground Lease Period (as defined below), District shall negotiate in good faith with Ground Lessee with respect to the A&R Ground Lease. Either Party may terminate negotiations and this Agreement for any or no reason and in its sole and absolute discretion if the Parties have not executed and delivered (x) the LOI prior to the expiration of the NA LOI Period (unless and until the Parties thereafter execute and deliver such LOI) or (y) the A&R Ground Lease prior to the expiration of the NA A&R Ground Lease Period (unless and until the Parties thereafter execute and deliver such A&R Ground Lease).
- 1.4 Costs. Except as set forth in Article III below, each Party hereto shall be responsible for its own costs and expenses relating to or incurred in connection with the negotiations contemplated hereunder, including, without limitation, all costs and expenses relating to attorneys' fees, consultants' fees, and architectural and engineering fees, costs and expenses.
- 1.5 Ground Lease. Prior to the A&R Ground Lease becoming effective, if at all, the Parties' relationship with respect to the Site shall continue to be governed by the Ground Lease and nothing contained herein or in the LOI or any draft A&R Ground Lease or draft LOI prior to full execution and delivery thereof, if applicable, nor any actions, writings, statements or negotiations undertaken hereunder or in respect of the proposed LOI or A&R Ground Lease, if applicable, or in connection therewith or herewith, shall be used by either Party in any action or proceeding to interpret the Ground Lease, nor shall the foregoing modify, amend, effectuate a waiver of rights or remedies or otherwise affect in any manner whatsoever or be deemed to modify, amend, effectuate a waiver of rights or remedies or otherwise affect in any manner whatsoever the Ground Lease or its terms.

- 1.6 LOI/A&R Ground Lease. Ground Lessee understands and acknowledges that, if negotiations culminate in an LOI and/or an A&R Ground Lease, such LOI and/or A&R Ground Lease shall be effective only after, in each instance, the LOI or the A&R Ground Lease, as applicable, has been considered and has received final approval from District's Board of Education (the "**Board**"). If the terms of the LOI or the A&R Ground Lease are finalized and the Parties are merely awaiting approval or denial thereof by the Board, the NA LOI Period and the NA A&R Ground Lease Period, respectively, shall be automatically extended to that date on which the Board issues its final approval or disapproval of the LOI or the A&R Ground Lease, as the case may be.

## **ARTICLE II**

### **Term of Negotiation**

- 2.1 Term. The term of this Agreement shall commence on the Effective Date and shall end on the earlier of: (i) ninety (90) days from the Effective Date, subject to extension as provided in Section 1.6 above (the "**NA LOI Period**"), or (ii) the date on which this Agreement terminates as provided in Section 3.1 or Section 4.1 below; *provided, however,* that upon Ground Lessee's written request Jan Maez (the "**Assistant Superintendent**") may extend the NA LOI Period by written notice to Ground Lessee for an additional period of up to sixty (60) days in the Assistant Superintendent's sole and absolute discretion; and *further provided, however,* that if the LOI becomes effective during the NA LOI Period, the Term of this Agreement shall be automatically extended to and shall end on the earlier of (x) sixty (60) days from the date that the LOI became effective, subject to extension as provided in Section 1.6 above (the "**NA A&R Ground Lease Period**"), or (y) the date on which this Agreement terminates as provided in Section 3.1 or Section 4.1 below; *provided, however,* that upon Ground Lessee's written request the Assistant Superintendent may extend the NA A&R Ground Lease Period by written notice to Ground Lessee for an additional period of up to sixty (60) days in the Assistant Superintendent's sole and absolute discretion. The NA LOI Period and the NA A&R Ground Lease Period are sometimes collectively referred to in this Agreement as the "**NA Period**".

