



BOARD OF EDUCATION MEETING AGENDA – MEETING FORMAT “A”

February 4, 2016

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, February 4, 2016**, in the **Malibu City Council Chambers**: 23825 Stuart Ranch Road, Malibu, CA. The Board of Education will call the meeting to order at 4:30 p.m. in the Zuma Room at the Malibu City Hall, at which time the Board of Education will move to Closed Session regarding the items listed below. The public meeting will reconvene at 6:30 p.m. in the Council Chambers.

Board President Laurie Lieberman will participate in closed session, beginning at 4:30 pm, via teleconference, located at 511 11th Street, Santa Monica, CA 90402. Ms. Lieberman will not participate in open session. Persons may address the Board of Education regarding an item scheduled for closed session at the teleconference location.

The public meeting will begin at 6:30 p.m.

Meeting Format “A”: The first board meeting in a month will follow Format A; the second meeting in a month will follow Format B, and in a month in which there is only one meeting, the Hybrid Format will be followed. The order of items in a Format A meeting are: 1) closed session, 2) commendations/recognitions, 3) study session, 4) communications, 5) executive staff reports, 6) consent calendar, 7) general public comments (max. 30 minutes), 8) discussion items (as needed), 9) major items, and 10) continuation of general public comments (if needed).

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 General Public Comments section by submitting the “Request to Address” card prior to the beginning of general public comments. 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 (4:30-6:30 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 (120 minutes)

- Education Code §35146 and §48918(c) (20)
PUPIL HEARING
 - Agenda Item No. A.17
- Government Code §54956.9(d)(2) (75)
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – SIGNIFICANT EXPOSURE TO LITIGATION
 - DN-1010-15/16 (Special Education) (*postponed from 1/21/16*)
 - 2 cases

- Government Code §54957 (5)
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- Government Code §54957.6 (10)
CONFERENCE WITH LABOR NEGOTIATORS
 - Agency designated representative: Sandra Lyon
 - Employee Organizations: SEIU and Unrepresented Bargaining Unit
- Government Code §54956.8 (15)
CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - Property: 1707 4th Street, Santa Monica, CA
 - Agency Negotiator: Sandra Lyon
 - Negotiating Parties: Santa Monica-Malibu Unified School District (SMMUSD), PCA I, L.P.
 - Under Negotiation: Price and terms of payment

OPEN SESSION (6:30 p.m.)

III. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

IV. APPROVAL OF THE AGENDA

V. APPROVAL OF MINUTES

- A.01 January 21, 2015 1

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

- Celebrating Black History Month (10)
- Celebrating Career Technical Education (CTE) Month (5)

VII. STUDY SESSION (60 minutes)

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

- S.01 Enrollment Projections Report – DecisionInsite (60)..... 2

VIII. COMMUNICATIONS (30 minutes)

The Communications section provides an opportunity for the Board of Education to hear reports from the individuals or committee representatives listed below. All reports are limited to 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. Mirai Miura – Santa Monica High School (5)
 - 2. Ally Sidley – Malibu High School (5)
 - 3. Rasika Flores – 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 (20 minutes)

- A. Asst. Supt., Educational Services – Dr. Terry Deloria (5)
- B. Asst. Supt., Human Resources – Dr. Mark Kelly (5)
- C. Assoc. Supt., Business & Fiscal Services/CFO – Ms. Janece Maez (5)
- D. Superintendent – Ms. Sandra Lyon (5)

X. CONSENT CALENDAR (10 minutes)

As agreed by the President, Vice President, and Superintendent during agenda planning, consent agenda items are considered routine, require no discussion, and are normally approved all at once by the Board of Education. However, members of the Board of Education, staff, or the public may request an item be moved from the consent agenda to Section XI (Major Items) for clarification and/or discussion.

Curriculum and Instruction

A.02 Approval of Independent Contractors.....3
A.03 Overnight Field Trip(s) – 2015-164
A.04 Conference and Travel Approval / Ratification5-6
A.05 Approval of Fee Increase for the Preschool and School-Age
Programs for Fiscal Year 2016-2017.....7
A.06 Approval of the Single Plan for Student Achievement (SPSAs).....8
A.07 Approval of Special Education Contracts – 2015-20169-11

Business and Fiscal

A.08 Award of Purchase Orders – 2015-2016 12-12c
A.09 Acceptance of Gifts – 2015/2016 13-14
A.10 Amend Certification of Signatures..... 15-16

Facilities Improvement Projects

A.11 Award of Contract to IVS Computer Technology for Installation
of Classroom Audio/Visual Technologies, Single and Dual
Projection System, Audio Enhancement Speakers, A/V
Controllers, and Electrical Upgrades for Malibu High School –
And to Approve the Piggyback onto Bakersfield City School
District – Bid #1507-1, phase I Technology – Measure ES-2..... 17
A.12 Accept Work as Completed – Multiple Purchase Orders Projects –
Capital Fund & Measure BB 18

Personnel

A.13 Certificated Personnel – Elections, Separations.....19-22
A.14 Classified Personnel – Merit23-24
A.15 Classified Personnel – Non-Merit.....25

General

A.16 Recommendation from Board Subcommittee of Appointments
to Fill Vacancies on the Bond Oversight Committee (BOC).....26-27
A.17 Stipulated Expulsion of Student (09171998) (594507)28
A.18 Revise BP 3460 – Financial Reports and Accountability29-33
A.19 Revise BP 5126 – Awards for Achievement.....34-35
A.20 Replace BP 5141.31 – Immunizations36-38

XI. GENERAL 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 (0 minutes)

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

XIII. MAJOR ITEMS (10 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 Public Hearing – Negotiation Proposals for SMMUSD and Services Employees International Union, Local 99 (SEIU) (5).....39-41
- A.22 Adopt Resolution No. 15-17 – In Honor of Black History Month (5).....42-44

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 Replacement of AR 3460 – Financial Reports and Accountability45-52
- I.02 Revision of AR 5126 – Awards for Achievement53-54
- I.03 Replacement of AR 5141.31 – Immunizations56-60

XV. BOARD MEMBER ITEMS

These items are submitted by individual board members for information or discussion, as per Board Policy 9322.

XVI. REQUESTS BY MEMBERS OF THE PUBLIC OR DISTRICT ADVISORY COMMITTEES TO ADDRESS THE BOARD OF EDUCATION

A member of the public may request that a matter within the jurisdiction of the board be placed on the agenda of a regular meeting, as per Board Policy 9322. The request shall be in writing and be submitted to the superintendent or designee with supporting documents and information, if any, at least one week before the scheduled meeting date. Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue. The board president and superintendent shall decide whether a request is within the subject matter jurisdiction of the board. Items not within the subject matter jurisdiction of the board may not be placed on the agenda. In addition, the board president and superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

XVII. CONTINUATION OF PUBLIC COMMENTS

A continuation of Section VIII, as needed. (If the number of persons wishing to address the Board of Education exceeds the time limit in section VIII, additional time will be provided in Section XVI, **CONTINUATION OF PUBLIC COMMENTS.**)

XVIII. BOARD MEMBER COMMENTS

A Board member may make a brief announcement or report on his/her own activities relative to Board business. There can be no discussion under "BOARD MEMBER COMMENTS."

XIX. FUTURE AGENDA ITEMS

Items for future consideration will be listed with the projected date of consideration. The Board of Education will be given any backup information available at this time.

XX. CLOSED SESSION

The Board of Education will, if appropriate, adjourn to Closed Session to complete discussion on items listed under Section III (Closed Session) following the regular business meeting.

XXI. ADJOURNMENT

This meeting will adjourn to a regular meeting scheduled for 5:30 p.m. on **Thursday, February 18, 2016**, at the District Office: 1651 16th St., 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 2015-16

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

Meeting Date	Meeting Location	Meeting Format			Additional Notes
		"A" Format	"B" Format	Hybrid of "A" & "B"	
7/15/15 (W)	DO	Prior to new board meeting format going into effect			
8/12/15 (Th)	DO				
9/2/15 (W)	DO				
9/17/15 (Th)	DO				
9/19/15 (Sa)	DO				Special Meeting
9/29/15 (T)	Schools				Bus tour: LMS Pathway Schools
10/1/15 (Th)	M				
10/7/15 (W)	DO				Special Meeting: Retreat
10/8/15 (Th)	Schools				Bus tour: MHS Pathway Schools
10/15/15 (Th)	DO				
10/22/15 (Th)	Schools				Bus tour: Samohi & Olympic HS
11/5/15 (Th)	M				
11/19/15 (Th)	DO				
12/10/15 (Th)	DO				
12/17/15 (Th)	DO				Special Meeting
1/7/16 (Th)	DO				Special Meeting: Retreat
1/21/16 (Th)	DO				
2/4/16 (Th)	M		X		
2/18/16 (Th)	DO		X		
3/3/16 (Th)	DO	X			
3/17/16 (Th)	M		X		
4/7/16 (Th)	DO			Special Meeting: Retreat?	
4/14/16 (Th)	DO			X	
5/5/16 (Th)	M	X			
5/19/16 (Th)	DO		X		
6/2/16 (Th)	DO	X			
6/22/16 (W)	DO			Special Meeting	
6/29/16 (W)	DO		X		

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

Meeting Format Structures:

Meeting "A"	Meeting "B"	Hybrid of "A" and "B"
1. Closed Session	1. Closed Session	1. Closed Session
2. Commendations/Recognitions	2. Consent Calendar	2. Commendations/Recognitions
3. Study Session	3. Study Session	3. Study Session
4. Communications	4. Discussion Items	4. Communications
5. Executive Staff Reports	5. Major Items (as needed)	5. Executive Staff Reports
6. Consent Calendar	6. General Public Comments	6. Consent Calendar
7. General Public Comments <i>(max. 30 minutes)</i>		7. General Public Comments <i>(max. 30 minutes)</i>
8. Discussion Items (as needed)		8. Discussion Items
9. Major Items		9. Major Items
10. Continuation of General Public Comments (if needed)		10. Continuation of General Public Comments (if needed)

If you will require accommodation to participate in the Board meeting, please notify the Superintendent's Office at least one day prior to the meeting.
 Board of Education Meeting AGENDA: February 4, 2016

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

ACTION
02/04/16

RECOMMENDATION NO. A.01

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

January 21, 2016

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

STUDY SESSION

TO: BOARD OF EDUCATION

STUDY SESSION

02/04/16

FROM: SANDRA LYON / MARK O. KELLY

RE: ENROLLMENT PROJECTIONS REPORT – DECISIONINSITE

STUDY SESSION ITEM NO. S.01

The Board of Education continues to authorize a detailed study of enrollment projections by DecisionInsite, a private company specializing in this area. The board will hear a presentation on enrollment projections for the 2016-2017 school year, which are based not only on enrollment in prior years, but on outside factors related to census data.

Staff will use DecisionInsite projection data as part of its determination of staffing allocations for the 2016-2017 school year, and will share enrollment projections and initial staffing recommendations with principals.

District staff and Dr. Dean Waldfogel, Vice President of DecisionInsite, will be available for questions and discussion at the meeting.

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

FROM: SANDRA LYON / TERRY DELORIA / JANECE L. MAEZ / STEVE MASSETI

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 2015-16 budget.

Contractor/ Contract Dates	Description	Site	Funding (Measure BB)
Orbach, Huff, Suarez & Henderson, LLP Total contract not to exceed: \$25,000	Anticipated legal fees for Measure ES program	Measure ES / Capital Improvements	85-XXXXX-0-00000-82000-5820-XXX-2600

Contractor/ Contract Dates	Description	Site	Funding
Mark Mattson 1/7/15 – 6/7/15 Not to exceed: \$5,000	To provide organization, practice, coordination and conducting with all 5 th grade students for culmination ceremony on 6/7/16	Franklin	01-00021-0-11100-10000-5802-002-4020
STAR, Inc. 2/1/16 – 4/28/16 Not to exceed: \$13,299	To provide supplemental science classes to all 4 th & 5 th grade students in physical, life & earth sciences (8 – 1hr sessions for grade 4 & 11 – 1hr sessions for grade 5 & 4/5 class)	Franklin	01-00021-0-11100-10000-5802-002-4020
Wendy Wax 1/1/16 – 6/30/16 Not to exceed \$41,000 <i>(\$1,500/day: Malibu Schools \$1,300/day: Santa Monica Schools)</i>	Support coach and work alongside principals as directed by Superintendent.	Supt./General	01-00000-0-00000-71500-5802-020-1200

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) 2015-2016

ACTION/CONSENT
 02/04/16

RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve the special field trip(s) listed below for students for the 2015-2016 school year. No child will be denied due to financial hardship.

