



**BOARD OF EDUCATION MEETING
AGENDA – MEETING FORMAT “A”**

March 3, 2016

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, March 3, 2016**, in the **District Administrative Offices**: 1651 16th Street, Santa Monica, CA. The Board of Education will call the meeting to order at 4:30 p.m. in the Board Conference Room at the District Offices, at which time the Board of Education will move to Closed Session regarding the items listed below. The public meeting will reconvene at 5:30 p.m. in the Board Room.

The public meeting will begin at 5:30 p.m.

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 (4:30-5:30 p.m.)

I. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY

Persons wishing to address the Board of Education regarding an item scheduled for closed session must submit the “Request to Address” card prior to the start of closed session.

II. CLOSED SESSION (60 minutes)

- Government Code §54956.9(d)(1) (25)
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - Name of Case: America Unites for Kids, and Public Employees for Environmental Responsibility vs. SMMUSD Superintendent, SMMUSD Associate Superintendent and Chief Financial Officer, and SMMUSD Board of Education; U.S. District Court Case No. 2:15-CV-2124
- Government Code §54957 (15)
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 (20)
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 (5:30 p.m.)

III. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

IV. APPROVAL OF THE AGENDA

V. APPROVAL OF MINUTES

- A.01 February 18, 2016..... 1

VI. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (10 minutes)

- National Board Certified Teachers (10)

VII. STUDY SESSION (60 minutes)

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

- S.01 Budget Update (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)
 - Santa Monica High School Development Plan
- 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 Overnight Field Trip(s) – 2015-16 3
- A.03 Conference and Travel Approval / Ratification 4-6

A.04	Supplemental Textbooks.....	7
A.05	Supplemental Materials.....	8
A.06	Approval of the Single Plan for Student Achievement (SPSAs).....	9
A.07	Head Start Written Plan	10
A.08	Approval of Special Education Contracts – 2015-2016	11-13

Business and Fiscal

A.09	Award of Purchase Orders – 2015-2016	14-14d
A.10	Acceptance of Gifts – 2015/2016	15-16

Facilities Improvement Projects

A.11	Award of Contract to Intelli-Tech for the Purchase of HP Computer Products for Juan Cabrillo and John Muir Elementary Schools – Mobile Computer Labs NASPO Contract #MNWNC-155 – 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.....	19-23
A.14	Classified Personnel – Merit	24-27
A.15	Classified Personnel – Non-Merit.....	28
A.16	Establish Positions – Coordinator, Literacy and Language and Coordinator, Parent and Student Engagement.....	29-35

General

A.17	Adopt Resolution No. 15-18 – Board Member Absence on February 4 and 18, 2016	36-37
A.18	Revise BP 0460 – Local Control Accountability Plan (LCAP)	38-42
A.19	Replace BP 3350 – Travel Expenses.....	43-46
A.20	Revise BP 3580 – District Records	47-49
A.21	Revise BP 6142.6 – Visual and Performing Arts	50-53
A.22	Revise BP 6174 – Education for English Learners.....	54-57

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 (110 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.23	Adopt Resolution No. 15-19 – Women’s History Month (5)	58-59
A.24	Adopt Resolution No. 15-20 – Middle Level Education Month (5)	60-61
A.25	Adopt Resolution No. 15-21 – César Chávez Day (5).....	62-64
A.26	Adopt Resolution No. 15-22 – Regarding the Non-Reelection of Certificated Temporary Employees (5).....	65-67
A.27	Adopt Resolution No. 15-23 – Regarding the Non-Reelection of Certificated Probationary Employees (5).....	68-70
A.28	Adopt Resolution No. 15-24 – Release / Non-Reelection of Certificated Probationary Administrators (5).....	71-73
A.29	Adopt Resolution No. 15-25 – May Release and Reassign Certificated Administrators (5).....	74-75
A.30	Effective Educator Funding (30).....	76-77
A.31	Land Use Covenant and Agreement for the Bus Barn Area at Juan Cabrillo Elementary School and Malibu High School (15).....	78-78o
A.32	Approval of the 2015-16 Second Interim Budget (20).....	79-95
A.33	Approval of Annual Measure “R” Audit Report (5).....	96
A.34	CSBA Delegate Assembly Election (5)	97

XIV. INFORMATIONAL ITEMS (0 minutes)

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

I.01	Revision of AR 0460 – Local Control Accountability Plan (LCAP)	98-101
I.02	Revision of AR 3542 – School Bus Drivers	102-107
I.03	Revision to AR 3580 – District Records	108-111
I.04	Deletion of AR 5148.1 – Child Care Services for Parenting Students.....	112-113
I.05	Revision of AR 6174 – Education for English Learners	114-120

XV. BOARD MEMBER ITEMS (15 minutes)

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

B.01	Proposal to Pursue a Board Policy on Standards for Addressing Staff (5).....	121
B.02	Proposal to Pursue a Board Policy on Civility (5).....	122
B.03	Request for Report Regarding Feasibility of and Costs Associated with Installing Portable Classrooms on Campuses (5)	123

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. CONTINUATION OF 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, March 17, 2016**, in the **Malibu City Council Chambers**: 23825 Stuart Ranch Road, Malibu, CA.

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

SMMUSD Board of Education Meeting Schedule 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: March 3, 2016

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

ACTION
03/03/16

RECOMMENDATION NO. A.01

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

February 18, 2016

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

STUDY SESSION

TO: BOARD OF EDUCATION

STUDY SESSION

03/03/16

FROM: SANDRA LYON / JANECE L. MAEZ

RE: BUDGET UPDATE

STUDY SESSION ITEM NO. S.01

In mid-January, staff attended a workshop updating school districts on Governor Brown's proposed budget for 2016-17. This study session item will allow staff to update the Board of Education on information presented at that workshop.

CONSENT ITEMS

TO: BOARD OF EDUCATION
 FROM: SANDRA LYON / TERRY DELORIA
 RE: OVERNIGHT FIELD TRIP(S) 2015-2016

ACTION/CONSENT
 03/03/16

RECOMMENDATION NO. A.02

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
Santa Monica High 9 th - 12 th 3	Dana Point, CA 2/26/16-2/28/16	E. Mayoral / B. Kay	\$0 per student / Funded by conference	Science	2016 Plastic Ocean Pollution Solutions (POPS) International Summit

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

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

RE: CONFERENCE AND TRAVEL APPROVAL / RATIFICATION

RECOMMENDATION NO. A.03

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>BLANCHARD, Cecile</u> Adams Middle 01-90120-0-17200-10000-5220-011-4110 General Fund- Resource: Gifts	ACDA Western Division Conference Pasadena, CA February 25 – 27, 2016	\$700 +1 SUB
<u>BOEWE, Juliette</u> Malibu High 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	23 rd Butters-Kaplan West Coast Neuro Psychology Conference San Diego, CA April 7 – 10, 2016	\$1,170
<u>BRESSLER, Rachel</u> Adams Middle/Rogers/Edison 01-00000-0-11100-31400-5220-041-2400 General Fund- Function: Health Services	Autism Spectrum Disorder & LEA/MA Update Culver City, CA March 5, 2016	\$95
<u>BRONSTEIN, Susan</u> Adams Middle 01-00000-0-11100-31400-5220-041-2400 General Fund- Function: Health Services	CSNO Southern Section Spring Conference Los Angeles, CA March 5, 2016	\$100
<u>LYON, Sandra</u> District Office 01-00000-0-00000-71500-5220-020-1200 General Fund- Function: Superintendent	ACSA Superintendent Symposium Monterey, CA January 27 – 29, 2016	\$1,800
<u>MILLER, Stephanie</u> Olympic High No Cost to District	Helping Kids Navigate the Pressure from Peers Los Angeles, CA February 4, 2016	\$0
<u>OCKNER, Sari</u> Franklin Elementary 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	Handwriting Without Tears Los Angeles, CA February 26, 2016	\$12 Mileage Only

<u>PINSKER, Gail</u> District Office 01-00000-0-00000-71800-5220-020-1200 General Fund- Function: Public Information	California School PR Association (CalSPRA) North Hollywood, CA March 3 – 5, 2016	\$300
<u>VENABLE, Terance</u> Maintenance & Operations 01-00000-0-00000-82000-5220-064-2603 General Fund- Function: Operations	Playground Safety Inspector Certification Long Beach, CA March 8 – 10, 2016	\$755
<u>WHALEY, Tom</u> Ed Services 01-91251-0-17000-10000-5220-030-1300 General Fund- Resource: LA County Arts Commission	CASMEC-CA All-State Music Education Conference San Jose, CA February 11 – 14, 2016	\$660

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>BARTELHEIM, Evan</u> <u>YAKICH, Susan</u> Ed Services 01-30100-0-11100-21000-5220-035-1300 General Fund- Resource: Title I	Navigating the Way for California's Future Los Angeles, CA March 1 – 3, 2016	\$1,200
<u>DELORIA, Terry</u> <u>+3 Additional Staff</u> Ed Services 01-00030-0-11100-21000-5220-030-1300 General Fund- Resource: LCAP	ACSA LCAP District Leadership Team Development Ontario, CA 9/10/15, 11/10 – 11/15, 2/17-18/16	\$5,500
<u>GONZALEZ-CASTILLO, Irene</u> <u>+2 Additional Staff</u> Ed Services 01-00030-0-11100-10000-5220-030-1300 General Fund- Resource: LCAP	NGSS Awareness Elementary Downey, CA February 2 – 3, 2016	\$645
<u>KAZEE, Pam</u> <u>+2 Additional Staff</u> Special Ed 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	Preserving Quality ABA & The Effective Implementation of Autism Treatment Seal Beach, CA April 22, 2016	\$645
<u>MANGLE, Ruthy</u> <u>CASTILLO, John</u> Information Services 01-90120-0-19100-10000-5220-030-1300 01-00000-0-00000-77000-5220-054-2540 General Fund- Resource: Gifts	California Educational Technology Professionals Association San Diego, CA December 2 – 3, 2015	\$2,500

<u>MAYORAL, Eva</u> <u>+11 Additional Staff</u> Santa Monica High 01-00010-0-11100-10000-5220-015-4150 General Fund- Resource: Formula	Get Focused: Stay Focused Carpinteria, CA March 11 – 12, 2016	\$5,822 +11 SUBS
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Out-of-State Conferences: Individual		
NONE		

Out-of-State Conferences: Group		
NONE		

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

FROM: SANDRA LYON / TERRY DELORIA / ELLEN EDEBURN

RE: SUPPLEMENTAL TEXTBOOKS

RECOMMENDATION NO. A.04

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

COMMENT: In accordance with the Board of Education policy, the supplemental textbooks listed below have been on public display for the past two weeks in the Educational Services Department at 1630 – 17th Street, Santa Monica, CA 90404.

Buddy, by M.H. Herlong, for summer reading 2016 for all 6th grade students in all middle school sites (Lincoln, John Adams, SMASH, and Malibu). Adoption requested by Amy Di Dario, Lincoln Middle School Librarian.

Closed for the Season, by Mary Downing Hahn, for summer reading 2016 for all 6th grade students in all middle school sites (Lincoln, John Adams, SMASH, and Malibu). Adoption requested by Amy Di Dario, Lincoln Middle School Librarian.

Seraphina, by Rachel Hartman, for summer reading 2016 for all 7th grade students in all middle school sites (Lincoln, John Adams, SMASH, and Malibu). Adoption requested by Amy Di Dario, Lincoln Middle School Librarian.

The Lions of Little Rock, by Kristin Levine, for summer reading 2016 for all 7th grade students in all middle school sites (Lincoln, John Adams, SMASH, and Malibu). Adoption requested by Amy Di Dario, Lincoln Middle School Librarian.

Turtle in Paradise, by Jennifer L. Holm, for summer reading 2016 for all 7th grade students in all middle school sites (Lincoln, John Adams, SMASH, and Malibu). Adoption requested by Amy Di Dario, Lincoln Middle School Librarian.

The Nazi Hunters: How a Team of Spies and Survivors Captured the World's Most Notorious Nazi, by Neal Bascomb, for summer reading 2016 for all 8th grade students in all middle school sites (Lincoln, John Adams, SMASH, and Malibu). Adoption requested by Amy Di Dario, Lincoln Middle School Librarian.

Brown Girl Dreaming, by Jacqueline Woodson, for supplemental reading for 7th grade students at Lincoln Middle School. Adoption requested by Sharon Hart, English Language Arts Teacher.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

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

RE: SUPPLEMENTAL MATERIALS

RECOMMENDATION NO. A.05

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

COMMENT: In accordance with the Board of Education policy, the supplemental materials listed below have been on public display for the past two weeks in the Educational Services Department at 1638 – 17th Street, Santa Monica, CA 90404.

Academic Vocabulary Toolkit Grades 3-6, by Dr. Kate Kinsella & Theresa Hancock, for grades 3 through 6 English Language Learners. Adoption requested by Irene Gonzalez-Castillo

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

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 John Adams MS, Olympic HS, and Santa Monica HS. 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.

The SPSAs for Grant ES, Roosevelt ES, Cabrillo ES, SMASH, McKinley ES, and Webster ES were approved on 2/4/16. The SPSAs for Edison LA, Franklin ES, Muir ES, Rogers LC, Lincoln MS, Malibu HS, and Point Dume MSS were approved on 2/18/16.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/17/16

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: HEAD START WRITTEN PLAN

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the Head Start Written Plan for school year 2016-2017.

COMMENT: The Head Start regulations require board approved Written Plan to operate a Head Start preschool program. This Written Plan addresses how the agency will implement services for children and families that meet the required Code of Federal Regulations.

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.08

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
Project Six (Help Group)	3180433127	NPS - RTC	54-SPED16098	\$60
Summit View Westside (Help Group)	7119421446	NPS	63-SPED16114	\$176
Youth Care of Utah	8103135778	NPS - RTC	55-SPED16100	\$102,370
Youth Care of Utah	7119421446	NPS - RTC	62-SPED16113	\$57,050

Amount Budgeted NPS 15/16		\$ 1,380,000
Amount Budgeted Mental Health Services 15/16		\$ 1,175,000
Total Budgeted		\$ 2,555,000
Prior Board Authorization as of 2/18/16		\$ 2,403,250
	Balance	\$ 151,750
Positive Adjustment (See Below)		\$ 0
		\$ 151,750
Total Amount for these Contracts		\$ 158,861
	Balance	\$ -7,907

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 \$31,554 as of 2/18/16.

NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

NPA

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

Nonpublic Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Behavioral Education for Children with Autism, LLC (BECA)	1348646804	IEE (Functional Behavior) & IEP attendance	61-SPED16110	\$2,500
REACH (formerly WAPADH)	4103152380	AT Services (Incl services from 14-15 SY)	60-SPED16109	\$2,340

Amount Budgeted NPA 15/16		\$ 475,000
Prior Board Authorization as of 2/18/16		\$ 519,156
	Balance	\$ -44,156
Positive Adjustment (See Below)		\$ 0
		\$ -25,142
Total Amount for these Contracts		\$ 4,840
	Balance	\$ -48,996

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 2/18/16.					
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		\$ 190,000
Amount Budgeted Instructional Consultants (33100) 15/16		\$ 0
Total Budgeted		\$ 190,000
Prior Board Authorization as of 2/18/16		\$ 242,788
	Balance	\$ -52,788
Positive Adjustment (See Below)		\$ 0
		\$ -52,788
Total Amount for these Contracts		\$ 0
	Balance	\$ -52,788

Adjustment					
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 2/18/16.					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

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
West Shield Adolescent Services	8103135778	Escort Transportation - Youth Care	47-SPED16099	\$3,861
Lori Soroko	various	DHH Teacher Mentoring	52-SPED16111	\$5,000
West Shield Adolescent Services	7119421446	Escort Transportation - Youth Care	53-SPED16112	\$5,750

Amount Budgeted Non-Instructional Consultants 15/16		\$ 159,000
Prior Board Authorization as of 2/4/16		\$ 160,664
	Balance	\$ -1,664
Positive Adjustment (See Below)		\$ 0
		\$ -1,664
Total Amount for these Contracts		\$ 14,611
	Balance	\$ 16,275

Adjustment					
Non-Instructional Consultants Budget 01-65000-0-57500-11900-5890-043-1400					
There has been a reduction in authorized expenditures of Non-Instructional Consultants contracts for FY 2015-2016 in the amount of \$2,795 as of 2/18/16.					
Non- Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

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 2/18/16		\$ 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 2/18/16.					
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

03/03/16

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

RE: AWARD OF PURCHASE ORDERS – 2015-16

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from February 9, 2016, through February 24, 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 MARCH, 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	
*** NEW PURCHASE ORDERS ***					
163944	ADVANCED BATTERY SYSTEMS	VEHICLE PARTS	FACILITY MAINTENANCE	229.84	R
163925	ALLIED REFRIGERATION INC	HVAC SUPPLIES	FACILITY MAINTENANCE	1,000.00	R
164133	ALTERNATIVE MAINTENANCE SVCS	Irrigation Consult/Assessment	FACILITY OPERATIONS	4,753.92	U
164058	APPLE COMPUTER CORP	SPED COMPUTER ACCESSORIES	SPECIAL EDUCATION REGULAR YEAR	259.52	R
164082	APPLE TEXTBOOKS	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	912.96	R
163948	B & H PHOTO VIDEO	Sound Board for Lincoln	THEATER OPERATIONS&FACILITY PR	2,993.95	R
163969	BALDERAMA, JACK	OPEN ORDER/NUTRITION	CHILD DEVELOPMENT CENTER	200.00	CD
164011	BARNES & NOBLE/SANTA MONICA	BOOKS FOR CLASSROOM	GRANT ELEMENTARY SCHOOL	94.73	U
164155	BETWEEN YOUR EARS ENTERTAIN	ONE DAY ASSEMBLY	ROOSEVELT ELEMENTARY SCHOOL	1,425.00	U
163979	BOOKSOURCE, THE	CLASSROOM LIBRARY: SAI CLASS	WILL ROGERS ELEMENTARY SCHOOL	546.32	R
163982	BOOKSOURCE, THE	CLASSROOM LIBRARY: 4TH GRADE	WILL ROGERS ELEMENTARY SCHOOL	528.06	R
163984	BOOKSOURCE, THE	CLASSROOM LIBRARY: 4TH GRADE	WILL ROGERS ELEMENTARY SCHOOL	550.13	R
163985	BOOKSOURCE, THE	CLASSROOM LIBRARY: 4TH GRADE	WILL ROGERS ELEMENTARY SCHOOL	545.75	R
163986	BOOKSOURCE, THE	CLASSROOM LIBRARY: 4TH GRADE	WILL ROGERS ELEMENTARY SCHOOL	555.42	R
163987	BOOKSOURCE, THE	CLSROOM LIBRARY: 5TH GRADE	WILL ROGERS ELEMENTARY SCHOOL	551.31	R
163990	BOOKSOURCE, THE	CLASSROOM LIBRARY: KINDER CLASS	WILL ROGERS ELEMENTARY SCHOOL	544.37	R
163991	BOOKSOURCE, THE	CLASSROOM LIBRARY: KINDER CLASS	WILL ROGERS ELEMENTARY SCHOOL	544.77	R
163992	BOOKSOURCE, THE	CLASSROOM LIBRARY: TK CLASS	WILL ROGERS ELEMENTARY SCHOOL	540.68	R
163994	BOOKSOURCE, THE	CLASSROOM LIBRARY: KINDER CLASS	WILL ROGERS ELEMENTARY SCHOOL	540.47	R
163996	BOOKSOURCE, THE	CLASSROOM LIBRARY: TK CLASS	WILL ROGERS ELEMENTARY SCHOOL	558.92	R
163998	CDW-G COMPUTING SOLUTIONS	IT SUPPLIES FOR NEW COMPUTERS	WILL ROGERS ELEMENTARY SCHOOL	315.36	U
164013	CLASSROOM DIRECT	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	107.43	U
164032	COLLEGE BOARD	MEMBERSHIP/DUES	BOE/SUPERINTENDENT	325.00	U
164147	COMPLETE BUSINESS SYSTEMS	SUPPLIES FOR DUPLO MACHINE	GRANT ELEMENTARY SCHOOL	638.35	U
163972	COMPLETE OFFICE OF CA	Open PO for supplies	FRANKLIN ELEMENTARY SCHOOL	2,000.00	U
164020	COMPLETE OFFICE OF CA	OPEN ORDER/INST SUP	JOHN ADAMS MIDDLE SCHOOL	54.00	R
164021	COMPLETE OFFICE OF CA	OPEN ORDER/INST SUP	JOHN ADAMS MIDDLE SCHOOL	200.00	R
164178	COMPLETE OFFICE OF CA	Open PO for school/office supp	FRANKLIN ELEMENTARY SCHOOL	3,000.00	U
164194	CUTTING EDGE FORMULATIONS INC	ORGANIC WEED KILLER	GROUND MAINTENANCE	2,277.60	U
163906	DANCING CLASSROOMS LOS ANGELES	BALLROOM DANCE INSTRUCTION	CURRICULUM AND IMC	20,500.00	R
164126	DAVISON, TARA ROSE	INDEPENDENT CONTRACT	JOHN ADAMS MIDDLE SCHOOL	200.00	R
164161	DEMCO INC	LIBRARY SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	187.83	R
164024	DICK BLICK - PICK UP ONLY	OPEN ORDER/INST SUP	JOHN ADAMS MIDDLE SCHOOL	500.00	U
163931	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL MATERIAL	CHILD DEVELOPMENT CENTER	74.95	CD
163933	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL MATERIALS	CHILD DEVELOPMENT CENTER	105.61	CD
163934	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL MATERIAL	CDC: CCTR	209.77	CD
163935	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL MATERIAL	CHILD DEVELOPMENT CENTER	85.75	CD
163936	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL MATERIAL	CHILD DEVELOPMENT CENTER	188.87	CD
163963	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	110.17	CD
163966	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL MATERIALS	CHILD DEVELOPMENT CENTER	104.00	CD
164035	DISCOUNT SCHOOL SUPPLY	SPRING BREAK/INSTRUCTIONAL	CDC: CCTR	1,435.65	CD
164037	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CDC: CCTR	218.10	CD
164045	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	345.37	CD
163956	DLT SOLUTIONS LLC	Annual Renewal Mailbox Maint.	INFORMATION SERVICES	313.95	U
164050	ECONOMY GLASS CO INC	Glass Purchase - reg ed	TRANSPORTATION	84.32	U
164097	EMS SAFETY SERVICES INC	HEALTH/SAFETY	CHILD DEVELOPMENT CENTER	586.37	CD
163975	FAST DEER BUS CHARTER INC	Perkins (Virtual Enterprise)	STATE AND FEDERAL PROJECTS	1,055.44	R
164062	FAST DEER BUS CHARTER INC	FIELDTRIP TRANSPORTATION	LINCOLN MIDDLE SCHOOL	1,706.84	R

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 DF-DEFERRED MAINTENANCE SM-STATE MODERNIZATION ES-BOND

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
164131	FAST DEER BUS CHARTER INC	BUSES FOR PALI CAMP	ROOSEVELT ELEMENTARY SCHOOL	7,350.00	R
164071	FLINN SCIENTIFIC INC	SCIENCE MATERIALS	SANTA MONICA HIGH SCHOOL	1,081.19	R
164117	FOLLETT SCHOOL SOLUTIONS INC	Library Books	JOHN ADAMS MIDDLE SCHOOL	765.73	R
163853	FORUM FESTIVALS OF MUSIC INC	INVITATIONAL W/DISNEYLAND 2/2	LINCOLN MIDDLE SCHOOL	3,499.50	R
163917	GALE SUPPLY CO	Custodial Supplies	THEATER OPERATIONS&FACILITY PR	1,557.86	R
164095	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	1,009.26	CD
164056	GALLAGHER, BRANDON	REIMBURSE FOR SUPPLIES/MTG	MALIBU HIGH SCHOOL	92.68	R
163655	GALLS	SECURITY UNIFORMS	STUDENT SERVICES	199.84	U
163659	GALLS	SECURITY UNIFORMS	STUDENT SERVICES	506.85	U
163662	GALLS	SECURITY UNIFORMS	STUDENT SERVICES	172.53	U
164039	HANDWRITING WITHOUT TEARS INC	HANDWRITING WITHOUT TEARS	JOHN MUIR ELEMENTARY SCHOOL	272.66	U
163861	HATCH INC	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	8,313.08	CD
163864	HATCH INC	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	2,771.03	CD
163865	HATCH INC	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	8,313.08	CD
163866	HATCH INC	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	8,313.08	CD
163867	HATCH INC	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	2,771.03	CD
163868	HATCH INC	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	2,771.03	CD
163869	HATCH INC	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	5,542.05	CD
163871	HEINEMANN	TEACHERS COLLEGE SUPPLIES	GRANT ELEMENTARY SCHOOL	2,007.41	R
164129	HOUGHTON MIFFLIN HARCOURT	TEACHER EDITION TEXTBOOK	JOHN ADAMS MIDDLE SCHOOL	42.52	R
164101	HOWARD INDUSTRIES	HVAC REPAIR SUPPLIES	FACILITY MAINTENANCE	4,000.00	R
163756	IMAGE ACCESS CORP	TONER FOR MICROFICHE MACHINE	STUDENT SERVICES	58.80	U
164042	IMPERIAL AWARDS	PLAQUES FOR STAIRWAY 2016	CURRICULUM AND IMC	900.90	R
164085	INSECT LORE PRODUCTS	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	112.96	CD
164118	INTELLI-TECH	COMPUTER REPLACEMENT	FISCAL SERVICES	1,282.26	U
164122	INTELLI-TECH	STUDENT TECHNOLOGY	SPECIAL EDUCATION REGULAR YEAR	316.75	R
164204	INTELLI-TECH	LAPTOP FOR TIM GREEN	FACILITY MAINTENANCE	1,861.23	R
164084	INTERNATIONAL PAPER	COPY PAPER	SANTA MONICA HIGH SCHOOL	93.23	R
164136	INTERNATIONAL PAPER	COPIER PAPER	OLYMPIC CONTINUATION SCHOOL	414.63	R
163954	IPSWITCH INC	Annual Renewal Lci Support	INFORMATION SERVICES	230.00	U
163955	IPSWITCH INC	Annual Renewal Lic Support	INFORMATION SERVICES	677.00	U
163827	JIANG, JI-LI	INDEPENDENT CONTRACTOR PAYMENT	LINCOLN MIDDLE SCHOOL	800.00	R
164052	JW PEPPER OF LOS ANGELES	INVOICE MUSIC SHEETS SUPPLIES	LINCOLN MIDDLE SCHOOL	2,640.03	R
164119	JY REST INC	CATERER FOR STAIRWAY RECEPTION	CURRICULUM AND IMC	2,000.00	R
164120	JY REST INC	PIZZA FOR DRESS REHEARSALS	CURRICULUM AND IMC	1,050.00	R
164086	KAPLAN EARLY LEARNING CO.	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	769.39	CD
163922	KEAN, RONALD	STAIRWAY CHOIR GUEST CONDUCTOR	CURRICULUM AND IMC	2,625.00	R
164055	KNOWBUDDY PUBLISHERS	Library books	GRANT ELEMENTARY SCHOOL	640.00	R
163939	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	90.00	CD
163942	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CDC: CCTR	225.00	CD
163964	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	80.00	CD
163967	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	100.00	CD
164003	LAKESHORE	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	75.00	U
164004	LAKESHORE	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	75.00	U
164005	LAKESHORE	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	75.00	U
164006	LAKESHORE	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	75.00	U
164146	LAKESHORE	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	60.00	U
163932	LAKESHORE CURRICULUM	INSTRUCTIONAL MATERIALS	CHILD DEVELOPMENT CENTER	123.48	CD
163941	LAKESHORE CURRICULUM	SPRING BREAK/INSTRUCTIONAL	CDC: CCTR	370.45	CD
164046	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	575.20	CD
164087	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	328.72	CD