## **ARTICLE III**

### **District's Costs**

- 3.1 District's Costs. Within three (3) days after the full execution and delivery of this Agreement by the Parties, Ground Lessee will deposit with the District the sum of \$100,000 to be used by the District to pay, in accordance with this Section 3.1, all of the actual out-of-pocket fees, costs and expenses incurred by it after the Effective Date in connection with or arising out of this Agreement, the transactions contemplated herein and the negotiations to be conducted pursuant hereto and the documentation resulting herefrom (the "**District's Costs**"). The initial budget for the District's Costs is as follows: attorneys' fees - \$70,000; consultants' fees - \$30,000 (the "**Budget**"). The Parties understand and agree that the consultant fees may include, without limitation, the fees of consultants engaged by a District consultant in connection with or arising out of this Agreement, the transactions contemplated herein and the negotiations to be conducted pursuant hereto and the documentation resulting herefrom. If the initial



Budget will be exceeded, District may seek Ground Lessee's agreement to amend the Budget to reflect the then contemplated District's Costs, which agreement shall not be unreasonably withheld and failing such agreement, District may elect to terminate this Agreement and all negotiations regarding the LOI and/or the A&R Ground Lease. District may apply the deposit (and subsequent deposits) to District's Cost provided that (i) (a) such costs are in accordance with the Budget (as the same may have been amended) or (b) such costs have been otherwise pre-approved in writing by Ground Lessee in its reasonable discretion (and failing such approval District may elect to terminate this Agreement and all negotiations regarding the LOI and/or the A&R Ground Lease) and (ii) District provides Ground Lessee with a monthly statement that shows the amount applied and which is accompanied by supporting documentation (with any privileged information redacted) for the District's Costs against which such deposit has been applied in accordance with clause (i) of this sentence. If the entire initial deposit is applied by the District as permitted above, then within ten (10) days after demand from District from time to time and whether or not the LOI or the A&R Ground Lease has become effective, Ground Lessee shall pay to District, in immediately available funds, additional deposits in increments of \$50,000 each to be applied pursuant to the procedure set forth above (provided that, the Budget has been amended as provided hereinabove). Without limitation on the generality of the foregoing, District's Costs include, without limitation, the fees and disbursements of District's attorneys and consultants, which consultants may be asked to undertake studies, analyses and modeling and render opinions with respect to economic terms that may be reflected or may be proposed to be reflected in the A&R Ground Lease and/or other matters. If this Agreement is terminated and the A&R Ground Lease does not become effective, the balance of the deposit held by the District (after application to the final outstanding District's Costs) will be refunded to Ground Lessee, and unless this Agreement has been terminated due to the default of Ground Lessee, fifty percent (50%) of the District's Costs paid by Ground Lessee to District (and applied by the District as permitted above) shall be credited and applied against Ground Lessee's rental obligations under the Ground Lease. The foregoing rental offset, if applicable, and Ground Lessee's obligations under this Section 3.1 shall survive the expiration or termination of this Agreement.

## **ARTICLE IV**

### **Termination**

#### 4.1 Right to Terminate.

- (a) Notwithstanding anything to the contrary herein, either Party may terminate this Agreement and all negotiations regarding the LOI and/or A&R Ground Lease by providing written notice to the other Party at any time during the NA Period if the other Party is in default under this Agreement. Neither District nor Ground Lessee shall be deemed to be in default of its respective obligations under this Agreement unless the non-defaulting Party shall have delivered written notice of any alleged default to the defaulting Party and the defaulting Party shall have failed to cure within ten (10) business days after delivery of such notice.

- (b) If either Party terminates this Agreement after the expiration of the NA Period in accordance with Article II above, then this Agreement shall automatically terminate and, except as expressly provided herein, neither party shall have any further right or obligation hereunder.
- (c) Upon the full execution and delivery of, and the Board's approval of, the A&R Ground Lease, this Agreement shall automatically terminate and, except as expressly provided herein, neither Party shall have any further right or obligation hereunder.

4.2 Effect of Termination. In the event this Agreement is terminated as provided in this Section 4, no Party shall have any liability hereunder following such termination except as otherwise expressly set forth in this Agreement.

## **ARTICLE V Miscellaneous**

5.1 Brokerage Commission. District and Ground Lessee hereby represent and acknowledge that neither Party has engaged a broker or finder to represent such Party in connection with this Agreement or the transactions contemplated hereby. District and Ground Lessee hereby indemnify and hold the other free and harmless from and against any and all costs and liabilities including, without limitation, attorneys' fees, for causes of action or proceedings which may be instituted by any broker, agent or finder, licensed or otherwise, claiming through, under or by reason of the conduct of the indemnifying Party in connection with this Agreement. The foregoing representation and indemnity shall survive the expiration and/or termination of this Agreement.