School Grade # of students	Destination Dates of Trip	Principal/ Teacher	Cost Funding Source	Subject	Purpose Of Field Trip
Rogers 5 th grade 87 students	Pali Institute Running Springs, CA 3/16/16-3/18/16	E. Cochran / M. Gonzalez / C. Howard / K. Uema	\$270/student \$153/Teacher \$23,490 Total Paid through parent donations and fundraising	Science	Outdoor Science Camp for our 5 th grade students.
Cabrillo 5 th Grade 36 Students	Camp Hess Kramer/W.O.L.F. Camp Malibu, CA 5/17/16-5/20/16	J. Matthews / S. Baltrushes / H. Russell / N. Levy	\$12,000 for all students Paid through parent donations and fundraising	Science	Outdoor Science Camp for our 5 th grade students.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

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

RE: CONFERENCE AND TRAVEL APPROVAL / RATIFICATION

RECOMMENDATION NO. A.04

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

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

<u>NAME</u> <u>SITE</u> Account Number Fund – Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>COX, Daniel</u> Santa Monica High 01-35500-0-38000-10000-5220-035-1300 General Fund- Resource: Carl Perkins II	CITEA Santa Clarita, CA March 18 – 19, 2016	\$220 +1 SUB
<u>DABASH, Reham</u> Child Development Services 12-52101-0-85000-10000-5220-070-2700 Child Development Fund- Resource: Head Start	LAUP/LACOE Education Meetings Santa Fe Springs, CA 1/20/16, 2/24/16, 3/16/16, 5/18/16, 6/02/16	\$250
<u>GREEN, Cristi</u> Cabrillo Elementary 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	Difficult Emotions Online 1/22/16 – 3/3/16	\$75
<u>LADUKE, Stacy</u> Adams Middle 01-00010-0-00000-10000-5220-011-4110 General Fund- Resource: Formula	NACAC Annual Conference San Diego, CA 9/30/15- 10/04/15	\$450
<u>LIPPMAN, Peter</u> Personnel Commission 01-00000-0-00000-74000-5220-027-2270 General Fund- Function: Personnel/Human Resources	CA School Personnel Commissioners Association Anaheim, CA February 26, 2016	\$550
<u>MAEZ, Jan</u> Business Services 01-00000-0-00000-73000-5220-050-1500 General Fund- Function: Business Services	CDE Board Meeting Sacramento, CA January 13, 2016	\$550
<u>MEJIA, Rosa</u> Santa Monica High No Cost to District	WACAC Share, Learn, Connect Santa Monica, CA February 5, 2016	\$0

<u>SERRATORE, Rosa</u> Educational Services 01-00000-0-19600-21000-5220-030-1300 General Fund- Function: Supervision of Instruction	2016 NCSM Annual Conference Oakland, CA April 11 – 16, 2016	\$75
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Adjustments <i>(Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)</i>		
NONE		

Group Conference and Travel: In-State <i>* a complete list of conference participants is on file in the Department of Fiscal Services</i>		
<u>DABASH, Reham</u> +2 Additional Staff Child Development Services 12-52105-0-85000-10000-5220-070-2700 Child Development Fund- Resource: HS- Train & Tech Asst	California Head Start Association – 2016 Riverside, CA February 23 – 25, 2016	\$3,200
<u>KELEHER, Darci</u> +9 Additional Staff Special Education 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	Problematic School Absenteeism Hacienda Heights, CA February 29, 2016	\$647 +2 SUBS
<u>PURVIS, Sarah</u> <u>O'BRIEN, Marianna</u> Lincoln Middle 01-00010-0-11100-10000-5220-012-4120 General Fund- Resource: Formula	Transformative 2016 PLTW 5 th Annual Conference Riverside, CA January 26 – 27, 2016	\$750 +2 SUBS

Out-of-State Conferences: Individual		
NONE		

Out-of-State Conferences: Group		
<u>LAMBERT, Ramsey</u> <u>KIM, Doug</u> Santa Monica High No Cost to District	Glazier Football Clinic Las Vegas, NV February 18 – 19, 2016	\$0 +2 SUBS

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: APPROVAL OF FEE INCREASE FOR THE PRESCHOOL AND SCHOOL-AGE PROGRAMS FOR FISCAL YEAR 2016-2017

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve a fee increase for non-subsidized parents in the Preschool, School-Age Child Development Programs effective July 1, 2016.

COMMENT: It is a condition of the Funding Terms and State and Federal Programs that parents' fees in the non-subsidized program cannot be less than the daily/monthly reimbursement rate for subsidized families receiving the same services.

PROPOSED MONTHLY FEE SCHEDULE FOR FY 2016-2017

Program	Grade	Current	New
Before and After School	TK/K	\$455	\$480
Before and After School (Malibu)	1 – 3 1 – 5	\$415	\$435
A.M. Only	K – 5	\$190	\$200
Early Express	K	\$235	\$250
Teen Center	3 Days	\$195	\$205
	5 Days	\$325	\$340
Preschool	Part-Day	\$500	\$530
	Full-Day	\$1,025	\$1,075
Full-Day Daily Rate	All Grades	\$48	\$50

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

2/4/16

FROM: SANDRA LYON / TERRY DELORIA / EVAN BARTELHEIM

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

RECOMMENDATION NO. A.06

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 2015-16 authorizes schools to continue engaging in planned activities and expenditures through the beginning of the 2016-17 school year, until their new plans come before the Board.

COMMENTS: 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 and site formula funds in support of improvement goals. 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:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

FROM: SANDRA LYON / TERRY DELORIA / PAMELA KAZEE

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2015-2016

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2015-2016 as follows:

NPS

2015-2016 Budget 01-65000-0-57500-11800-5125-043-1400

2015-2016 Budget 01-65120-0-57500-31400-5890-043-1400

Nonpublic School	SSID	Service Description	Contract Number	Cost Not to Exceed
Red Rock Canyon School	3249924840	NPS - RTC	81-SPED15153	\$294
Project Six (Help Group)	3180433127	NPS - RTC	54-SPED16098	\$72,412

Amount Budgeted NPS 15/16		\$ 1,200,000
Amount Budgeted Mental Health Services 15/16		\$ 735,000
Total Budgeted		\$ 1,935,000
Prior Board Authorization as of 1/21/16		\$ 2,196,737
	Balance	\$ -261,737
Positive Adjustment (See Below)		\$ 12,213
		\$ -249,524
Total Amount for these Contracts		\$ 72,706
	Balance	\$ -334,443

Adjustment					
NPS Budget 01-65000-0-57500-11800-5125-043-1400					
NPS Budget 01-65120-0-57500-31400-5890-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2015-2016 in the amount of \$6,500 as of 1/21/16.					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Bridgeport School	NPS	33-SPED1605	R	\$12,213	Transportation cost

NPA

2015-2016 Budget 01-65000-0-57500-11800-5126-043-1400

Nonpublic Agency	SSID	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted NPA 15/16		\$ 415,000
Prior Board Authorization as of 1/21/16		\$ 440,142
	Balance	\$ -25,142
Positive Adjustment (See Below)		\$ 0
		\$ -25,142
Total Amount for these Contracts		\$ 0
	Balance	\$ -25,142

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 2015-2016 in the amount of \$0 as of 1/21/16.					
NPA	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Instructional Consultants

2015-2016 Budget 01-65000-0-57500-11900-5802-043-1400
 2015-2016 Budget 01-33100-0-57500-11900-5802-044-1400

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Instructional Consultants 15/16		\$ 290,000
Amount Budgeted Instructional Consultants (33100) 15/16		\$ 0
Total Budgeted		\$ 290,000
Prior Board Authorization as of 1/21/16		\$ 207,832
	Balance	\$ 82,168
Positive Adjustment (See Below)		\$ 0
		\$ 82,168
Total Amount for these Contracts		\$ 0
	Balance	\$ 82,168

Adjustment					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400 Instructional Consultants Budget 01-33100-0-57500-11900-5802-044-1400					
There has been a reduction in authorized expenditures of Instructional Consultants contracts for FY 2015-2016 in the amount of \$0 as of 1/21/16.					

Non-Instructional Consultants

2015-2016 Budget 01-65000-0-57500-11900-5890-043-1400

Non-Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Alan Brodney	1565394963	Vision Therapy	48-SPED16101	\$540

Amount Budgeted Non-Instructional Consultants 15/16		\$ 340,000
Prior Board Authorization as of 1/21/16		\$ 148,024
	Balance	\$ 191,976
Positive Adjustment (See Below)		\$ 0
		\$ 191,976
Total Amount for these Contracts		\$ 540
	Balance	\$ 191,436

Adjustment					
Non- Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
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 2015-2016 in the amount of \$2,795 as of 1/21/16.					

LEA

2015-2016 Budget 01-56400-0-00000-39000-5802-043-1400
 2015-2016 Budget 01-56400-0-00000-39000-5890-043-1400

LEA Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Instructional Consultants 15/16		\$ 50,000
Amount Budgeted Instructional Consultants (5890)	15/16	\$ 70,000
Total Budgeted		\$ 120,000
Prior Board Authorization as of 1/21/16		\$ 110,500
	Balance	\$ 9,500
Positive Adjustment (See Below)		\$ 0
Total Amount for these Contracts		\$ 0
	Balance	\$ 9,500

Adjustment					
LEA Budget 01-56400-0-00000-39000-5802-043-1400					
LEA Budget 01-56400-0-00000-39000-5890-043-1400					
There has been a reduction in authorized expenditures of LEA contracts for FY 2015-2016 in the amount of \$0 as of 1/21/16.					
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:

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

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

RE: AWARD OF PURCHASE ORDERS – 2015-16

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from January 14, 2016, through January 28, 2016, for fiscal year 2015-16.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF FEBRUARY, 2016

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 ES-BOND

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
<u>*** NEW PURCHASE ORDERS ***</u>					
163546	A Z BUS SALES INC	OPEN ORDER FOR BUS REPAIRS	TRANSPORTATION	4,000.00	U
163584	A Z BUS SALES INC	Open order for parts	TRANSPORTATION	5,000.00	U
163533	AAA ELECTRIC MOTOR SALES	ADVANCED BATTERY	FACILITY MAINTENANCE	500.00	R
163534	ADVANCED BATTERY SYSTEMS	SECURITY SYSTEM BATTERIES	FACILITY MAINTENANCE	500.00	R
163512	ALLAN'S AQUARIUM AND PETS	OPEN ORDER/SCIENCE	CHILD DEVELOPMENT CENTER	150.00	CD
163484	ALLIANCE PUBLISHING &	STUDENT PLANNERS	MCKINLEY ELEMENTARY SCHOOL	859.19	U
163487	AMERICAN TIME	CLOCKS	FACILITY MAINTENANCE	2,617.81	R
163508	APPLE COMPUTER CORP	VIDEO EQUIPMENT	LINCOLN MIDDLE SCHOOL	42.71	R
163585	APPLE COMPUTER CORP	AUGMENTIVE ALTERNATIVE COMM.	SPECIAL EDUCATION REGULAR YEAR	385.61	R
163580	ATTAINMENT COMPANY	ASSISTIVE TECHNOLOGY	SPECIAL EDUCATION REGULAR YEAR	98.08	R
163405	B & H PHOTO VIDEO	VIDEO EQUIPMENT	LINCOLN MIDDLE SCHOOL	4,688.42	R
163682	BENJAMIN, ASHLEY	Reimbursement of expenses	FRANKLIN ELEMENTARY SCHOOL	363.06	R
163542	BODY CONCEPTS INC	SERVICE AT SOUTH GYM N162	SANTA MONICA HIGH SCHOOL	2,594.30	R
163592	BODY CONCEPTS INC	MATS FOR WEIGHT ROOM	SANTA MONICA HIGH SCHOOL	1,566.09	R
163501	BRESSLER, RACHEL	REIMBURSEMENT FOR NURSE SUPPLY	GRANT ELEMENTARY SCHOOL	101.78	U
163518	CALIFORNIA ACCESS SCAFFOLD LLC	JAMS AUDITORIUM TRUSS 1 & 2	FACILITY MAINTENANCE	14,378.00	SR
163502	CALIFORNIA OFFICE SYSTEMS INC	OFFICE FURNITURE	GRANT ELEMENTARY SCHOOL	695.33	U
163627	CALIFORNIA OFFICE SYSTEMS INC	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	481.61	U
163528	CAROLINA BIOLOGICAL SUPPLY CO	SCIENCE CURRICULAR SUPPLIES	SANTA MONICA HIGH SCHOOL	260.01	R
163603	CARRILLO, STEVEN	REIMBURSEMENT FOR S. CARRILLO	TRANSPORTATION	54.74	U
163581	CDW-G COMPUTING SOLUTIONS	ASSISTIVE TECHNOLOGY	SPECIAL EDUCATION REGULAR YEAR	116.80	R
163499	CHRIS LAWNMOWER SHOP INC	OPEN PO FOR REPAIRS	GROUNDS MAINTENANCE	500.00	R
163600	CLASSROOM DIRECT	ATTENDANCE CERTIFICATES	GRANT ELEMENTARY SCHOOL	217.69	U
163623	COMMUNITY CARE LICENSING	ANNUAL LICENSING FEE	CHILD DEVELOPMENT CENTER	242.00	CD
163591	COMPLETE BUSINESS SYSTEMS	COPY SUPPLIES	SANTA MONICA HIGH SCHOOL	639.44	U
163504	COMPLETE OFFICE OF CA	GENERAL INSTRUTIONAL SUPPLIES	ADULT EDUCATION CENTER	250.00	A
163572	COMPLETE OFFICE OF CA	SPED OFFICE EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	438.00	R
163588	COMPLETE OFFICE OF CA	OFFICE EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	291.27	R
163646	COMPLETE OFFICE OF CA	OPEN ORDER/INST SUP	JOHN ADAMS MIDDLE SCHOOL	100.00	R
163548	CONFIDENTIAL DATA DESTRUCTION	DESTRUCTION OF OUTDATED FILES	SPECIAL EDUCATION REGULAR YEAR	164.25	R
163549	CONSORTIUM ON READING	TCHR RESOURCE MATERIALS ELA	CURRICULUM AND IMC	65.25	U
163684	CONSTRUCTIVE PLAYTHINGS	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	607.20	CD
163544	DAVIS KENRICK O.	REIMBURSEMENT - KENRICK DAVIS	TRANSPORTATION	110.00	U
163558	DE GALLO, JACQUELINE F.	MUSIC CLASSES GR.3-4	EDISON ELEMENTARY SCHOOL	2,400.00	U
163651	DELTA EDUCATION	PLANTS IN OUR WORLD	SMASH SCHOOL	862.58	R
163515	DEVELOPMENTAL DESIGN	PD BOOKS	JOHN ADAMS MIDDLE SCHOOL	80.13	R
163653	DICK BLICK	ART SUPPLIES	SMASH SCHOOL	656.21	R
163522	DOLINKA GROUP LLC	REDEVELOPMENT PROJECT ANALYSIS	BUSINESS SERVICES	1,837.50	R
163567	DON JOHNSTON INC	ASSISTIVE TECHNOLOGY	SPECIAL EDUCATION REGULAR YEAR	913.38	R
163559	ELECTRIC SUPPLY CONNECTION	LIGHTING SUPPLIES	FACILITY MAINTENANCE	5,000.00	R
163608	EVALUMETRICS INC	Fitgram 2015/16	CURRICULUM AND IMC	864.60	U
163483	FAST DEER BUS CHARTER INC	FIELD TRIP BUS	MCKINLEY ELEMENTARY SCHOOL	3,566.00	R
163492	FAST DEER BUS CHARTER INC	5THGR PALI CAMP TRANSPORTATION	WILL ROGERS ELEMENTARY SCHOOL	3,674.00	R
163630	FOLLETT SCHOOL SOLUTIONS INC	Library books	FRANKLIN ELEMENTARY SCHOOL	1,000.00	R
163568	FORENSIC ANALYTICAL CONSULTING	RISK ASSESSMENT & ENVIRONMENT	INSURANCE SERVICES	4,000.00	U
163560	FORUM FESTIVALS OF MUSIC INC	INVITATIONAL W/ DISNEYLAND	LINCOLN MIDDLE SCHOOL	5,211.50	R
163538	GALE SUPPLY CO	OPEN PO FOR CUSTODIAL SUPPLIES	FACILITY OPERATIONS	25,000.00	U
163458	GALLS	SECURITY UNIFORMS	STUDENT SERVICES	263.89	U
163503	GALLS/QUARTERMASTER	OFFICE SUPPLIES/SECURITY	ADULT EDUCATION CENTER	270.44	A