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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	
164088	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	441.55	CD
164091	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	383.81	CD
164044	LAZEL INC	TECHNOLOGY LICENSE	EDISON ELEMENTARY SCHOOL	1,699.50	U
164000	LEVIN,TRACY	REIMBURSEMENT/CLUB SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	88.90	R
164141	LINDEMANN, MAYA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	240.00	CD
164043	MARKERTEK VIDEO SUPPLY	Video Supplies for Barnum	THEATER OPERATIONS&FACILITY PR	1,531.85	R
164022	MARTIN LUTHER KING JR	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	175.00	U
163978	MATTSON, MARK	Independent Contract	FRANKLIN ELEMENTARY SCHOOL	5,000.00	U
163953	MERIDIAN IT INC	SMARTNET	INFORMATION SERVICES	231,145.17	U
164017	MIND STREAMS LLC	PD for Our Lady of Malibu	OUR LADY OF MALIBU PRIVATE SC	129.00	R
164051	MINDFUL SCHOOLS	ONLINE MINDFULNESS TRAINING	LINCOLN MIDDLE SCHOOL	1,487.50	U
164063	MINDFUL SCHOOLS	ONLINE MINDFULNESS TRAINING	LINCOLN MIDDLE SCHOOL	1,170.00	U
164128	NATIONAL CHARTER INC	TRANSPORTATION EXPENSES	LINCOLN MIDDLE SCHOOL	1,100.00	R
164162	NATIONAL CHARTER INC	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	1,800.00	U
163926	NEW CONCEPTS DEVELOPMENT CORP.	STORAGE UTILITY SOFTWARE	WILL ROGERS ELEMENTARY SCHOOL	191.63	U
163999	O'KEEFE, ELIANA	REIMBURSEMENT/CLUB SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	173.79	R
163983	OKUMURA, HOWARD	VEHICLE REPAIR	FACILITY MAINTENANCE	260.00	R
164036	ORIENTAL TRADING CO INC	SPRING BREAK/INSTRUCTIONAL	CDC: CCTR	717.86	CD
163997	PEARSON EDUCATION	WORDS THEIR WAY	WILL ROGERS ELEMENTARY SCHOOL	680.52	R
164197	PILLSBURY	LEGAL COUNSEL	BUSINESS SERVICES	500,000.00	D
163957	PLIXER INTERNATIONAL INC	Annual Maintenance Scrutinezer	INFORMATION SERVICES	8,751.25	U
164165	POLARIS LIGHTING ASSOCIATES	Lighting Supplies	THEATER OPERATIONS&FACILITY PR	334.19	R
164074	PPG ARCHITECTURAL FINISHES	PAINT	FACILITY MAINTENANCE	2,000.00	R
163968	RALPH'S	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
163960	RAYCOM/MOBILE RELAY ASSOCIATES	RADIO FOR TIM	FACILITY MAINTENANCE	893.22	R
163962	RAYCOM/MOBILE RELAY ASSOCIATES	RADIO SERVICE	FACILITY MAINTENANCE	159.61	R
164090	REFRIGERATION SUPPLIES	HVAC SUPPLIES	FACILITY MAINTENANCE	2,000.00	R
164124	REGENTS UCLA	MEAL TICKETS FOR FIELD TRIP	JOHN ADAMS MIDDLE SCHOOL	357.00	R
164008	ROTH, WHITNEY	REIMBURSEMENT SUPPLIES	GRANT ELEMENTARY SCHOOL	150.00	U
164038	SANTA MONICA ACADEMY OF MUSIC	SEMI-PRIVATE MUSIC LESSONS	CURRICULUM AND IMC	18,000.00	R
163959	SANTA MONICA MOTORS	MAINT.VEHICLE SERVICE	FACILITY MAINTENANCE	150.00	R
164185	SCHOLASTIC INC	CLASSROOM READING BOOKS	EDISON ELEMENTARY SCHOOL	212.82	U
164077	SCHOOL HEALTH CORPORATION	NURSE SUPPLIES FOR SANDY CANO	JOHN MUIR ELEMENTARY SCHOOL	182.64	U
164093	SCHOOL HEALTH CORPORATION	HEALTH/SAFETY	CHILD DEVELOPMENT CENTER	476.10	CD
164114	SCHOOL SPECIALTY INC	BOOKCASES	MCKINLEY ELEMENTARY SCHOOL	1,586.49	R
163929	SEHI COMPUTER PRODUCTS	INK	SANTA MONICA HIGH SCHOOL	2,500.00	U
164033	SEHI COMPUTER PRODUCTS	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	216.12	U
164075	SEHI COMPUTER PRODUCTS	TONER	GRANT ELEMENTARY SCHOOL	223.55	U
164127	SEHI COMPUTER PRODUCTS	INK CARTRIDGES FOR CLASSROOMS	EDISON ELEMENTARY SCHOOL	1,599.35	R
164121	SHRED-IT US JV LLC	COLLECTION SVCS/CONFIDENTIAL	SPECIAL EDUCATION REGULAR YEAR	330.75	R
163961	SIR SPEEDY PRINTING #0245	Sir Speedy for Assist. Sup.	CURRICULUM AND IMC	500.00	U
164034	SIR SPEEDY PRINTING #0245	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	317.55	U
164070	SIR SPEEDY PRINTING #0245	STAIRWAY PROGRAMS	CURRICULUM AND IMC	4,230.00	R
164096	SIR SPEEDY PRINTING #0245	OPEN ORDER/PRINTING	CHILD DEVELOPMENT CENTER	1,000.00	CD
163938	SMART & FINAL	OPEN ORER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
163940	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
163887	SMART & FINAL #315	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	300.00	R
163958	SOLARWINDS INC	Annual Maintenance Orion	INFORMATION SERVICES	5,817.00	U
164125	ST. MONICA CATHOLIC CHURCH	Deposit Venue Mgmt Retreat	CURRICULUM AND IMC	1,850.00	U
164009	STAPLES BUSINESS ADVANTAGE	Open PO for supplies	FRANKLIN ELEMENTARY SCHOOL	2,000.00	U
164112	STAPLES BUSINESS ADVANTAGE	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	500.00	R

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MARCH, 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	
164170	STAPLES BUSINESS ADVANTAGE	SUPPLIES	CHILD DEVELOPMENT CENTER	1,000.00	CD
164019	STAPLES/P-U/SANTA MONICA/WILSH	OPEN ORDER/INST SUP	JOHN ADAMS MIDDLE SCHOOL	100.00	R
163875	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/INST SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	137.00	R
164001	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/INST SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	69.00	R
164007	STAPLES/P-U/WLA/CUST#240174490	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	100.00	U
163980	STAR INC	Independent Contract	FRANKLIN ELEMENTARY SCHOOL	13,299.00	U
164191	TEXTHELP INC	STUDENT TECHNOLOGY	SPECIAL EDUCATION REGULAR YEAR	100.00	R
164016	TOM JOHN TOWING	TOWING CHARGES BUS #7	TRANSPORTATION	660.00	U
164113	TOSHIBA	COMPUTER SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	1,000.00	R
163937	TOYS R US	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	100.00	CD
163930	TUMBLEWEED TRANSPORTATION	FIELDTRIP TRANSPORTATION	LINCOLN MIDDLE SCHOOL	2,816.00	R
164066	TUMBLEWEED TRANSPORTATION	TRANSPORTATION FOR FIELD TRIP	CURRICULUM AND IMC	1,750.00	U
164054	TURF TEAM INC.	SAMO BASEBALL FIELD UPKEEP	GROUNDS MAINTENANCE	2,400.00	R
164111	U S BANK (GOVT CARD SERVICES)	GLAZIER SUPPLIES	FACILITY MAINTENANCE	759.52	R
164164	U S BANK (GOVT CARD SERVICES)	REFRIGERATOR	CDC: CCTR	787.51	CD
164023	UNITED RIBBON CO INC	GENERAL SUPPLIES/MATERIALS	BOB/SUPERINTENDENT	76.63	U
164115	UNIVERSAL VIOLIN INC	MUSICAL INSTRUMENT REPAIRS	CURRICULUM AND IMC	2,500.00	R
163624	VISION COMMUNICATIONS	2WAY RADIOS FOR PE USE	OLYMPIC CONTINUATION SCHOOL	650.10	R
163911	WAXIE SANITARY SUPPLY	Supplies for Barnum Hall	THEATER OPERATIONS&FACILITY PR	1,179.67	R
164094	WAXIE SANITARY SUPPLY	CUSTODIAL	CHILD DEVELOPMENT CENTER	316.02	CD
				** NEW PURCHASE ORDERS	970,647.98

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

164132	AAA FLAG & BANNER MFG	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	57.30	BB
163989	ALTA ENVIRONMENTAL	SURVEY & ABATEMENT PLAN	INFORMATION SERVICES	3,398.25	BB
164018	ALTA ENVIRONMENTAL	ALTA-AIR MONITORING/OBSERVE	CURRICULUM AND IMC	3,696.20	ES
163828	CDW-G COMPUTING SOLUTIONS	INFRASTRUCTURE-WEB GATEWAY/WAR	CURRICULUM AND IMC	71,697.75	ES
163834	CDW-G COMPUTING SOLUTIONS	CDW-INFRA (INTERNET UPGRADE)	CURRICULUM AND IMC	33,192.50	ES
164171	CDW-G COMPUTING SOLUTIONS	CDW-INFRA (INTERNET UPGRADE)	CURRICULUM AND IMC	42,335.75	ES
164134	COMMUNITY PLAYTHINGS	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	13,489.96	BB
164138	COMPLETE OFFICE OF CA	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	211.49	BB
164139	CULVER NEWLIN	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	1,327.97	BB
164140	DISCOUNT SCHOOL SUPPLY	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	1,401.45	BB
164002	ELECTRIC SUPPLY CONNECTION	ELECTRIC SUPPLIES-BB AUTOSHOP	SANTA MONICA HIGH SCHOOL	686.38	BB
163908	INTELLI-TECH	SBAC & INITIAL 1 TO 1MS LAPTOP	CURRICULUM AND IMC	58,260.68	ES
163951	INTELLI-TECH	21ST CENTURY CLASSROOM	CURRICULUM AND IMC	9,294.15	ES
164026	INTELLI-TECH	Laptop/Cart for Juan Cabrillo	CURRICULUM AND IMC	56,096.42	ES
164030	INTELLI-TECH	Laptops/Carts-Muir	CURRICULUM AND IMC	52,901.75	ES
163910	IVS COMPUTER TECHNOLOGY	21ST CENTURY CLASSROOM-MCKIN	CURRICULUM AND IMC	92,881.17	ES
164149	J K MIKLIN INC	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	1,899.71	BB
164152	KI	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	3,435.02	BB
164142	KOHBURG INC	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	14,395.20	BB
164137	KORADE & ASSOCIATE BUILDERS	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	1,782.00	BB
164069	PACIFIC OFFICE INTERIORS	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	1,314.00	BB
164143	PACIFIC OFFICE INTERIORS	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	1,070.76	BB
164154	PACIFIC OFFICE INTERIORS	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	4,757.78	BB
164130	PERLSTROM, JEROME	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	871.48	BB
164148	WAXIE SANITARY SUPPLY	EDISON SEASIDE PRESCHOOL	EDISON ELEMENTARY SCHOOL	507.99	BB
164067	WESTERN FENCE & SUPPLY CO	FENCING	EDISON ELEMENTARY SCHOOL	42,186.00	BB

** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES 566,050.86

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.10

It is recommended that the Board of Education accept, with gratitude, checks totaling **\$14,087.15** 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 **\$14,087.15** 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	\$ 31.27		General Supplies and Materials	Extra Credit, Inc.
Malibu High School 01-90120-0-00000-00000-8699-010-0000	\$ 3,867.00 \$ 1,642.50 \$ 75.00		Maintenance Agreement Lease/Rental - Music Equipment General Supplies and Materials	Malibu High School- PTSA Malibu High School- Arts Angels United Way
McKinley Elementary School 01-90120-0-00000-00000-8699-004-0000	\$ 1,575.00 \$ 173.88		Field Trip General Supplies and Materials	McKinley PTA McKinley PTA
Rogers Elementary School 01-90120-0-00000-00000-8699-006-0000	\$ 6,722.50		Field Trip	Various
TOTAL	\$14,087.15			

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

FROM: SANDRA LYON / TERRY DELORIA / BERTHA ROMAN

RE: AWARD CONTRACT TO INTELLI-TECH FOR THE PURCHASE OF HP
COMPUTER PRODUCTS FOR JUAN CABRILLO AND JOHN MUIR
ELEMENTARY SCHOOLS – MOBILE COMPUTER LABS NASPO CONTRACT
#MNWNC-155 – PHASE I TECHNOLOGY, MEASURE ES-2

RECOMMENDATION NO. A.11

It is recommended that the Board of Education award Intelli-Tech for the purchase of HP computer products for three mobile lab computer carts for Juan Cabrillo and John Muir Elementary Schools in an amount not to exceed \$108,998.17, utilizing piggyback-able contract NASPO #MNWNC-155. Intelli-Tech is the authorized partner for product pass through and installation.

Funding Information

Budgeted: Yes

Fund: 84

Source: Measure ES

Account Number: 84-90903-0-00000-82000-XXXX-030-1300

The Board of Education approved the budget for Measure ES-2 Technology purchases during the Board meeting of October 16, 2014 (Item A.23). This included upgrades to school site computer labs. The above mentioned school sites will receive mobile computer labs as part of their allotment. The cost includes three laptop carts, White Glove professional services including asset tagging, imaging, warranties and installation services.

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 district’s specifications. Using piggyback contracts saves time and money, and they often provide lower prices than a single jurisdiction would be able to obtain.

MOTION MADE BY:

SECONDED BY

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

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:

Samohi Science & Technology Bldg. and Site Improvements Project

Vendor Name/Project	PO Number	Amount	Substantial Completion Date
Raffi's Metal Design	144110	\$20,000	2/1/16

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:

ABSENT:

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

ACTION/CONSENT
 03/03/16

RECOMMENDATION NO. A.13

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

ADDITIONAL ASSIGNMENTS

ADAMS MIDDLE SCHOOL

Avedian, Ray	11.22 hrs @\$44.60	1/29/16-1/31/16	Est Hrly/\$500
Garnreiter, Sean	11.22 hrs @\$44.60	1/29/16-1/31/16	Est Hrly/\$500
Jurewicz, Kristin	11.22 hrs @\$44.60	1/29/16-1/31/16	Est Hrly/\$500
Karaiakoubian, Paul	11.22 hrs @\$44.60	1/29/16-1/31/16	<u>Est Hrly/\$500</u>
TOTAL ESTABLISHED HOURLY			\$2,000

Comment: 8th Grade Astro Camp Trip
 01-Formula & Old Tier III

CABRILLO ELEMENTARY SCHOOL

Baltrushes, Susan	1.5 hrs @\$44.60	2/8/16	Est Hrly/\$67
Levy, Nancy	1.5 hrs @\$44.60	2/8/16	Est Hrly/\$67
Matthews, Jill	1.5 hrs @\$44.60	2/8/16	<u>Est Hrly/\$67</u>
TOTAL ESTABLISHED HOURLY			\$201

Comment: Data Meeting with Reading Specialist
 01-Gifts – Equity Fund

EDUCATIONAL SERVICES

Cronrod, Merryll	6.3 hrs @\$44.60	2/12/16-2/29/16	Est Hrly/\$281
Green, Christi	2.0 hrs @\$44.60	2/12/16-2/29/16	Est Hrly/\$ 89
Harris, Kennith	9.3 hrs @\$44.60	2/12/16-2/29/16	Est Hrly/\$415
Higuchi Hernandez, Jessica	6.0 hrs @\$44.60	2/12/16-2/29/16	Est Hrly/\$268
Jordan, Nancy	5.0 hrs @\$44.60	2/12/16-2/29/16	Est Hrly/\$223
Mehring, Patricia	2.0 hrs @\$44.60	2/12/16-2/29/16	<u>Est Hrly/\$ 89</u>
TOTAL ESTABLISHED HOURLY			\$1,365

Comment: Early Development Instrument
 01-Unrestricted Resource

Alvarez, Judith	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Banks, Jamila	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Boxer, Lorissa	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Brumer, Sandra	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Contreras, Luis	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Cueva, Martha	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Fullerton, Anabella	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Jimenez, Sylvia	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Kusion, Mary	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Maiztegui, Laura	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Martinez, Elizabeth	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Meade, Mary	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Melendez, Brisa	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Mojica, Georgina	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Morales, Carlos	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Murcia, Constanza	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Naranjo, Rocio	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Tejeda, Karina	33.65 hrs @\$44.60	8/20/15-6/9/16	Est Hrly/\$1,501
Williams, Alma	33.65 hrs @\$44.60	8/20/15-6/9/16	<u>Est Hrly/\$1,501</u>
TOTAL ESTABLISHED HOURLY			\$28,519

Comment: Bilingual Spanish Immersion Program
 01-Unrestricted Resource

Utzinger, Sara	35.03 hrs @\$44.60	1/1/16-6/30/16	<u>Est Hrly/\$1,562</u>
		TOTAL ESTABLISHED HOURLY	\$1,562
Comment:	Professional Development Leader 01- IASA: Title II Teacher Quality		

LINCOLN MIDDLE SCHOOL

Tolentino, Aimee	2 hrs @\$44.60	2/3/16	<u>Est Hrly/\$89</u>
		TOTAL ESTABLISHED HOURLY	\$89
Comment:	Panel Member for PTSA Meeting 01-Formula & Old Tier III		

MCKINLEY ELEMENTARY SCHOOL

Dempsey, Bridget	40 hrs @\$44.60	2/1/16-6/9/16	Est Hrly/\$1,784
Portner, Nikole	40 hrs @\$44.60	2/1/16-6/9/16	Est Hrly/\$1,784
Snow, Elizabeth	40 hrs @\$44.60	2/1/16-6/9/16	Est Hrly/\$1,784
Talbott, Deborah	40 hrs @\$44.60	2/1/16-6/9/16	Est Hrly/\$1,784
Treuenfels, Therese	40 hrs @\$44.60	2/1/16-6/9/16	<u>Est Hrly/\$1,784</u>
		TOTAL ESTABLISHED HOURLY	\$8,920
Comment:	Math and Language Arts Tutoring 01- IASA: Title I Basic-LW Inc/Neg		

Kim, Jeonghyun	40 hrs @\$44.60	1/2/16-6/9/16	<u>Est Hrly/\$1,762</u>
		TOTAL ESTABLISHED HOURLY	\$1,762
Comment:	Math and English Language Arts Tutoring 01- IASA: Title I Basic-LW Inc/Neg		

ROGERS ELEMENTARY SCHOOL

Estrada, Tiffany	3 hrs @\$44.60	1/27/16	Est Hrly/\$134
Gonzalez, Gabriela	3 hrs @\$44.60	1/27/16	<u>Est Hrly/\$134</u>
		TOTAL ESTABLISHED HOURLY	\$268
Comment:	Literacy Data Meeting 01- IASA: Title I Basic-LW Inc/Neg		

Uema, Kazuki	23 hrs @\$44.60	11/17/15-1/19/16	<u>Est Hrly/\$1,026</u>
		TOTAL ESTABLISHED HOURLY	\$1,026
Comment:	Math Intervention - Winter 01- IASA: Title I Basic-LW Inc/Neg		

Gonzalez, Monica	32 hrs @\$44.60	1/26/16-3/18/16	Est Hrly/\$1,427
Howard, Courtney	32 hrs @\$44.60	1/26/16-3/18/16	Est Hrly/\$1,427
Hurst, Erin	32 hrs @\$44.60	1/26/16-3/18/16	Est Hrly/\$1,427
Uema, Kazuki	32 hrs @\$44.60	1/26/16-3/18/16	Est Hrly/\$1,427
Williams, Lindsay	32 hrs @\$44.60	1/26/16-3/18/16	<u>Est Hrly/\$1,427</u>
		TOTAL ESTABLISHED HOURLY	\$7,135
Comment:	Math Intervention - Spring 01- IASA: Title I Basic-LW Inc/Neg		

SANTA MONICA HIGH SCHOOL

DeVincentis-Waul, Ermina	18 hrs @\$71.79	11/23/15-12/18/15	Own Hrly/\$1,292
DeVincentis-Waul, Ermina	101 hrs @\$76.10	1/4/16-6/9/16	Own Hrly/\$7,686
Fazio, Christopher	18 hrs @\$50.19	11/23/15-12/18/15	Own Hrly/\$ 903
Fazio, Christopher	101 hrs @\$53.21	1/4/16-6/9/16	Own Hrly/\$5,374
Gonzalves, Diane	18 hrs @\$74.36	11/23/15-12/18/15	Own Hrly/\$1,338
Gonzalves, Diane	101 hrs @\$78.83	1/4/16-6/9/16	Own Hrly/\$7,962
Pitts, Gregory	18 hrs @\$71.79	11/23/15-12/18/15	Own Hrly/\$1,292
Pitts, Gregory	101 hrs @\$76.10	1/4/16-6/9/16	Own Hrly/\$7,686

Russell, Arthur	18 hrs @\$44.82	11/23/15-12/18/15	Own Hrly/\$ 807
Russell, Arthur	101 hrs @\$47.51	1/4/16-6/9/16	Own Hrly/\$4,799
Sinfield, Paul	99 hrs @\$65.28	1/6/16-6/9/16	<u>Own Hrly/\$6,463</u>
		TOTAL OWN HOURLY	\$44,310

Comment: 6th Period Assignment
01-Unrestricted Resource

SPECIAL EDUCATION

Boewe, Juliette	4 days @\$549.21	9/14/15-6/9/16	<u>Own Daily/\$2,197</u>
		TOTAL OWN DAILY	\$2,197

Comment: CPI Training for District Staff
01-Special Education

Maeder, Charlene	48 hrs @\$44.60	12/1/15-6/9/16	<u>Est Hrly/\$2,141</u>
		TOTAL ESTABLISHED HOURLY	\$2,141

Comment: Modify Assessments for SAI student
01-Special Ed

Palatucci, Heather	20 hrs @\$44.60	1/4/16-6/9/16	<u>Est Hrly/\$892</u>
		TOTAL ESTABLISHED HOURLY	\$892

Comment: Additional time for IEPs and Assessments
01-Special Ed

Esmailzadeh, Nicole	10 days @\$419.75	10/1/15-6/9/16	<u>Own Daily/\$4,198</u>
		TOTAL OWN HOURLY	\$4,198

Comment: Additional Assessments and IEPs
01-Special Ed

**ADDITIONAL ASSIGNMENT – DEPARTMENT CHAIR ASSIGNMENTS
LINCOLN MIDDLE SCHOOL**

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
O'Brien, Mariana	8 EDU	Science	2015/16 SY	<u>\$1,029</u>
			TOTAL	\$1,029

HOURLY TEACHERS

STUDENT SERVICES

Topp, Courtney	\$44.60, as needed	2/4/16-6/9/16	<u>Est Hrly/\$----</u>
		TOTAL ESTABLISHED HOURLY	\$----

Comment: Home Instructor
01-Unrestricted Resource

TOTAL ESTABLISHED HOURLY, OWN DAILY AND OWN HOURLY = \$107,614

NEW HIRES

PROBATIONARY CONTRACTS

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Hofland Keri/Preschool Special Education/LCDC	60%	2/1/16

SUBSTITUTE TEACHERS

CHILD DEVELOPMENT SERVICES SUBSTITUTES

(@\$17.85 Hourly Rate)

	<u>Effective</u>
Aldana, Monica	2/10/16
Altamirano, Susie	2/16/16
Dang, Natalie	2/16/16

CHANGE IN ASSIGNMENT

Schmidt, Samantha
Malibu HS/English
From: Santa Monica HS
To: Malibu HS

Effective
1/20/16

LEAVE OF ABSENCE (with pay)

Name/Location
Peterson-Brandt, Valerie
Roosevelt Elementary

Effective
3/7/16-6/9/16
[Medical Maternity/FMLA/CFRA]

Salameh, Nahla
McKinley Elementary

2/15/16-4/1/16
[Medical Maternity]

RESIGNATION

Name/Location
Breault, Richere
Santa Monica HS

Effective
6/9/16

Brisky, Perla
Child Develop Svcs

2/19/16

Brossoit, Jennifer
Grant ES

6/9/16

Coleman, Marvin
Santa Monica HS

6/9/16

Collins, Katherine
Santa Monica HS

6/9/16

Dewig, Kevin
Lincoln MS

6/9/16

Escoto, Juan Carlos
Santa Monica HS

6/9/16

Fay, Allison
Malibu HS / 20%

6/9/16

Forte, Mark
Lincoln MS

6/9/16

Gonzalez, Jessica
Will Rogers ES

6/9/16

Hirshman, Lauren
McKinley ES

6/9/16

Hongo, Yoriko
Santa Monica HS

6/9/16

Hudson, Deborah
Santa Monica HS

6/9/16

Hunt, Mark
Lincoln MS

2/24/16

Jones, Crystal Child Development Svcs	6/9/16
Mojica, Georgina Edison ES	6/9/16
Portillo, Nicole Malibu HS	6/9/16
Purvis, Sarah Lincoln MS	6/9/16
Simon, Diana Special Education	6/30/16
Stickney, Emalee Child Development Svcs	6/9/16
Tanner, Dennis Santa Monica HS	6/9/16
Velez, Angel Malibu HS	6/9/16

RETIREMENT

<u>Name/Location</u>	<u>Effective</u>
Hyatt, Lova Muir Elementary	6/9/16
Waldorf, Sherry Health Services	6/10/16

DECEASED

<u>Name/Location</u>	<u>Effective</u>
Mugalian, Tamara SMASH	2/9/16

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

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

RE: CLASSIFIED PERSONNEL – MERIT

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.