5.2 Assignments. Ground Lessee may not assign its right or delegate its obligations hereunder without the prior written consent of District, which may be given or withheld in District's sole and absolute discretion.

5.3 Notices. Any notice, consent, approval or disapproval to be given or other document to be delivered by any Party to the other or others hereunder may be delivered in accordance with the notice provisions set forth in the Ground Lease.

For purposes of the negotiations contemplated by this Agreement, Ground Lessee's representative shall be Robert Leven, Chief Investment Officer and District's representative shall be Jan Maez, Assistant Superintendent Business and Fiscal Services.

5.4 Confidentiality. Ground Lessee shall not disclose to District or its consultants any financial information with respect to Ground Lessee, the Ground Lease or the Site which Ground Lessee deems to be confidential unless specifically requested by District's consultants in writing and agreed to be provided by Ground Lessee ("**Ground Lessee's Confidential Information**"). Without limitation on other information which is not Ground Lessee's Confidential Information, in no event shall Ground Lessee's Confidential Information include information which (i) Ground Lessee is required to provide to District under the Ground Lease, (ii) Ground Lessee provides to District or District's consultants other than pursuant to the written request of District's consultants,

or (iii) is or constitutes third-party market data regarding the operation and financial performance of hotels generally in Santa Monica, California and the greater Los Angeles, California metropolitan area. Ground Lessee's Confidential Information provided to District's attorneys and consultants pursuant to the specific written request of District's consultants and identified by Ground Lessee as Ground Lessee's Confidential Information at the time it is so provided shall be kept strictly confidential by such attorneys and consultants, and such attorneys and consultants shall not provide (or otherwise share or disseminate) such Ground Lessee's Confidential Information to District or anyone else without Ground Lessee's prior written consent. The Parties agree that the District's attorneys and consultants shall be permitted to disclose to the District, the Board and other third parties all information which is not Ground Lessee's Confidential Information and which is not otherwise subject to confidentiality restrictions in this Section 5.4, including, without limitation, the information described in clauses (i), (ii) and (iii) above. In addition to the foregoing, except as otherwise expressly permitted hereinbelow, each Party (on behalf of itself and its attorneys and consultants) hereby agrees to keep confidential all negotiations and/or discussions regarding, and any proposed terms of, any LOI or A&R Ground Lease (collectively, "**Transaction Information**"); provided that, (x) either Party and/or its attorneys or consultants may disclose to third-parties and/or the public that the Parties are engaged in negotiations involving a possible A&R Ground Lease (without disclosing any proposed terms of such lease), and (y) if and when the LOI and/or A&R Ground Lease is/are fully executed and approved by the Board, then such document(s) shall become part of the public records of the District and may be disclosed by either Party (and/or its attorneys or consultants) to third-parties. Neither Party nor its consultants or attorneys shall be liable for use or disclosure of any Ground Lessee's Confidential Information or Transaction Information if it:

- (a) is or becomes a part of the public knowledge or literature without breach of this Agreement by such Party or its attorneys or consultants; or
- (b) is known to such Party or its attorneys or consultants without restriction as to further disclosure when received; or
- (c) in the case of Ground Lessee's Confidential Information only, is independently developed by District or its attorneys or consultants as demonstrated by written records; or
- (d) is reasonably required to be disclosed in connection with a dispute between the Parties; or
- (e) is required to be disclosed pursuant to any order issued by a court or by applicable law; or
- (f) becomes known to such Party or its attorneys or consultants from a third party who had a lawful right to disclose it and without breach of its Agreement.