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF FEBRUARY, 2016

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 ES-BOND

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
163506	GLOBE BOOK/PEARSON EDUCATION	TEACHER RESOURCES	EDISON ELEMENTARY SCHOOL	260.99	R
163525	GOLD COAST TOURS	Open PO for Pali Camp buses	FRANKLIN ELEMENTARY SCHOOL	8,800.00	R
163663	GOMEZ-PEREZ,ARMANDO	REIMBURSEMENT:MULTI-TOOL	WILL ROGERS ELEMENTARY SCHOOL	142.77	U
163519	HERITAGE FOOD SERVICES GROUP	ON/OFF SWITCH-GRANTS OVEN	FOOD SERVICES	37.44	F
163532	HOWARD INDUSTRIES	HVAC SUPPLIES	FACILITY MAINTENANCE	4,000.00	R
163599	INGLE DODD MEDIA	Open P.O. for LMGA magazine ad	THEATER OPERATIONS&FACILITY PR	1,250.00	R
163493	INTELLI-TECH	COMPUTER REPLACEMENT	CHILD DEVELOPMENT CENTER	1,254.89	CD
163602	INTELLI-TECH	DISPLAY PORT CABLE COMPUTER	CHILD DEVELOPMENT CENTER	27.38	CD
163575	INTERNATIONAL PAPER	Open order for copier paper	MALIBU HIGH SCHOOL	3,000.00	U
163579	INTERNATIONAL PAPER	COPY PAPER	JOHN ADAMS MIDDLE SCHOOL	1,800.00	R
163540	JOSTENS/DIPLOMAS	high school diplomas	MALIBU HIGH SCHOOL	2,894.63	R
163616	JOSTENS/DIPLOMAS	DIPLOMAS	SANTA MONICA HIGH SCHOOL	376.40	R
163680	KAPLAN EARLY LEARNING CO.	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	728.48	CD
163683	KAPLAN EARLY LEARNING CO.	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	1,963.24	CD
163670	KELLEY, DANNIS WOLIVER	LEGAL SERVICES - NEGOTIATIONS	EMPLOYEE RELATIONS	30,000.00	U
163639	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CDC: CCTR	50.00	CD
163672	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CDC: CCTR	125.00	CD
163510	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	338.64	CD
163511	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	555.82	CD
163636	LAKESHORE CURRICULUM	INSTRUCTIONAL	CDC: CCTR	153.37	CD
163665	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	493.03	CD
163691	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	72.04	CD
163650	NOVEL CAFE & PIZZERIA MAIN ST	REFRESHMENTS FOR ART SHOW	JOHN ADAMS MIDDLE SCHOOL	261.20	R
163629	OLIVER WORLDCLASS LABS INC	Smartboard projector bulb	FRANKLIN ELEMENTARY SCHOOL	219.58	R
163539	OUT-FIT	EQUIPMENT FOR WEIGHT ROOM	SANTA MONICA HIGH SCHOOL	1,090.05	R
163541	OUT-FIT	EQUIPMENT FOR WEIGHT ROOM	SANTA MONICA HIGH SCHOOL	8,878.98	R
163654	P O BAHN & SONS	PARTS & MATERIALS	FACILITY OPERATIONS	200.00	U
163618	POSITIVE PROMOTIONS	AFR AMERICAN ASSEMBLY SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	290.66	U
163456	QUALITY RUBBER STAMPS	Rubber Stamps BL/Title III	STATE AND FEDERAL PROJECTS	127.29	R
163451	REEVES, LINDA K.	INVOICE: LGBT+ AFFIRMATIVE TRN	LINCOLN MIDDLE SCHOOL	1,564.00	U
163521	RICOH USA INC.	COPIER SUPPLIES	SANTA MONICA HIGH SCHOOL	473.70	U
163578	ROADRUNNER SHUTTLE	Pay Invoice for Sports Transp.	MALIBU HIGH SCHOOL	3,309.50	R
163553	SANTA MONICA ARTS PARENTS	JUDGING FEES	LINCOLN MIDDLE SCHOOL	200.00	R
163545	SANTA MONICA FORD	BUS REPAIRS - SPECIAL ED.	TRANSPORTATION	1,264.59	U
163550	SANTA MONICA MOTORS	SMOG CHECK ON VEHICLE #36	FOOD SERVICES	50.00	F
163516	SCHOOL SPECIALTY INC	ASB SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	275.00	R
163563	SEHI COMPUTER PRODUCTS	CLASSROOM SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	76.65	R
163667	SEHI COMPUTER PRODUCTS	PRINTER FOR LIBRARY	JOHN MUIR ELEMENTARY SCHOOL	252.90	R
163669	SGS GALSON LABORATORIES INC	EQUIPMENT RENTAL	PERSONNEL SERVICES	220.68	U
163552	SHAKESPEARE ENGRAVING	OPEN ORDER: AWARDS & TROPHIES	LINCOLN MIDDLE SCHOOL	500.00	R
163497	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	FACILITY MAINTENANCE	54.75	R
163514	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	CHILD DEVELOPMENT CENTER	109.50	CD
163561	SIR SPEEDY PRINTING #0245	SPED MAILING ENVELOPES	SPECIAL EDUCATION REGULAR YEAR	114.98	R
163536	SMART & FINAL	B TSA SUPPLIES	PERSONNEL SERVICES	300.00	U
163555	SMART & FINAL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	500.00	CD
163556	SMART & FINAL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	1,000.00	CD
163583	SMART & FINAL	OPEN ORDER/SUPPLIES FOR MENTOR	JOHN ADAMS MIDDLE SCHOOL	500.00	R
163671	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
163687	SOS SURVIVAL PRODUCTS INC	EMERGENCY SUPPLIES FOR V#63	PURCHASING/WAREHOUSE	94.44	U

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF FEBRUARY, 2016

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 SF-SPECIAL FINANCING (FLEX) BB,X-BONDS D-DEVELOPER FEES SR-SPECIAL RESERVE CAPITAL
 DF-DEFERRED MAINTENANCE SM-STATE MODERNIZATION ES-BOND

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
163562	SOUTHWEST SCHOOL SUPPLY	OFFICE SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	500.00	U
163571	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	247.02	U
163609	SOUTHWEST SCHOOL SUPPLY	SCHOOL SUPPLIES	WEBSTER ELEMENTARY SCHOOL	500.00	R
163498	STAPLES BUSINESS ADVANTAGE	OPEN PO FOR OFFICE SUPPLIES	FACILITY OPERATIONS	350.00	U
163557	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	1,000.00	CD
163574	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	CDC: CCTR	1,000.00	CD
163589	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES/COPY	EDISON ELEMENTARY SCHOOL	510.02	U
163611	STAPLES/P-U/VENICE/LINCOLN BL	STAPLES OPEN PURCHASE ORDER	SMASH SCHOOL	2,500.00	R
163640	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/INSTRUCTIONAL	CDC: CCTR	100.00	CD
163432	SUPPLY AND BEYOND LLC	HEADPHONES K-5	ROOSEVELT ELEMENTARY SCHOOL	11,278.76	R
163628	TEACHER DIRECT	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	359.28	U
163587	THERAPRO INCORPORATED	OCCUPATIONAL THERAPY	SPECIAL EDUCATION REGULAR YEAR	94.66	R
163693	THYSSENKRUPP ELEVATOR	SERVICE CALL	FACILITY MAINTENANCE	583.50	R
163543	TOM JOHN TOWING	TOWING CHARGES BUS #8	TRANSPORTATION	385.00	U
163490	TOMARK SPORTS INC	Basketball Repair for Lincoln	THEATER OPERATIONS&FACILITY PR	1,805.00	R
163637	U S BANK (GOVT CARD SERVICES)	10 Linen Tablecolths	THEATER OPERATIONS&FACILITY PR	264.09	R
163656	U S BANK (GOVT CARD SERVICES)	LEA GRANT - OLYMPIC HS	SPECIAL EDUCATION REGULAR YEAR	4,000.00	R
163601	UNILIGHT WHOLESALE ELECTRIC	Opoen P.O. for lighting suppli	THEATER OPERATIONS&FACILITY PR	2,000.00	R
163491	VERNIER SOFTWARE & TECHNOLOGY	TEACHER MANUALS	SANTA MONICA HIGH SCHOOL	119.12	U
163535	W.W. GRAINGER INC.	HEATERS	FACILITY MAINTENANCE	3,923.60	R
				** NEW PURCHASE ORDERS	230,333.86

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

163577	AMERICAN REPROGRAPHICS CO	REPROGRAPHICS	INFORMATION SERVICES	3,000.00	BB
163440	AWI BUILDERS INC	IT EXPANSION SUITE/BUILD OUT	INFORMATION SERVICES	1,577,911.00	BB
163513	IVS COMPUTER TECHNOLOGY	IVS MCKINLEY AV INSTALLATION	CURRICULUM AND IMC	319,066.37	ES
163317	MERIDIAN IT INC	MERIDIAN FORTGATE 1500	CURRICULUM AND IMC	108,522.99	ES

** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES 2,008,500.36

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO
RE: ACCEPTANCE OF GIFTS – 2015/2016

ACTION/CONSENT
02/04/16

RECOMMENDATION NO. A.09

It is recommended that the Board of Education accept, with gratitude, checks totaling **\$30,926.51** 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 2015-2016 income and appropriations by **\$30,926.51** 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.

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

School/Site Account Number	Cash Amount	Item Description	Purpose	Donor
Adams Middle School 01-90120-0-00000-00000-8699-011-0000	\$ 26,632.00 \$ 37.50		Field Trip General Supplies and Materials	Santa Monica Science Magnet Extra Credit, Inc.
Cabrillo Elementary School 01-90120-0-00000-00000-8699-017-0000	\$ 305.00		Field Trip	Various Parents
Edison Elementary School 01-90120-0-00000-00000-8699-001-0000	\$ 559.68 \$ 50.00		General Supplies and Materials General Supplies and Materials	Cornerstone Photography County of Los Angeles
Franklin Elementary School 01-90120-0-00000-00000-8699-002-0000	\$ 1,861.05 \$ 339.30		General Supplies and Materials General Supplies and Materials	Cornerstone Photography Box Tops for Education
Lincoln Middle School 01-90120-0-00000-00000-8699-012-0000	\$ 59.00		General Supplies and Materials	Duffy and Sarah Taylor
Roosevelt Elementary School 01-90120-0-00000-00000-8699-007-0000	\$ 1,082.98		General Supplies and Materials	Cornerstone Photography
TOTAL	\$ 30,926.51			

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ
RE: AMEND CERTIFICATION OF SIGNATURES

ACTION/CONSENT
02/04/16

RECOMMENDATION NO. A.10

It is recommended that the Board of Education amend the Certification of Signatures, as presented on December 10, 2015, in Recommendation No. A.19, to change the signature authority to include Ms. Gail Pinsker, Community and Public Relations Officer.

It is further recommended that the attached document "Certification of Signatures" be completed and filed with the County Superintendent of School in accordance with Education Code Section §42633. Ms. Pinsker's signature will be considered valid as of December 11, 2015.

COMMENTS: Approval of this Board Action will authorize Ms. Pinsker to sign warrants, orders for salary or commercial payments, notices of employment, contracts, invoices and other documents as directed by the Board of Education.

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

Santa Monica-Malibu Unified School District
Addendum to
CERTIFICATION OF SIGNATURES

As Secretary to the governing board of the above-named school district, I certify that the signature as shown below is the verified signature of the person authorized to sign contracts, invoices and other documents as directed by the Board of Education. This certification is made in accordance with the provisions of Education Code Sections:

K-12 Districts: §35143, §42632 and §42633

This approved signature is valid for the period from December 11, 2015, through December 10, 2016, in accordance with governing board approval dated February 4, 2016.