NEW HIRES

		<u>EFFECTIVE DATE</u>
Gonzalez, Zuleima Franklin ES	Inst Assistant - Classroom 3.5 Hrs/SY/Range: 18 Step: B	2/16/16

RE-EMPLOYMENT

		<u>EFFECTIVE DATE</u>
Vila, Florinda Malibu HS	Bilingual Community Liaison 8 Hrs/10 Mo/Range: 25 Step: E	2/16/16

TEMP/ADDITIONAL ASSIGNMENTS

		<u>EFFECTIVE DATE</u>
Bakhyt, Peter FNS-Malibu HS	Cafeteria Worker I - Transporter [additional hours; cafeteria support]	8/19/15-6/9/16
Carillo, Brenda Educational Services	Administrative Assistant [overtime; Consultation Committee meeting]	1/19/16
Castillo, Jessica Educational Services	Senior Administrative Assistant [overtime; Consultation Committee meetings]	2/16/16-6/29/16
Cisneros, Yolanda FNS-Grant ES	Cafeteria Worker II [overtime; cafeteria support]	8/19/15-6/9/16
Dao, Thong Facility Use	Technology Support Assistant [overtime; Facility Use events]	1/20/16-6/30/16
De La Rosa Isaac, Johanna Lincoln MS	Bilingual Community Liaison [additional hours; back to school support]	8/11/15-8/12/15
De La Rosa Isaac, Johanna Lincoln MS	Bilingual Community Liaison [overtime; school events]	8/20/15-6/9/16
Gonzalez, Jose Operations-Santa Monica HS	Custodian [overtime; school events]	7/1/15-6/30/16
Jackson, Sheralynn Special Ed-Santa Monica HS	Paraeducator-1 [additional hours; bus supervision]	10/13/15-6/9/16
Miller, Ronald Special Ed-Grant ES	Paraeducator-1 [additional hours; overnight field trip]	3/2/16-3/4/16
Morales, Alejandra Special Ed-Point Dume ES	Paraeducator-2 [additional hours; bus supervision]	9/15/15-6/9/16
Muhammed, Fatimoh Facility Use	Campus Security Officer [additional hours; Facility Use events]	1/20/16-6/30/16

Muhammed, Fatimoh Facility Use	Campus Security Officer [overtime; Facility Use events]	1/20/16-6/30/16
Nguyen, Chieu-Quan Special Ed-McKinley ES	Paraeducator-2 [additional hours; bus supervision]	8/20/15-6/9/16
Roller, Yolanda Special Ed-McKinley ES	Paraeducator-2 [additional hours; bus supervision]	8/20/15-6/9/16
Roller, Yolanda Special Ed-McKinley ES	Paraeducator-2 [overtime; bus supervision]	8/20/15-6/9/16
Rosa, Lucy Special Ed-Lincoln MS	Paraeducator-2 [additional hours; bus supervision]	12/7/15-6/9/16
Rosa, Lucy Special Ed-Lincoln MS	Paraeducator-2 [overtime; bus supervision]	12/7/15-6/9/16
Rugamas, Angel Transportation	Vehicle and Equipment Mechanic [additional hours; garage support]	1/21/16-2/5/16
Sampson, Bobby Human Resources-Rogers ES	Paraeducator-3 [additional hours; 504 accommodation]	1/19/16-6/9/16
Sanchez, Stacy Special Ed-McKinley ES	Paraeducator-3 [additional hours; extra-curricular activities]	1/20/16-2/25/16
Tucker, Jane Special Ed-Grant ES	Paraeducator-1 [additional hours; overnight field trip]	3/2/16-3/4/16
Vethavanam, Savithri Special Ed-Adams MS	Paraeducator-3 [additional hours; extra-curricular activity]	12/9/15
Vethavanam, Savithri Special Ed-Adams MS	Paraeducator-3 [overtime; extra-curricular activity]	12/15/15
Watson, Natasha Special Ed-Pine Street Preschool	Paraeducator-1 [additional hours; CPI training]	1/5/16
Webster, Ryan Special Ed-Grant ES	Paraeducator-3 [additional hours; overnight field trip]	3/2/16-3/4/16
Yashar, Azita Special Ed-Cabrillo ES	Paraeducator-1 [additional hours; bus supervision]	8/20/15-10/16/15

SUBSTITUTES

Sember, Judy
Purchasing

Administrative Assistant

EFFECTIVE DATE

1/11/16-4/30/16

CHANGE IN ASSIGNMENT

Ehasz, Elizabeth
Franklin ES

Instructional Assistant - Classroom
3.7 Hrs/SY
From: 3.5 Hrs/SY/Franklin ES

EFFECTIVE DATE

2/1/16

Zavala, Kristen
Franklin ES

Instructional Assistant - Classroom
3.5 Hrs/SY
From: 3 Hrs/SY/Franklin ES

2/1/16

PROFESSIONAL GROWTH

		<u>EFFECTIVE DATE</u>
Ajnassian, Carrie Special Ed-Lincoln MS	Paraeducator-1	3/1/16
Perez, Maria Operations-Olympic HS	Custodian	3/1/16

LEAVE OF ABSENCE (PAID)

		<u>EFFECTIVE DATE</u>
Amaya, Janene CDS-Adams Preschool	Children's Center Assistant-2 Medical	2/5/16-2/23/16
Cooper, Dionne Point Dume ES	Elementary Library Coordinator Personal	4/11/16-4/25/16
Gonzalez, Jessica CDS-McKinley ES	Children's Center Assistant-2 Medical	1/25/16-4/19/16
Hartley, Logan Franklin ES	Physical Activities Specialist Child Care	2/1/16-2/19/16
Padilla, Gloria Special Ed-Santa Monica HS	Paraeducator-1 Medical	1/4/16-2/25/16
Reaber, Winifred Grant ES	Instructional Assistant - Classroom Medical	1/27/16-2/10/16
Toma, Julie Personnel Commission	Human Resources Technician Medical	2/16/16-2/23/16
Williams, Steven Food and Nutrition Services	Stock and Delivery Clerk FMLA	2/29/16-3/4/16

LEAVE OF ABSENCE (UNPAID)

		<u>EFFECTIVE DATE</u>
Klenk, Heather Lincoln MS	Instructional Assistant - Music Personal	1/27/16-3/18/16
Pilgrim, James Special Ed-Rogers ES	Paraeducator-1 Personal	2/12/16-5/1/16

WORKING OUT OF CLASS

		<u>EFFECTIVE DATE</u>
Emhardt, Jana Purchasing	Buyer From: Administrative Assistant	1/11/16-4/30/16
Emhardt, Jana Purchasing	Senior Buyer From: Administrative Assistant	1/11/16-4/30/16
Gonzalez, Jose Operations	Lead Custodian From: Custodian	1/1/16-4/27/16
Salonga-Miguel, Jayvee Purchasing	Senior Buyer From: Buyer	1/11/16-4/30/16

TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES

		<u>EFFECTIVE DATE</u>
(39-MONTH MEDICAL REEMPLOYMENT LIST) TC8410058 Special Ed-Santa Monica HS	Paraeducator-1	2/25/16

RESIGNATION

Dixon, Crystal
Special Ed-Adams MS

Paraeducator-1

EFFECTIVE DATE

2/22/16

Sly, Jai'Oni
Special Ed-McKinley ES

Paraeducator-1

2/12/16

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

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.

NOON SUPERVISION AIDE

Alvarez, Maryke	McKinley ES	2/1/16-6/9/16
Aranda, Antonio	McKinley ES	2/1/16-6/9/16
Azzariti, Annie	McKinley ES	2/1/16-6/9/16
Battey, Leticia	McKinley ES	2/1/16-6/9/16
Field, Larissa	McKinley ES	2/1/16-6/9/16
Flores, Jesus	McKinley ES	2/1/16-6/9/16
Gondo, Janet	McKinley ES	2/1/16-6/9/16
Jiwani, Rahim	McKinley ES	2/1/16-6/9/16
Long, Lakesha	McKinley ES	2/1/16-6/9/16
Lucas, Ralph	McKinley ES	2/1/16-6/9/16
Mayen Lugo, Abdallah	McKinley ES	2/1/16-6/9/16
Marion, Miriam	McKinley ES	2/1/16-6/9/16
Oyenoki, Aimee	McKinley ES	2/1/16-6/9/16
Reyes, Modesta	McKinley ES	2/1/16-6/9/16
Richards, Michelle	McKinley ES	2/1/16-6/9/16
Sotoj, Maria	McKinley ES	2/1/16-6/9/16
Velazquez, Alejandra	McKinley ES	2/1/16-6/9/16
Villafana, Hisamy	McKinley ES	2/1/16-6/9/16
Williams, Sherrevia	McKinley ES	2/1/16-6/9/16

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

FROM: SANDRA LYON / MARK O. KELLY

RE: ESTABLISH POSITIONS – COORDINATOR, LITERACY AND LANGUAGE AND COORDINATOR, PARENT AND STUDENT ENGAGEMENT

RECOMMENDATION NO. A.16

It is recommended that the Board of Education establish two new positions: Coordinator of Literacy and Language and Coordinator of Parent and Student Engagement to support SMMUSD's Local Control Accountability Plan (LCAP), federal and state requirements, curricular guidelines, and Board of Education priorities.

COMMENT: In order to align with SMMUSD's LCAP, as well as federal and state requirements, Educational Services proposes to reorganize certain job responsibilities and, as a result, establish two new Coordinator positions: Coordinator of Literacy and Language and Coordinator of Parent and Student Engagement.

The Coordinator of Literacy and Language will assist in the development and implementation of a standards-based, integrated literacy and language curriculum for PreK-12 students, utilizing the New California English Language Arts-Literacy and English Language Development Standards. This position will collaborate with Professional Learning Teams, site administrators and Educational Services staff to implement curriculum, and will analyze assessment data to guide instructional decision-making. It is the responsibility of the Coordinator, Literacy and Language to develop and deliver PreK-12 professional development to increase student achievement and close the achievement gap. (See attached job description.)

The Coordinator of Parent and Student Engagement will provide leadership and coordination of parent involvement activities and programs outlined in the SMMUSD LCAP, federal Elementary and Secondary Act (ESEA) and Every Student Succeeds Act (ESSA). This position will support efforts to seek parent input in decision-making at all school sites, and promote parent and student participation in programs required by the LCAP. The Coordinator, Parent and Student Engagement will coordinate the Bilingual Community Liaison program, and assist in the planning and facilitation of District advisory committees, including the District English Learner Advisory Committee (DELAC). (See attached job description.)

Both Coordinator positions will have a 200 day work calendar and be compensated at Range 60 on the SMMUSD Management Salary Schedule. Salary and benefits for the Coordinator of Literacy and Language and the Coordinator of Parent and Student Engagement will be included in the proposed 2016-2017 budget.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
Department of Human Resources

CERTIFICATED JOB DESCRIPTION
COORDINATOR, LITERACY AND LANGUAGE

DEFINITION

Under professional direction of the Assistant Superintendent of Educational Services, and supervision of the Director of Curriculum and Instruction (PreK-5), the Coordinator of Literacy and Language will assist in the development and implementation of the new California English Language Arts-Literacy and English Language Development standards instructional program. It is the responsibility of the Coordinator of Literacy and Language to develop and deliver PreK-12 professional development to increase student achievement and close the achievement gap.

DISTINGUISHING CHARACTERISTICS

This position classification requires subject matter expertise and knowledge in English Language Arts, English Language Development and literacy, and experience in curriculum development and delivery methods. Directly-related leadership experience is necessary to manage the duties and responsibilities of this position. The job requires the ability to analyze, develop and offer alternative problem solutions to a variety of complex issues and concerns. The incumbent must be experienced in the use of technology for presentation and data analysis. Decisions are made by the incumbent that have a critical impact on the goals, organization and educational programs and services of the district. This position frequently meets with management, teachers, parents and support staff to influence, motivate and monitor the result objectives of the district and the operation of the Educational Services Department. This is a sedentary position classification which performs light work that involves sitting a portion of the time, but does require walking and standing for extended periods. This position requires accurate perceiving of sound, near and far vision, depth perception, working with educational materials and objects, and providing oral information and direction.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXAMPLES OF DUTIES

- Develop a standards-based, integrated literacy and language curriculum for PreK-12;
- Collaborate with Professional Learning Teams, Educational Services staff and site administrators to implement the ELA/ELD curriculum;
- Develop and deliver District-wide professional development on literacy and learning;
- Identify formative and summative assessments to monitor the impact of the ELA/ELD curriculum as it relates to student achievement gains, with a special emphasis on Long-Term English Learners (LTELS);
- Analyze assessment data and use the results to guide instruction and curricula decision-making;
- Evaluate certificated staff;
- Provide on-going support to the district-adopted ELA and ELD instructional programs;
- Assist other Educational Services staff with the articulation, alignment and implementation of professional development to support literacy and language development;
- Perform other duties as assigned.

QUALIFICATIONS

Knowledge of:

1. Principles, practices and trends in the field of education,
2. Literacy and language development,
3. Research and effective instructional practices in literacy and language development,
4. Curriculum development for PreK-12 programs,
5. Current research and best practices for promoting achievement of Long Term English Learners (LTELS),
6. Effective practices in professional development and coaching,
7. Formative and summative assessment tools for progress monitoring and instructional decision-making,
8. Response to Instruction and Intervention (RTI²), as it relates to monitoring and planning for the academic and language development of English Learners,

Ability to:

1. Design and implement protocols to support the use of data to inform instructional practices,
2. Facilitate team meetings in Professional Learning Communities (PLCs),
3. Develop and deliver highly-effective professional development to large and small groups,
4. Exhibit effective coaching practices,
5. Collaborate with diverse stakeholders across the organization including teachers, site administrators, Educational Services staff, paraprofessionals, parents, and students,
6. Lead and coach in literacy and language development
7. Access and utilize current educational technology,
8. Demonstrate strong organizational and interpersonal skills,
9. Communicate effectively, both verbally and in writing, with a diverse and broad range of individuals and groups,
10. Use technology, including word processing, spreadsheet, database and presentation software.

EDUCATION AND EXPERIENCE

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

- Minimum of three (3) years of teaching experience in English Language Arts or related subject;
- Successful leadership experience in leading literacy and language development efforts as a site-based leader and professional development provider for administrators, teachers, paraprofessionals and parents.

Education:

- Equivalent to the completion of a Master of Arts or higher degree in educational administration, professional development, instructional technology, curriculum development and design, or closely related field;
- Advanced degree and/or education and training in literacy and/or language preferred.

CERTIFICATIONS, LICENSES AND CONDITIONS

Certification Requirement

Possession or the ability to qualify for a valid California credential authorizing service as an elementary and secondary level administrator

License Requirement

Possession of a valid Motor Vehicle Operator's License

Condition of Employment

Insurability by the District's liability insurance carrier

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:

- Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.
- This is a sedentary position classification with light work that involves sitting a portion of the time, but does require walking and standing for extended periods
- Requires the mobility to stand, stoop, balance, reach, kneel and bend. Requires mobility of arms to reach and dexterity of hands and fingers needed to operate a computer keyboard
- May require the need to push, pull or lift up to 20 pounds
- The job also requires the accurate perceiving of sound, near and far vision, depth perception, handling and working with educational materials and objects, and providing oral information and direction.

This position will have a 200-day work calendar and be compensated at Range 60 of the SMMUSD Management Salary Schedule

Job Description Board Approved: _____

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
Department of Human Resources

CERTIFICATED JOB DESCRIPTION
COORDINATOR, PARENT AND STUDENT ENGAGEMENT

DEFINITION

Under professional direction of the Assistant Superintendent of Educational Services, and supervision of the Director of Assessment, Research and Evaluation, the Coordinator of Parent and Student Engagement will provide leadership and coordination of parent involvement activities and programs outlined in the SMMUSD Local Control Accountability Plan (LCAP), federal Elementary and Secondary Education Act (ESEA) and Board of Education priorities.

DISTINGUISHING CHARACTERISTICS

This position classification requires experience and knowledge in public school programs, curriculum, requirements, objectives, policies and concerns in regards to parent engagement and student success. Directly-related leadership experience is necessary to manage the duties and responsibilities of this position. The job requires the ability to analyze, develop and offer alternative problem solutions to a variety of complex issues and concerns. The incumbent must be experienced in the use of technology for data analysis and presentation. Decisions are made by the incumbent that have a critical impact on the goals, organization and educational programs and services of the district. This position frequently meets with management, teachers, parents, paraprofessionals and community members to influence, motivate and monitor the result objectives of the district and the operation of the Educational Services Department. This is a sedentary position classification that performs light work that involves sitting a portion of the time, but does require walking and standing for extended periods. This position requires accurate perceiving of sound, near and far vision, depth perception, working with educational materials and objects, and providing oral information and direction.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXAMPLES OF DUTIES

- Support efforts to seek parent input in decision-making at all school sites and at the district level;
- Promote parent and student participation in programs for unduplicated students and special need subgroups, as required by the Local Control Accountability Plan (LCAP);
- Support the Educational Services Directors with the recruitment of parents from diverse subgroups to serve on parent advisory committees;
- Assist in the planning and facilitation of the District English Learner Advisory Committee (DELAC) and other District Advisory Committees;
- Coordinate the Community Liaison Program, providing professional development in the following areas: facilitation of parent involvement to students in under-performing subgroups, identification of school and community resources, and parent education program training;
- Support principals and teachers in developing best practices in parent and student engagement;
- Disseminate information regarding parent involvement goals and objectives;
- Serve as liaison between student, home, school and community resources, such as family service agencies, and collaborate with social workers, counselors and family resource providers;

- Interpret Every Student Succeeds Act (ESSA) requirements related to school activities/outreach programs that support parental involvement;
- Develop and administer parent and student engagement surveys and other data collection instruments;
- Plan and provide activities related to parent involvement to enhance a school's climate;
- Cooperate with site administrators in implementing the parent involvement program according to state and federal guidelines;
- Support principals in training and recruitment for the School Site Council and the development of the Single Plan for Student Achievement (SPSA);
- Coordinate translation services for school events, informational communication and marketing materials;
- Support marketing of district programs, for example, pre-school and dual immersion;
- Participate in on-going professional development by attending workshops, lectures and institutes on specific subjects to enhance job performance;
- Engage in programs with community partners, including the cities of Santa Monica and Malibu,
- Perform other duties as assigned.

QUALIFICATIONS

Knowledge of:

9. Principles, practices and trends in the field of education,
10. Parent, school, student and community partnership models,
11. SMMUSD's English Language Learner programs,
12. SMMUSD's LCAP goals and metrics,
13. Federal entitlement program (ESEA/ESSA) requirements,
14. Formative and summative assessment tools used for progress monitoring and instructional decision-making for sharing and interpretation for parents,
15. Single Plan for Student Achievement (SPSA) process,
16. School Smarts and other parent education programs,
17. School-site leadership,
18. Cultural competence in educational settings,
19. Effective practices in professional development and coaching,

Ability to:

11. Demonstrate effective instructional practices in English Language Development,
12. Facilitate meetings with teachers, paraprofessionals, parents and community groups,
13. Develop and deliver effective professional development,
14. Use technology for data collection and analysis,
15. Collaborate with diverse stakeholders across the organization including teachers, site administrators, Educational Services staff, paraprofessionals, parents, and students,
16. Communicate in Spanish, both orally and in writing,
17. Access and utilize current educational technology,
18. Model nondiscriminatory practices in all activities,
19. Exhibit strong organizational and interpersonal skills,
20. Communicate effectively, both orally and in writing, with a diverse and broad range of individuals and groups,
21. Use technology, including word processing, spreadsheet, database and presentation software.

EDUCATION AND EXPERIENCE

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

- Minimum of three (3) years of teaching experience;
- Successful leadership experience at a school site, including School Site Council membership, instructional leader and/or professional development provider,
- Bilingual in Spanish preferred.

Education:

- Equivalent to the completion of a Master of Arts or higher degree in educational administration, professional development, instructional technology, curriculum development and design, or closely related field;

CERTIFICATIONS, LICENSES AND CONDITIONS

Certification Requirement

Possession or the ability to qualify for a valid California credential authorizing service as an elementary and secondary level administrator

License Requirement

Possession of a valid Motor Vehicle Operator's License

Condition of Employment

Insurability by the District's liability insurance carrier

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:

- Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.
- This is a sedentary position classification with light work that involves sitting a portion of the time, but does require walking and standing for extended periods
- Requires the mobility to stand, stoop, balance, reach, kneel and bend. Requires mobility of arms to reach and dexterity of hands and fingers needed to operate a computer keyboard
- May require the need to push, pull or lift up to 20 pounds
- The job also requires the accurate perceiving of sound, near and far vision, depth perception, handling and working with educational materials and objects, and providing oral information and direction.

This position will have a 200-day work calendar and be compensated at Range 60 of the SMMUSD Management Salary Schedule

Job Description Board Approved: _____

2/16

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

FROM: SANDRA LYON

RE: ADOPT RESOLUTION NO. 15-18 – BOARD MEMBER ABSENCE ON
FEBRUARY 4 AND 18, 2016

RECOMMENDATION NO. A.17

It is recommended that the Board of Education adopt Resolution No. 15-18 – Board Member Absence on February 4 and 18, 2016.

COMMENTS: Board Member Jose Escarce was absent from the February 4 and 18, 2016, regular board meetings.

Board Bylaw 9250 and Education Code 35120 provide that a member of the Board of Education may be paid for any meeting when absent if the board adopts a resolution excusing the absence due to performance of district-related duties during the time of a meeting, illness, jury duty, or hardship.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

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

**RESOLUTION NO. 15-18
BOARD MEMBER ABSENCE ON FEBRUARY 4 AND 18, 2016**

WHEREAS, the Governing Board of the Santa Monica-Malibu Unified School District appreciates the services provided by members of the Board and provides compensation for meeting attendance in accordance with Education Code 35120 and Board Bylaw 9250; and

WHEREAS, Education Code 35120 provides that the monthly compensation provided to Board members shall be commensurate with the percentage of meetings attended during the month unless otherwise authorized by Board resolution; and

WHEREAS, Education Code 35120 specifies limited circumstances under which the Board is authorized to compensate a Board member for meetings he/she missed; and

WHEREAS, the Board finds that Jose Escarce did not attend the regular Board meetings on February 4 and 18, 2016, for the following reason(s):

- Performance of other designated duties for the district during the time of the meeting
- Illness or jury duty
- Hardship deemed acceptable by the Board

NOW THEREFORE BE IT RESOLVED that the Board of the Santa Monica-Malibu Unified School District approves compensation of the Board member for the regular Board meetings on February 4 and 18, 2016.

PASSED AND ADOPTED this 3rd day of March 2016 at a regular meeting, by the following vote:

AYES:_____ NOES:_____ ABSENT:_____ ABSTAIN: _____

Attest:

Secretary

President

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

FROM: SANDRA LYON / TERRY DELORIA

RE: REVISE BP 0460 – LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)

RECOMMENDATION NO. A.18

It is recommended that the Board of Education revise BP 0460 – Local Control Accountability Plan (LCAP).

COMMENTS: The policy has been updated to reflect new Title 5 regulations, which (1) present a template for the LCAP, (2) define and give examples of the means by which districts may consult with students when developing the LCAP, (3) address the composition of the parent advisory committee and English learner parent advisory committee, and (4) require the County Superintendent of Schools to review district descriptions, if any, of districtwide or schoolwide services provided with local control funding formula (LCFF) supplemental or concentration funds.

The revised regulation can be found under Item No. I.01 in this agenda.

These changes were discussed at the February 18, 2016, board meeting. During that discussion, Mr. de la Torre suggested adding in the second paragraph under Plan Development: “students engaged in campus or after-school programs.”

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYE:

NOES:

ABSENT:

LOCAL CONTROL AND ACCOUNTABILITY PLAN

The Board of Education desires to ensure the most effective use of available state funding to improve outcomes for all students. A community-based, comprehensive, data-driven planning process shall be used to identify annual goals and specific actions aligned with state and local priorities and to facilitate continuous improvement of district practices.

The Board shall adopt a districtwide local control and accountability plan (LCAP), using the template provided by the State Board of Education, which addresses the state priorities specified in Education Code 52060 and any local priorities adopted by the Board. ~~The LCAP shall be effective for three years and shall be updated on or before July 1 of each year~~ updated on or before July 1 of each year and, like the district budget, shall cover the next fiscal year and subsequent two fiscal years. (Education Code 52060)

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" and other underperforming students.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth and are counted only once for purposes of the local control funding formula. (Education Code 42238.02)

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP or the annual update are consistent with strategies included in the SPSA. (Education Code 52062)

To minimize duplication of effort and provide clear direction for program implementation, the LCAP and other district and school plans shall be aligned to the extent possible.

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the numbers of students in various student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies, students engaged in campus or after-school programs or other groups representing students. (Education Code 52060; 5 CCR 15495)

Public Review and Input

The Board shall establish the following committee(s) to review and comment on the LCAP: (Education Code 52063; 5 CCR 15495)

1. A parent advisory committee including at least one parent/guardian of unduplicated students as defined above. The committee shall be composed of a majority of parents/guardians and shall include at least one parent/guardian of an unduplicated student as defined above.
2. An English learner parent advisory committee whenever district enrollment includes at least 15 percent English learners and at least 50 students who are English learners.

The Superintendent or designee shall present the LCAP or the annual update to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update to the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP or the annual update shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update. The public hearing shall be held at the same meeting as the public hearing required prior to the adoption of the district budget in accordance with Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

Adoption of the Plan

Prior to adopting the district budget, but at the same public meeting, the Board shall adopt the LCAP or the annual update. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP or the annual update to the LCAP, the Board shall file the LCAP or the annual update with the County Superintendent of Schools. (Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP or the annual update, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation data shall be used to

recommend any necessary revisions to the LCAP.

Technical Assistance/Intervention

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities and review of effective, evidence-based programs that apply to the district's goals
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the Superintendent of Public Instruction (SPI) identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP
2. Revision of the district's budget in accordance with changes in the LCAP
3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

Legal Reference:

EDUCATION CODE

305-306 English language education

17002 State School Building Lease-Purchase Law, including definition of good repair

41020 Audits

42127 Public hearing on budget adoption

42238.01-42238.07 Local control funding formula

44258.9 County superintendent review of teacher assignment

48985 Parental notices in languages other than English

51210 Course of study for grades 1-6

51220 Course of study for grades 7-12

52052 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

52302 Regional occupational centers and programs

52372.5 Linked learning pilot program

54692 Partnership academies

60119 Sufficiency of textbooks and instructional materials; hearing and resolution

60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission

60811.3 Assessment of language development

64001 Single plan for student achievement

99300-99301 Early Assessment Program

CODE OF REGULATIONS, TITLE 5

15494-15497.5 *Local control and accountability plan and spending requirements*
UNITED STATES CODE, TITLE 20
6312 *Local educational agency plan*
6826 *Title III funds, local plans*

Management Resources:

CSBA PUBLICATIONS

Impact of Local Control Funding Formula on Board Policies, November 2013

Local Control Funding Formula 2013, Governance Brief, August 2013

State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

WEB SITES

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

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

**Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: October 16, 2014 Santa Monica, California**

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ
RE: REPLACE BP 3350 – TRAVEL EXPENSES

ACTION/CONSENT
03/03/16

RECOMMENDATION NO. A.19

It is recommended that the Board of Education replace BP 3350 – Travel Expenses.

COMMENTS: CSBA has revised the policy to prohibit use of a district credit card for personal expenses, even if the employee intends to reimburse the district. The policy also adds language on types of reimbursable travel expenses and nonreimbursable personal expenses, alignment of district mileage reimbursement rate with the Internal Revenue Service rate, options for reimbursement of meal costs, submission and approval of expense claim, employee's responsibility for costs incurred on improper claim, and repayment to district if actual costs are less than the cash advance received by the employee.

These changes were discussed at the February 18, 2016, board meeting.

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

TRAVEL EXPENSES

The Governing Board recognizes that district employees may incur expenses in the course of performing their assigned duties and responsibilities. To ensure the prudent use of public funds, the Superintendent or designee shall establish rules to keep such expenses to a minimum while affording employees a reasonable level of safety and convenience.

The Board shall authorize payment for actual and necessary travel expenses incurred by any employee performing authorized services for the district, whether within or outside district boundaries. (Education Code 44032)

The Superintendent or designee shall establish procedures for the approval of travel requests and the submission and verification of expense claims. He/she also shall establish reimbursement rates in accordance with law and Board policy.

An employee shall obtain approval from the Superintendent or designee prior to traveling. The Superintendent or designee may approve travel requests in accordance with the adopted budget and upon determining that the travel is authorized or assigned by the employee's supervisor, is necessary to attend a conference or other staff development opportunity that will enhance employee performance, and/or is otherwise necessary to the performance of the employee's duties. Travel expenses not previously budgeted may be approved on a case-by-case basis by the Superintendent or designee if he/she determines that the travel is essential and that resources may be obtained or redirected for this purpose.

All out-of-state travel for which reimbursement will be claimed shall be approved in advance by the Board.

Reimbursable travel expenses may include, but are not limited to, costs of transportation, parking fees, bridge or road tolls, lodging when district business reasonably requires an overnight stay, registration fees for seminars and conferences, telephone and other communication expenses incurred on district business, and other necessary incidental expenses.

The district shall not reimburse personal travel expenses including, but not limited to, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the employee on district-related business, personal use of an automobile, and personal losses or traffic violation fees incurred while on district business.

Except as otherwise provided, reimbursement of travel expenses shall be based on actual expenses as documented by receipts.