- 5.5 Purpose of Agreement. It is expressly understood and agreed by the Parties hereto that this is an Agreement regarding the conduct of contract negotiations only. It is further agreed and understood that this Agreement does not imply any obligation on the part of District or Ground Lessee to enter into any agreement that may result in negotiations contemplated herein.
- 5.6 Entire Agreement/Amendment/Counterparts. This Agreement constitutes the entire agreement of the parties concerning its subject matter and supersedes any prior or contemporaneous representations or agreements (other than the Ground Lease). This Agreement may be amended only by a document in writing signed by the Parties thereto and approved or ratified by the Board. This Agreement may be executed in one or more counterparts, each of which shall constitute an original and all of which taken together shall constitute one agreement.
- 5.7 Authority. The persons executing this Agreement on behalf of the Parties hereto warrant that: (i) such Party is duly organized and existing; (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party; (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement; and (iv) the entering into of this Agreement does not violate any provisions of any other agreement to which said Party is bound.
- 5.8 Governing Law; Disputes.
- (a) The Agreement shall be interpreted in accordance with California law, without giving effect to choice of law provisions.
  - (b) The Parties agree that in the event of litigation, exclusive venue shall be in Los Angeles County, California,
  - (c) In the event of any legal action or other proceeding between the Parties regarding this Agreement (an “**Action**”), the prevailing Party shall be entitled to the payment by the losing Party of the prevailing Party’s reasonable attorneys’ fees, court costs and litigation expenses, as determined by the court.
  - (d) Likewise, the prevailing Party in any Action shall be entitled, in addition to the amounts set forth in Section 5.8(c) above, to the payment by the losing Party of the prevailing Party’s reasonable attorneys’ fees, court costs and litigation expenses incurred in connection with: (i) any appellate review of the judgment rendered in the Action; and (ii) any proceeding to enforce a judgment in such Action. It is the intent of the Parties that the provisions of this Section 5.8(d) shall be distinct and severable from the other rights of the Parties, shall survive the entry of judgment and shall not be merged into such judgment.
- 5.9 Superseded by A&R Ground Lease. Following mutual execution by the Parties of the A&R Ground Lease and approval or ratification of such A&R Ground Lease by the Board, this Agreement shall be of no further force or effect, except for those provisions which expressly survive the termination of this Agreement. In the event of any conflict between the provisions of this Agreement and the LOI and the A&R Ground Lease

approved and executed by the Parties, the provisions of the A&R Ground Lease shall for all purposes prevail.

- 5.10 Non-liability of Officials and Employees. No member, official, representative, director, staff member, attorney, consultant or employee of either Party (the “**Defaulting Party**”) shall be personally liable to the other Party or any successor in interest thereto (the “**Other Party**”) in the event of any default or breach by the Defaulting Party or for any amount which may become due to the Other Party with respect to this Agreement, the LOI or the A&R Ground Lease.
- 5.11 Approval. If the negotiations hereunder culminate in an LOI or the A&R Ground Lease, such LOI and A&R Ground Lease will be considered for approval by the Board. The concurrence of District staff with the terms and provisions of a proposed LOI or A&R Ground Lease under any provisions of this Agreement shall not be construed or interpreted as District approving or accepting such terms. Such concurrence shall be viewed as nothing more than the willingness of District’s staff to recommend to the Board that District approve such LOI and A&R Ground Lease. Each of the LOI and the A&R Ground Lease shall only become effective after it has been fully executed and delivered by the Parties and considered and approved by the Board after notice and, if required by law or required by the Board, the conduct of a public hearing.

**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement as of the day and year first written above.

<b>DISTRICT:</b>	<b>GROUND LESSEE:</b>
<b>SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT,</b> a political subdivision of the State of California	<b>PCA I, L.P.,</b> a Delaware limited partnership
By: _____ Name: _____ Its: _____	By: _____ Name: _____ Its: _____

## EXHIBIT "A"

### Ground Lease Documents

1. Joint Occupancy Lease dated May 14, 1984, between Santa Monica-Malibu Unified School District ("**District**"), as lessor, and City Developers, Inc. ("**Original Lessee**"), as lessee.
2. First Addendum to Joint Occupancy Lease dated May 14, 1984, between District and Original Lessee.
3. Second Addendum to Joint Occupancy Lease dated May 14, 1984, between District and Original Lessee.
4. Third Addendum to Joint Occupancy Lease dated July 31, 1985, between District and Original Lessee.
5. Fourth Addendum to Joint Occupancy Lease dated July \_\_, 1986, between District and Original Lessee.
6. Fifth Addendum to Joint Occupancy Lease dated July \_\_, 1986, between District and Original Lessee.
7. Letter Agreement dated November 25, 1986, between District and MIDIS Properties, Limited ("**Prior Lessee**").
8. Letter Agreement dated October 21, 1987, between District and Prior Lessee.
9. Seventh Addendum to Joint Occupancy Lease dated August \_\_, 1993, between District and Prior Lessee.
10. Eighth Addendum to Joint Occupancy Lease dated June \_\_, 2005, between District and PCA I, L.P.