Signature: _____
Sandra Lyon
Superintendent & Secretary to the Board

Signature of Personnel authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, Contracts and Other Documents as directed by the Board of Education:

SIGNATURE	INITIALS
TYPED NAME Gail Pinsker	
TITLE Director of Human Resources	

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

FROM: SANDRA LYON / TERRY DELORIA / BERTHA ROMAN

RE: AWARD OF CONTRACT TO IVS COMPUTER TECHNOLOGY FOR INSTALLATION OF CLASSROOM AUDIO/VISUAL TECHNOLOGIES, SINGLE AND DUAL PROJECTION SYSTEM, AUDIO ENHANCEMENT SPEAKERS, A/V CONTROLLERS, AND ELECTRICAL UPGRADES FOR MALIBU HIGH SCHOOLS – AND TO APPROVE THE PIGGYBACK ONTO BAKERSFIELD CITY SCHOOL DISTRICT – BID #1507-1, PHASE I TECHNOLOGY – MEASURE ES-2

RECOMMENDATION NO. A.11

It is recommended that the Board of Education award the installation of audio visual classroom technologies including dual screen projection systems, audio enhancement speakers, A/V controllers, and electrical upgrades at Malibu High School in an amount not to exceed \$694,371.67, piggybacking onto Bakersfield City School District Bid #BD 1507-1.

Funding Information

Budgeted: Yes

Fund: 84

Source: Measure ES

Account Number: 84-90903-0-00000-85000-6200-030-1300

COMMENT: Classroom technology standards were developed by the 21st Century Classroom subcommittee of the District Technology Team in the fall of 2014. The elementary classroom standard includes the installation of dual projection systems, audio enhancement speakers with teacher and student microphones and audio visual controllers.

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

The Board of Education approved the budget for Measure ES-2 Technology purchases during the Board meeting of August 28, 2014 (Item S.01). This purchase will utilize a portion of the 21st Century Classrooms allocation.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

FROM: SANDRA LYON / JANECE L. MAEZ / STEVE MASSETTI

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

RECOMMENDATION NO. A.12

It is recommended that the Board of Education accept as completed all work contracted for the indicated Purchase Orders:

Edison Language Academy New Construction Project

Vendor Name/Project	PO Number	Amount	Substantial Completion Date
Micon Construction	156247	\$24,335	12/1/15

Edison Language Academy New Construction Project

Vendor Name/Project	PO Number	Amount	Substantial Completion Date
AC Pros	163157	\$6,521	11/15/15

COMMENT: A Notice of Completion must be filed for Purchase Orders over \$25,000 and within thirty-five (35) days with the County of Los Angeles pending approval by the Board of Education.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION
 FROM: SANDRA LYON / MARK O. KELLY
 RE: CERTIFICATED PERSONNEL – Elections, Separations

ACTION/CONSENT
 02/04/16

RECOMMENDATION NO. A.13

Unless otherwise noted, all items are included in the 2015/2016 approved budget.

ADDITIONAL ASSIGNMENTS

ADAMS MIDDLE SCHOOL

Gardner, Jennifer	\$44.60, as needed	1/23/16-6/3/16	Est Hrly/\$----
Kapasi, Tahera	\$44.60, as needed	1/23/16-6/3/16	<u>Est Hrly/\$----</u>
TOTAL ESTABLISHED HOURLY			\$----

Comment: Saturday School Supervision
 01-Unrestricted Resource

EDISON ELEMENTARY SCHOOL

Melendez, Brisa	8 hrs @\$44.60	11/12/15-6/9/16	Est Hrly/\$357
Murcia, Constanza	8 hrs @\$44.60	11/12/15-6/9/16	Est Hrly/\$357
Salmaggi, Aileen	8 hrs @\$44.60	11/12/15-6/9/16	<u>Est Hrly/\$357</u>
TOTAL ESTABLISHED HOURLY			\$1,071

Comment: Professional Development Team Member
 01-IASA: Title II Teacher Quality

EDUCATIONAL SERVICES

Santini, Alenjandra	40 hrs @\$44.60	1/22/16-6/9/16	<u>Est Hrly/\$1,784</u>
TOTAL ESTABLISHED HOURLY			\$1,784

Comment: Preschool Program Development
 01-IASA: Title II Teacher Quality

FRANKLIN ELEMENTARY SCHOOL

Paliobagas, Kyra	16 hrs @\$44.60	2/1/16-6/9/16	<u>Est Hrly/\$714</u>
TOTAL ESTABLISHED HOURLY			\$714

Comment: After School Intervention
 01-Formula & Old Tier III

GRANT ELEMENTARY SCHOOL

Krogmann, Allyson	10 hrs @\$44.60	8/20/15-6/9/16	<u>Est Hrly/\$421</u>
TOTAL ESTABLISHED HOURLY			\$421

Comment: Professional Development Team
 01-SMMEF-Funded Stretch Grant

Cordes, Amy	5 hrs @\$44.60	1/4/16-3/5/16	Est Hrly/\$223
Croft, Susan	6 hrs @\$44.60	1/4/16-3/5/16	Est Hrly/\$268
Kooy, Tracy	4 hrs @\$44.60	1/4/16-3/5/16	Est Hrly/\$178
Ware, Andrea	7 hrs @\$44.60	1/4/16-3/5/16	<u>Est Hrly/\$312</u>
TOTAL ESTABLISHED HOURLY			\$981

Comment: Math Olympiad
 01-Formula & Old Tier III

HUMAN RESOURCES

Battung, Jason	4.5 hrs @\$44.60	2/4/16	<u>Est Hrly/\$201</u>
TOTAL ESTABLISHED HOURLY			\$201

Comment: BTSA Professional Development Presenter
 01-Unrestricted Resource

LINCOLN MIDDLE SCHOOL

Hyland, Amy	18 hrs @\$44.60	8/20/15-6/9/16	<u>Est Hrly/\$757</u>
		TOTAL ESTABLISHED HOURLY	\$757
Comment: Professional Development Team Meetings 01-IASA: Title II Teacher Quality			
Hunt, Mark	2.5 hrs @\$44.60	1/8/16	Est Hrly/\$112
Hyland, Amy	2.5 hrs @\$44.60	1/8/16	Est Hrly/\$112
Moazzez, Rozita	2.5 hrs @\$44.60	1/8/16	Est Hrly/\$112
Seymour, Robert	4.5 hrs @\$44.60	1/8/16	Est Hrly/\$201
Takahashi, Ashley	2.5 hrs @\$44.60	1/8/16	<u>Est Hrly/\$112</u>
		TOTAL ESTABLISHED HOURLY	\$649
Comment: ASB Dance Supervision 01-Reimbursed by ASB			

MALIBU HIGH SCHOOL

Thoreson, Bonnie	8 hrs @\$44.60	8/18/15-6/9/16	Est Hrly/\$357
Wintner, Lisa	8 hrs @\$44.60	8/18/15-6/9/16	<u>Est Hrly/\$357</u>
		TOTAL ESTABLISHED HOURLY	\$714
Comment: Professional Development Team Leader 01-Formula & Old Tier III			

OLYMPIC HIGH SCHOOL

Bushin, Gregory	8 hrs @\$44.60	10/1/15-6/9/16	Est Hrly/\$357
Hollis, Christa	8 hrs @\$44.60	10/1/15-6/9/16	<u>Est Hrly/\$357</u>
		TOTAL ESTABLISHED HOURLY	\$714
Comment: Professional Development Team Member 01-IASA: Title II Teacher Quality			

ROGERS ELEMENTARY SCHOOL

Vasquez, Martha	16 hrs @\$42.08	10/1/15-12/10/15	<u>Est Hrly/\$673</u>
		TOTAL ESTABLISHED HOURLY	\$673
Comment: School Smarts Evening Sessions 01-IASA: Title I Basic –LW Inc/Neg			
Estrada, Tiffany	2 hrs @\$44.60	11/12/15-6/10/16	Est Hrly/\$89
Gonzalez, Monica	2 hrs @\$44.60	11/12/15-6/10/16	Est Hrly/\$89
Uema, Kazuki	2 hrs @\$44.60	11/12/15-6/10/16	<u>Est Hrly/\$89</u>
		TOTAL ESTABLISHED HOURLY	\$267
Comment: Professional Development Team Meetings 01-SMMEF-Funded Stretch Grant			
Alexander, Katja	1.5 hrs @\$42.08	12/15/15	Est Hrly/\$63
Duran-Contreras, Martha	1.5 hrs @\$42.08	12/15/15	Est Hrly/\$63
Fujiwara, Emma	1.5 hrs @\$42.08	12/15/15	Est Hrly/\$63
Schwengel, Tracey	1.5 hrs @\$42.08	12/15/15	Est Hrly/\$63
Simon, Laura	1.5 hrs @\$42.08	12/15/15	<u>Est Hrly/\$63</u>
		TOTAL ESTABLISHED HOURLY	\$315
Comment: STEM Planning 01- IASA: Title I Basic –LW Inc/Neg			

Contreras, Sitara	2 hrs @\$44.60	1/6/16	Est Hrly/\$89
Simon, Laura	2 hrs @\$44.60	1/6/16	Est Hrly/\$89
Turner, Amy	2 hrs @\$44.60	1/6/16	Est Hrly/\$89
Vasquez, Martha	2 hrs @\$44.60	1/6/16	Est Hrly/\$89
Yi, Jennifer	2 hrs @\$44.60	1/6/16	<u>Est Hrly/\$89</u>
		TOTAL ESTABLISHED HOURLY	\$445
Comment: STEM Planning Day 01- IASA: Title I Basic –LW Inc/Neg			

Fujiwara, Emma	6.5 hrs @\$42.08	12/16/15-1/3/16	Est Hrly/\$274
Turner, Amy	17.0 hrs @\$42.08	12/26/15-1/5/16	<u>Est Hrly/\$715</u>
		TOTAL ESTABLISHED HOURLY	\$989

Comment: Olweus Bully Prevention Training Prep
01- IASA: Title I Basic –LW Inc/Neg

SANTA MONICA HIGH SCHOOL

Gromala, Annette	2 hrs @\$42.08	12/7/15-12/11/15	Est Hrly/\$84
Lipetz, Sarah	2 hrs @\$42.08	12/7/15-12/11/15	<u>Est Hrly/\$84</u>
		TOTAL ESTABLISHED HOURLY	\$168

Comment: Interviews for ES/Samohi Master Plan
01-Unrestricted Resource

Contreras, Luis	4 hrs @\$42.08	5/30/15	<u>Est Hrly/\$168</u>
		TOTAL ESTABLISHED HOURLY	\$168

Comment: Summer Cleaning
01-Unrestricted Resource

Cruce, Marae	2 hrs @\$42.08	11/12/15	Est Hrly/\$84
Wethern, Heather	2 hrs @\$42.08	11/12/15	<u>Est Hrly/\$84</u>
		TOTAL ESTABLISHED HOURLY	\$168

Comment: Professional Development Team Meetings
01-SMMEF-Funded Stretch Grant

HOURLY TEACHERS

STUDENT SERVICES

Pope, Collette	\$44.60, as needed	1/11/16-6/9/16	<u>Est Hrly/\$----</u>
		TOTAL ESTABLISHED HOURLY	\$----

Comment: Home Instructor
01-Unrestricted Resource

TOTAL ESTABLISHED HOURLY = \$ 11,031

NEW HIRES

PROBATIONARY CONTRACTS

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Gonzalez, Noemi/English Santa Monica High School	100%	1/11/16
Hermiz, Dany John Adams MS/Phys Ed	100%	1/27/16
Schwartz, Marla/English Santa Monica High School	100%	1/19/16

TEMPORARY CONTRACTS

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Sadeghpour, Mojdeh/Science Malibu High School	40%	1/6/16-6/9/16
Santini, Alejandra SMASH	100%	1/1/16-6/9/16

SUBSTITUTE TEACHERS

Effective

LEVEL 1 SUBSTITUTES

(@\$179.00 Daily Rate)

Gerber, Bradley	1/11/16
Schlosstien, Lynne	1/14/16
Sullivan, Bridget	1/21/16

CHANGE IN ASSIGNMENT

Effective

Palatucci, Heather	1/4/16
Special Ed/Preschool	

From: 120%

To: 60%

Portillo, Nicole	1/6/16
Malibu HS/Science	

From: 100%

To: 80%

Ryan, Sarah	1/4/16
Malibu HS/Librarian	

From: Teacher - English

To: Librarian

LEAVE OF ABSENCE (with pay)

Name/Location

Effective

Suminski, Mark	1/4/16-1/22/16
Olympic High School	[Medical]
	(Extension of dates from 12/17/15 Agenda)

LEAVE OF ABSENCE (without pay)

Name/Location

Effective

Pankow, Karen	2/1/16-6/9/16
Muir Elementary	[Child Care]

RETIREMENT

Name/Location

Effective

Duran-Contreras, Martha	6/9/16
Rogers Elementary	

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

TO: BOARD OF EDUCATION
 FROM: SANDRA LYON / MARK O. KELLY / MICHAEL COOL
 RE: CLASSIFIED PERSONNEL – MERIT

ACTION/CONSENT
 02/04/16

RECOMMENDATION NO. A.14

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.