Authorized employees shall be reimbursed for the use of their own private vehicles in the performance of assigned duties, on either a mileage or monthly basis as determined by the Superintendent or designee. (Education Code 44033)

The mileage allowance provided by the district for employees' use of their private vehicles shall be equal to the rate established by the Internal Revenue Service.

Vehicles should be shared whenever possible to minimize travel costs. No employee shall be entitled to reimbursement for automobile travel when he/she is transported free of charge or by another employee who is entitled to the expense reimbursement.

Meal costs shall be reimbursed based on documented actual expenses within the maximum amounts established by the Superintendent or designee and based on the time of day that travel for district business begins and ends.

Any expense that exceeds the maximum rate of reimbursement established by the district shall be reimbursed only with the approval of the Superintendent or designee.

All expense reimbursement claims shall be submitted on a district form, within 10 working days following return from travel when possible. The form shall be accompanied by receipts and any explanation necessary to document that the expenses meet district criteria for reimbursement.

The Superintendent or designee shall approve expense claims only upon verifying that all necessary documentation is provided and that all expenses are appropriate and related to district business. If an expense claim is disallowed due to lack of documentation or inappropriate expenses, the employee may be personally responsible for any improper costs incurred.

When approved by the Superintendent or designee, an employee may be issued a district credit card for use while on authorized district business. Receipts documenting the expenses incurred on a district credit card shall be submitted promptly following return from travel. Under no circumstances shall personal expenses be charged on a district credit card, even if the employee intends to subsequently reimburse the district for the personal charges.

When necessary, the Superintendent or designee may approve a cash advance, not to exceed the estimated out-of-pocket reimbursable expenses, to an employee authorized to travel on district business. Within 10 working days following return from travel, the employee shall submit a final accounting with all necessary supporting documentation. He/she shall refund to the district any amount of cash advance exceeding the actual approved reimbursable expenses.

~~The Board of Education shall authorize payment for actual and necessary expenses, including travel, incurred by any employee performing authorized services for the district.~~

~~The Superintendent or designee may approve employee requests to attend meetings in accordance with the adopted budget.~~

~~Expenses shall be reimbursed within limits approved by the Board. The Superintendent or designee shall establish procedures for the submission and verification of expense claims. He/she may authorize an advance of funds to cover necessary expenses.~~

~~The Board may establish an allowance on either a mileage or monthly basis to reimburse authorized employees for the use of their own vehicles in the performance of assigned duties.~~

~~All out-of-state travel for which reimbursement will be claimed shall have Board approval. Travel expenses not previously budgeted also shall be approved on an individual basis by the Board.~~

~~Authorized employees may use district credit cards while attending to district business. Under no circumstances may personal expenses be charged on district credit cards.~~

Legal Reference:

EDUCATION CODE

42634 Itemization of expenses

44016 Travel expense to employment interview

44032 Travel expenses

44033 Automobile allowance
44802 Student teacher's travel expense

Management Resources:

INTERNAL REVENUE SERVICE PUBLICATIONS

Per Diem Rates (For Travel Within the Continental United States), Publication 1542

WEB SITES

Internal Revenue Service: <http://www.irs.gov>

U.S. General Services Administration, Per Diem Rates: <http://www.gsa.gov/perdiem>

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

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ
RE: REVISE BP 3580 – DISTRICT RECORDS

ACTION/CONSENT
03/03/16

RECOMMENDATION NO. A.20

It is recommended that the Board of Education revise BP 3580 – District Records.

COMMENT: CSBA recommends updating this policy to include actions to be taken in the event of any known or suspected breach of the security of district records containing confidential personal information.

The revised regulation can be found under Item No. I.03 in this agenda.

These changes were discussed at the February 18, 2016, board meeting.

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

DISTRICT RECORDS

The Board of Education recognizes the importance of securing and retaining district documents. The Superintendent or designee shall ensure that district records are developed, maintained, and disposed of in accordance with law, Board policy, and administrative regulation.

The Superintendent or designee shall consult with district legal counsel, site administrators, district information technology staff, personnel department staff, and others as necessary to develop a secure document management system that provides for the storage, retrieval, archiving, and destruction of district documents, including electronically stored information such as email. This document management system shall be designed to comply with state and federal laws regarding security of records, record retention and destruction, response to "litigation hold" discovery requests, and the recovery of records in the event of a disaster or emergency.

The Superintendent or designee shall ensure the confidentiality of records as required by law and shall establish regulations to safeguard data against damage or loss.

In the event of any known or reasonably suspected breach of the security of district records containing confidential personal information including, but not limited to, a social security number, driver's license or identification card number, medical information, health insurance information, or an account number in combination with an access code or password that would permit access to a financial account, the Superintendent or designee shall immediately notify local law enforcement agencies and any affected persons. Notification of affected individuals may be delayed if a law enforcement agency determines that the notification would impede a criminal investigation.

The Superintendent or designee shall ensure that employees receive information about the district's document management system, including retention and confidentiality requirements and an employee's obligations in the event of a litigation hold established on the advice of legal counsel.

Safe at Home Program

District public records shall not include the actual addresses of students, parents/guardians, or employees when a substitute address is designated by the Secretary of State pursuant to the Safe at Home program. (Government Code 6206, 6207)

When a substitute address card is provided pursuant to this program, the confidential, actual address may be used only to establish district residency requirements for enrollment and for school emergency purposes.

Legal Reference:

EDUCATION CODE

35145 *Public meetings*

35163 *Official actions, minutes and journal*

35250-35255 *Records and reports*

44031 *Personnel file contents and inspection*

49065 *Reasonable charge for transcripts*

49069 *Absolute right to access*

CODE OF CIVIL PROCEDURE

1985.8 *Electronic Discovery Act*

2031.010-2031.060 *Civil Discovery Act, scope of discovery demand*

2031.210-2031.320 *Civil Discovery Act, response to inspection demand*

GOVERNMENT CODE

6205-6210 *Confidentiality of addresses for victims of domestic violence, sexual assault or stalking*

6252-6265 *Inspection of public records*

12946 *Retention of employment applications and records for two years*

PENAL CODE

11170 *Retention of child abuse reports*

CODE OF REGULATIONS, TITLE 5

430 *Individual student records; definition*

432 *Varieties of student records*

16020-16022 *Records, general provisions*

16023-16027 *Retention of records*

UNITED STATES CODE, TITLE 20

1232g *Family Educational Rights and Privacy Act*

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.8 *Family Educational Rights and Privacy Act*

Management Resources:

WEB SITES

California Secretary of State: <http://www.sos.ca.gov/safeathome>

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

adopted: August 19, 2009 Santa Monica, California

revised: August 24, 2011

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

FROM: SANDRA LYON / TERRY DELORIA / ELLEN EDEBURN

RE: REVISE BP 6142.6 – VISUAL AND PERFORMING ARTS EDUCATION

RECOMMENDATION NO. A.21

It is recommended that the Board of Education revise BP 6142.6 – Visual and Performing Arts Education.

COMMENTS: CSBA recommends updating this policy to delete program requirements related to Arts and Music Block Grants since new law (AB 97) redirects funding for these grants into the LCFF.

These changes were discussed at the February 18, 2016, board meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYE:

NOES:

ABSENT:

VISUAL AND PERFORMING ARTS EDUCATION

The Board of Education believes that visual and performing arts are essential to a well-rounded educational program and should be an integral part of the course of study offered to students at all grade levels. The district's arts education program shall provide opportunities for appreciation, creation, ~~and performance,~~ and appreciation of the arts.

The Board shall adopt academic standards for dance, music, theatre, and visual arts that describe the skills, knowledge, and abilities that students shall be expected to possess at each grade level. The district's standards shall meet or exceed state content standards for each of these disciplines.

The Superintendent or designee shall develop a sequential curriculum for dance, music, theatre, and visual arts which is consistent with the state curriculum framework and includes the following strands:

1. Artistic perception: processing, analyzing, and responding to sensory information through the use of language and skills unique to each arts discipline
2. Creative expression: composing, arranging, and performing a work and using a variety of means to communicate meaning and intent in one's own original works
3. Historical and cultural context: understanding the historical contributions and cultural dimensions of an arts discipline
4. Aesthetic valuing: analyzing and critically assessing works of dance, music, theatre, and visual arts
5. Connections, relations, and applications: connecting, comparing, and applying what is learned in one arts discipline to learning in the other arts, other subject areas, and careers

The Board shall adopt standards-based instructional materials for visual and performing arts in accordance with applicable law, Board policy, and administrative regulation, which may incorporate a variety of media and technologies. ~~In addition, the Board encourages teachers to incorporate a variety of media and technologies into lessons, presentations, and explorations in each of the arts disciplines.~~

~~The~~ As appropriate, the Superintendent or designee shall provide a standards-based professional development program designed to increase teachers' knowledge of and ability to teach the arts and to implement adopted instructional materials.

The Superintendent or designee shall encourage ~~as a supplement to teacher instruction,~~ the integration of community arts resources into the educational program. Such resources may include opportunities for students to attend musical and theatrical performances, observe the works of accomplished artists, and work directly with artists-in-residence and volunteers. In addition, the Superintendent or designee may collaborate with community organizations to share resources and seek grant opportunities.

The Superintendent or designee shall ~~regularly evaluate and report to the Board regarding~~ the implementation of arts education at each grade level and report to the Board regarding its ~~program~~ effectiveness in enabling students to meet academic standards.

Arts for All Plan

In order to improve the program offerings in Visual and Performing Arts Education, the Board adopted the district's Arts for All Plan on February 3, 2005. The plan called for the development of a new standards-based curriculum, defining the roles and responsibilities of all-staff to provide access to arts education for all students in the district, providing the necessary training to teachers and administrators to foster their knowledge and instructional strategies regarding the new state standards for Visual and Performing Arts, developing new partnerships and collaborating with current partners, identifying funding sources associated with the implementation of the plan, improving the facilities that support arts education, and evaluation of the district's arts education.

~~Arts and Music Block Grants~~

~~Any state funding received through arts and music block grants shall be used only for hiring additional staff, purchasing new materials, books, supplies, and equipment, and/or implementing or increasing staff development opportunities as needed to support standards-aligned arts and music instruction. (SB 77, Item 6110-265-0001, Statutes of 2007)~~

~~The Board shall distribute block grant funds to all district schools on the basis of an equal amount per student or the minimum school site allocation specified in the state budget, whichever is greatest. (SB 77, Item 6110-265-0001, Statutes of 2007)~~

~~However, the Board may allocate block grant funds for districtwide expenditures that support program purposes on behalf of all district schools. If the Board elects to do so, it shall adopt a resolution at a public meeting which specifies how the funds will be allocated among schools and for districtwide purposes and the reasons for those allocations. Prior to the public meeting, the Board shall inform school site councils, schoolwide advisory groups, or school support groups, as applicable, of the content of the proposed resolution and of the time and location where the resolution is proposed to be adopted. (SB 77, Item 6110-265-0001, Statutes of 2007)~~

Legal Reference:

EDUCATION CODE

8950-8957 California summer school of the arts

32060-32066 Toxic art supplies

35330-35332 Field trips

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51225.3 Graduation requirements

58800-58805 Specialized secondary programs

60200-60210 Instructional materials, elementary schools

60400-60411 Instructional materials, high schools

99200-99206 Subject matter projects

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Visual and Performing Arts Framework for California Public Schools: Kindergarten through Grade Twelve, 2004

Visual and Performing Arts Content Standards, January 2001

Arts Education Program Toolkit: A Visual and Performing Arts Program Assessment Process, 2001

WEB SITES

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

Arts Education Partnership: <http://aep-arts.org>

California Alliance for Arts Education: <http://www.artsed411.org>

California Arts Council: <http://www.cac.ca.gov>

California Art Education Association: <http://www.caea-arteducation.org>

*California Dance Education Association: <http://www.cdeadance.org>
California Department of Education, Visual and Performing Arts: <http://www.cde.ca.gov/ci/vp>
California Educational Theatre Association: <http://www.cetoweb.org>
California Music Educators Association: <http://www.calmusiced.com>
The California Arts Project: <http://csmp.ucop.edu/tcap>*

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/03/16

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

RE: REVISE BP 6174 – EDUCATION FOR ENGLISH LEARNERS

RECOMMENDATION NO. A.22

It is recommended that the Board of Education revise BP 6174 – Education for English Learners.

COMMENTS: CSBA recommends updating this policy to reflect Education Code 52060, which requires the district's LCAP to include annual goals and specific actions, aligned to state and local priorities, for all students and for each "numerically significant" student subgroup as defined in Education Code 52052, including English learners.

The revised regulation can be found under Item No. I.05 in this agenda.

These changes were discussed at the February 18, 2016, board meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYE:

NOES:

ABSENT:

EDUCATION FOR ENGLISH LEARNERS

The Board of Education intends to provide English language learners with challenging curriculum and instruction that develop proficiency in English as rapidly and effectively as possible while facilitating student achievement in the district's regular course of study. ~~English learners shall be provided English language development instruction targeted to their English proficiency level and aligned with state content standards.~~

The district shall identify in its local control and accountability plan (LCAP) specific actions and services to enhance student engagement, academic achievement, and other outcomes for English learners.

English learners shall be provided English language development instruction targeted to their English proficiency level and aligned with the state content standards and curriculum framework. The district's program shall be based on sound instructional theory, use standards-aligned instructional materials, and assist students in accessing the full educational program.

~~The district's program shall be based on sound instructional theory and adequately supported in order to assist students in accessing the full educational program.~~

The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.

The Superintendent or designee shall provide to teachers, administrators, and other school staff research-based professional development that is designed to improve the instruction and assessment of English learners and enhance staff's ability to understand and use curricula, assessment, and instructional strategies for English learners. (20 USC 6825)

The Superintendent or designee shall encourage parent/guardian and community involvement in the development, implementation, and evaluation of English language development programs. In addition, to support students' English language development, the Superintendent or designee may provide an adult literacy training program that leads to English fluency for parents/guardians and community members.

Identification and Assessment

The Superintendent or designee shall maintain procedures which provide for the accurate identification of English learners and an assessment of their proficiency and needs in the areas of listening, speaking, reading, and writing in English. Once identified as an English learner, a student shall be annually assessed for language proficiency until he/she is reclassified based on criteria specified in administrative regulation.

English learners' academic achievement in English language arts, mathematics, science, and any additional subject required by law shall be assessed using the California Assessment of Student Performance and Progress. As necessary, the test shall be administered with allowable testing variations in accordance with 5 CCR 853.5 and 853.7. English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law. (Education Code 60603, 60640; 5 CCR 853.5, 853.7)

Placement of English Learners

Students who are English language learners shall be educated through ~~one of two approaches: "Sheltered English immersion" or "structured English immersion"~~ as defined in law and administrative regulation, ~~shall be provided for English learners during, for~~ a temporary

transition period not normally intended to exceed one year, ~~until students move into an English language mainstream program.~~ A dual immersion approach shall also offered to English learners under the Parental Exception Waiver process noted below. "Nearly all" of the classroom instruction in the district's ~~sheltered~~ structured English immersion program shall be in English, but with the curriculum and presentation designed for students who are learning the language. (Education Code 305, 306)

For purposes of determining the amount of instruction conducted in English in the structured English immersion classroom, "nearly all" shall be defined as follows:

All classroom instruction will be conducted in English, except for clarification, explanation, and with primary language support provided ~~only~~ as needed.

When an English language learner has acquired a reasonable level of English proficiency as measured by any of the state-designated assessments approved by the California Department of Education or any district developed assessments and using other criteria adopted by the Board, he/she shall be transferred from a structured English immersion program to an English language mainstream program in which the instruction is "overwhelmingly" in English. (Education Code 305-306; 5 CCR 11301)

An English language learner has acquired a "reasonable level of English proficiency" when he/she has achieved the following:

Early Advanced or Advanced Proficiency Level on the CELDT

Parental Exception Waivers

At any time during the school year, the parent/guardian of an English language learner may have his/her child moved into an English language mainstream program. (5 CCR 11301)

When allowed by law, the parent/guardian of an English learner may submit a request that his/her child be exempted from placement in a structured English immersion program and instead be placed in a class where he/she is taught English and other subjects through bilingual education techniques, such as dual immersion, or other generally recognized educational methodologies permitted by law. (Education Code 310-311)

Each waiver request shall be considered on its individual merits with deference given to parental preference for student placement.

A waiver request shall be granted in accordance with the law unless the principal and educational staff have determined that an alternative program would not be better suited to the student's overall educational development. (5 CCR 11309)

If the Superintendent or designee denies the waiver request, he/she shall provide a written justification to the parent/guardian describing the reasons for the denial. A parent/guardian may appeal the Superintendent or designee decision in writing to the Board. The Board may consider the matter at its next regular Board meeting. The Board may decide not to hear the appeal, in which case the Superintendent or designee decision shall be final. If the Board hears the appeal, the Superintendent or designee shall send the Board's decision to the parent/guardian within seven working days.

Program Evaluation

To evaluate the effectiveness of the district's educational program for English learners, the Superintendent or designee shall report to the Board, at least annually, regarding the progress of English learners towards proficiency in English, the number and percentage of English learners reclassified as fluent English proficient, the number and percentage of English learners who are or are at risk of being classified as long-term English learners, the achievement of

English learners on standards-based tests in core curricular areas, and a comparison of current data with data from at least the previous year.

The Superintendent or designee shall annually report these findings to the Board and shall also provide the Board with regular reports from any district or schoolwide English learner advisory committees.

Legal Reference:

EDUCATION CODE

300-340 English language education

430-446 English Learner and Immigrant Pupil Federal Conformity Act

33050 State Board of Education waiver authority

42238.02-42238.03 Local control funding formula

44253.1-44253.11 Qualifications for teaching English learners

48985 Notices to parents in language other than English

52052 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

52130-52135 Impacted Languages Act of 1984

52160-52178 Bilingual Bicultural Act

60200.7 Suspension of state instructional materials adoptions

60605.87 Supplemental instructional materials, English language development

60640 California Assessment of Student Performance and Progress

60810-60812 Assessment of language development

62005.5 Continuation of advisory committee after program sunsets

CODE OF REGULATIONS, TITLE 5

853.5-853.7 Test administration; universal tools, designated supports, and accommodations

11300-11316 English learner education

11510-11517 California English Language Development Test

UNITED STATES CODE, TITLE 20

1701-1705 Equal Educational Opportunities Act

6312 Local education agency plans

6801-6871 Title III, Language instruction for limited English proficient and immigrant students

7012 Parental notification

COURT DECISIONS

Valeria G. v. Wilson, (2002) 307 F.3d 1036

California Teachers Association v. State Board of Education et al., (9th Circuit, 2001) 271 F.3d 1141

McLaughlin v. State Board of Education, (1999) 75 Cal.App.4th 196

Teresa P. et al v. Berkeley Unified School District et al, (1989) 724 F.Supp. 698

ATTORNEY GENERAL OPINIONS

83 Ops.Cal.Atty.Gen. 40 (2000)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Academic Criterion for Reclassification, CDE Correspondence, August 11, 2014

California English Language Development Test (CELDT): 2013-14 CELDT Information Guide, 2013

English Language Arts/English Language Development Framework for California Public Schools: Transitional Kindergarten Through Grade Twelve, 2014

English Language Development Standards for California Public Schools: Kindergarten Through Grade Twelve, 2012

Matrix of Test Variations, Accommodations, and Modifications for Administration of California Statewide Assessments

U.S. DEPARTMENT OF EDUCATION NONREGULATORY GUIDANCE

Assessment and Accountability for Recently Arrived and Former Limited English Proficient (LEP) Students, May 2007

WEB SITES

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

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

**Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: August 19, 2009 Santa Monica, California
revised: May 1, 2014**

MAJOR ITEMS

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/03/16

FROM: SANDRA LYON / TERRY DELORIA / ELLEN EDEBURN

RE: ADOPT RESOLUTION NO. 15-19 – RECOGNIZING WOMEN'S HISTORY MONTH

RECOMMENDATION NO. A.23

It is recommended that the Board of Education adopt Resolution 15-19 – Recognizing Women's History Month.

COMMENTS: In 1981, Sen. Orrin Hatch (R-Utah) and Rep. Barbara Mikulski (D-Md.) co-sponsored a joint Congressional resolution proclaiming a national Women's History Week. In 1987, Congress expanded the celebration to a month, and March was declared Women's History Month.

Attached is the resolution.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

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

**RESOLUTION NO. 15-19
RECOGNIZING WOMEN'S HISTORY MONTH**

WHEREAS American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our nation in countless recorded and unrecorded ways;

WHEREAS American women have played, and continue to play, a critical economic, cultural, and social role in every sphere of the life of the nation by constituting a significant portion of the labor force working inside and outside of the home;

WHEREAS American women have played a unique role throughout the history of the nation by providing the majority of the volunteer labor force of the nation;

WHEREAS American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our nation;

WHEREAS American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all:

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 Women's History Month; the instruction to our students on the achievements and contributions of women; fostering in our students a greater understanding of the roles women have played throughout the history of our nation; and helping all students understand their responsibilities in protecting and preserving gender equality.

PASSED AND ADOPTED this 3rd day of March 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Laurie Lieberman
Board President

Sandra Lyon
Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/03/16

FROM: SANDRA LYON / TERRY DELORIA / ELLEN EDEBURN

RE: ADOPT RESOLUTION NO. 15-20 – NATIONAL MIDDLE LEVEL EDUCATION
MONTH

RECOMMENDATION NO. A.24

It is recommended that the Board of Education adopt Resolution No. 15-20 in recognition of March as National Middle Level Education Month.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

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

**RESOLUTION NO. 15-20
NATIONAL MIDDLE LEVEL EDUCATION MONTH**

WHEREAS, middle level education has a special and unique function in the nation's educational system; and

WHEREAS, young adolescents are undergoing dramatic physical, social, emotional, and intellectual growth, and are especially vulnerable; and

WHEREAS, the habits and values established during early adolescence have critical, life-long influence; and

WHEREAS, this influence impacts directly on the future health and welfare of our nation; and

WHEREAS, an adequate public understanding of the distinctive mission of the middle level school is necessary for that mission to succeed.

NOW, THEREFORE BE IT RESOLVED that the month of March 2015 be declared *National Middle Level Education Month*, and that the public be afforded opportunities to attend middle level school events and participate in programs that focus on the nature of young adolescents and celebrate the ways in which our nation's schools respond to their needs and to the needs of the nation.

SIGNED AND ADOPTED by the Santa Monica-Malibu Unified School District Board of Education this 3rd day of March 2016.

Ayes:
Noes:
Abstain:
Absent:

Laurie Lieberman, President

Sandra Lyon, Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/03/16

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

RE: ADOPT RESOLUTION NO. 15-21 – RECOGNIZING CÉSAR CHÁVEZ DAY

RECOMMENDATION NO. A.25

It is recommended that the Board of Education adopt Resolution No. 15-21 – Recognizing César Chávez Day.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

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

RESOLUTION NO. 15-21

WHEREAS César Estrada Chávez was born March 31, 1927, on a small farm near Yuma, Arizona, and was raised by migrant farm workers; and

WHEREAS Chávez left school after eighth grade to labor in the fields and vineyards to help support his family; and

WHEREAS After experiencing years of discrimination and unfair working conditions, Chávez joined the Community Service Organization in 1952, a prominent Latino civil rights group that organized Chicanos to vote, and battled racial and economic discrimination; and

WHEREAS In 1962, César Chávez resigned his position with the Community Services Organization to embark on a bold new undertaking to form a farmworkers' union. He was joined by Dolores Huerta, and together they became the architects of the National Farm Worker's Union, the forerunner to the present United Farm Workers (UFW); and

WHEREAS Chávez traveled to many California migrant farm communities organizing a strong nucleus of dedicated farm worker members; and

WHEREAS In 1965, César Chávez led a strike of California grape pickers to demand higher wages and urged all Americans to boycott table grapes as a show of support. The strike included a 340-mile march from Delano to Sacramento in 1966 in which thousands of farmworkers and supporters marched in solidarity; and

WHEREAS César Chávez preached nonviolence to the strikers even as they were physically abused by many of those opposed to the grape boycott. In 1968, he began a Ghandi-like fast to call attention to the migrant workers' cause. His fast increased public awareness of the conditions under which farmworkers labored. In 1973, the UFW organized a strike for higher wages and better working conditions from lettuce growers, and, after many battles, an agreement was finally reached in 1977 that gave the UFW the sole right to organize farmworkers; and

WHEREAS Chávez and the organization he founded, the UFW, achieved the following:

- The first collective bargaining agreement between farm workers and growers in the continental United States; and
- The first union contracts requiring rest periods, clean drinking water, hand washing facilities, and protective clothing against pesticide exposure; and
- The first ban on pesticide spraying while workers were in the fields; and
- The first ban on DDT and other dangerous pesticides; and
- The first and only performing pension plan for retired farm workers; and
- The first union contracts regulating safety and sanitary conditions in farm labor camps and banning discrimination in employment and sexual harassment of female workers; and
- Abolished use of the infamous "short-handed hoe" that crippled generations of farm workers; and
- Extended to farm workers state coverage under unemployment, disability, and workers' compensation;

WHEREAS In the year 2000, the California Legislature enacted Senate Bill 984 (Chapter 213 of the Statutes of 2000) to create an annual state holiday on César Chávez's birthday. This holiday provides all Californians the opportunity to learn from and celebrate the legacy of this

great man; and

WHEREAS Chávez influenced and inspired millions of Americans of all nationalities to seek social justice and civil rights for the poor and disenfranchised in our society; and

WHEREAS in 1990, 300 Santa Monica High School students supported Chávez in a peaceful demonstration in front of the Loews Hotel to protest the use of harmful pesticides;

NOW, THEREFORE, BE IT RESOLVED that the Santa Monica-Malibu Unified School District Board of Education does hereby adopt this Resolution to honor a man, who devoted his life to improving the working conditions, safety, and dignity of so many, by recognizing March 31, 2013, as the anniversary of the birth of César Chávez. The Board calls upon all schools and justice-minded people of the community, to honor the legacy of César Chávez as a symbol of hope and justice to all persons.

PASSED AND ADOPTED this 3rd day of March 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Laurie Lieberman
Board President

Sandra Lyon
Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/03/16

FROM: SANDRA LYON / MARK O. KELLY

RE: ADOPT RESOLUTION NO. 15-22 – REGARDING THE RELEASE AND NON-REELECTION OF CERTIFICATED TEMPORARY EMPLOYEES

RECOMMENDATION NO. A.26

It is recommended that the Board of Education adopt Resolution No. 15-22 – regarding the release and non-reelection of certificated temporary employees pursuant to Education Code Section 44954, effective June 2016.

COMMENT: The Board of Education is required to notify temporary certificated employees before the end of the school year of its decision to release and not reelect the employees for the next succeeding school year.

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

**BEFORE THE BOARD OF EDUCATION OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA**

**RESOLUTION NO. 15-22
RESOLUTION: RELEASE AND NON-REELECTION OF CERTIFICATED TEMPORARY
EMPLOYEES**

WHEREAS, pursuant to Education Code Section 44954, the Board may release a certificated temporary employee if the employee is notified before the end of the school year of the District's decision not to reelect the employee for the next succeeding school year; and

WHEREAS, the employees listed below are serving only pursuant to temporary employment contracts; and

WHEREAS, it is the Board's intent to release and not reelect the employees listed below for the subsequent 2016-2017 school year, pursuant to Education Code Section 44954;

NOW, THEREFORE, BE IT RESOLVED, that the following employees serving only pursuant to temporary employment contracts be released from employment with this school district effective upon each employee's last working day of this current school year or upon the expiration of any applicable temporary employment contract (whichever occurs first) and are not reelected for the next succeeding school year:

3921	8687	3367	4347	8976	8446
1211	7562	9697	0308	6885	3304
5780	9140	5330	2457	0497	9329
2922	0241				

BE IT FURTHER RESOLVED, that the Superintendent or designee is directed to issue to the employees named in this Resolution the notice described in Section 44954, informing them that they will not be reemployed for the 2016-2017 school year, and to take such further and additional actions as may be necessary to accomplish the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 3rd day of March 2016 by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, President
Board of Education of the
Santa Monica-Malibu Unified School District

I, Sandra Lyon, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its regular meeting held on March 3, 2016.