<u>NEW HIRES</u>		<u>EFFECTIVE DATE</u>
Gomes, Qiseana Special Ed-Lincoln MS	Paraeducator-3 6 Hrs/SY/Range: 26 Step: A	1/5/16
Johnson, Joseph Facility Use/Santa Monica HS	Campus Security Officer 4 Hrs/10 Mo/Range: 25 Step: C	1/4/16
Morales, Daniel Child Develop Svcs-Franklin ES	Children’s Center Assistant-1 3.5 Hrs/SY/Range: 17 Step: B	1/5/16

<u>PROMOTION</u>		<u>EFFECTIVE DATE</u>
Shocklee, Miceala Special Ed-Santa Monica HS	Paraeducator-3 6.33Hrs/SY/Range: 26 Step: B From: Paraeducator-1: 6.5 Hrs/SY	1/5/16

<u>TEMP/ADDITIONAL ASSIGNMENTS</u>		<u>EFFECTIVE DATE</u>
Batthey, Leticia McKinley ES	Instructional Assistant - Classroom [additional hours; RTI program support]	9/17/15-11/14/15
Devis, Juanita Facility Use	Audience Services Coordinator [additional hours; Facility Use events]	11/1/15-6/30/16
Devis, Juanita Facility Use	Audience Services Coordinator [overtime; Facility Use events]	11/1/15-6/30/16
Fynn, Elliot Facility Use	Audience Services Coordinator [additional hours; Facility Use events]	11/1/15-6/30/16
Fynn, Elliot Facility Use	Audience Services Coordinator [overtime; Facility Use events]	11/1/15-6/30/16

<u>SUBSTITUTES</u>		<u>EFFECTIVE DATE</u>
Thompson, Raquel Child Development Services	Children’s Center Assistant-1	1/5/16-6/20/16

<u>CHANGE IN ASSIGNMENT</u>		<u>EFFECTIVE DATE</u>
Shocklee, Miceala Special Ed-Muir ES	Paraeducator-3 6.5 Hrs/SY From: 6 Hrs/SY/Special Ed-Muir ES	12/7/15

<u>RESOLUTION OF GRIEVANCE</u>		<u>EFFECTIVE DATE</u>
Cobbs, Rufus Operations	Custodian	1/11/16-1/22/16

PROFESSIONAL GROWTH

		<u>EFFECTIVE DATE</u>
Cueva, Sandra CDS-Washington West	Children's Center Assistant-2	2/1/16
Haro, Irma CDS-Washington West	Children's Center Assistant-2	1/1/16
Santiago, Guillermo Special Ed-Roosevelt ES	Paraeducator-1	2/1/16

WORKING OUT OF CLASS

		<u>EFFECTIVE DATE</u>
Anderson, Sally Malibu HS	Senior Administrative Assistant From: Senior Office Specialist	1/4/16-3/4/16
Kubicz-Preis, Ania Educational Services	Senior Administrative Assistant From: Administrative Assistant	12/21/15-2/25/16

ABOLISHMENT

		<u>EFFECTIVE DATE</u>
Business Services	Manager of Maintenance and Construction 8 Hrs/12 Mo	1/4/16

TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES

		<u>EFFECTIVE DATE</u>
(39-MONTH MEDICAL REEMPLOYMENT LIST) RG8158518 Operations	Gardener	1/29/16

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

FROM: SANDRA LYON / MARK O. KELLY / MICHAEL COOL

RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.15

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

COACHING ASSISTANT

Barnes, Walter	Malibu HS	12/23/15-6/30/16
Jozkowicz, Artur	Santa Monica HS	12/1/15-6/9/16
Jozkowicz, Artur	Santa Monica HS	1/4/16-6/9/16
Vasquez, Angel	Santa Monica HS	8/20/15-6/9/16

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

FROM: SANDRA LYON / JANECE L. MAEZ

RE: RECOMMENDATION FROM BOARD SUBCOMMITTEE OF APPOINTMENTS
TO FILL VACANCIES ON THE BOND OVERSIGHT COMMITTEE (BOC)

RECOMMENDATION NO. A.16

It is recommended that the Board consider and appoint members on the District's Bond Oversight Committee (BOC).

COMMENTS: The Prop 39 – Citizens' Bond Oversight Committee was established, as required by law, after the successful general obligation bond election known as Measure BB. This bond measure, approved by voters on November 7, 2006, authorized the District to issue up to \$268,000,000 of bonds in order to make facility improvement throughout the District. The election was conducted under Proposition 39, therefore obligating the District to establish the oversight committee.

Another successful general obligation bond election, known as Measure ES, was approved by the voters on November 5, 2012, authorizing the District to issue up to \$385,000,000 of bonds to complete future Facility Improvements Project. This election was also conducted under Proposition 39, therefore obligating the District to establish the oversight committee.

At the February 21, 2013, Board of Education meeting, the Board established a combined committee that will serve the legal obligation created by the two bond elections.

There is currently one vacant position on the oversight committee. In order to fill vacancies on the committee, the Board is currently soliciting applications. A press release was published on July 7, 2015, and republished on January 27, 2016. At this time, no applications have been received for consideration.

The purpose of the BOC is to inform the public concerning the expenditure of the bond proceeds. The Committee shall engage in the following activities to carry out this purpose:

- Actively review and report on the proper expenditure of taxpayers' money for school construction;
- Advise the public as to whether the school district is in compliance with the requirement of the measure;
- Convene to provide oversight for but not limited to:
 - Ensuring that bond revenues are expended only for the construction, reconstruction, rehabilitation or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities;
 - Ensuring that no funds are used for any teacher or administrative salaries or other school operating expenses.

Education Code 15278(a) is specific as to the number of committee members that should be appointed to the BOC and even more specific as related to the length of term and number of terms permitted. Ed Code states that the Committee shall consist of at least seven (7) members to serve for a term of no more than three (3) years without compensation and for no more than two (2)

consecutive terms. The law continues to specify that the committee must include:

- One member who is active in a business organization representing the business community located within the school district;
- One member active in a senior citizens' organization;
- One member who is the parent or guardian of a child enrolled in the school district;
- One member who is both a parent or guardian of a child enrolled in the school district and active in a parent-teacher organization;
- One member who is active in a bon fide taxpayers' organization; and
- Two members at large.

It is recommended that the Board appoint Mr. Barry Seid to fill the role of a citizen active in a bona-fide taxpayers association and fill the vacancy of a citizen active in a senior citizen organization at a later date when a sufficient number of applications are submitted.

Recommended Composition of the Prop 39 Bond Oversight Committee (BOC)

Number of Reps.	Category	Current Member
1	Parent	Charlie Yen
1	Parent Active in PTA or Site Council	Lori Whitesell
1	Citizen Active in a Business Organization	Gordon Lee
1	Citizen Active in a Senior Citizen Organization	VACANT
1	Citizen Active in a Bona-fide Taxpayers Association	Barry Seid
2	Members at Large	Debbie Mulvaney Marianne Riggins

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

FROM: SANDRA LYON / MARK KELLY / TARA BROWN

RE: STIPULATED EXPULSION OF STUDENT (09171998) (594507)

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve the stipulated expulsion and consider suspending enforcement, per the stipulated agreement, for student (09171998) (594507). The student shall be referred to an educational program operated by the Los Angeles County Office of Education unless the Parent and the District mutually agree to an alternative educational placement.

COMMENT: The Superintendent of the Santa Monica-Malibu Unified School District has recommended the stipulated expulsion based on the student's violation of Education Code Section 48900(b), 48900(c), 48900(h), 48900(k), and 48915(c)(1).

48900(b)	Possessed, sold or otherwise furnished any firearm, knife, explosive or other dangerous object.
48900(c)	Unlawfully possessed, used, sold, or otherwise furnished, or otherwise been under the influence of a controlled substance.
48900(h)	Possessed or used tobacco, or products containing tobacco or nicotine products.
48900(k)	Disrupted school activities or otherwise willfully defied the valid authority of school personnel.
48915(c)(1)	Possessing, selling, or otherwise furnishing a firearm.

If approved, during the period of the suspended enforcement, the student will be on probationary status. If any conditions of the agreement are not met, or if there are any violations of California Education Code, the suspension of the expulsion order will be revised by the Superintendent or her designee without further hearing or proceeding and referred to the Board of Education for reinstatement of the original expulsion.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/04/16

FROM: SANDRA LYON / JANECE L. MAEZ

RE: REVISE BP 3460 – FINANCIAL REPORTS AND ACCOUNTABILITY

RECOMMENDATION NO. A.18

It is recommended that the Board of Education revise BP 3460 – Financial Reports and Accountability.

COMMENTS: The policy has been updated to reflect new law (AB 2662, 2012), which gives the County Superintendent of Schools the authority, upon receipt of a district's interim fiscal report, to change the district's qualified certification to a negative certification. The policy also contains material formerly in the AR that refers to Board actions regarding the statement of unaudited actual receipts and expenditures, Gann appropriations limit resolution, interim reports, and audit report.

These changes were discussed at the January 21, 2016, board meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

FINANCIAL REPORTS AND ACCOUNTABILITY

The Board of Education is committed to ensuring the fiscal health of the district and providing public accountability. The Board shall adopt sound fiscal policies, oversee the district's financial condition, and continually evaluate whether the district's budget and financial operations support the district's goals for student achievement.

~~The Superintendent or designee shall provide the Board with financial reports throughout the year in accordance with law and as otherwise requested by the Board.~~

The Superintendent or designee shall ensure that all financial reports are prepared in accordance with law and in conformity with generally accepted accounting principles and financial reporting standards stipulated by the Governmental Accounting Standards Board and the California Department of Education. He/she shall establish a system of ongoing internal controls to ensure the reliability of financial reporting.

When required by law or the Board, the Superintendent or designee shall submit to the Board reports of the district's financial status, including, but not limited to, any report specified in this Board policy or accompanying administrative regulation. When any such report must be approved by the Board prior to its submission to a local, state, and/or federal agency, the Superintendent or designee shall provide the report to the Board in sufficient time to enable the Board to carefully review the report and meet any applicable submission deadline.

The Board shall regularly communicate the district's financial position to the public and shall use financial reports to determine what actions and budget amendments, if any, are needed to ensure the district's financial stability.

If district conditions predict fiscal distress or indicate that the district might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall act quickly to identify and resolve these conditions. The Board shall work cooperatively with the County Superintendent of Schools to improve the district's fiscal health and may contract with an external individual or organization to advise the district on fiscal matters.

~~Based on financial reports provided by the Superintendent or designee and in accordance with law and administrative regulation, the Board shall:~~

- ~~1. Approve and file an annual statement of the district's receipts and expenditures for the preceding fiscal year (Education Code 42100)~~
- ~~2. Adopt a resolution identifying the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year (Education Code 42132; Government Code 7910)~~
- ~~3. Approve interim fiscal reports and certify whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and two subsequent fiscal years (Education Code 42130, 42131)~~
- ~~4. Provide for an annual audit, select an independent auditor, and review the audit report (Education Code 41020, 41020.3)~~

The independent auditor shall present the audit report to the Board at a public meeting and the Board shall have an opportunity to ask questions of the auditor and request further information about the audit findings.

Unaudited Actual Receipts and Expenditures

On or before September 15, the Board shall approve and file with the County Superintendent a statement of the district's unaudited actual receipts and expenditures for the preceding fiscal year. The Superintendent or designee shall prepare this statement using the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction (SPI). (Education Code 42100)

Gann Appropriations Limit Resolution

On or before September 15, the Board shall adopt a resolution identifying, pursuant to Government Code 7900-7914, the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year. Documentation used to identify these limits shall be made available to the public on the day of the Board meeting. (Education Code 42132; Government Code 7910)

Interim Reports/Certification of Ability to Meet Fiscal Obligations

The Superintendent or designee shall submit two interim fiscal reports to the Board, the first report covering the district's financial and budgetary status for the period ending October 31 and the second report covering the period ending January 31. The reports and supporting data shall be made available by the district for public review. (Education Code 42130)

Within 45 days after the close of the period reported, the Board shall approve the interim report and certify, on the basis of the interim report and any additional financial information known by the Board, whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years. The certification shall be classified as one of the following: (Education Code 42130, 42131)

1. "Positive certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years
2. "Qualified certification" indicating that the district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years
3. "Negative certification" indicating that the district will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year

The Superintendent or designee shall submit a copy of each interim report and certification to the County Superintendent using the state's SACS software, as prescribed by the SPI. (Education Code 42130, 42131)

If the district's certification is subsequently changed by the County Superintendent from a positive to a qualified or negative certification, or from a qualified to a negative certification, the Board may appeal the decision to the SPI within five days of receiving the notice of change. (Education Code 42131)

Whenever the district receives a qualified or negative certification from the Board or the County Superintendent, the Superintendent or designee shall cooperate in the implementation of any remedial actions taken or prescribed by the County Superintendent under the authority granted to him/her pursuant to Education Code 42131.

If the second interim report is accompanied by a qualified or negative certification, the Board shall, no later than June 1, provide to the County Superintendent, the State Controller, and the SPI a financial statement as of April 30 ("third interim report") that projects the district's fund and cash balances through June 30. (Education Code 42131)

At any time during the year when the County Superintendent conducts a comprehensive review of the district's financial and budgetary conditions after he/she has determined that the district's budget does not comply with state criteria and standards for fiscal stability, the Board shall review the County Superintendent's recommendations at a public Board meeting. Within 15 days of receiving the report, the district shall notify the County Superintendent and the SPI of its proposed actions on the recommendation. (Education Code 42637)

Audit Report

By April 1 of each year, the Board shall provide for an annual audit of the district's books and accounts. (Education Code 41020)

To conduct the audit, the Board shall select a certified public accountant or public accountant licensed by the State Board of Accountancy from among those deemed qualified by the State Controller. (Education Code 41020, 41020.5)

The Board shall not select any public accounting firm to provide audit services if the lead or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for the district in each of the six previous fiscal years. (Education Code 41020)

No later than December 15, the report of the audit for the preceding fiscal year shall be filed with the County Superintendent, the CDE, and the State Controller. (Education Code 41020)

Prior to December 15 whenever possible, but in no case later than January 31, the Board shall review, at an open meeting, the annual district audit for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or any issue raised in a management letter. (Education Code 41020.3)

The Board shall have an opportunity at the meeting to ask questions of the auditor and request further information about the audit findings.

~~The Board shall regularly communicate the district's financial position to the public and shall use financial reports to determine what actions and budget amendments, if any, are needed to ensure the district's financial stability.~~

~~If district conditions predict fiscal distress or indicate that the district might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall act quickly to identify and resolve these conditions. The Board shall work cooperatively with the County Superintendent of Schools to improve the district's fiscal health and may contract with an external individual or organization to advise the district on fiscal matters.~~

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools

14500-14508 Financial and compliance audits

17150-17150.1 Public disclosure of non-voter-approved debt

17170-17199.5 California School Finance Authority

33127 Standards and criteria for local budgets and expenditures

33128 Standards and criteria; inclusions
33129 Standards and criteria; use by local agencies
35035 Powers and duties of superintendent
41010-41023 Accounting system
41326 Emergency apportionment
41344 Repayment of apportionment significant audit exceptions
41344.1 Appeals of audit findings
41455 Examination of financial problems of local districts
42100-42105 Requirement to prepare and file annual statement
42120-42129 Budget requirements
42130-42134 Financial reports and certifications
42140-42142 Public disclosure of fiscal obligations
42637 County superintendent review of district's financial and budgetary conditions
42652 Revocation or suspension of warrant authority
48300-48316 Student attendance alternatives
GOVERNMENT CODE
3540.2 School district; qualified or negative certification; proposed agreement review and comment
7900-7914 Appropriations limit
16429.1 Local agency investment fund
53646 Reports of investment policy and compliance
CODE OF REGULATIONS, TITLE 5
15060 Standardized account code structure
15070 Submission of reports using standardized account code structure
15440-15451 Criteria and standards for school district budgets
15453-15464 Criteria and standards for school district interim reports
19810-19816.1 Audits
UNITED STATES CODE, TITLE 31
7501- 7507 Single audits of federal program funds

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance: Fiscal Accountability, 2006

CALIFORNIA DEPARTMENT OF EDUCATION COMMUNICATIONS

New Financial Reporting Requirements for Postemployment Benefits Other than Pensions, February 26, 2007

Audit Resolution Process: Repayment Plans, December 8, 2000

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS (continued)

Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004

Statement 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local Governments, June 1999

STATE CONTROLLER PUBLICATIONS

Standards and Procedures for Audits of California K-12 Local Educational Agencies (annual publication)

U.S. GOVERNMENT ACCOUNTABILITY OFFICE AND PRESIDENT'S COUNCIL ON INTEGRITY AND EFFICIENCY (PCIE) PUBLICATIONS

Government Auditing Standards, 2011

Financial Audit Manual, revised 2008

U.S. OFFICE OF MANAGEMENT AND BUDGET CIRCULARS

A-133 Audits of States, Local Governments, and Non-Profit Organizations

WEB SITES

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

California Association of School Business Officials: <http://www.casbo.org>

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

California Department of Education, Finance and Grants: <http://www.cde.ca.gov/fg>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

School Services of California: <http://www.sscal.com>

State Controller's Office: <http://www.sco.ca.gov>

U.S. Government Accountability Office: <http://www.gao.gov>

U.S. Office of Management and Budget: <http://www.whitehouse.gov/omb>

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

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / TERRY DELORIA
RE: REVISE BP 5126 – AWARDS FOR ACHIEVEMENT

ACTOIN/CONSENT
02/04/16

RECOMMENDATION NO. A.19

It is recommended that the Board of Education revise BP 5126 – Awards for Achievement.

COMMENTS: CSBA has updated this policy and regulation twice since the district's last revisions. In March 2012, the policy was updated 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. It also contains optional language for districts that choose to provide "pathway awards" recognizing benchmarks toward biliteracy at earlier grade levels.

These changes were discussed at the January 21, 2016, board meeting.

MOTION MADE BY:
SECONDED BY:
STUDENT BOARD MEMBER:
AYES:
NOES:
ABSENT:

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.

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.

In order to affirm the value of bilingualism and encourage students' enrollment in world language programs, the Superintendent or designee may present awards at appropriate grade levels to recognize the pursuit and/or attainment of grade-level proficiency in one or more languages in addition to English.

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 Assessment of English language development

Management Resources:

WEB SITES

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

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

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

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / MARK O. KELLY / TARA BROWN
RE: REPLACE BP 5141.31 – IMMUNIZATIONS

ACTION/CONSENT
02/04/16

RECOMMENDATION NO. A.20

It is recommended that the Board of Education replace BP 5141.31 – Immunizations.

COMMENTS: SB 277 amended the Health and Safety Code to no longer permit immunization exemptions based on personal beliefs for children in child care and public and private schools. SB 277 does permit personal belief exemptions submitted before January 1, 2016, to remain valid until a pupil reaches kindergarten or 7th grade. Additionally, SB 277 removes immunization requirements for students in home-based private schools and for students enrolled in an independent study program who do not receive classroom-based instruction. The immunization requirements do not prohibit students from accessing special education and related services required by their individualized education programs.

The proposed replacement of BP 5141.31 and revision of AR 5141.31 align the policy and regulation to comply with SB 277 and changes to the Health and Safety Code.

These changes were discussed at the January 21, 2016, board meeting.

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

IMMUNIZATIONS

To protect the health of all students and staff and to curtail the spread of infectious diseases, the Board of Education shall cooperate with state and local public health agencies to facilitate immunization of all district students against preventable diseases.

Each student enrolling for the first time in a district elementary or secondary school, preschool, or child care and development program or, after July 1, 2016, enrolling in or advancing to grade 7 shall present an immunization record from any authorized private or public health care provider certifying that he/she has received all required immunizations in accordance with law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law.

Each transfer student shall be requested to present his/her immunization record upon registration at a district school.

The Superintendent or designee may arrange for an authorized health care provider to administer immunizations at school to any student whose parent/guardian has consented in writing. At the beginning of the school year, parents/guardians shall be notified of their right to provide consent for the administration of an immunization to their child at school. (Education Code 49403)

~~To be admitted to the district, children must be fully immunized in accordance with law. Children shall be excluded from school or exempted from immunization requirements only as allowed by law.~~

Transfer Students

~~To enroll in the district, all transfer students must present a written immunization record which shows at least the month and year of each immunization. The student shall receive all required immunizations currently due before he/she is admitted to school.~~

Legal Reference:**EDUCATION CODE**

44871 Qualifications of supervisor of health

46010 Total days of attendance

48216 Immunization

48853.5 Immediate enrollment of foster youth

48980 Required notification of rights

49403 Cooperation in control of communicable disease and immunizations

49426 Duties of school nurses

49701 Flexibility in enrollment of children of military families

51745-51749.6 Independent study

HEALTH AND SAFETY CODE

120325-120380 Immunization against communicable disease, especially:

120335 Immunization requirement for admission

120395 Information about meningococcal disease, including recommendation for vaccination

120440 Disclosure of immunization information

CODE OF REGULATIONS, TITLE 5

430 Student records

CODE OF REGULATIONS, TITLE 17

6000-6075 School attendance immunization requirements

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act
UNITED STATES CODE, TITLE 42
11432 Immediate enrollment of homeless children
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family Educational Rights and Privacy

Management Resources:

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

California Immunization Handbook for Child Care Programs and Schools, August 2015

Guide to Immunizations Required for Child Care

Guide to Immunizations Required for School Entry

Parents' Guide to Immunizations Required for Child Care

Parents' Guide to Immunizations Required for School Entry

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

Guide for Annual Audits of Local Education Agencies and State Compliance Reporting, July 2015

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Family Educational Rights and Privacy Act (FERPA) and H1N1, October 2009

WEB SITES

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

California Department of Public Health, Immunization Branch: <http://www.cdph.ca.gov/programs/immunize>

California Department of Public Health, Shots for Schools: <http://shotsforschools.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

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

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

MAJOR ITEMS

TO: BOARD OF EDUCATION

ACTION/MAJOR

02/04/16

FROM: SANDRA LYON / MARK O. KELLY

RE: PUBLIC HEARING – NEGOTIATION PROPOSALS FOR SMMUSD AND
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 99 (SEIU)

RECOMMENDATION NO. A.21

It is recommended that the Board of Education hold a public hearing regarding the negotiation proposals for the Santa Monica-Malibu Unified School District and the Service Employees International Union, Local 99 (SEIU).

COMMENT: This item allows members of the public to comment on the Articles that have been opened by SMMUSD and SEIU for their negotiations on a successor contract. SEIU gave public notice of its proposal at the December 17, 2015 Board Meeting and the District's proposal was noticed at the January 21, 2016 Board Meeting.

OPEN PUBLIC HEARING

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

CLOSE PUBLIC HEARING

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

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

FOR NEGOTIATIONS WITH THE

SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 99 (SEIU)

The Santa Monica-Malibu Unified School District Board of Education hereby submits its negotiations proposal, pursuant to Government Code Section 3547. Specific modifications to contract language will be developed during negotiations proceedings utilizing an interest-based model. The District reserves the right to add to, or subtract from, this initial proposal. The articles to be opened by the District are:

Article 16 Wages

Consider fair and sustainable total compensation adjustments to address economic challenges and future obligations faced by the District. The District's interests include recruiting and retaining high-quality classified employees.

Consider implementation of part or all of the salary survey of comparable districts.

Article 17 Health and Welfare Benefits

Examine the District's current health care model. Determine means to provide a benefits program at sustainable costs. Consider the District's interest in recruiting and retaining high-quality classified employees.

**Santa Monica-Malibu Unified School District and SEIU Local 99
INITIAL UNION PROPOSALS
For Re-Opener Negotiations
December, 2015**

ART. DESCRIPTION OF ARTICLE AND SEIU LOCAL 99 PROPOSAL

16 Wages

Adjust salary schedule(s) to recruit and retain the highest quality classified employees, including full implementation of the salary survey of comparable employers, with a minimum wage equal to at least the City of Santa Monica minimum wage.

17 Health and Welfare Benefits

Adjust health and welfare benefits to recruit and retain the highest quality classified employees.

SEIU Local 99 reserves the right to submit additional proposals as provided by CA Govt. Cd. Sec. 3547(d).

TO: BOARD OF EDUCATION

ACTION/MAJOR

02/04/16

FROM: SANDRA LYON / TERRY DELORIA

RE: ADOPT RESOLUTION NO. 15-17 – IN HONOR OF BLACK HISTORY MONTH

RECOMMENDATION NO. A.22

It is recommended that the Board of Education adopt Resolution No. 15-17 – In Honor of Black History Month.

COMMENTS: In 1976, February was designated as Black History Month. This resolution honors the achievements and contributions of African-American citizens in the United States.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**Santa Monica-Malibu Unified School District
Board of Education**

**Resolution No. 15-17
In Honor of Black History Month**

Whereas, Carter G. Woodson, noted Black scholar, historian and son of former slaves, founded the Association for the Study of Negro Life and History in 1915, which was later renamed the Association for the Study of African American Life and History; and

Whereas, Dr. Woodson initiated Black History Week on February 12, 1926, and which for many years was celebrated by Black people in the United States on the 2nd week of February (chosen so as to coincide with the birthdays of Frederick Douglass and Abraham Lincoln); and

Whereas, in 1976, as part of the nation's Bicentennial, Black History Week was expanded and February was established as Black History Month, and is now widely observed; and

Whereas, it is important to understand the different origins, cultures and heritages of all Americans, and recognize that the history of African Americans in this country is part of our shared collective American story; and

Whereas, Black History month is a time to recognize and honor the many achievements of Black Americans and to acknowledge the scope of their contributions to the United States of America, as well as the important and vital roles this group has played in our Nation's development and history; and

Whereas, it is entirely fitting that society should develop a full appreciation of the innumerable accomplishments of African-Americans, and public education can work to achieve this by committing students to a full review and assessment of the great contributions by African Americans to the arts, sciences, literature, economic development, education, exploration, defense and leadership and growth of this Nation; and

Whereas, even as civil rights laws have given legal consequences to overt discriminatory practices and racial intolerance, only through education can attitudes be changed and ignorance eliminated; and

Whereas, Black History Month seeks to bridge the gap wherein American history failed to accurately portray and record the achievements of Black Americans; and

Whereas, learning from the struggles and accomplishments of others helps strengthen our bond as a national family:

NOW, THEREFORE, BE IT RESOLVED that the Santa Monica-Malibu Unified School District Board of Education does hereby adopt this Resolution to encourage: the celebration of BLACK HISTORY MONTH; the instruction to our students on the achievements and contributions of Black citizens; fostering in our students a greater understanding of the roles African Americans have played throughout the history of our Nation; and helping all students understand their responsibilities in protecting and preserving the humanity of all people.

Passed and Adopted this 4th day of February 2016 by the Santa Monica-Malibu Unified School District Board of Education by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Laurie Lieberman
Board President

Sandra Lyon
Superintendent

INFORMATION ITEMS

TO: BOARD OF EDUCATION

INFORMATION

02/04/16

FROM: SANDRA LYON / JANECE L. MAEZ

RE: REPLACEMENT OF AR 3460 – FINANCIAL REPORTS AND
ACCOUNTABILITY

INFORMATION ITEM NO. I.01

This is to inform the Board of Education that AR 3460 – Financial Reports and Accountability has been replaced.

COMMENTS: The regulation has been updated to reflect new Title 5 regulations (Register 2013, No. 49) aligning the state standards and criteria for interim reports with the local control funding formula (LCFF), effective in the 2014-15 fiscal year. The regulation has also been updated to reflect new law (AB 97, 2013), which requires the annual audit to include a determination as to whether funds were expended in accordance with the district's LCAP.

These changes were discussed at the January 21, 2016, board meeting.

FINANCIAL REPORTS AND ACCOUNTABILITY

Each interim fiscal report developed pursuant to Education Code 42130 shall include an assessment of the district budget as revised to reflect current information regarding the adopted state budget, district property tax revenues, if any, and ending balances for the preceding fiscal year. (Education Code 42130, 42131)

The interim reports shall be based on State Board of Education (SBE) criteria and standards which address fund and cash balances, reserves, deficit spending, estimation of average daily attendance (ADA), projected enrollment, ratio of ADA to enrollment, projected local control funding formula (LCFF) revenue, salaries and benefits, other revenues and expenditures, and facilities maintenance. For purposes of assessing projections of LCFF revenue, the first interim report shall be compared to the adopted district budget, and the second interim report shall be compared to the projections in the first interim report. (Education Code 42130; 5 CCR 15453-15464)

The report shall also provide supplemental information regarding contingent liabilities, use of one-time revenues for ongoing expenditures, contingent revenues, contributions (i.e., projected contributions from unrestricted general fund resources to restricted general fund resources, projected transfers to or from the general fund to cover operating deficits in the general fund or any other fund, and capital project cost overruns that may impact the general fund budget), long-term commitments, unfunded liabilities, temporary interfund borrowings, the status of labor agreements, and the status of other funds. (Education Code 42130; 5 CCR 15453, 15464)

Audit Report

The Superintendent or designee shall establish a timetable for the completion and review of the annual audit within the deadlines established by law.