Sandra Lyon, Secretary
Board of Education of the
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/03/16

FROM: SANDRA LYON / MARK O. KELLY

RE: ADOPT RESOLUTION NO. 15-23 – REGARDING THE NON-REELECTION OF
CERTIFICATED PROBATIONARY EMPLOYEES

RECOMMENDATION NO. A.27

It is recommended that the Board of Education adopt Resolution No. 15-23 – regarding the non-reelection of certificated probationary employees pursuant to Education Code Section 44929.21(b), effective June 2016.

COMMENT: The Board of Education is required to notify probationary employees on or before March 15 of the employee's second complete consecutive school year of employment of its decision to not reelect the employee for the next succeeding school year.

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

**BEFORE THE BOARD OF EDUCATION OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA**

RESOLUTION NO. 15-23

RESOLUTION: NON-REELECTION OF CERTIFICATED PROBATIONARY EMPLOYEES

WHEREAS, pursuant to Education Code Section 44929.21(b), the Board is required to notify probationary employees on or before March 15 of the employee's second complete consecutive school year of employment of its decision to not reelect the employee for the next succeeding school year; and

WHEREAS, the following employees have been employed by this District in positions requiring certification qualifications, and are serving as probationary employees as indicated below:

8554

WHEREAS, it is the Board's intent to not reelect the above-named employees for the subsequent school year, 2016-2017, pursuant to Education Code Section 44929.21(b);

WHEREAS, the decision to non-reelect the above employees is made on an individual basis.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. That the Board has determined that it is necessary at this time to send notice to each of the individual employees indicated above that he/she will not be reelected for the subsequent school year for the reasons set forth above; and
2. That the Superintendent, or designee, is directed to issue to each individual employee listed above the notice described in Section 44929.21(b) prior to March 15, 2016, that he/she will not be reemployed for the 2016-2017 school year; and
3. That the Superintendent, or designee, is directed to take such further and additional actions as are necessary and appropriate to accomplish the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 3rd day of March 2016 by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, President
Board of Education of the
Santa Monica-Malibu Unified School District

I, Sandra Lyon, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its regular meeting held on March 3, 2016.

Sandra Lyon, Secretary
Board of Education of the
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/03/16

FROM: SANDRA LYON / MARK O. KELLY

RE: ADOPT RESOLUTION NO. 15-24 – RELEASE / NON-REELECTION OF
PROBATIONARY CERTIFICATED ADMINISTRATORS

RECOMMENDATION NO. A.28

It is recommended that the Board of Education approve the attached Resolution No. 15-24 – Releasing and Non-Reelecting Probationary Certificated Administrators pursuant to Education Code Section 44929.21 as indicated on the Resolution, effective June 2016.

COMMENT: The Board of Education is required to notify probationary certificated administrators on or before March 15 of its decision to non-reelect the employees for the next succeeding school year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

**BEFORE THE BOARD OF EDUCATION OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA**

RESOLUTION NO. 15-24

**RESOLUTION: NON-REELECTION/RELEASE OF PROBATIONARY CERTIFICATED
ADMINISTRATORS**

WHEREAS, Education Code section 44929.21(b) requires a governing board to give notice to a certificated employee any time on or before March 15 of the employee's second complete consecutive school year of employment of the decision to reelect or not reelect the employee for the next succeeding school year;

WHEREAS, the Superintendent has recommended that certain probationary certificated administrators of the Santa Monica-Malibu Unified School District be non-reelected for the 2016-2017 school year;

WHEREAS, the following employees are currently employed by this District as probationary certificated administrators, in positions requiring an administrative credential:

4881 7483

WHEREAS, it is this Board's intent to release and not reelect the above-referenced employees for the subsequent school year, 2016-2017, pursuant to Education Code section 44929.21(b); and

WHEREAS, the decision to non-reelect the above-named employees is made on an individualized basis.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, as follows:

1. That the Board has determined that it is necessary at this time to send notice to each of the individual probationary certificated administrative employees indicated above that he/she will not be reelected for the subsequent school year for the reasons set forth above;
2. That the Superintendent, or designee, is directed to issue to each individual employee above the notices described in Section 44929.21(b) that he/she will not be reemployed for the 2016-2017 school year; and
3. That the Superintendent, or designee, is authorized to take such further and additional actions as are necessary and appropriate to accomplish the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 3rd day of March 2016 by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, President
Board of Education of the
Santa Monica-Malibu Unified School District

I, Sandra Lyon, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its regular meeting held on March 3, 2016.

Sandra Lyon, Secretary
Board of Education of the
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/03/16

FROM: SANDRA LYON / MARK O. KELLY

RE: ADOPT RESOLUTION NO. 15-25 – MAY RELEASE AND REASSIGN
CERTIFICATED ADMINISTRATORS

RECOMMENDATION NO. A.29

It is recommended that the Board of Education approve the attached Resolution No. 15-25 – May Release and Reassign Certificated Administrators pursuant to Education Code Section 44951 as indicated on the Resolution, effective June 2016.

COMMENT: The Board of Education is required to notify certificated administrators on or before March 15 of its decision that the employee may be released from an administrative position and reassigned to a teaching position for the next succeeding school year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

**BEFORE THE BOARD OF EDUCATION OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA**

RESOLUTION NO. 15-25

RESOLUTION: MAY RELEASE AND REASSIGN CERTIFICATED ADMINISTRATORS

WHEREAS, California Education Code Section 44951 requires that unless a certificated employee holding a position requiring an administrative or supervisory credential is sent written notice by registered mail by March 15, or, unless the signature of the employee is obtained on the written notice by March 15 that he or she may be released from his or her position for the following school year and reassigned to a teaching position, then he or she may be continued in the position; and,

WHEREAS, the purpose of California Education Code Section 44951 is to afford affected administrative employees adequate notice of possible reassignment or release and sufficient time to permit such employees to possibly seek other administrative employment prior to the beginning of the next school year; and,

WHEREAS, the employees listed below are currently employed by the Santa Monica-Malibu Unified School District in positions requiring an administrative credential; and,

WHEREAS, the Board and Superintendent have considered the anticipated needs of the District and have determined that the employees listed below be given notice of their potential release from their administrative assignment and salary placement at the end of the 2015-2016 school year, and reassignment to a teaching position and its respective salary placement for the 2016-2017 school year.

8200

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, the Board of Education has determined that the individuals listed above, each of whom is a certificated employee, may be released from his or her administrative position and salary placement at the end of the 2015-2016 school year and reassigned to a teaching position and its respective salary placement for the 2016-2017 school year, and the Superintendent, or designee, is hereby authorized to give written notice of this possible action.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 3rd day of March 2016 by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absent: _____

Laurie Lieberman, President
Board of Education of the
Santa Monica-Malibu Unified School District

I, Sandra Lyon, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its regular meeting held on March 3, 2016.

Sandra Lyon, Secretary
Board of Education of the
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / TERRY DELORIA
RE: EFFECTIVE EDUCATOR FUNDING

ACTION/MAJOR
03/03/16

RECOMMENDATION NO. A.30

It is recommended that the Board of Education approve the expenditure plan and budget for the Effective Educator Funding.

COMMENTS: At the February 18, 2016, meeting, the Board held the required public hearing. This is one-time, state categorical funding to promote educator quality and effectiveness. The district will receive a total \$958,610 which is based on the number of certificated SMMUSD staff (teachers, administrators, counselors, advisors, psychologists, etc.) during the 2014-15 school year. Recommended areas of expenditures and budget follow:

Professional Learning Communities (PLCs)

- Formative Assessment
- Grading

Equity and Access

- Equity Institute
- Culturally Responsive Strategies
- Matrix for Bias/Minimizing Implicit Bias
- Differentiation

English Learners

- Academic Vocabulary Toolkit (Grades 3 – 5)
- Academic Vocabulary PreK-12
- Designated ELD for secondary classrooms

Leadership

- Strategies for Monitoring ELD Program
- Breakthrough Coaching
- Blueprint for Leadership

Technology

- Ed. Tech. TOSA*
- Google Certification
- Classroom Technology

Standards & Building Capacity

- Thinking Maps
- Secondary Math Support
- National Counseling Standards
- PBL/NGSS
- Early Learning Pathway: High Leverage Strategies

* *This is a cost shifted from the Ed. Services general fund budget to this new funding source to assist in reducing deficit spending.*

** *Bulleted items are examples of valid expenditures.*

Budget:

Certificated Costs (Teacher Hourly, substitutes, etc.)	\$442,643
Classified Costs	\$0
Benefits	\$76,489
Materials, Supplies	\$143,796
Contracts, Services	\$295,683
TOTAL	\$958,610

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/03/16

FROM: SANDRA LYON / JANECE L. MAEZ

RE: LAND USE COVENANT AND AGREEMENT FOR THE BUS BARN AREA AT
JUAN CABRILLO ELEMENTARY SCHOOL AND MALIBU HIGH SCHOOL

RECOMMENDATION NO. A.31

It is recommended that the Board of Education approve the attached Land Use Covenant and Agreement and direct staff to work with the Department of Toxic Substances Control (DTSC) to properly record the documents with the County of Los Angeles.

COMMENT: As part of the environmental investigations at Juan Cabrillo Elementary School and Malibu High School, Santa Monica-Malibu Unified School District under the oversight of DTSC conducted a Preliminary Environmental Assessment (PEA) for the entire 80 acre Malibu High School and Juan Cabrillo Elementary School campuses. This work was conducted by the district's environmental consultants at Ramboll-Environ during the summer of 2014. On November 23, 2015, DTSC approved the final PEA Report and issued a No Further Action determination letter to allow for future unrestricted use of the majority of the property at the two (2) sites.

The PEA Report confirmed the presence of volatile organic compounds in soil vapor remaining at the site (in a limited area) at above levels acceptable for unrestricted land use. A Human Health Risk Screening Evaluation was performed that concluded no significant risks due to exposure to chemicals in soil vapor would be expected for the current or future school students and staff. However, a re-evaluation of that risk would be required if the land use at the site was re-zoned for residential purposes. This re-evaluation would be necessary only in a very limited area on the sites, commonly referred to as the bus barn area. Therefore, DTSC has concluded that it is reasonably necessary to restrict usage of this part of the site and this Covenant is required as part of DTSC's approved remedy for the property.

The Covenant does not limit or impact the ability of the District to utilize this area or any portion of the sites. The Transportation and Operations and Grounds departments of the District will continue the use of this area as they do now. The only impact would be if residential use of this portion of the property was ever considered. As that is highly unlikely, the restrictions placed on the site should not have an impact on school operations.

The area described in the Covenant is currently fenced with limited access to students or the public. This condition will remain unchanged. Additionally, the District will be expected to conduct an annual inspection of the area and report to DTSC every five (5) years, confirming that conditions of the site have remained unchanged.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

RECORDING REQUESTED BY:
Santa Monica Malibu Unified School
District
1651 Sixteenth Street
Santa Monica, California 90404-

WHEN RECORDED, MAIL TO:

Department of Toxic Substances Control
5796 Corporate Avenue
Cypress, California 90630
Attention: Peter Garcia, Unit Chief
Schools Evaluation and Brownfields
Cleanup Branch

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

LAND USE COVENANT AND AGREEMENT
ENVIRONMENTAL RESTRICTIONS

County of Los Angeles, Assessor Parcel Number 4469-017-900
Malibu High/Middle School and Juan Cabrillo Elementary School
(301648-11)

This Land Use Covenant and Agreement ("Covenant") is made by and between Santa Monica Malibu Unified School District (the "Covenantor"), the current owner of property located at 30237 and 30215 Morning View Drive, Malibu, in the County of Los Angeles, State of California (the "Property"), and the Department of Toxic Substances Control (the "Department"). Pursuant to Civil Code section 1471, the Department has determined that this Covenant is reasonably necessary to protect present or future human health or safety or the environment as a result of the presence on the land of hazardous materials as defined in Health and Safety Code section 25260. The Covenantor and the Department hereby agree that, pursuant Civil Code section 1471 and Health and Safety Code section 25355.5, the use of the Property be restricted as set forth in this Covenant and that the Covenant shall conform with the requirements of California Code of Regulations, title 22, section 67391.1.

ARTICLE I
STATEMENT OF FACTS

1.1. Property Location. The Property that is subject to this Covenant, totaling approximately 0.66 acres, is more particularly described in the attached Exhibit A, "Legal Description", depicted in Exhibit B, "Plot Plan, or Licensed Land Survey", and illustrated in Exhibit C "Site Map". The Site Property is located within the approximately 80 acre area occupied by the Malibu High/Middle School and Juan Cabrillo Elementary School, which is now generally bounded by Via Cabrillo on the west, and Mountain View Drive on the south and southwest. The Property is more particularly described as located northwest of the Malibu High/Middle School's Gymnasium and northeast of the Juan Cabrillo Elementary School's Playground/Grassy Area. The Property is commonly known as the Bus Barn Area, and is also identified as a portion of County of Los Angeles, Assessor Parcel Number 44-59-017-900.

1.2. Remediation of Property. This Property has been investigated and/or remediated under the Department's oversight. On June 27, 2014, the Department approved a Preliminary Environmental Assessment (PEA) Work Plan for the entire 80 acre Malibu High/Middle School and Juan Cabrillo Elementary School. The PEA Work Plan was implemented under the Department's oversight during the summer of 2014, and completed in August 2014. On November 23, 2015, in accordance with the Health and Safety Code, division 20, chapter 6.8, the Department approved the PEA Report and issued a No Further Action determination letter to allow for future unrestricted use of the remaining approximately 79.33 acres of the Malibu High/Middle School and Juan Cabrillo Elementary School.

The Preliminary Environmental Assessment Report confirmed the presence of volatile organic compounds in soil vapor remain at the Property above levels acceptable for unrestricted land use. A Human Health Risk Screening Evaluation was performed for the Property which concluded that no significant risks due to exposure to chemicals in soil vapor would be expected for the current or future school students and teachers/staff. However, re-evaluation of risk associated with soil vapor would be required if the land use at the Property is re-zoned for future residential use.

1.3. Basis for Environmental Restrictions. As a result of the presence of hazardous substances which are also hazardous materials as defined in Health and Safety Code section 25260, at the Property, the Department has concluded that it is reasonably necessary to restrict the use of the Property in order to protect present or future human health or safety or the environment, and that this Covenant is required as part of the Department-approved remedy for the Property. The Department has also concluded that the Property, as remediated and when used in compliance with the Environmental Restrictions of this Covenant, does not present an unacceptable risk to present and future human health or safety or the environment.

ARTICLE II DEFINITIONS

2.1. Department. "Department" means the California Department of Toxic Substances Control and includes its successor agencies, if any.

2.2. Environmental Restrictions. "Environmental Restrictions" means all protective provisions, covenants, restrictions, requirements, prohibitions, and terms and conditions as set forth in this Covenant.

2.3. Improvements. "Improvements" includes, but is not limited to buildings, structures, roads, driveways, improved parking areas, wells, pipelines, or other utilities.

2.4. Lease. "Lease" means lease, rental agreement, or any other document that creates a right to use or occupy any portion of the Property.

2.5. Occupant. "Occupant" or "Occupants" means Owner and any person or entity entitled by ownership, leasehold, or other legal relationship to the right to occupy any portion of the Property.

2.6. Owner. "Owner" or "Owners" means the Covenantor, and any successor in interest including any heir and assignee, who at any time holds title to all or any portion of the Property.

ARTICLE III GENERAL PROVISIONS

3.1. Runs with the Land. This Covenant sets forth Environmental Restrictions that apply to and encumber the Property and every portion thereof no matter how it is improved, held, used, occupied, leased, sold, hypothecated, encumbered, or conveyed.

This Covenant: (a) runs with the land pursuant to Civil Code section 1471 and Health and Safety Code section 25355.5; (b) inures to the benefit of and passes with each and every portion of the Property; (c) is for the benefit of, and is enforceable by the Department; and (d) is imposed upon the entire Property unless expressly stated as applicable only to a specific portion thereof.

3.2. Binding upon Owners/Occupants. This Covenant: (a) binds all Owners of the Property, their heirs, successors, and assignees; and (b) the agents, employees, and lessees of the Owners and the Owners' heirs, successors, and assignees. Pursuant to Civil Code section 1471, all successive Owners of the Property are expressly bound hereby for the benefit of the Department; this Covenant, however, is binding on all Owners and Occupants, and their respective successors and assignees, only during their respective periods of ownership or occupancy except that such Owners or Occupants shall continue to be liable for any violations of, or non-compliance with, the Environmental Restrictions of this Covenant or any acts or omissions during their ownership or occupancy.

3.3. Incorporation into Deeds and Leases. This Covenant shall be incorporated by reference in each and every deed and Lease for any portion of the Property.

3.4. Conveyance of Property. The Owner and new Owner shall provide Notice to the Department not later than 30 calendar days after any conveyance or receipt of any ownership interest in the Property (excluding Leases, and mortgages, liens, and other non-possessory encumbrances). The Notice shall include the name and mailing address of the new Owner of the Property and shall reference the site name and site code as listed on page one of this Covenant. The notice shall also include the Assessor's Parcel Number(s) noted on page one. If the new Owner's property has been assigned a different Assessor Parcel Number, each such Assessor Parcel Number that covers the Property must be provided. The Department shall not, by reason of this Covenant, have authority to approve, disapprove, or otherwise affect proposed conveyance, except as otherwise provided by law or by administrative order.

3.5. Costs of Administering the Covenant to Be Paid by Owner. The Department has already incurred and will in the future incur costs associated with this

Covenant. Therefore, the Covenantor hereby covenants for the Covenantor and for all subsequent Owners that, pursuant to California Code of Regulations, title 22, section 67391.1(h), the Owner agrees to pay the Department's costs in administering, implementing and enforcing this Covenant.

ARTICLE IV
RESTRICTIONS AND REQUIREMENTS

4.1. **Prohibited Uses.** The Property shall not be used for any of the following purposes without prior written approval by the Department:

- (a) A residence, including any mobile home or factory built housing, constructed or installed for use as residential human habitation.

4.2. **Soil Management.** Soil management activities at the Property are subject to the following requirements in addition to any other applicable Environmental Restrictions:

- (a) No activities that will disturb the soil (e.g., excavation, grading, removal, trenching, filling, earth movement, mining, or drilling) shall be allowed at the Property without a Soil Management Plan pre-approved by the Department in writing.
- (b) Any soil brought to the surface by grading, excavation; trenching or backfilling shall be managed in accordance with all applicable provisions of state and federal law.

4.3. **Prohibited Activities.** The following activities shall not be conducted at the Property:

- (a) Drilling for any water, oil, or gas without prior written approval by the Department.
- (b) Extraction or removal of groundwater without a Groundwater Management Plan pre-approved by the Department in writing.
- (c) Activity that may alter, interfere with, or otherwise affect the integrity or effectiveness of, or the access to, any investigative, remedial or monitoring system, or activity required for the Property without prior written approval of the Department.

4.4. Access for Department. The Department shall have reasonable right of entry and access to the Property for inspection, investigation, monitoring, and other activities as deemed necessary by the Department in order to protect human health or safety or the environment.

4.5. Access for Implementing Operation and Maintenance. The entity or person responsible for implementing the operation and maintenance activities, if any, shall have reasonable right of entry and access to the Property for the purpose of implementing such operation and maintenance activities until the Department determines that no further operation and maintenance activity is required.

4.6. Inspection and Reporting Requirements. The Owner shall conduct an annual inspection of the Property verifying compliance with this Covenant and shall submit an annual inspection report to the Department for its approval by January 15th of each year. The annual inspection report must include the dates, times, and names of those who conducted the inspection and reviewed the annual inspection report. It also shall describe how the observations that were the basis for the statements and conclusions in the annual inspection report were performed (e.g., drive by, fly over, walk in, etc.). If any violation is noted, the annual inspection report must detail the steps taken to correct the violation and return to compliance. If the Owner identifies any violations of this Covenant during the annual inspection or at any other time, the Owner must within 10 calendar days of identifying the violation: (a) determine the identity of the party in violation; (b) send a letter advising the party of the violation of the Covenant; and (c) demand that the violation cease immediately. Additionally, a copy of any correspondence related to the violation of this Covenant shall be sent to the Department within 10 calendar days of its original transmission.

4.7. Five-Year Review. In addition to the annual reviews noted above, after a period of five (5) years from April 15th and every five (5) years thereafter, Owner shall submit a Five-Year Review report documenting its review of the remedy implemented and its evaluation to determine if human health and the environment are being adequately protected by the remedy as implemented. The report shall describe the results of all inspections, sampling analyses, tests and other data generated or received by Owner and evaluate the adequacy of the implemented remedy in protecting

human health and the environment. As a result of any review work performed, the Department may require Owner to perform additional review work or modify the review work previously performed by Owner.

ARTICLE V

ENFORCEMENT

5.1. Enforcement. Failure of the Owner or Occupant to comply with this Covenant shall be grounds for the Department to require modification or removal of any Improvements constructed or placed upon any portion of the Property in violation of this Covenant. Violation of this Covenant, such as failure to submit (including submission of any false statement) record or report to the Department, shall be grounds for the Department to pursue administrative, civil, or criminal actions, as provided by law.

ARTICLE VI

VARIANCE, REMOVAL AND TERM

6.1. Variance from Environmental Restrictions. Any person may apply to the Department for a written variance from any of the Environmental Restrictions imposed by this Covenant. Such application shall be made in accordance with Health and Safety Code section 25223.

6.2. Removal of Environmental Restrictions. Any person may apply to the Department to remove any of the Environmental Restrictions imposed by this Covenant or terminate the Covenant in its entirety. Such application shall be made in accordance with Health and Safety Code section 25224.

6.3. Term. Unless ended in accordance with paragraph 6.2, by law, or by the Department in the exercise of its discretion, this Covenant shall continue in effect in perpetuity.

ARTICLE VII

MISCELLANEOUS

7.1. No Dedication Intended. Nothing set forth in this Covenant shall be construed to be a gift or dedication, or offer of a gift or dedication, of the Property, or any portion thereof, to the general public or anyone else for any purpose whatsoever.

7.2. Recordation. The Covenantor shall record this Covenant, with all referenced Exhibits, in the County of Los Angeles within 10 calendar days of the Covenantor's receipt of a fully executed original.

7.3. Notices. Whenever any person gives or serves any Notice ("Notice" as used herein includes any demand or other communication with respect to this Covenant), each such Notice shall be in writing and shall be deemed effective: (a) when delivered, if personally delivered to the person being served or to an officer of a corporate party being served; or (b) five calendar days after deposit in the mail, if mailed by United States mail, postage paid, certified, return receipt requested:

To Owner: The Santa Monica Malibu Unified School District

And

To Department: Unit Chief
Schools Evaluation and Brownfields Cleanup Branch
5796 Corporate Avenue
Cypress, California 90630

Any party may change its address or the individual to whose attention a Notice is to be sent by giving advance written Notice in compliance with this paragraph.

7.4. Partial Invalidity. If this Covenant or any of its terms are determined by a court of competent jurisdiction to be invalid for any reason, the surviving portions of this Covenant shall remain in full force and effect as if such portion found invalid had not been included herein.

7.5. Statutory References. All statutory or regulatory references include successor provisions.

7.6. Incorporation of Exhibits. All exhibits and attachments to this Covenant are incorporated herein by reference.

IN WITNESS WHEREOF, the Covenantor and the Department hereby execute this Covenant.

Covenantor: Santa Monica Malibu Unified School District

By: _____

Title: _____

Print Name and Title of Signatory

Date: _____

Department of Toxic Substances Control:

By: _____

Title: _____

Print Name and Title of Signatory

Date: _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles

On _____ before me,

(space above this line is for name and title of the officer/notary),

personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal,

Signature of Notary Public (seal)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles

On _____ before me,

(space above this line is for name and title of the officer/notary),

personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal,

Signature of Notary Public (seal)

EXHIBIT A
LEGAL DESCRIPTION

EXHIBIT "A"
LEGAL DESCRIPTION

THAT PORTION OF PARCEL 12 IN BLOCK 5 AS SHOWN ON THE RECORD OF SURVEY FILED IN BOOK 56, PAGE 14 TO 17, INCLUSIVE, OF RECORDS OF SURVEY, IN THE CITY OF MALIBU, IN THE OFFICE OF THE COUNTY RECORDER, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST TERMINUS OF THAT CERTAIN COURSE SHOWN AS HAVING A BEARING AND DISTANCE OF SOUTH 62° 46' 25" WEST 138.33 FEET IN THE NORTHWEST BOUNDARY OF SAID PARCEL IN SAID BLOCK PER SAID RECORD OF SURVEY, SAID COURSE ALSO BEING THE BASIS OF BEARING; THENCE SOUTH 0° 15' 39" EAST A DISTANCE OF 23.34 FEET; TO THE "TRUE POINT OF BEGINNING";

THENCE NORTH 75°19'49" EAST, A DISTANCE OF 78.62 FEET;

THENCE SOUTH 56°42'19" EAST A DISTANCE OF 136.03 FEET;

THENCE SOUTH 04°16'39" WEST A DISTANCE OF 24.13 FEET;

THENCE SOUTH 32°02'23" WEST A DISTANCE OF 88.53 FEET;

THENCE SOUTH 36°43'36" WEST A DISTANCE OF 43.32 FEET;

THENCE NORTH 53°16'24" WEST A DISTANCE OF 164.21 FEET;

THENCE NORTH 85°57'45" WEST A DISTANCE OF 15.87 FEET;

THENCE NORTH 42°35'30" WEST A DISTANCE OF 42.94 FEET;

THENCE NORTH 46°48'11" EAST A DISTANCE OF 84.24 FEET TO THE "TRUE POINT OF BEGINNING".

SAID PORTION OF PARCEL 12 CONTAINING 28,942 S.F., 0.66 ACRES, MORE OR LESS

SEE EXHIBIT "B" ATTACHED HERETO AND MADE A PART OF THIS LEGAL DESCRIPTION BY REFERENCE HEREIN.

BY:


Selim Sawaya

08/27/2015
DATE:

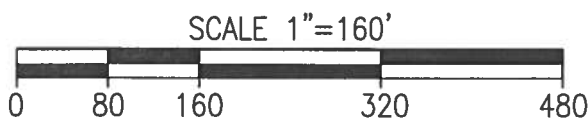
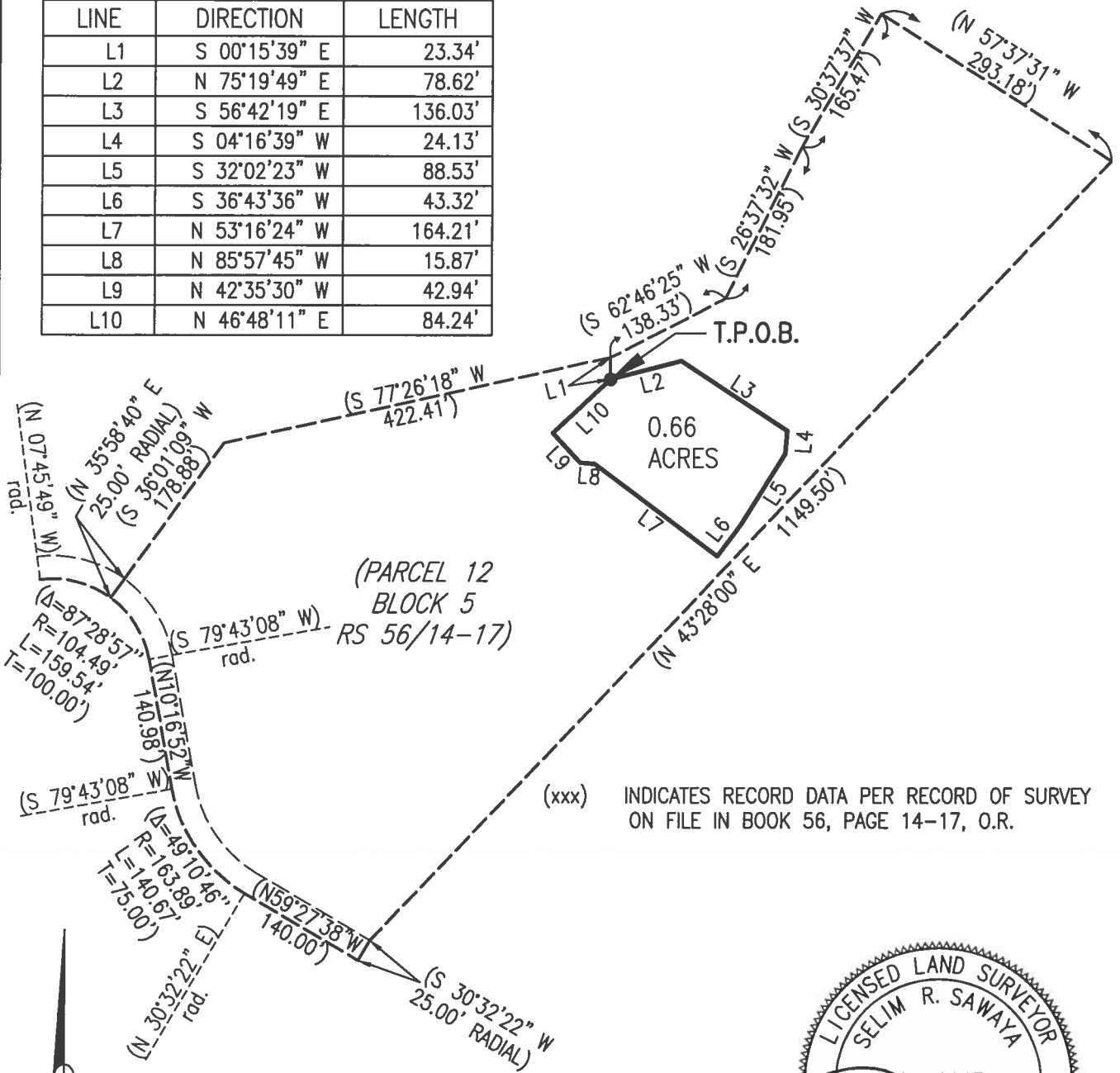
L.S. No. 9143 Expires 9/30/2016



EXHIBIT B
LEGAL DESCRIPTION
(PROPERTY SURVEY)

EXHIBIT "B"
LEGAL DESCRIPTION

LINE TABLE		
LINE	DIRECTION	LENGTH
L1	S 00°15'39" E	23.34'
L2	N 75°19'49" E	78.62'
L3	S 56°42'19" E	136.03'
L4	S 04°16'39" W	24.13'
L5	S 32°02'23" W	88.53'
L6	S 36°43'36" W	43.32'
L7	N 53°16'24" W	164.21'
L8	N 85°57'45" W	15.87'
L9	N 42°35'30" W	42.94'
L10	N 46°48'11" E	84.24'



TO: BOARD OF EDUCATION

ACTION/MAJOR

03/03/16

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

RE: APPROVAL OF THE 2015-16 SECOND INTERIM REPORT

RECOMMENDATION NO. A.32

It is recommended that the Board of Education approve the 2015-16 Second Interim Report and the corresponding budget adjustments.

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

The 2015-16 First Interim Budget was adopted by the Board of Education on December 10, 2015 and was approved by the Los Angeles County Office of Education (*LACOE*).

This 2nd Interim Report reflects changing conditions that have necessitated adjusting the District budget. All of the expenditure and revenue changes previously approved by the Board at the meeting of February 18, 2016 are identified in the second Interim Report which is included as a part of this document.

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

REVENUE ASSUMPTIONS

A 1.02% statutory Cost of Living Adjustment (COLA) is applied to the 2015-16 LCFF funding. The gap funding is 51.97%. The projected District LCFF revenues calculation as follows:

2015-16 LCFF CALCULATION					
BASE GRANT					
	TK-3	4-6	7-8	9-12	TOTAL
	3,174.08	2,439.98	1,630.03	3,550.91	10,795
2014-15 BASE	7,011	7,116	7,328	8,491	
COLA 1.02%	7,083	7,189	7,403	8,578	
	22,482,009	17,541,016	12,067,112	30,459,706	82,549,843
AUGUMENTATION GRANTS:					
CSR AUGUMENTATION: BASE GRANT X10.4%					2,338,129
CTE AUGUMENTATION 9-12 BASE GRANT X2.6%					791,952
SUPPLEMENT AND CONCENTRATION GRANTS:					
TOTAL ENROLLMENT					11,302
TOTAL UNDUPLICATED PUPIL COUNT					3,281
					29.03%
SUPPLEMENT ADD-ON 20% OF BASE GRANT * %					4,974,474
TRANSPORTATION AND TIIG GRANT					1,250,030
TOTAL LCFF ENTITLEMENT /TARGET FUNDING					91,904,428
HOLD HARMLESS CALCULATION					
12-13 TOTAL CATEGORICAL FUNDING					8,585,843
12-13 HOLD HARMLESS REVENUE LIMIT PER ADA					5,377.99
13-14 GAP FUNDING PER ADA					262.43
14-15 GAP FUNDING PER ADA					598.82
TOTAL PRIOR YEAR PER ADA RATE					6,239.24
15-16 FUNDED ADA					10,795
15-16 HOLD HARMLESS REVENUE LIMIT FUNDING					67,352,590
15-16 TOTAL HOLD HARMLESS FUNDING					75,938,433
2015-16 FUNDING			RES.	OBJ.	
DIFFERENCE BTW LCFF AND HOLD HARMLESS FUNDING					15,965,996
GAP FUNDING		51.97%			8,297,528
2015-16 TOTAL FUNDING					84,235,961
LOCAL REVENUE/PROPERTY TAXES					76,200,989
EDUCATION PROTECTION ACT /EPA					2,169,732
STATE AID (TOTAL FUNDING - TAXES - EPA)					5,865,240
MINIMUM STATE AID					8,585,843
EXTRA FUNDS (DISTRICT WILL RECEIVE FUNDS EQUAL TO THEIR 2012-13 CATEGORICAL FUNDS)					2,720,603

Enrollment for 2015-16 is expected to be 11,261.

The projection of property taxes is based on prior year actual taxes plus 5% increase annually.

The Lottery allocation will be \$162 per annual ADA, of which \$134 is for Unrestricted General Fund expenditures and the remaining \$34 is Proposition 20 – Mandated for Instructional Materials.

The COLA for Special Education Funding is 1.02%. The projected Special Education AB 602 revenue is \$5,547,862 and \$2,309,863 for Federal IDEA programs.

Mandated Block Grant revenue is \$403,222.

One-time Discretionary Fund \$530/ADA equal to \$5,719,811.

The Measure “R” parcel tax of \$376.77 per parcel is estimated to generate \$11,292,032 after processing the senior exemptions.

Santa Monica-Malibu Education Foundation contribution is \$2,365,721.

The estimated revenue from Prop Y is \$7,500,000 from the City of Santa Monica.

The District will receive \$8,617,267 from the Joint Use Agreement with the City of Santa Monica.

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

The combined lease revenue is \$2.4M which is from the DoubleTree Hotel, Madison Site, 9th & Colorado and 16th Street properties.

The projected revenue of Federal programs:

Title I: \$1,445,535

Title II: \$ 610,758

Title III: \$ 160,625

Medical: \$ 500,000

The Educator Effectiveness Grant is \$958,609.

The ROP revenue from LACOE is \$429,035. It is anticipated that will be the final payment from LACOE.

The projected Federal Head Start revenue is \$1,479,483 State Preschool program revenue is \$2,868,929 and estimated parent fees are \$2,510,138.

The District received \$304,147 Adult Ed. Block Grant MOE funds \$304,147 and \$375,000 Non-MOE (Consortia) funds. The projected revenue of Federal Adult Education & Family Literacy programs is \$46,926.

The projected revenue for Federal Nutrition program is \$1,200,000 and \$1,462,000 from food sale.

Proceeds from 2012 Measure "ES" Bonds Series B is \$60,300,000.

EXPENDITURE ASSUMPTIONS

Staffing Ratio Changes:

TK-Grade 3	24
Grade 4-5	30
Grade 4-5 (Title I schools)	27
Grade 6-8	34
Grade 6-8 (John Adams MS)	33
Grade 9-12	35

Full-Time Equivalent (FTE) Changes:

Certificated:

1.00 FTE Mental Health Counselor Position LCAP program

Classified:

6.61 FTEs Special Ed Para-educator I, II & III

1.00 FTE Security Officer Lincoln Middle School

1.00 FTE Facility Technician Position

Management:

1.00 FTE Plant Supervisor Malibu
1.00 FTE Director of Facility Management
(1.0) FTE Manager of Maintenance and Construction

Salary:

District has settled negotiation with SMMCTA, a 6% Salary increase effective 1/1/2016 and 2% salary increase effective 7/1/2016.

The projected salary increase with the same rate as SMMCTA is budgeted for Classified and Management employees.

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

Benefits:

Statutory Benefits:

10.73% STRS employer contribution rate
6.20% OASDI contribution rate
1.45% Medicare contribution rate
0.05% SUI contribution
3.80% Workers' Compensation contribution
11.847% PERS Employer contribution rate
1.25% Other Postemployment Benefit

Health & Welfare:

The premium for District-paid employee health benefits is budgeted for a 10% increase in 2016 calendar year.

OTHER PROGRAMS

Educational Protection Act (EPA)

After the passage of Proposition 30, the Schools and Local Public Safety Protection Act of 2012, the District received funds through a new Education Protection Account to help stabilize school budgets and restore educational opportunities that were decimated by revenue shortfalls brought by the recession. The District will receive \$2,169,732 in 2015-16 and will use all funds to support Teachers' Salary. EPA funds are one of the three components that make up the LCFF funds in the district.

LCAP Supplemental

\$3,898,563 is budgeted to support the LCAP plan.

Textbooks

\$800,000 funded by Unrestricted General Fund and \$500,000 funded by Restricted Lottery.

Summer School

Total summer school budget is \$802,411 which is funded by the following resources:

Unrestricted General Fund: \$619,284

LCAP Supplemental: \$147,536

Title II: \$35,621

Formula Budget (School Site Allocations)

Total formula budget is \$1,030,534. The allocation is based on:

K-5 \$ 77.75 per pupil

6-8 \$ 80.66 per pupil

9-12 \$ 59.48 per pupil

Custodial Supplies

The purchase of custodial supplies will be centralized beginning 2015-16, an allocation of \$300,000 has been included for this change.

Equipment Purchase and Replacement

\$200,000 budgeted for Time Clock Plus

\$442,200 budgeted for copiers, trucks and other equipment replacement.

Transportation

\$ 858,460 for Regular Ed Transportation

\$1,252,385 for Special Ed Transportation

Ongoing Maintenance Program

\$4,145,735 is budgeted for Ongoing Maintenance Program which represents 3% of total General Fund Adopted Budget.

TRANSFERS

\$ 250,000 transfer to Deferred Maintenance Fund (Fund 14)

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

\$ 130,000 transfer to Cafeteria Fund (Fund 13)

\$1,000,000 transfer to Retiree Benefit Fund (Fund 71)

The Indirect Rate is changed from 5.73% to 6.28% in 2015-16.

RESERVE

The District Budget maintain a fund balance in the General Fund in order to protect the district against revenue shortfalls or unpredicted expenditures. Staff recommendation is to hold a 3% Reserve for Economic Uncertainties (REU) and up to two-month expenditures of the total General Fund Budget for 2015-16.

Reasons for Assigned and Unassigned Ending Fund Balances Above the State Recommended Minimum Level		
Combined Assigned and Unassigned Fund Balances		
		2015-16
Fund 01: Unrestricted General Fund		
	Unrestricted General Fund Balance	\$ 29,859,395
	Total Assigned and Unassigned Fund Balance	\$ 29,859,395
	District Standard Reserve Level	\$ 0
	Less: Reserve for Economic Uncertainties	\$ 4,501,037
	Fund Balance that Requires Explanation	\$ 25,358,358
Reasons for Assigned and Unassigned Ending Fund Balances Above the State Recommended Minimum Level		
		2015-16
Fund 01: Unrestricted General Fund		
	Reserve for Revolving Cash, Store & Prepaid	\$ 100,000
	Reserve for 16-17 Deficit Spending	\$ 7,185,288
	Reserve for 17-18 Deficit Spending	\$ 8,325,167
	Reserve for One-Time Funds expenditure to be determined	\$ 4,827,984
	Reserve Minimum State Aid Exceed LCFF funding	\$ 2,720,603
	*Reserve for up to 2 months fo General Fund Expenditures	\$ 2,199,316
	Total of Substantiated Needs	\$ 25,358,358
* A 2-month reserve would be approximately \$24M.		

The following documents include:

- Summary General Fund Budget
- 2015-16 Major Categorical Program
- Local General Fund Contribution
- Projected Ending Fund Balance as of 6/30/2016
- Multi-year Financial Projections (MYFP) through 2017-18
- Summary of Major Fund

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

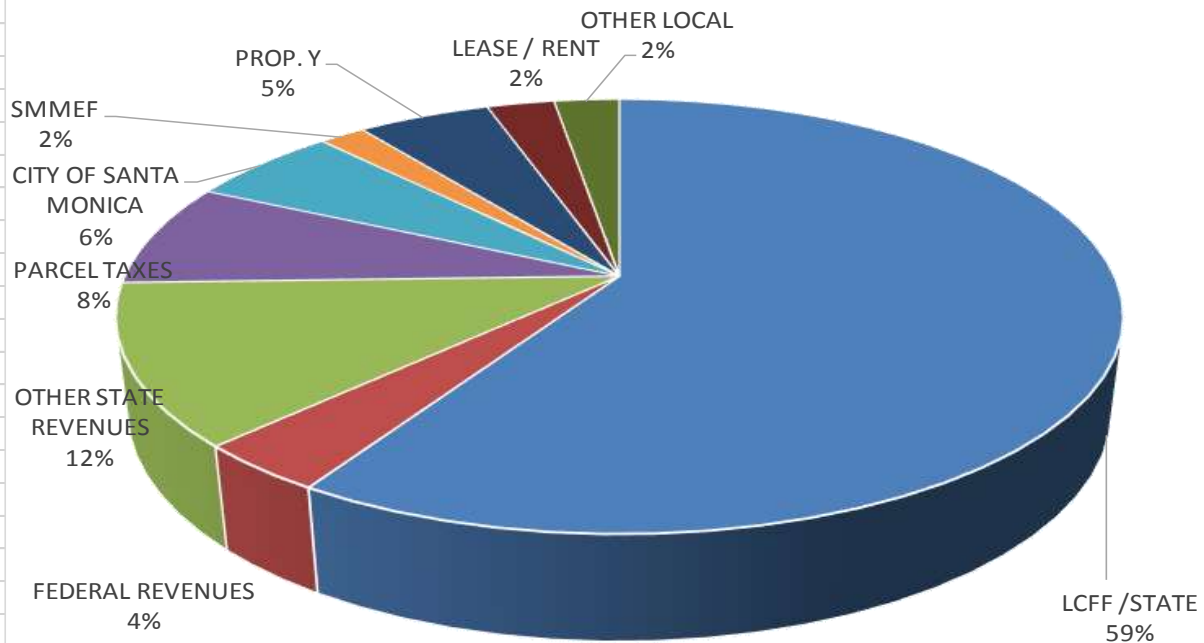
ABSENT:

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
2015-16 SECOND INTERIM BUDGET
GENERAL FUND**

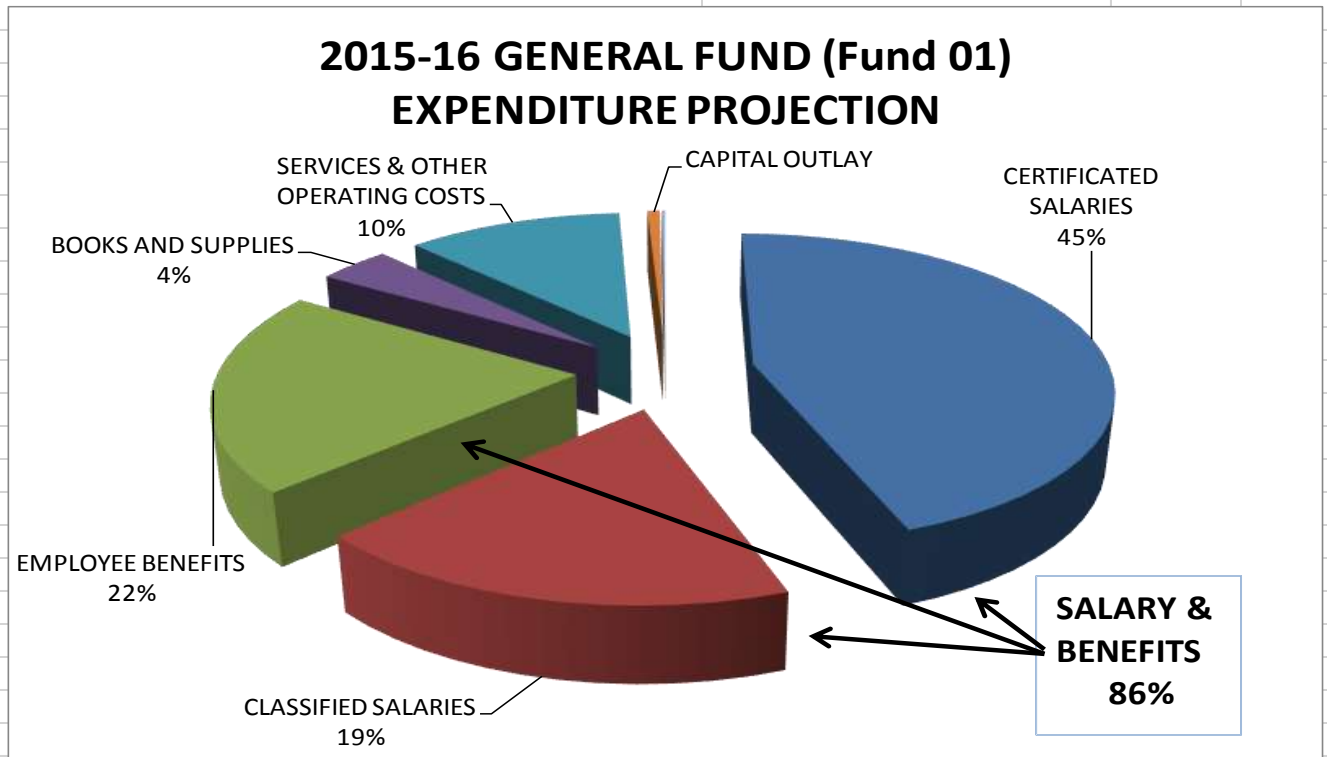
REVENUES

PROJECTED BEGINNING BALANCE	\$	35,474,469
LCFF /STATE	\$	86,622,564
FEDERAL REVENUES	\$	5,394,253
OTHER STATE REVENUES	\$	17,625,172
PARCEL TAXES	\$	11,292,032
CITY OF SANTA MONICA	\$	8,617,269
SMMEF	\$	2,607,556
PROP. Y	\$	7,500,000
LEASE / RENT	\$	3,803,602
OTHER LOCAL	\$	3,681,726
TOTAL REVENUES	\$	147,144,174
TOTAL AVAILABLE FUNDS	\$	182,618,643

**2015-16 GENERAL FUND (FUND 01)
REVENUE PROJECTION**



GENERAL FUND (UNRESTRICTED & RESTRICTED)		
PROJECTED EXPENDITURES:		
CERTIFICATED SALARIES	\$	62,956,589
CLASSIFIED SALARIES	\$	27,744,424
EMPLOYEE BENEFITS	\$	34,548,564
BOOKS AND SUPPLIES	\$	6,430,280
SERVICES & OTHER OPERATING COSTS	\$	16,638,314
CAPITAL OUTLAY	\$	866,013
OTHER OUTGO	\$	850,354
TOTAL EXPENDITURES:	\$	150,034,538
PROJECTED FUND BALANCE:	\$	32,584,105



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT			
2015-16 MAJOR CATEGORICAL PROGRAMS			
	2015-16 1ST INTERIM BUDGET	2015-16 2ND INTERIM BUDGET	CHANGES
FEDERAL PROGRAMS			
TITLE I :BASIC	1,387,843	1,445,535	57,692
TITLE I: PROGRAM IMPROVEMENT	26,416	26,416	-
TITLE II :TEACHER QUALITY	596,209	610,758	14,549
TITLE III : IMMIGRANT EDUCATION (IMM)	41,327	41,327	-
TITLE III : LIMITED ENGLISH PROFICIENT (LEP)	154,432	160,625	6,193
MEDICAL REIMBURSEMENT	500,000	500,000	-
SP ED: IDEA ENTITLEMENT	2,252,614	2,255,581	2,967
SP ED: IDEA "C" EARLY INTERVENTION	54,282	54,282	-
VOC: CARL PERKINS	56,639	56,639	-
TOTAL FEDERAL REVENUES:	5,069,762	5,151,163	81,401
STATE PROGRAMS			
SP ED : AB602	5,572,259	5,547,862	(24,397)
SP ED : MENTAL HEALTH	275,677	275,677	-
SP ED : PROJECT WORKABILITY	62,031	62,031	-
LOTTERY - INSTRUCTIONAL MATERIALS	375,170	375,170	-
EDUCATOR EFFECTIVENESS	958,609	958,609	-
STRS ON-BEHALF PENSION CONTRIBUTION		2,872,818	2,872,818
TOTAL STATE REVENUES:	7,243,746	10,092,167	2,848,421
<i>*ROP PROGRAMS ARE MOVING TO UNRESTRICTED GENERAL FUND IN 2015-16.</i>			
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT			
LOCAL GENERAL FUND CONTRIBUTION (LGFC)			
	2015-16 1ST INTERIM BUDGET	2015-16 2ND INTERIM BUDGET	CHANGE
SPECIAL EDUCATION	19,110,659	20,020,424	909,765
ONGOING MAINTENANCE PROGRAM	4,103,223	4,145,735	42,512
TOTAL CONTRIBUTION:	23,213,882	24,166,159	952,277

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT		
2015-16 PROJECTED ENDING FUND BALANCE AS OF JUNE 30, 2016		
	FUND	PROJECTED END FUND BALANCE AS OF 6/30/16
01	GENERAL FUND	
	UNRESTRICTED	\$29,859,396
	RESTRICTED	2,724,709
11	ADULT EDUCATION	651,226
12	CHILD DEVELOPMENT FUND	37,569
13	CAFETERIA FUND	127,525
14	DEFERRED MAINTENANCE FUND	140,846
21	BUILDING FUND - BB PROJECTS	66,353,623
25	CAPITAL FACILITIES FUND	1,595,061
40	SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS	9,364,934

SANTA MONICA-MALIBU USD			
MULTI-YEAR PROJECTION			
UNRESTRICTED GENERAL FUND - ASSUMPTIONS			
			1/31/2016
Factor	2015-16	2016-17	2017-18
Statutory COLA	1.02%	0.47%	2.13%
LCFF FUNDING BASE			
K-3 + 10.4% CSR	\$ 7,820	\$ 7,857	\$ 8,024
4-6	\$ 7,189	\$ 7,223	\$ 7,377
7-8	\$ 7,403	\$ 7,438	\$ 7,596
9-12 + 2.6% CTE	\$ 8,801	\$ 8,842	\$ 9,031
AVERAGE LCFF FUNDING PER ADA	\$ 7,882	\$ 8,126	\$ 8,404
% OF Local Property Taxes Increase	5%	5%	5%
% OF GAP FUNDING /DOF	51.97%	49.08%	45.34%
Enrollment Projection*	11,261	11,261	11,261
P2 ADA Projection	10,768	10,768	10,768
Funding ADA	10,795	10,768	10,768
Federal Revenues	0%	0%	0%
City of Santa Monica	\$ 8,617,269	\$ 8,789,614	\$ 8,965,407
Measure "R"	\$ 11,292,032	\$ 11,404,952	\$11,519,002
City of SM /Prop. Y	\$ 7,500,000	\$ 7,600,000	\$ 7,700,000
SMMEF /Unrestricted	\$ 2,365,721	\$ 2,500,000	\$ 2,500,000
Salary Increase	6%	2%	0%
Step & Column Incr.	1.50%	1.50%	1.50%
STRS Rate	10.73%	12.58%	14.43%
PERS Rate	11.847%	13.05%	16.60%
Health/Welfare - Annualized	5%	7%	7%
Workers' Compensation	3.80%	3.80%	3.80%
Other Postemployment Benefits	1.25%	1.25%	1.25%
Indirect Cost Rate	6.28%	5.66%	5.66%
Interest Rate	0.70%	0.70%	0.70%
Ongoing Maintenance	3%	3%	3%
Reserve for Uncertainties	3%	3%	3%
STRS will increase 1.85% every year untill 7/1/2020 (ED Code 22950.5)			

SANTA MONICA-MALIBU USD			
MULTI-YEAR PROJECTION			
UNRESTRICTED GENERAL FUND			1/31/2016
	2015-16	2016-17	2017-18
Description	2ND INTERIM BUDGET	PROJECTED BUDGET	PROJECTED BUDGET
Revenue:			
Property Tax	76,200,989	80,011,038	84,011,590
Education Protection Account (EPA)	2,169,732	2,151,600	2,151,600
LCFF Transfer to Fund 11 & Fund 14	(250,000)	(250,000)	(250,000)
LCFF Transfer to Charter School & County Specialized secondary school	(84,000)	(86,000)	(88,000)
LCFF State Aide	8,585,843	8,585,843	8,585,843
Subtotal LCFF Funding	86,622,564	90,412,481	94,411,033
Prior Year LCFF Adjustment			
Other Federal	243,090	13,000	13,000
Lottery	1,413,403	1,413,403	1,413,403
Mandated Reimbursement Block Grant	6,123,033	2,699,560	397,348
Other State Revenue	8,000	8,000	8,000
Meas. "R"	11,302,835	11,415,863	11,530,022
Prop. Y / City of SM	7,500,000	7,600,000	7,700,000
Joint Use Agreement/ City of SM	8,617,269	8,789,614	8,965,407
All Other Local Income	3,980,561	3,530,000	3,530,000
SMMEF Donation	2,365,721	2,500,000	2,500,000
Others /Proceed from Capital Lease	-		
Local General Fund Contribution	(24,166,159)	(25,000,000)	(25,500,000)
TOTAL REVENUE	104,010,317	103,381,922	104,968,213
Expenditure:			
Certificated Salary	50,883,137	53,627,628	54,272,042
Classified	17,663,822	18,865,491	19,148,474
Benefits	23,828,881	26,097,549	27,637,561
Supplies/Books	3,007,411	2,700,000	2,700,000
Other Operational Costs	9,490,359	9,000,000	9,000,000
Capital Outlay	703,728	313,000	212,500
Debt Services	53,400	53,400	53,400
Indirect	(1,260,392)	(1,100,000)	(1,100,000)
Interfund Transfer Out to FUND 12	185,494	185,000	185,000
Interfund Transfer Out to FUND 13	130,000	130,000	130,000
Interfund Transfer Out to FUND 71	1,000,000		
LCAP increase above 2015-16		695,142	1,054,403
TOTAL EXPENDITURE	105,685,840	110,567,210	113,293,380
Increase (Decrease) Fund Balance	(1,675,523)	(7,185,288)	(8,325,167)
Beginning Fund Balance	31,534,919	29,859,395	22,674,107
Ending Fund Balance	29,859,395	22,674,107	14,348,940
Reserve - Revolving cash, Store	100,000	100,000	100,000
Reserve - Deficiting Spending in 16-17	7,185,288		
Reserve - Deficiting Spending in 17-18	8,325,167	8,325,167	
Reserve - 50% of 16-17 Gap Funding		2,120,450	2,120,450
Reserve - 50% of 17-18 Gap Funding			1,428,467
Reserve - Minimum State Aid exceed LCFF funding	2,720,603	3,091,543	4,235,162
Reserve - One time Funds	4,827,984	4,428,554	1,743,252
Reserve - 2-month of General Fund Exp.	2,199,316		
3% Contingency Reserve	4,501,037	4,608,393	4,721,609