The Superintendent or designee shall provide the necessary financial records and cooperate with the auditor selected by the Governing Board to ensure that the audit report contains all information required by law and the Governmental Accounting Standards Board (GASB).

The audit shall include an audit of income and expenditures by source of funds for all funds of the district, including the student body and cafeteria funds and accounts and any other funds under the control or jurisdiction of the district, as well as an audit of student attendance procedures. The audit shall also include a determination of whether LCFF funds were expended in accordance with the district's local control and accountability plan or an approved annual update of the plan. (Education Code 41020)

If the district participates in the school district of choice program to accept interdistrict transfers, the Superintendent or designee shall notify the auditor, prior to the commencement of the audit, that the audit must include a review of the district's compliance with specified program requirements. (Education Code 48301)

When required by federal law, specified records pertaining to the audit of federal funds received and expended by the district shall be transmitted to the federal clearinghouse designated by the federal Office of Management and Budget and shall be made available for public inspection. Such records shall be transmitted within 30 days after receipt of the auditor's report or within nine months after the end of the fiscal year, whichever is sooner, unless a longer period is agreed to in advance by the federal agency or a different period is specified in a program-specific audit guide. (31 USC 7502)

If an audit finding results in the district being required to repay an apportionment or pay a penalty, the district may appeal the finding to the Education Audit Appeals Panel by making an informal summary appeal within 30 days of receiving the final audit report or initiating a formal appeal within 60 days of receiving the report. (Education Code 41344, 41344.1)

While a public accounting firm is performing the audit of the district, it shall not provide any nonauditing, management, or other consulting services for the district except as provided in Government Auditing Standards, Amendment #3, published by the U.S. Government Accountability Office. (Education Code 41020)

Fund Balance

In accordance with GASB Statement 54, external financial reports shall report fund balances in the general fund within the following classifications based on the relative strength of constraints placed on the purposes for which resources can be used:

1. Nonspendable fund balance, including amounts that are not expected to be converted to cash, such as resources that are not in a spendable form or are legally or contractually required to be maintained intact
2. Restricted fund balance, including amounts constrained to specific purposes by their providers or by law
3. Committed fund balance, including amounts constrained to specific purposes by the Board
4. Assigned fund balance, including amounts which the Board or its designee intends to use for a specific purpose
5. Unassigned fund balance, including amounts that are available for any purpose

Negative Balance Report

Whenever the district reports a negative unrestricted fund balance or a negative cash balance in its annual budget or annual audit report, it shall include in the budget a statement that identifies the reasons for the negative unrestricted fund balance or negative cash balance and the steps that have been taken to ensure that the negative balance will not occur at the end of the current fiscal year. (Education Code 42127.5)

Non-Voter-Approved Debt Report

Upon approval by the Board to proceed with the issuance of revenue bonds or any agreement for financing school construction pursuant to Education Code 17170-17199.5, the Superintendent or designee shall notify the County Superintendent of Schools and the county auditor. The Superintendent or designee shall provide the Board, the county auditor, the County Superintendent, and the public with related repayment schedules and evidence of the district's ability to repay the obligation. (Education Code 17150)

When the Board is considering the issuance of certificates of participation and other debt instruments that are secured by real property and do not require the approval of the voters of the district, the Superintendent or designee shall provide notice to the County Superintendent and county auditor no later than 30 days before the Board's approval to proceed with issuance. The Superintendent or designee shall provide the Board, the county auditor, the County Superintendent, and the public with information necessary to assess the anticipated effect of the

debt issuance, including related repayment schedules, evidence of the district's ability to repay the obligation, and the issuance costs. (Education Code 17150.1)

Other Postemployment Benefits Report (GASB 45)

In accordance with GASB Statement 45, the district's financial statements shall report the annual expense of nonpension other postemployment benefits (OPEBs) on an accrual basis over retirees' active working lifetime, as determined by a qualified actuary procured by the Superintendent or designee. To the extent that these OPEBs are not prefunded, the district shall report a liability on its financial statements.

The Superintendent or designee shall annually present the estimated accrued but unfunded cost of OPEBs and the actuarial report upon which those costs are based at a public meeting of the Board. (Education Code 42140)

The amount of the district's financial obligation for OPEBs shall be reevaluated every two or three years in accordance with GASB 45 depending on the number of members in the OPEB plan.

Workers' Compensation Claims Report

The Superintendent or designee shall annually provide the Board, at a public meeting, information and related actuarial reports showing the estimated accrued but unfunded cost of workers' compensation claims. The estimate of costs shall be based on an actuarial report completed at least every three years by a qualified actuary. (Education Code 42141)

Unaudited Actual Receipts and Expenditures

~~The Superintendent or designee shall prepare a statement of all unaudited actual receipts and expenditures of the district for the preceding fiscal year, using the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction (SPI). On or before September 15, the Board of Education shall approve this statement and file it with the County Superintendent of Schools. (Education Code 42100)~~

Gann Appropriations Limit Resolution

~~The Board shall adopt a resolution by September 15 of each year to identify the estimated appropriations limit for the district for the current fiscal year and the actual appropriations limit of the district during the preceding year, as determined pursuant to Government Code 7900-7914. Documentation used to identify these limits shall be made available to the public on the day of the Board meeting. (Education Code 42132; Government Code 7910)~~

Interim Reports

~~The Superintendent or designee shall submit two interim fiscal reports to the Board, the first report covering the district's financial and budgetary status for the period ending October 31 and the second report covering the period ending January 31. The reports and supporting data shall also be made available by the district for public review. (Education Code 42130)~~

~~The interim report shall include an assessment of the district budget as revised to reflect current information regarding the adopted state budget, district property tax revenues, if any, and ending balances for the preceding year. The review shall be based on criteria and standards adopted by the State Board of Education which address fund and cash balances, reserves, deficit spending, estimation of average daily attendance (ADA), projected enrollment, ratio of~~

ADA to enrollment, projected revenue limit, salaries and benefits, other revenues and expenditures, and facilities maintenance. The review shall also consider supplemental information regarding contingent liabilities, use of one-time revenues for ongoing expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, temporary interfund borrowings, the status of labor agreements, and the status of other funds. (Education Code 42130, 42131; 5 CCR 15453-15464)

Within 45 days after the close of the period reported, the Board shall approve the interim fiscal report and certify, on the basis of the interim report and any additional financial information known by the Board to exist at the time of certification, whether the district is able to meet its financial obligations for the remainder of the fiscal year and, based on current forecasts, for the subsequent fiscal year. The certification shall be classified as one of the following: (Education Code 42130, 42131)

1. "Positive certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years
2. "Qualified certification" indicating that the district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years
3. "Negative certification" indicating that the district will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year

The Superintendent or designee shall submit a copy of the interim report and certification to the County Superintendent using the state's SACS, as prescribed by the SPI. (Education Code 42130, 42131)

If the district submits a positive certification that is subsequently changed by the County Superintendent to a qualified or negative certification, the district may appeal the decision to the SPI within five days of receiving the notice of change. (Education Code 42131)

Whenever the district receives a qualified or negative certification as determined by the Board or the County Superintendent, it shall cooperate in the implementation of any remedial actions taken by the County Superintendent under the authority granted to him/her pursuant to Education Code 42131.

Whenever the County Superintendent conducts a comprehensive review of the district's financial and budgetary conditions after determining that the district's budget does not comply with state standards and criteria for fiscal stability, the Board shall review the County Superintendent's recommendations at a public Board meeting. Within 15 days of receiving the report, the district shall notify the County Superintendent and the SPI of its proposed actions on the recommendations. (Education Code 42637)

If the second interim report of the fiscal year is accompanied by a qualified or negative certification as determined by the Board or the County Superintendent, the Superintendent or designee shall, no later than June 1, provide to the County Superintendent, the State Controller, and the SPI a financial statement that reports data for the period ending April 30 and projects the district's fund and cash balances as of June 30. (Education Code 42131)

Audit Report

By April 1 of each year, the Board shall provide for an audit of the district's books and accounts or the County Superintendent shall make arrangements to provide for that audit. (Education Code 41020)

~~The Superintendent or designee shall establish a timetable for the completion and review of the audit within the deadlines established by law.~~

~~To conduct the audit, the Board shall select a certified public accountant or public accountant licensed by the State Board of Accountancy from among those deemed qualified by the State Controller. (Education Code 41020, 41020.5)~~

~~The Board shall not select any public accounting firm to provide audit services if the lead audit partner or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for the district in each of the six previous fiscal years. (Education Code 41020)~~

~~While a firm is performing the audit of the district, it shall not provide any nonauditing, management, or other consulting services for the district except as provided in Government Accounting Standards, Amendment #3, published by the U.S. Government Accounting Office. (Education Code 41020)~~

~~The audit shall include an audit of income and expenditures by source of funds for all funds of the district, including the student body and cafeteria funds and accounts and any other funds under the control or jurisdiction of the district, as well as an audit of student attendance procedures. (Education Code 41020)~~

~~The district's audited financial report shall include:~~

- ~~1. Management's discussion and analysis, which shall introduce the basic financial statements and provide an analytical overview of the district's financial activities, including:
 - ~~a. An objective and easily readable analysis of the district's financial activities based on currently known facts, decisions, and conditions~~
 - ~~b. Comparisons of the current year to the prior year~~
 - ~~c. An analysis of the district's overall financial position, enabling a determination as to whether that position has improved or deteriorated as a result of the year's activities~~
 - ~~d. An analysis of significant changes that occur in funds and significant budget variances~~
 - ~~e. A description of capital asset and long-term debt activity during the year~~
 - ~~f. A description of currently known facts, decisions, and conditions that are expected to have a significant effect on the district's financial position~~~~
- ~~2. Basic financial statements, including:
 - ~~a. Districtwide financial statements, consisting of a statement of net assets and a statement of activities which report all of the assets, liabilities, revenues, expenses, and gains and losses of the district~~
 - ~~b. Fund financial statements, consisting of a series of statements that focus on information about the district's major governmental and enterprise funds, including its blended component units~~~~

- c. ~~Notes to the financial statements that are essential to a user's understanding of the basic financial statements~~
3. ~~Supplementary information required by the Governmental Standards Accounting Board (GASB), including, but not limited to, budgetary comparison schedules~~

~~By January 31 of each year, the Board shall review, at an open meeting, the annual district audit for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or any issue raised in a management letter. (Education Code 41020.3) To the extent possible, the Board's review shall occur prior to December 15 to provide the Board and the community an opportunity to review the audit before it is submitted to local and state agencies.~~

~~No later than December 15, the Superintendent or designee shall file the report of the audit for the preceding fiscal year with the County Superintendent, the California Department of Education, and the State Controller. (Education Code 41020)~~

~~If an audit finding results in the district being required to repay an apportionment or pay a penalty, the district may appeal the finding to the Education Audit Appeals Panel by making an informal, summary appeal within 30 days of receiving the final audit report or initiating a formal appeal within 60 days of receiving the report. (Education Code 41344,41344.1)~~

Fund Balance

~~In accordance with GASB Statement 54, external financial reports shall report fund balances in the general fund within the following classifications based on the relative strength of constraints placed on the purposes for which resources can be used:~~

1. ~~Nonspendable fund balance, including amounts that are not expected to be converted to cash, such as resources that are not in a spendable form or are legally or contractually required to be maintained intact~~
2. ~~Restricted fund balance, including amounts constrained to specific purposes by their providers or by law~~
3. ~~Committed fund balance, including amounts constrained to specific purposes by the Board~~
4. ~~Assigned fund balance, including amounts which the Board or its designee intends to use for a specific purpose~~
5. ~~Unassigned fund balance, including amounts that are available for any purpose~~

Negative Balance Report

~~Whenever the district reports a negative unrestricted fund balance or a negative cash balance in its annual budget or annual audit report, it shall include in the budget a statement that identifies the reasons for the negative unrestricted fund balance or negative cash balance and the steps that have been taken to ensure that the negative balance will not occur at the end of the current fiscal year. (Education Code 42127.5)~~

Non-Voter-Approved Debt Report

~~Upon approval by the Board to proceed with the issuance of revenue bonds or any agreement for financing school construction pursuant to Education Code 17170-17199.5, the Superintendent or designee shall notify the County Superintendent and the county auditor. The Superintendent or designee shall provide the Board, the county auditor, the County Superintendent, and the public with related repayment schedules and evidence of the district's ability to repay the obligation. (Education Code 17150)~~

~~In the case of certificates of participation and other debt instruments that are secured by real property and do not require the approval of the voters of the district, notice shall be provided to the County Superintendent and county auditor no later than 30 days before the Board's approval to proceed with issuance. The Superintendent or designee shall provide the Board, the county auditor, the County Superintendent, and the public with information necessary to assess the anticipated effect of the debt issuance, including related repayment schedules, evidence of the district's ability to repay the obligation, and the issuance costs. (Education Code 17150.1)~~
~~Other Postemployment Benefits Report (GASB 45)~~

~~In accordance with GASB Statement 45, the district's financial statements shall report the annual expense of nonpension other postemployment benefits (OPEBs) on an accrual basis over the retiree's active working lifetime, as determined by a qualified actuary procured by the Superintendent or designee. To the extent that these OPEBs are not prefunded, the district shall report a liability on its financial statements.~~

~~The Superintendent or designee shall annually present the estimated accrued but unfunded cost of OPEBs and the actuarial report upon which those costs are based at a public meeting of the Board. (Education Code 42140)~~

~~The amount of the district's financial obligation for OPEBs shall be reevaluated every two or three years in accordance with GASB 45 depending on the number of members in the OPEB plan.~~

~~Workers' Compensation Claims Report~~

~~The Superintendent or designee shall annually provide the Board, at a public meeting, information and related actuarial reports showing the estimated accrued but unfunded cost of workers' compensation claims. The estimate of costs shall be based on an actuarial report completed at least every three years by a qualified actuary. (Education Code 42141)~~

**Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
approved: August 19, 2009 Santa Monica, California
revised: June 16, 2011**

TO: BOARD OF EDUCATION

INFORMATION

01/21/16

FROM: SANDRA LYON / TERRY DELORIA

RE: REVISION TO AR 5126 – AWARDS FOR ACHIEVEMENT

INFORMATION ITEM NO. I.02

This is to inform the Board of Education that AR 5126 – Awards for Achievement has been revised.