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT			
SUMMARY BUDGET OF GENERAL FUND			
FUND 01: UNRESTRICTED GENERAL FUND			
	2015-16 FIRST INTERIM BUDGET	2015-16 SECOND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	31,534,919	31,534,919	
REVENUES			-
LCFF SOURCES	86,622,564	86,622,564	-
FEDERAL REVENUE	158,555	243,090	84,535
OTHER STATE REVENUE	7,544,436	7,533,005	(11,431)
LOCAL REVENUES	33,779,057	33,777,817	(1,240)
LOCAL GENERAL FUND CONTRIBUTION	(23,213,882)	(24,166,159)	(952,277)
TOTAL REVENUES	104,890,730	104,010,317	(880,413)
EXPENDITURES			
CERTIFICATED SALARIES	49,508,646	50,883,137	1,374,491
CLASSIFIED SALARIES	17,190,798	17,663,822	473,024
EMPLOYEE BENEFITS	23,619,225	23,828,881	209,656
BOOKS AND SUPPLIES	3,130,424	3,007,411	(123,013)
SERVICES & OTHER OPERATING COSTS	9,058,990	9,490,359	431,369
CAPITAL OUTLAY	683,728	703,728	20,000
OTHER OUTGO	134,559	108,502	(26,057)
TOTAL EXPENDITURES	103,326,370	105,685,840	2,359,470
NET INCREASE (DECREASE)	1,564,360	(1,675,523)	
PROJECTED FUND BALANCE	33,099,279	29,859,396	
FUND 01: RESTRICTED GENERAL FUND			
	2015-16 FIRST INTERIM BUDGET	2015-16 SECOND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	3,939,550	3,939,550	
REVENUES			
FEDERAL REVENUE	5,069,762	5,151,163	81,401
OTHER STATE REVENUE	1,671,487	4,544,305	2,872,818
LOCAL REVENUES	8,657,446	9,272,230	614,784
LOCAL GENERAL FUND CONTRIBUTION	23,213,882	24,166,159	952,277
TOTAL REVENUES	38,612,577	43,133,857	4,521,280
EXPENDITURES			
CERTIFICATED SALARIES	11,767,093	12,073,452	306,359
CLASSIFIED SALARIES	9,743,203	10,080,602	337,399
EMPLOYEE BENEFITS	7,693,429	10,719,683	3,026,254
BOOKS AND SUPPLIES	3,347,826	3,422,869	75,043
SERVICES & OTHER OPERATING COSTS	6,253,152	7,147,955	894,803
CAPITAL OUTLAY	299,616	162,285	(137,331)
OTHER OUTGO	715,795	741,852	26,057
TOTAL EXPENDITURES	39,820,114	44,348,698	4,528,584
NET INCREASE (DECREASE)	(1,207,537)	(1,214,841)	
PROJECTED FUND BALANCE	2,732,013	2,724,709	

FUND 11: ADULT EDUCATION			
	2015-16 FIRST INTERIM BUDGET	2015-16 SECOND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	369,566	369,566	
REVENUES			
LCFF RESOURCES			-
FEDERAL REVENUE	46,926	46,926	-
STATE REVENUE	322,238	704,086	381,848
LOCAL REVENUES	31,800	31,800	-
TOTAL REVENUES	400,964	782,812	381,848
EXPENDITURES			
CERTIFICATED SALARIES	168,885	161,608	(7,277)
CLASSIFIED SALARIES	117,327	120,045	2,718
EMPLOYEE BENEFITS	90,674	96,004	5,330
BOOKS AND SUPPLIES	20,645	31,361	10,716
SERVICES & OTHER OPERATING COSTS	78,339	88,414	10,075
EQUIPMENT	6,000	-	(6,000)
OTHER OUTGO	3,720	3,720	-
TOTAL EXPENDITURES	485,590	501,152	15,562
NET INCREASE (DECREASE)	(84,626)	281,660	
PROJECTED FUND BALANCE	284,940	651,226	
FUND 12: CHILD DEVELOPMENT FUND			
	2015-16 FIRST INTERIM BUDGET	2015-16 SECOND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	264,166	264,166	
REVENUES			
FEDERAL REVENUE	1,700,765	1,718,432	17,667
OTHER STATE REVENUE	2,918,253	3,038,588	120,335
LOCAL REVENUES	3,400,278	3,393,013	(7,265)
INTERFUND TRANSFER IN	185,494	185,494	-
TOTAL REVENUES	8,204,790	8,335,527	130,737
EXPENDITURES			
CERTIFICATED SALARIES	2,718,020	2,762,147	44,127
CLASSIFIED SALARIES	2,396,188	2,366,274	(29,914)
EMPLOYEE BENEFITS	1,887,776	2,023,501	135,725
BOOKS AND SUPPLIES	297,795	332,917	35,122
SERVICES & OTHER OPERATING COSTS	750,419	703,952	(46,467)
CAPITAL OUTLAY	-	-	-
OTHER OUTGO	373,333	373,333	-
TOTAL EXPENDITURES	8,423,531	8,562,124	138,593
NET INCREASE (DECREASE)	(218,741)	(226,597)	
PROJECTED FUND BALANCE	45,425	37,569	

FUND 13: CAFETERIA SPECIAL FUND			
	2015-16 FIRST INTERIM BUDGET	2015-16 SECOND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	176,203	176,203	
REVENUES			
FEDERAL REVENUE	1,200,000	1,200,000	-
OTHER STATE REVENUE	85,000	85,000	-
LOCAL REVENUES	1,502,010	1,502,010	-
INTERFUND TRANSFER IN	130,000	130,000	-
TOTAL REVENUES	2,917,010	2,917,010	-
EXPENDITURES			
CLASSIFIED SALARIES	1,387,496	1,423,613	36,117
EMPLOYEE BENEFITS	537,374	547,888	10,514
BOOKS AND SUPPLIES	1,219,000	1,219,000	-
SERVICES & OTHER OPERATING COSTS	(366,300)	(366,300)	-
CAPITAL OUTLAY	-	-	-
OTHER OUTGO	141,487	141,487	-
TOTAL EXPENDITURES	2,919,057	2,965,688	46,631
NET INCREASE (DECREASE)	(2,047)	(48,678)	
PROJECTED FUND BALANCE	174,156	127,525	
FUND 14: DEFERRED MAINTENANCE FUND			
	2015-16 FIRST INTERIM BUDGET	2015-16 SECOND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	140,846	140,846	
REVENUES			
LCFF RESOURCES	250,000	250,000	-
LOCAL REVENUES	1,000	1,000	-
TOTAL REVENUES	251,000	251,000	-
EXPENDITURES			
BOOKS AND SUPPLIES	1,000	1,000	-
SERVICES & OTHER OPERATING COSTS	200,000	200,000	-
CAPITAL OUTLAY	50,000	50,000	-
TOTAL EXPENDITURES	251,000	251,000	-
NET INCREASE (DECREASE)	-	-	
PROJECTED FUND BALANCE	140,846	140,846	

FUND 21: BUILDING FUND			
	2015-16 FIRST INTERIM BUDGET	2015-16 SECOND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	61,878,829	61,878,829	
REVENUES			
PROCEEDS - SALE OF BONDS	60,300,000	60,300,000	-
LOCAL REVENUES	590,000	590,000	-
TOTAL REVENUES	60,890,000	60,890,000	-
EXPENDITURES			
CLASSIFIED SALARIES	633,058	574,424	(58,634)
EMPLOYEE BENEFITS	290,486	259,303	(31,183)
BOOKS AND SUPPLIES	2,360,100	2,361,100	1,000
SERVICES & OTHER OPERATING COSTS	12,750,296	13,613,246	862,950
CAPITAL OUTLAY	65,122,623	66,353,623	1,231,000
TOTAL EXPENDITURES	81,156,563	83,161,696	2,005,133
NET INCREASE (DECREASE)	(20,266,563)	(22,271,696)	
PROJECTED FUND BALANCE	41,612,266	39,607,133	
FUND 25: CAPITAL FACILITIES FUND			
	2015-16 FIRST INTERIM BUDGET	2015-16 SECOND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	3,434,361	3,434,361	
REVENUES			
DEVELOPMENT FEES	800,000	800,000	-
INTEREST	10,000	10,000	-
OTHER LOCAL	-	-	-
TOTAL REVENUES	810,000	810,000	-
EXPENDITURES			
CLASSIFIED SALARIES	-	-	-
EMPLOYEE BENEFITS	-	-	-
SUPPLIES	100	100	-
SERVICES & OTHER OPERATING COST	1,829,200	2,629,200	800,000
CAPITAL OUTLAY	20,000	20,000	-
TOTAL EXPENDITURES	1,849,300	2,649,300	800,000
NET INCREASE (DECREASE)	(1,039,300)	(1,839,300)	
PROJECTED FUND BALANCE	2,395,061	1,595,061	

FUND 40: SPECIAL RESERVE FUND FOR CAPITAL OUTLAY			
	2015-16 FIRST INTERIM BUDGET	2015-16 SECOND INTERIM BUDGET	CHANGES
BEGINNING BALANCE	9,406,055	9,406,055	
REVENUES			
OTHER STATE REVENUE			-
REDEVELOPMENT	2,500,960	2,500,960	-
INTEREST	25,000	25,000	-
TOTAL REVENUES	2,525,960	2,525,960	-
EXPENDITURES			
SUPPLIES			-
SERVICES & OTHER OPERATING COSTS	350,000	650,000	300,000
CAPITAL OUTLAY	50,000	50,000	-
OTHER OUTGO	1,867,081	1,867,081	-
TOTAL EXPENDITURES	2,267,081	2,567,081	300,000
NET INCREASE (DECREASE)	258,879	(41,121)	
PROJECTED FUND BALANCE	9,664,934	9,364,934	
FUND 71: RETIREE BENEFIT FUND			
	2015-16 FIRST INTERIM BUDGET	2015-16 SECOND INTERIM BUDGET	CHANGES
BALANCE TRANSFER FROM FUND 67	(5,802,283)	(5,802,283)	
REVENUES			
OTHER LOCAL	1,242,583	1,242,583	-
INTER-FUND TRANSFER (FROM FUND 01)	1,000,000	1,000,000	
TOTAL REVENUES	2,242,583	2,242,583	-
EXPENDITURES			
SERVICES & OTHER OPERATING COST	1,183,160	1,183,160	-
TOTAL EXPENDITURES	1,183,160	1,183,160	-
NET INCREASE (DECREASE)	1,059,423	1,059,423	
PROJECTED FUND BALANCE	(4,742,860)	(4,742,860)	-
CLOSE FUND 67 AND TRANSFER ALL BALANCE TO FUND 71			

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/03/16

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

RE: APPROVAL OF 2014-15 ANNUAL MEASURE "R" AUDIT REPORT

RECOMMENDATION NO. A.33

It is recommended that the Board of Education accept the 2014-15 Annual Measure R Audit Report and approve management discussion and analysis/the administrative responses to the "Findings" & "Recommendations" as contained in the Subject audit.

COMMENTS: In response to California Education Code mandate, the 2014-15 financial audit has been completed by the audit firm of Christy White Accountancy Corporation. The Board of Education and the Financial Oversight Committee have previously received copies of the audit report and an information copy is available for public review in the Office of the Superintendent.

A section of the audit report contains a series of "Findings" and "Recommendations" and "District Responses" for Board consideration.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

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

ACTION/MAJOR
02/18/16

RECOMMENDATION NO. A.34

It is recommended that the Board of Education vote for no more than eight candidates to serve on the CSBA Delegate Assembly (Region 24).

COMMENT: At its December 21, 2015, board meeting, the board nominated Craig Foster to run to serve on CSBA's Delegate Assembly. His name, along with twelve other individuals, appear on the attached ballot. The board can vote for up to eight candidates.

The Delegate Assembly is a vital link in the association's governance structure. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state.

Ballots are due March 15, 2016. Election results will be available no later than Friday, April 1. If there is a tie-vote, a run-off election will be held. All re-elected and newly elected Delegates will serve two-year terms beginning April 1, 2016-March 31, 2018. The next meeting of the Delegate Assembly is on Saturday, May 14-Sunday, May 15 at the Hyatt Regency in Sacramento.

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

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office no later than **TUESDAY, MARCH 15, 2016**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box.
A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.

OFFICIAL 2016 DELEGATE ASSEMBLY BALLOT
REGION 24
(Los Angeles County)

Number of vacancies: 8 (Vote for no more than 8 candidates)

Delegates will serve two-year terms beginning April 1, 2016 – March 31, 2018

**denotes incumbent*

- | | |
|--|---|
| <input type="checkbox"/> Leighton Anderson (Whittier Union HSD)* | <input type="checkbox"/> Sylvia Macias (South Whittier SD)* |
| <input type="checkbox"/> Monique Ehsan (Hermosa Beach City ESD) | <input type="checkbox"/> Karen Morrison (Norwalk-La Mirada USD)* |
| <input type="checkbox"/> Craig Foster (Santa Monica-Malibu USD) | <input type="checkbox"/> Gabriel Orosco (El Rancho USD) |
| <input type="checkbox"/> Paul Gardiner (East Whittier City SD)* | <input type="checkbox"/> Ann M. Phillips (Lawndale SD)* |
| <input type="checkbox"/> Margie Garrett (Compton USD)* | <input type="checkbox"/> Susanne Robbins (Culver City USD) |
| <input type="checkbox"/> Vivian Hansen (Paramount USD) | <input type="checkbox"/> Margarita L. Rios (Norwalk-La Mirada USD)* |
| <input type="checkbox"/> Eugene Krank (Hawthorne ESD)* | |

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District/COE Name

Date of Board Action

See reverse side for a current list of all Delegates in your Region.

INFORMATION ITEMS

TO: BOARD OF EDUCATION

INFORMATION

03/03/16

FROM: SANDRA LYON / TERRY DELORIA

RE: REVISION OF AR 0460 – LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)

INFORMATION ITEM NO. I.01

This is to inform the Board of Education that AR 0460 – Local Control Accountability Plan (LCAP) has been revised.

COMMENTS: The regulation adds a new section that addresses requirement for districts receiving LCFF supplemental or concentration funds to increase or improve services for "unduplicated students" and reflects new Title 5 regulations, which specify the method for determining the percentage by which services for unduplicated students must be increased or improved above services provided to all students.

The revised policy can be found under Item No. A.18 in this agenda.

LOCAL CONTROL AND ACCOUNTABILITY PLANContent of the Plan **Goals and Actions Addressing State and Local Priorities**

The district's local control and accountability plan (LCAP) shall include, for the district and each district school: (Education Code 52060)

1. A description of the annual goals established for all students and for each numerically significant subgroup as defined in Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, and foster youth. The LCAP shall identify goals for each of the following state priorities:
 - a. The degree to which district teachers are appropriately assigned in accordance with Education Code 44258.9 and fully credentialed in the subject areas and for the students they are teaching; every district student has sufficient access to standards-aligned instructional materials as determined pursuant to Education Code 60119; and school facilities are maintained in good repair as specified in Education Code 17002
 - b. Implementation of the academic content and performance standards adopted by the State Board of Education (SBE), including how the programs and services will enable English learners to access the Common Core State Standards and the English language development standards for purposes of gaining academic content knowledge and English language proficiency
 - c. Parent/guardian involvement, including efforts the district makes to seek parent/guardian input in district and school site decision making and how the district will promote parent/guardian participation in programs for unduplicated students, as defined in Education Code 42238.02 and Board policy
 - d. Student achievement, as measured by all of the following as applicable:
 - (1) Statewide assessments of student achievement
 - (2) Academic Performance Index
 - (3) The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study that satisfy specified requirements and align with SBE-approved career technical education standards and frameworks, including, but not limited to, those described in Education Code 52302, 52372.5, or 54692
 - (4) The percentage of English learners who make progress toward English proficiency as measured by the SBE-certified assessment of English proficiency
 - (5) The English learner reclassification rate
 - (6) The percentage of students who have passed an advanced placement

examination with a score of 3 or higher

- (7) The percentage of students who participate in and demonstrate college preparedness in the Early Assessment Program pursuant to Education Code 99300-99301
 - e. Student engagement, as measured by school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, and high school graduation rates, as applicable
 - f. School climate, as measured by student suspension and expulsion rates and other local measures, including surveys of students, parents/guardians, and teachers on the sense of safety and school connectedness, as applicable
 - g. The extent to which students have access to and are enrolled in a broad course of study that includes all of the subject areas described in Education Code 51210 and 51220, as applicable, including the programs and services developed and provided to unduplicated students and students with disabilities, and the programs and services that are provided to benefit these students as a result of supplemental and concentration grant funding pursuant to Education Code 42238.02 and 42238.03
 - h. Student outcomes, if available, in the subject areas described in Education Code 51210 and 51220, as applicable
2. Any goals identified for any local priorities established by the Board of Education.
 3. A description of the specific actions the district will take during each year of the LCAP to achieve the identified goals, including the enumeration of any specific actions necessary for that year to correct any deficiencies in regard to the state and local priorities specified in items #1-2 above. Such actions shall not supersede provisions of existing collective bargaining agreements within the district.

For purposes of the descriptions required by items #1-3 above, the Board may consider qualitative information, including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code 52052 or any other reviews. (Education Code 52060)

For any local priorities addressed in the LCAP, the Board and Superintendent or designee shall identify the method for measuring the district's progress toward achieving those goals. (Education Code 52060)

To the extent practicable, data reported in the LCAP shall be reported in a manner consistent with how information is reported on a school accountability report card. (Education Code 52060)

Increase or Improvement in Services for Unduplicated Students

The LCAP shall demonstrate how the district will increase or improve services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. (5 CCR 15494-15496)

When the district expends supplemental and/or concentration funds on a districtwide or schoolwide basis during the year for which the LCAP is adopted, the district's LCAP shall: (5 CCR 15496)

1. Identify those services that are being funded and provided on a districtwide or schoolwide basis
2. Describe how services are principally directed towards, and are effective in, meeting the district's goals for unduplicated students in the state priority areas and any local priority areas
3. If the enrollment of unduplicated students is less than 55 percent of district enrollment or less than 40 percent of school enrollment, describe how these services are the most effective use of the funds to meet the district's goals for its unduplicated students in the state priority areas and any local priority areas. The description shall provide the basis for this determination, including, but not limited to, any alternatives considered and any supporting research, experiences, or educational theory. (5 CCR 15496)

Annual Updates

On or before July 1 of each year, the LCAP shall be updated using the template developed by the SBE and shall include all of the following: (Education Code 52061)

1. A review of any changes in the applicability of the goals described in the existing LCAP pursuant to the section "Content of the Plan" above
2. A review of the progress toward the goals included in the existing LCAP, an assessment of the effectiveness of the specific actions described in the existing LCAP toward achieving the goals, and a description of changes to the specific actions the district will make as a result of the review and assessment
3. A listing and description of the expenditures for the fiscal year implementing the specific actions included in the LCAP and the changes to the specific actions made as a result of the reviews and assessment required by items #1-2 above
4. A listing and description of expenditures for the fiscal year that will serve unduplicated students and students redesignated as fluent English proficient

Availability of the Plan

The Superintendent or designee shall post the LCAP and any updates or revisions to the LCAP on the district's web site. (Education Code 52065)

Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
approved: October 16, 2014 Santa Monica, California

TO: BOARD OF EDUCATION

INFORMATION

03/03/16

FROM: SANDRA LYON / JANECE L. MAEZ / NEAL ABRAMSON

RE: REVISION OF AR 3542 – SCHOOL BUS DRIVERS

INFORMATION ITEM NO. I.02

This is to inform the Board of Education that AR 3542 – School Bus Drivers has been revised.

COMMENT: CSBA has updated this mandatory regulation to expand the "Qualifications" section to include a requirement for bus driver initially applying for or renewing a commercial driver's license or school bus certificate to present evidence of having obtained a medical examination, and requirement for district to notify driver when his/her license, certificate, or medical certification is expiring. The regulation also adds identification of staff development needs, prohibitions against cell phone use and texting except under specified conditions, duty of driver to report on the condition of the bus and on his/her duty status (e.g., hours on duty), a section on "Vehicle Idling" (formerly in AR 3514 – Environmental Safety), and reports that must be maintained by the district pertaining to each driver.

These changes were discussed at the February 18, 2016, board meeting.

SCHOOL BUS DRIVERS**Authority**

Students transported in a school bus or in a student activity bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway or road. (5 CCR 14103)

A bus driver shall have the authority to discontinue the operation of a school bus whenever he/she determines that it is unsafe to continue.

Administrative regulations related to bus driver authority shall be made available to parents/guardians, students, teachers and other interested parties. (5 CCR 14103)

Qualifications, ~~Training and Monitoring~~

All drivers employed to operate school buses or student activity buses shall possess, at a minimum, both of the following documents issued by the state Department of Motor Vehicles: (Education Code 39830.1; Vehicle Code 12517, 12517.4)

1. A valid driver's license issued by the California Department of Motor Vehicles (DMV) for the appropriate class of vehicle to be driven and endorsed for school bus and/or passenger transportation ~~A valid driver's license for the appropriate class of vehicle to be driven~~
2. A certificate which permits the driver to operate either school buses or student activity buses, as applicable

The Superintendent or designee may use an electronic fingerprinting system, managed by the California Department of Justice, to fingerprint an applicant for an original certificate to drive a school bus or student activity bus. (Vehicle Code 12517.3)

When initially applying for or renewing a license or certificate to drive a school bus or student activity bus, and annually upon reaching age 65 years, the driver shall submit to the DMV and to the Superintendent or designee a report of a medical examination conducted in accordance with the timelines and procedures specified in Vehicle Code 12517.2. (Vehicle Code 12517.2; 13 CCR 1234)

The Superintendent or designee shall notify each driver of the expiration date of his/her driver's license, certificate, and medical certificate and shall ensure each document is renewed prior to expiration. (13 CCR 1234)

School bus and student activity bus drivers shall be subject to drug and alcohol testing in accordance with Board policy and the requirements of federal law.

The Superintendent or designee shall notify the DMV within five days whenever any driver refuses, fails to comply, or receives a positive test result on a drug or alcohol test; is dismissed for a cause related to student transportation safety; or is reinstated after being dismissed for a cause related to student transportation safety. (Vehicle Code 1808.8, 13376)

Training

In addition to any other training required to obtain or renew the certificate authorizing operation of a school bus or student activity bus, drivers shall receive training which includes, but is not limited to ~~The Superintendent or designee shall ensure that school bus drivers receive training which includes:~~

1. First aid practices deemed necessary for school bus drivers, through a course of instruction that prepares drivers to pass the related DMV examination (Vehicle Code 12522)
2. The proper actions to be taken in the event that a school bus is hijacked (Education Code 39831)
3. The proper installation of mobile seating devices in the bus securement systems (Education Code 56195.8)

To determine any other needs for professional development, the Superintendent or designee shall periodically review accident reports involving district drivers and may seek input from drivers, district and school administrators, students, and/or other stakeholders on desired topics for professional development.

~~School bus drivers shall be subject to drug and alcohol testing in accordance with Board of Education policy and the requirements of federal law.~~

~~The Superintendent or designee shall notify the Department of Motor Vehicles within five days whenever any school bus driver has tested positive for drugs or alcohol, is dismissed for a cause related to student transportation safety, or whenever a driver so dismissed has been reinstated. (Vehicle Code 1808.8, 13376)~~

Responsibilities

The school bus driver's primary responsibility is to safely transport students to and from school and school activities. He/she shall follow procedures contained in the district's transportation safety plan.

The driver shall not require any student to leave the bus en route between home and school or other destinations. (5 CCR 14103)

The driver shall stop to load or unload students only at school bus stops designated by the Superintendent or designee, or authorized by the Superintendent or designee for school activity trips. (Vehicle Code 22112)

The driver shall activate the amber warning light system, flashing red signal lights and stop arm signal and shall escort students in accordance with Vehicle Code 22112.

The driver shall not drive a school bus or student activity bus while using a wireless telephone or using a wireless communications device for text-based communication, except when otherwise authorized by law and AR 3543 - Transportation Safety and Emergencies.

~~The driver shall immediately report all school bus accidents to the California Highway Patrol, the Superintendent or designee, and the driver's employer. (13 CCR 1219)~~

~~The driver also shall report the following to the Superintendent or designee:~~

1. ~~Recurring and serious student misbehavior~~
2. ~~Parental and student complaints~~
3. ~~Traffic violations~~
4. ~~Consistently late school dismissals which cause transportation delays~~
5. ~~Overload runs~~
6. ~~Mechanical or other problems with buses and equipment~~

The driver shall report the following to the Superintendent or designee:

1. The condition of the bus at the completion of each work day (13 CCR 1215)
2. His/her duty status for each 24-hour period, including, but not limited to, the number of hours on and off duty (13 CCR 1213)
3. Any traffic accident involving the bus (13 CCR 1219)

In addition to notifying the Superintendent or designee, the driver shall immediately notify the CHP of any traffic accident and, if the bus is operated under contract, his/her employer. (13 CCR 1219)

4. Traffic violations
5. Consistently late school dismissals which cause transportation delays
6. Overload runs
7. Recurring and serious student misbehavior
8. Parent/guardian and student complaints

Vehicle Idling

The driver of a school bus or student activity bus shall: (13 CCR 2480)

1. Turn off the bus engine upon stopping at a school or within 100 feet of a school and not restart the engine more than 30 seconds before beginning to depart
2. Not cause or allow the bus to idle at any location greater than 100 feet from a school for more than five consecutive minutes or for an aggregated period of more than five minutes in any one hour

However, vehicle idling may be allowed under limited conditions, including, but not limited to, occasions when idling is necessary to: (13 CCR 2480)

1. Stop for an official traffic control signal or device, for traffic conditions under which the driver has no control, or at the direction of law enforcement
2. Ascertain that the bus is in safe operating condition and properly equipped

3. Operate equipment designed to safely load, unload, or transport students with disabilities
4. Operate a heater, air conditioner, defroster, or other equipment as necessary to ensure the safety or health of passengers
5. Cool down a turbo-charged diesel engine before turning off the engine
6. Recharge a battery or other energy storage unit of a hybrid electric bus or vehicle

The Superintendent or designee shall notify all drivers, upon employment and at least once per year thereafter, of the requirements specified above and the potential legal and employment consequences of failure to comply. All complaints of noncompliance shall be reviewed and remedial action taken as necessary. The Superintendent or designee shall retain records of the training and of any complaints and enforcement actions for at least three years. (13 CCR 2480)

Reports

The Superintendent or designee shall retain records of: (13 CCR 1234)

1. Each driver's duty status and supporting documents provided pursuant to 13 CCR 1201 and 1213. Such records shall be retained for six months and made available to the CHP upon request.
2. The different types of vehicles and vehicle combinations each driver has demonstrated capability to operate.
3. Records of each driver's license, certificate, medical certificate, first aid certificate, and training as specified in 13 CCR 1234.
4. Daily vehicle inspection reports prepared by drivers pursuant to 13 CCR 1215.

Legal Reference:

EDUCATION CODE

39800.5 *Qualifications of driver of 15-passenger van*

39830-39842 *School buses*

40080-40090.5 *Training required to obtain or renew bus driver certificate*

45125.1 *Criminal background checks for contractors*

56195.8 *Training in installation of mobile seating devices*

HEALTH AND SAFETY CODE

39640-39642 *Vehicle idling, penalties*

PENAL CODE

241.3 *Assault against school bus driver*

243.3 *Battery against school bus driver*

VEHICLE CODE

415 *Definition of motor vehicle*

545 *Definition of school bus*

546 *Definition of student activity bus*

1808.8 *Dismissal for safety-related cause*

2570-2574 *Contracts with private school bus contractors*

12516-12517.4 *Certification requirements*

12522 *First aid training for school bus drivers*

13370-13371 *Suspension or revocation of bus driver certificate*

13376 *Driver certificates; revocation or suspension; sex offense prosecution*

22112 *School bus signals; roadway crossings*

23123-23125 *Prohibitions against use of wireless telephone and text communications while driving; exceptions*

25257-25257.7 *School bus equipment*

34501.6 *School buses; reduced visibility*

CODE OF REGULATIONS, TITLE 5
14103 Authority of the driver
14104 School bus driver instructor
CODE OF REGULATIONS, TITLE 13
1200-1202.2 Motor carrier safety
1212-1228 School bus driver requirements
1234 Reports regarding school buses and bus drivers
2480 Vehicle idling
CODE OF FEDERAL REGULATIONS, TITLE 49
40.1-40.413 Transportation drug and alcohol testing programs
382.101-382.605 Controlled substance and alcohol use and testing
571.222 Federal motor vehicle safety standard #222

Management Resources:

DEPARTMENT OF MOTOR VEHICLES PUBLICATIONS

California Commercial Driver Handbook

NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION PUBLICATIONS

School Bus Driver In-Service Safety Series, October 2011

California Air Resources Board: <http://www.arb.ca.gov>

California Department of Education, Office of School Transportation: <http://www.cde.ca.gov/ls/tn>

California Highway Patrol: <http://www.chp.ca.gov>

California Department of Motor Vehicles: <http://www.dmv.ca.gov>

California Department of Justice: <http://oag.ca.gov>

National Transportation Safety Board: <http://www.nts.gov>

U.S. Department of Transportation, National Highway Traffic Safety Administration: <http://www.nhtsa.dot.gov>

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

TO: BOARD OF EDUCATION

INFORMATION

03/03/16

FROM: SANDRA LYON / JANECE L. MAEZ

RE: REVISION OF AR 3580 – DISTRICT RECORDS

INFORMATION ITEM NO. I.03

This is to inform the Board of Education that AR 3580 – District Records has been revised.

COMMENT: The regulation has been updated to add a new section on "Electronically Stored Information," which addresses the classification, retention, and/or purging of district-related and personal electronically stored information.

The revised policy can be found under Item No. A.20 in this agenda.

These changes were discussed at the February 18, 2016, board meeting.

DISTRICT RECORDS

Classification of Records

Records means all records, maps, books, papers, and documents of a school district required by law to be prepared or retained as necessary or convenient to the discharge of official duty. (5 CCR 16020)

Before January 1, the Superintendent or designee shall review the prior year's records and shall classify them as either a Class 1 (Permanent), Class 2 (Optional), or Class 3 (Disposable) record. (5 CCR 16022)

Records of continuing nature (active and useful for administrative, legal, fiscal, or other purposes over a period of years) shall not be classified until such usefulness has ceased. (5 CCR 16022)

An inventory of equipment shall be a continuing record and shall not be classified until the inventory is superseded or until the equipment is removed from district ownership. (5 CCR 16022)

A student's cumulative record is a continuing record until the student ceases to be enrolled in the district. (5 CCR 16022)

When an electronic or photographed copy of a Class 1 (Permanent) record has been made, the copy may be classified as Class 1 (Permanent) and the original classified as either Class 2 (Optional) or Class 3 (Disposable). However, no original record that is basic to any required audit may be destroyed prior to the second July 1st succeeding the completion of the audit. (Education Code 35254)

Class 1 - Permanent Record (5 CCR 16023)

The original of each of the following records, or one exact copy of it when the original is required by law to be filed with another agency, is a Class 1 (Permanent) Record and shall be retained indefinitely unless microfilmed in accordance with 5 CCR 16022:

1. Annual Reports
 - a. Official budget
 - b. Financial reports of all funds, including cafeteria and student body funds
 - c. Audit of all funds
 - d. Average daily attendance, including Period 1 and Period 2 reports
 - e. Other major annual reports, including:
 - (1) Those containing information relating to property, activities, financial condition or transactions
 - (2) Those declared by Board of Education minutes to be permanent

2. Official Actions
 - a. Minutes of the Board or Board committees, including the text of rules, regulations, policies or resolutions included by reference only
 - b. The call for and the result of any elections called, conducted or canvassed by the Board
 - c. Records transmitted by another agency pertaining to its action with respect to district reorganization

3. Personnel Records

- a. ~~Employees~~

Class I (Permanent) records include all ~~All~~ detailed records relating to employment, assignment, amounts and dates of service rendered, termination or dismissal of an employee in any position, sick leave record, rate of compensation, salaries or wages paid, deductions or withholdings made and the person or agency to whom such amounts were paid. In lieu of the detailed records, a complete proven summary payroll record for each employee containing the same data may be classified as Class 1 (Permanent), and the detailed records may then be classified as Class 3 (Disposable).

Information of a derogatory nature as defined in Education Code 44031 shall be Class 1 (Permanent) only when the time for filing a grievance has passed or the document has been sustained by the grievance process.

- b. ~~Students~~

4. Student Records

The records of enrollment and scholarship for each student required by 5 CCR 432, and all records pertaining to any accident or injury involving a minor for which a claim for damages had been filed as required by law. This includes any related policy of liability insurance except that these records cease to be Class 1 (Permanent) one year after the claim has been settled or the statute of limitations has run.

54. Property Records

Class I (Permanent) records include all ~~All~~ detailed records relating to land, buildings, and equipment. In lieu of detailed records, a complete property ledger may be classified as Class 1 (Permanent). The detailed records may then be classified as Class 3 (Disposable) if the property ledger includes all fixed assets, an equipment inventory and, for each piece of property, the date of acquisition, name of previous owner, a legal description, the amount paid, and comparable data if the unit is disposed of.

Class 2 - Optional Records (5 CCR 16024)

Any record considered worth keeping, but which is not a Class 1 record, may be classified as Class 2 (Optional) and shall be retained until it is reclassified as Class 3 (Disposable). If by agreement of the Board and Superintendent or designee, classification of the prior year records has not been made before January 1, all records of the prior year may be classified Class 2 (Optional) until they are classified as required by 5 CCR 16022. Such classification must occur within one year.

Class 3 - Disposable Records (5 CCR 16025, 16026, 16027)

All records not classified as Class 1 (Permanent) or as Class 2 (Optional) shall be classified as Class 3 (Disposable). These include but are not limited to: detailed records basic to audit, including those relating to attendance, average daily attendance, or business or financial transactions; detailed records used in preparing another report; teachers' registers if all information required by 5 CCR 432 is retained in other records or if the General Records pages are removed from the register and classified as Class 1 (Permanent); and periodic reports, including daily, weekly and monthly reports, bulletins and instructions.

All Class 3 (Disposable) records shall be destroyed during the third school year after the school year in which the records originated. In addition, Class 3 (Disposable) records shall not be destroyed until after the third school year following the completion of any legally required audit or the retention period required by any agency other than the State of California, whichever is later. A continuing record shall not be destroyed until the fourth year after it has been classified as Class 3 (Disposable). (5 CCR 16026, 16027)

Electronically Stored Information

All district-related electronically stored information generated or received by a district employee shall be saved to an electronic file on the district's computer and retained for at least 180 days, or shall be printed by the employee and physically filed in a way that it can be easily retrieved when needed.

However, any district-related electronically stored information that qualifies as a record, as defined above, shall be classified and retained as specified in the section "Classification of Records" above.

District-related electronically stored information includes, but is not limited to, any email, voicemail, text message, word processing document, spreadsheet, or text document related to district business or generated in the course of an employee's official duty.

Employees shall be required to regularly purge their email accounts and district-issued computers, cell phones, and other communication devices of personal electronically stored information and other information unrelated to district business. The Superintendent or designee may check for appropriate use of any district-owned equipment at any time.

Any employee to whom a district-owned computer, cell phone, or other electronic communication device is provided shall be notified about the district's electronic information management system and, as necessary, provided training on effectively using the device.

Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
approved: August 19, 2009 Santa Monica, California
revised: July 20, 2011

TO: BOARD OF EDUCATION

INFORMATION

03/03/16

FROM: SANDRA LYON / TERRY DELORIA / ALICE CHUNG

RE: DELETION OF AR 5148.1 – CHILDCARE SERVICES FOR PARENTING STUDENTS

INFORMATION ITEM NO. I.04

This is to inform the Board of Education that AR 5148.1 – Childcare Services for Parenting Students has been deleted.

COMMENTS: This regulation is being deleted due to the fact that as of May 2015, the California Department of Education no longer administered the Cal-SAFE program. Funding for the Cal-SAFE program was redirected into LCFF (BP 5146).

This was discussed at the February 18, 2016, board meeting.

CHILDCARE SERVICES FOR PARENTING STUDENTS**Cal-SAFE Program**

The district shall provide child care and development services on or near the school site for the children of teen parents enrolled in the district's California School Age Families Education (Cal-SAFE) program. Such services shall be available whenever enrolled teen parents are participating in a school-approved activity during or outside the school day. (Education Code ~~54743, 54745, 54746~~)

Participation in the child care and development services shall be voluntary. (Education Code ~~54746~~)

No fees shall be assessed for child care and development services provided through the Cal-SAFE program. (Education Code ~~54745~~)

Children of teen parents shall be eligible for enrollment from birth to age five years or until they enroll in kindergarten, whichever occurs first, as long as the teen parent is enrolled in the district's Cal-SAFE program. If the teen parent is enrolled in a summer school program or a school program operating more than 180 days, eligibility shall be determined by the parent's hours of enrollment and only for those hours necessary to further the completion of the parent's educational program. (Education Code ~~54746, 54749~~)

Before a child is enrolled in the program or allowed on the school campus, he/she shall have a health evaluation form signed by a physician or the physician's designee. Health screening and immunizations shall not be required when the child's parent/guardian annually files a written request pursuant to Education Code ~~49451~~ or Health and Safety Code ~~120365~~. (Education Code ~~54746~~)

The Superintendent or designee shall complete an intake procedure regarding each child upon entry into the program, and periodically as needed thereafter, and shall maintain a developmental profile for each child in order to design a program that meets the child's developmental needs. (Education Code ~~54746~~)

Child care and development services shall operate pursuant to applicable sections of Education Code ~~8200-8498~~, the Child Care and Development Services Act, and shall meet the health and safety requirements of 22 CCR ~~101151-10123.92~~ and ~~101351-101439.1~~. (Education Code ~~54746~~)

The child care site shall be available as a laboratory for parenting or related courses, with priority given to teen parents enrolled in the district's Cal-SAFE program. (Education Code ~~54746~~)

Legal References:EDUCATION CODE8200-8498 Child Care and Development Services Act49451 Exemption from physical examination54740-54749 Cal-SAFE program for pregnant/parenting students and their childrenHEALTH AND SAFETY CODE120365 Exemption from immunizationCODE OF REGULATIONS, TITLE 22101151-101239.2 General licensing requirements for child care centers101351-101439.1 Infant Care CentersManagement Resources:WEB SITESCalifornia Department of Education: <http://www.cde.ca.gov>

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

TO: BOARD OF EDUCATION

INFORMATION

03/03/16

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

RE: REVISION OF AR 6174 – EDUCATION FOR ENGLISH LEARNERS

INFORMATION ITEM NO. I.05

This is to inform the Board of Education that AR 6174 – Education for English Learners has been revised.

COMMENTS: Title III, Part A provide grant funds that may be used to supplement, but not supplant, funding from other sources for the purpose of ensuring that English learners attain English proficiency and meet the same challenging academic standards that are applicable to all students. Additionally, the proposed revisions reflect the English Language Arts/English Language Development Framework adopted in July 2014.

The revised policy can be found under Item No. A.22 in this agenda.

These changes were discussed at the February 18, 2016, board meeting.

EDUCATION FOR ENGLISH LEARNERS**Definitions**

English learner, also known as a limited English proficient student, means a student who does not speak English or whose native language is not English and who is not currently able to perform ordinary classroom work in English. (Education Code 306)

Long-term English learner means an English learner who is enrolled in grades 6-12, has been enrolled in schools in the United States for more than six years, has remained at the same English language proficiency level for two or more consecutive years as determined by the California English Language Development Test (CELDT) or any successor test, and scores far below basic or below basic on the English language arts test of the California Assessment of Student Performance and Progress (CASPP). ~~Standards Tests or any successor test.~~ (Education Code 313.1)

English learner at risk of becoming a long-term English learner means an English learner who is enrolled in grades 5-11 in the United States for four years, scores at the intermediate level or below on the CELDT or any successor test, and scores in the fourth year at the below basic or far below basic level on the English language arts test of the California Assessment of Student Performance and Progress (CASPP). ~~Standards Tests or any successor test.~~ (Education Code 313.1)

English language classroom means a classroom in which the language of instruction used by the teaching personnel is overwhelmingly the English language, and in which such teaching personnel possess a good knowledge of the English language. (Education Code 306)

English language mainstream classroom means a classroom in which the students either are native English language speakers or already have acquired reasonable fluency in English. (Education Code 306)

~~Sheltered~~-Structured English immersion means an English language acquisition process in which nearly all classroom instruction is in English but with the curriculum and presentation designed for students who are learning the language. (Education Code 306)

Bilingual education/native language instruction means a language acquisition process for students in which much or all instruction, textbooks, and teaching materials are in the student's native language. (Education Code 306)

Identification and Assessment

Upon enrollment in the district, each student's primary language shall be determined through use of a home language survey. (5 CCR 11307)

Any student who is identified as having a primary language other than English as determined by the home language survey, and who has not been previously identified as an English learner by a California public school or for whom there is no record of results from an administration of an English language proficiency test, ~~shall be assessed for English proficiency using the CELDT.~~ shall be assessed for English proficiency using the state's designated English language proficiency test. (Education Code 313, 52164.1; 5 CCR 11511)

Each year after a student is identified as an English learner and until he/she is redesignated as

English proficient, the summative assessment shall be administered to the student during a four-month period after January 1 as determined by the California Department of Education. (Education Code 313)

~~The test shall be administered between 60 calendar days before the date of first enrollment in a district school and 30 calendar days after the date of first enrollment, but not before July 1 of that school year. (5 CCR 11511)~~

~~The CELDT shall be administered in accordance with 5 CCR 11511-11516.7.~~

The state assessment shall be administered in accordance with test publisher instructions and 5 CCR 11511-11516.7. Variations and accommodations in test administration may be provided pursuant to 5 CCR 11516-11516.7. Any student with a disability shall be allowed to take the ~~CELDT~~ assessment with those accommodations for testing that the student has regularly used during instruction and classroom assessment as delineated in the student's individualized education program (IEP) or Section 504 plan that are appropriate and necessary to address the student's individual needs. If he/she is unable to participate in the assessment or a portion of the assessment with such accommodations, he/she shall be administered an alternate assessment for English language proficiency as set forth in his/her IEP. (5 CCR 11516-11516.7)

Parental Notifications

The Superintendent or designee shall provide the following written notifications to parents/guardians of English learners:

1. Assessment Notification: The district shall notify parents/guardians of their child's results on the ~~CELDT~~ state's English language proficiency assessment within 30 calendar days following receipt of the results from the test contractor. (Education Code 52164.1; 5 CCR 11511.5)
2. Placement Notification: At the beginning of each school year, parents/guardians shall be informed of the placement of their child in a structured English immersion program and shall be notified of an opportunity to apply for a parental exception waiver. (Education Code 310; 5 CCR 11309)
3. Title III Notifications: ~~Not later than 30 calendar days after the beginning of the school year,~~ each parent/guardian of a student participating in, or identified for participation in, a language instruction program supported by federal Title III funds shall receive notification of the assessment of his/her child's English proficiency. Such notice shall be provided not later than 30 calendar days after the beginning of the school year or, if the student is identified for program participation during the school year, within two weeks of the student's placement in the program. The notice shall include all of the following: (Education Code 440; 20 USC 7012)
 - a. The reason for the student's classification as English language learner
 - b. The level of English proficiency, how the level was assessed, and the status of the student's academic achievement
 - c. A description of the program for English language development instruction, including a description of all of the following:
 - 1) The manner in which the program will meet the educational strengths and needs of the student

- 2) The manner in which the program will help the student develop his/her English proficiency and meet age-appropriate academic standards
 - 3) The specific exit requirements for the program, the expected rate of transition from the program into classrooms not tailored for English language learner students, and the expected rate of graduation from secondary school schools if applicable
 - 4) Where the student has been identified for special education, the manner in which the program meets the requirements of the student's IEP
 - 5) Information regarding a parent/guardian's option to decline to allow the student to become enrolled in the program or to choose to allow the student to become enrolled in an alternative program
 - 6) Information designed to assist a parent/guardian in selecting among available programs, if more than one program is offered
4. Annual Measurable Objectives Notification: If the district fails to make progress on the annual measurable achievement objectives for English learners established pursuant to 20 USC 6842, the Superintendent or designee shall, within 30 days after such failure occurs, send a notification regarding such failure to the parents/guardians of each student identified for participation in a language instruction educational program supported by Title III funds. (20 USC 7012)

Parental Exception Waivers

A parent/guardian may, by personally visiting the school, request that the district waive the requirements pertaining to the placement of a student in a structured English immersion program if ~~the~~ one of the following circumstances exists: (Education Code 310-311)

1. The student already possesses ~~good~~ sufficient English language skills, as measured by standardized tests of English vocabulary comprehension, reading and writing, in which the student scores at or above the state average for his/her grade level or at or above the fifth-grade average, whichever is lower.
2. The student is age 10 years or older, and it is the informed belief of the school principal and educational staff that an alternate course of study would be better suited to the student's rapid acquisition of basic English skills.
3. The student already has been placed, for a period of not less than 30 calendar days during that school year, in an English language classroom and it is subsequently the informed belief of the school principal and educational staff that the student has special physical, emotional, psychological or educational needs and that an alternate course of educational study would be better suited to the student's overall educational development.

Upon request for a waiver, the Superintendent or designee shall provide ~~to the~~ parents/guardians with a ~~4.~~ full written description, and a spoken description upon request, of the intent and content of the structured English immersion program, any alternative courses of study and all educational opportunities offered by the district and available to the student, and the educational materials to be used in the different educational program choices. ~~2.~~ For a request for waiver pursuant to, item #3 above for students with special needs the Superintendent or designee shall notify the parent/guardian that the student must be placed for a period of not less than 30 calendar days in an English language classroom and that the waiver that the

Superintendent or designee must approve the waiver pursuant to Board of Education guidelines (Education Code 310, 311; 5 CCR 11309)

The principal and educational staff may recommend a waiver to a parent/guardian pursuant to item #2 or #3 above, for a student 10 years or older and a student with special needs. Parents/guardians shall be informed in writing of any recommendation for an alternative program made by the principal and staff and shall be given notice of their right to refuse to accept the recommendation. The notice shall include a full description of the recommended alternative program and the educational materials to be used for the alternative program as well as a description of all other programs available to the student. If the parent/guardian elects to request the alternative program recommended by the principal and educational staff, the parent/guardian shall comply with district procedures and requirements otherwise applicable to a parental exception waiver, including Education Code 310. (Education Code 311; 5 CCR 11309)

When evaluating waiver requests pursuant to ~~Education Code 311(a)~~, item #1 above, for students who already know English and other waiver requests for those students for whom standardized assessment data are not available, other equivalent assessment measures may be used. These equivalent measures may include district standards and assessments and teacher evaluations of such students.

Parent/guardian exception waivers pursuant to ~~Education Code 311(b)~~, item #2 above, for students 10 years or older shall be granted by the Superintendent or designee if it is the informed belief of the principal and educational staff that an alternate course of educational study would be better suited to the student's rapid acquisition of basic English language skills. (Education Code 311)

Parent/guardian exception waivers pursuant to ~~Education Code 311(c)~~, item #3 above, for students with special needs shall be granted by the Superintendent or designee if it is the informed belief of the principal and educational staff that, due to the student's special physical, emotional, psychological or educational needs, an alternate course of educational study would be better suited to the student's overall educational development. (Education Code 311)

The principal or designee shall act upon all parent/guardian exception waivers within 20 instructional days of submission to the principal. However, parental waiver requests pursuant to ~~Education Code 311(c)~~, item #3 above for students with special needs, shall not be acted upon during the 30-day placement in an English language classroom. Such waivers shall be acted upon no later than 10 calendar days after the expiration of that 30-day English language classroom placement or within 20 instructional days of submission of the waiver to the principal, whichever is later. (5 CCR 11309)

All parent/guardian exception waivers shall be granted unless the principal and educational staff have determined that an alternative program offered at the school would not be better suited for the overall educational development of the student. (5 CCR 11309)

Individual schools in which 20 students or more of a given grade level receive a waiver shall ~~be required to~~ offer an alternative class where the students are taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. Otherwise, the students shall be allowed to transfer to a public school in which such a class is offered. (Education Code 310)

Students wishing to transfer shall be subject to the district's intradistrict and interdistrict attendance policies and administrative regulations. Students wishing to transfer to another district shall also be subject to the receiving district's interdistrict attendance policies and administrative regulations.

In cases where a parent/guardian exception waiver pursuant to item #2 or #3 above, ~~Education Code 311(b) or (c) is denied~~, the parent/guardian shall be informed in writing of the reason(s) for the denial and advised that he/she may appeal the decision to the Board if the Board authorizes such an appeal, or to the court. (5 CCR 11309)

Waiver requests shall be renewed annually by the parent/guardian. (Education Code 310)

Reclassification/Redesignation

The district shall continue to provide additional and appropriate educational services to English language learners for the purposes of overcoming language barriers until the English language learners ~~have~~: (5 CCR 11302)

1. ~~Demonstrated~~ English language proficiency comparable to that of the district's average native English language speakers
2. ~~Recouped~~ any academic deficits which may have been incurred in other areas of the core curriculum as a result of language barriers

English language learners shall be reclassified as fluent English proficient when they are able to comprehend, speak, read and write English well enough to receive instruction in an English language mainstream classroom ~~the regular program~~ and make academic progress at a level substantially equivalent to that of students of the same age or grade whose primary language is English and who are in the regular course of study. (Education Code 52164.6)

The following measures shall be used to determine whether an English language learner shall be reclassified as fluent English proficient: (Education Code 313; 5 CCR 11303)

1. Assessment of English language proficiency using an objective assessment instrument, including, but not limited to, ~~the CELDT~~ the state's English language proficiency assessment
2. Participation of the student's classroom teacher and any other certificated staff with direct responsibility for teaching or placement decisions related to the student
3. Parent/guardian opinion and consultation

The Superintendent or designee shall provide the parent/guardian with notice and a description of the reclassification process, including notice of their right to participate in the process. Parent/guardian participation in the process shall be encouraged.

4. Student performance ~~on a statewide~~ on an objective-assessment of basic skills in English assessment that shows whether the student is performing at or near grade level

The Superintendent or designee shall monitor the progress of reclassified students to ensure their correct classification and placement. (5 CCR 11304)

The Superintendent or designee shall ~~develop a process to monitor the effectiveness of the district's program for English language learners. The district's program shall be modified as needed to help ensure language and academic success for each English language learner.~~ monitor students for at least two years following their reclassification to determine whether the student needs any additional academic support to ensure his/her language and academic success.

Advisory Committees

At the district level when there are more than 50 English language learners in the district and at each school with more than 20 English language learners, parent/guardian advisory committees shall be maintained to serve the advisory functions specified in law. (5 CCR 11308)

Parents/guardians of English language learners shall constitute committee membership in at least the same percentage as their children represent of the total number of students in the school. (Education Code 52176)

The district's English language advisory committee shall advise the Board on at least the following tasks: (5 CCR 11308)

1. The development of a district master plan of education programs and services for English learners, taking into consideration the school site plans for English learners
2. The districtwide needs assessment on a school-by-school basis
3. Establishment of a district program, goals and objectives for programs and services for English learners
4. Development of a plan to ensure compliance with applicable teacher or aide requirements
5. Administration of the annual language census
6. Review of and comment on the district's reclassification procedures
7. Review of and comments on the written notification required to be sent to parents/guardians pursuant to 5 CCR 11300-11316

In order to assist advisory members in carrying out their responsibilities, the Superintendent or designee shall ensure that committee members receive appropriate training and materials. This training shall be planned in full consultation with the members. (5 CCR 11308)

LCAP Advisory Committee

When there are at least 15 percent English learners in the district, with at least 50 students who are English learners, a district-level English learner parent advisory committee shall be established to review and comment on the district's local control and accountability plan (LCAP) in accordance with BP 0460 - Local Control and Accountability Plan. The committee shall be composed of a majority of parents/guardians of English learners. (Education Code 52063; 5 CCR 15495)

The advisory committee established pursuant to 5 CCR 11308, as described in the section "Advisory Committee" above, could serve as the LCAP English learner advisory committee if its composition includes a majority of parents/guardians of English learners.

**Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
approved: August 19, 2009 Santa Monica, California
revised: May 1, 2014**

BOARD MEMBER ITEMS

TO: BOARD OF EDUCATION

BOARD MEMBER ITEM

03/03/16

FROM: CRAIG FOSTER

RE: PROPOSAL TO PURSUE A BOARD POLICY ON STANDARDS FOR
ADDRESSING STAFF

BOARD MEMBER ITEM NO. B.01

Board Member Craig Foster proposes that the Board of Education discuss and, if in agreement, request staff to formalize a board policy for approval regarding a uniform naming convention for all district staff, particularly as used in front of students.

COMMENTS: Mr. Foster proposes all staff be referred to in front of students as Ms., Mr., or Dr. <Lastname>, unless a staff member specifically requests a less formal "name."

TO: BOARD OF EDUCATION

BOARD MEMBER ITEM

03/03/16

FROM: LAURIE LIEBERMAN

RE: PROPOSAL TO PURSUE A BOARD POLICY ON CIVILITY

BOARD MEMBER ITEM NO. B.02

Board President Laurie Lieberman proposes that the Board of Education discuss and, if in agreement, request staff to formalize a board policy for approval regarding civility.

COMMENTS: Staff has proposed a similar policy in the past, but no action was taken.

TO: BOARD OF EDUCATION

BOARD MEMBER ITEM

03/03/16

FROM: OSCAR DE LA TORRE

RE: REQUEST FOR REPORT REGARDING FEASIBILITY OF AND COSTS
ASSOCIATED WITH INSTALLING PORTABLE CLASSROOMS ON
CAMPUSES

BOARD MEMBER ITEM NO. B.03

Board Member de la Torre requests that staff draft a report showing the feasibility of and costs associated with leasing and installing portable classrooms for all pre-1979 buildings immediately.