COMMENTS: CSBA has updated this policy and regulation twice since the district's last revisions. The mandated regulation has been updated to reflect eligibility criteria and other requirements for State Seal of Biliteracy, as added by AB 815 and optional notifications to inform students of eligibility requirements for various awards. In April 2015, the regulation deleted detailed eligibility criteria for the Golden State Seal Merit Diploma and State Seal of Biliteracy, as these criteria are in transition.

These changes were discussed at the January 21, 2016, board meeting.

AWARDS FOR ACHIEVEMENT**District/School Awards**

The Superintendent or designee may appoint an awards committee at each school 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.

Golden State Seal Merit Diploma

To be eligible to receive the Golden State Seal Merit Diploma upon graduation from high school, a student shall complete all requirements for a high school diploma and demonstrate, in accordance with the means adopted by the State Board of Education, mastery of the curriculum in mathematics, English language arts, science, United States history, and two other subject matter areas selected by the student. (Education Code 51451, 51452; 5 CCR 876)

The Superintendent or designee shall maintain appropriate records to identify students who are eligible for the merit diploma and shall affix an insignia to the diploma and transcript of each student awarded the merit diploma. (Education Code 51454)

The Superintendent or designee shall submit an insignia request form to the California Department of Education in sufficient time to allow processing of the request prior to the high school graduation ceremony.

Biliteracy Award

To be eligible to receive the State Seal of Biliteracy upon graduation, a student shall demonstrate, in accordance with state criteria, proficiency in English and at least one other language, which may include American Sign Language. A student whose primary language is other than English shall also attain the required proficiency level on the state test of English language proficiency.

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.

Notifications

The Superintendent or designee shall annually distribute information about eligibility requirements for the Golden State Seal Merit Diploma, State Seal of Biliteracy, and/or any district awards programs to students at the applicable grade levels.

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

TO: BOARD OF EDUCATION

INFORMATION

02/04/16

FROM: SANDRA LYON / MARK O. KELLY / TARA BROWN

RE: REVISION TO AR 5141.31 – IMMUNIZATIONS

INFORMATION ITEM NO. I.03

This is to inform the Board of Education the AR 5141.31 – Immunizations has been revised.

COMMENTS: SB 277 amended the Health and Safety Code to no longer permit immunization exemptions based on personal beliefs for children in child care and public and private schools. SB 277 does permit personal belief exemptions submitted before January 1, 2016, to remain valid until a pupil reaches kindergarten or 7th grade. Additionally, SB 277 removes immunization requirements for students in home-based private schools and for students enrolled in an independent study program who do not receive classroom-based instruction. The immunization requirements do not prohibit students from accessing special education and related services required by their individualized education programs.

The proposed replacement of BP 5141.31 and revision of AR 5141.31 align the policy and regulation to comply with SB 277 and changes to the Health and Safety Code.

These changes were discussed at the January 21, 2016, board meeting.

IMMUNIZATIONS**Required Immunizations**

The Superintendent or designee shall provide parents/guardians, upon school registration, a written notice summarizing the state's immunization requirements.

The Superintendent or designee shall not unconditionally admit any student to a district elementary or secondary school, preschool or child care and development program unless that student has presented documentation of full immunization. (Health and Safety Code 120335) for the first time nor, after July 1, 2016, admit or advance any student to grade 7 unless the student has been fully immunized. The student shall present documentation of full immunization, in accordance with the age/grade and dose required by the California Department of Public Health (CDPH), against the following diseases: (Health and Safety Code 120335; 17 CCR 6020)

~~At the beginning of the school year, the Superintendent or designee shall notify parents/guardians of the rights of students and parents/guardians relating to immunizations under Education Code 49403. (Education Code 48980)~~

Immunizations for Grades K-12

~~Students entering the district in grades kindergarten through 12 shall have received the following immunizations: (Health and Safety Code 120335; 17 CCR 6020)~~

1. Measles, mumps and rubella (MMR) ~~vaccine~~
 - a. ~~Students entering at the kindergarten level shall have received two doses on or after the first birthday, except one dose may be a measles-only vaccine.~~
 - b. ~~Mumps vaccine shall not be required for students age seven or older.~~
 - c. ~~Students entering or advancing to seventh grade shall be required to have a second dose of measles-containing vaccine if they have not previously obtained a second dose.~~
2. Diphtheria, tetanus and pertussis (whooping cough) vaccine (DTP, ~~or~~ DTaP, Tdap)
 - a. ~~Five doses shall be required for students ages four through six. However, four doses shall meet the requirement if at least one dose was given on or after the fourth birthday.~~
 - b. ~~Four doses shall be required for students age seven or older. However, three doses shall meet the requirement if at least one dose was given on or after the second birthday.~~
 - c. ~~Pertussis immunization shall not be required for students age seven or older.~~
 - d. ~~A tetanus and diphtheria (Td) shot is recommended but not required for seventh-grade students who have not had a booster within the past five years.~~

3. ~~Poliomyelitis (polio) vaccine~~

~~Four doses shall be required at any age. However, three doses shall meet the requirement for ages four through six if at least one dose was given on or after the fourth birthday, and three doses shall meet the requirement for ages seven to seventeen if at least one dose was given on or after the second birthday.~~

4. ~~Hepatitis B vaccine~~

a. ~~Three doses shall be required for entry into kindergarten.~~

~~Students admitted at the kindergarten level or below before August 1, 1997, shall be exempt from this requirement.~~

b. ~~Students shall not be unconditionally admitted or advanced to seventh grade unless they have been fully immunized against hepatitis B. A student who has previously had three doses of hepatitis B vaccine at any age before seventh grade shall not be required to receive any additional shots.~~

5. ~~Varicella (chickenpox) vaccine~~

6. Haemophilus influenza type b (Hib meningitis)

7. Any other disease designated by the CDPH

However, full immunization against hepatitis B shall not be a condition by which the Superintendent or designee shall admit or advance any student to grade 7. (Health and Safety Code 120335)

A student who qualifies for an individualized education program (IEP), unless otherwise exempt, shall be fully immunized in accordance with Health and Safety Code 120335 and this regulation. However, the district shall continue to implement the student's IEP and shall not prohibit the student from accessing any special education and related service required by his/her IEP regardless of whether the student is fully immunized. (Health and Safety Code 120335)

~~Any student admitted at the kindergarten level or above before July 1, 2001, shall be exempt from this requirement for school entry.~~

~~Students who skipped kindergarten shall meet immunization requirements for hepatitis B and a second measles dose prior to entering first grade.~~

~~Students transferring into the district at a grade other than kindergarten or seventh grade shall be exempt from the requirement for a second measles dose or hepatitis B immunization.~~

~~Immunizations Below Kindergarten Level~~

~~Children younger than age four years, six months shall have received haemophilus influenza type b (Hib meningitis) vaccine. (Health and Safety Code 120335)~~

~~Other immunization requirements for children below kindergarten level depend on the child's age as specified in 17 CCR 6020.~~

The student's immunization record shall be provided by the student's health care provider or from the student's previous school immunization record. The record must show at least the month and year for each dose, except that the day, month, and year must be shown for the

MMR doses given during the month of the first birthday and for the Tdap dose given during the month of the seventh birthday. (17 CCR 6070)

Exemptions

Exemption from one or more immunization requirements is allowed when shall be granted under any of the following circumstances: (~~Health and Safety Code 120365, 120370, 120375; 17 CCR 6051~~)

- ~~1. The student's parent/guardian states in writing that immunization is contrary to his/her beliefs.~~
- ~~2. The student's parent/guardian provides a written statement by a licensed physician that the physical condition or medical circumstances of the student are such that immunization is unsafe or is permanently not indicated.~~

~~However, if there is good cause to believe that the student has been exposed to one of the communicable diseases listed above, the student may be temporarily excluded from school until the local health officer is satisfied that the student is no longer at risk of developing the disease. (Health and Safety Code 120365)~~

1. The parent/guardian files with the district a written statement by a licensed physician to the effect that the physical condition of the child is such, or medical circumstances relating to the child are such, that immunization is not considered safe. The statement shall indicate the specific nature and probable duration of the medical condition or circumstances, including, but not limited to, family medical history, for which the physician does not recommend immunization. (Health and Safety Code 120370; 17 CCR 6051)
2. The student's parent/guardian files with the district, before January 1, 2016, a letter or written affidavit stating that an immunization is contrary to his/her personal beliefs, in which case the student shall be exempted from the immunization until he/she enrolls in the next applicable grade span requiring immunization (birth to preschool, grades K-6, grades 7-12). (Health and Safety Code 120335)

When a student transfers to a different school within the district or transfers into the district from another school district in California, his/her personal beliefs exemption filed before January 1, 2016, shall remain in effect until the next applicable grade span. A student transferring from a school outside the district shall present a copy of the personal beliefs exemption upon enrollment. A personnel belief exemption for a student who transfers into the district from outside California is not valid.

3. The student is enrolled in an independent study program pursuant to Education Code 51745-51749.6 and does not receive classroom-based instruction.

Conditional Enrollment

The Superintendent or designee may conditionally admit a student with documentation from an authorized health care provider that: (Health and Safety Code 120340; 17 CCR 6000, 6035)

1. The student has not received all the immunizations required for his/her age group, but has commenced receiving doses of all required vaccines and is not due for any other doses at the time of admission.

2. The student has a temporary exemption from immunization for medical reasons pursuant to item #1 in the section "Exemptions" above.

The Superintendent or designee shall notify the student's parents/guardians of the date by which the student must complete all the remaining doses as specified in 17 CCR 6035.

The Superintendent or designee shall immediately enroll homeless students, foster youth, and students of military families even if their immunization records are missing or unavailable at the time of enrollment. School or district staff shall work with the student's prior school to obtain the student's immunization records or shall ensure that he/she is properly immunized. (Education Code 48853.5, 49701; Health and Safety Code 120341; 42 USC 11432)

Exclusions Due to Lack of Immunizations

Any student without the required evidence of immunization may be excluded from school until the immunization is obtained or ~~until the student presents a letter or affidavit of exemption from his/her parent/guardian or physician~~ or an exemption is granted in accordance with the section "Exemptions" above.

Before an already admitted student is excluded from school attendance because of lack of immunization, the Superintendent or designee shall notify the parent/guardian that he/she has 10 school days in which to supply evidence of proper immunization or an appropriate ~~letter of~~ exemption. This notice shall refer the parent/guardian to the child's usual source of medical care or, if the student has no usual source of medical care, then to the county health department or school immunization program, if any. (Education Code 48216; 17 CCR 6040)

~~If no usual source of medical care exists, the parent/guardian shall be referred to the county health department. (Education Code 48216)~~

The Superintendent or designee shall exclude from further attendance any already admitted student who fails to obtain the required immunization within 10 school days following receipt of the parent/guardian notice specified above, ~~unless the student is exempt from immunization for medical reasons or personal beliefs.~~ The student shall remain excluded from school until he/she has provided written evidence h/she has received another a dose of each required vaccine due at that time. The student shall also be reported to the attendance supervisor or principal. (17 CCR 6055)

Exclusion Due to Exposure to Disease

If the district has good cause to believe that a student has been exposed to a disease listed in the section "Required Immunizations" above and his/her documentation of immunization does not show proof of immunization against that disease, that student may be temporarily excluded from the school until the local health officer informs the district that he/she is satisfied that the student is no longer at risk of developing or transmitting the disease. (Health and Safety Code 120370)

Conditional Enrollment

~~The Superintendent or designee may conditionally admit a student with documentation from a physician that: (Health and Safety Code 120340; 17 CCR 6000, 6035)~~

- ~~1. He/she has received some but not all required immunizations and is not due for any vaccine dose at the time of admission~~

2. ~~He/she has a temporary exemption from immunization for medical reasons~~

~~The Superintendent or designee shall notify the student's parents/guardians of the date by which the student must complete all the remaining doses when they become due as specified in 17 CCR 6035.~~

~~The Superintendent or designee shall review the immunization record of each student admitted conditionally every 30 days until that student has received all the required immunizations. If the student does not receive the required immunizations within the specified time limits, he/she shall be excluded from further attendance until the immunizations are received. (Health and Safety Code 120375; 17 CCR 6070)~~

Records

The Superintendent or designee shall record each new entrant's immunizations in the ~~mandatory permanent student record~~ California School Immunization Record and retain it as part of the student's mandatory permanent student record. District staff shall maintain the confidentiality of immunization records and may disclose such information to state and local health departments only in accordance with law. (Health and Safety Code 120375, 120440; 17 CCR 6070)

The district shall also retain in the mandatory student record any physician or health officer statement, personal beliefs letter or affidavit, reason for conditional enrollment, or any other documentation related to the student's immunization record or exemptions.

Audits

If an audit reveals deficiencies in the district's reporting procedures, the Superintendent or designee shall present the Board with a plan to remedy such deficiencies.

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approved: August 19, 2009 Santa Monica, California