



BOARD OF EDUCATION MEETING AGENDA – MEETING FORMAT “A”

June 2, 2016

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, June 2, 2016**, at the **District Administrative Offices**: 1651 16th Street, Santa Monica, CA. The Board of Education will call the meeting to order at 4:00 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 (4:00-5:30 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)

- Education Code §35146 and §48918(c) (10)
PUPIL HEARING
 - Agenda Item No. A.27
- Government Code §54956.9(d)(2) (45)
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – SIGNIFICANT EXPOSURE TO LITIGATION
 - DN-1015-15/16 (special education) (*postponed from May 5, 2016*)
 - DN-1017-15/16 (special education)
 - DN-1018-15/16 (special education)
 - 2 cases
- Government Code §54957 (5)
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

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: June 2, 2016

- Government Code §54957.6 (15)
CONFERENCE WITH LABOR NEGOTIATORS
 - Agency designated representative: Sandra Lyon
 - Employee Organizations: SEIU and Unrepresented Bargaining Unit

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 May 19, 2016 1

VI. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (60 minutes)

- Recognition of Retirees (30)
- Outgoing Student Board Members – Mirai Miura (Santa Monica HS), Ally Sidley (Malibu HS), and Revenn Stone and Rasika Flores (Olympic HS) (10)
- Santa Monica HS CIF Ocean League / Southern Section Champions and Malibu HS CIF Frontier League Champions (20)

VII. STUDY SESSION (0 minutes)

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

VIII. COMMUNICATIONS (30 minutes)

The Communications section provides an opportunity for the Board of Education to hear reports from the individuals or committee representatives listed below. All reports are limited to 5 minutes or less. However, if more time is necessary, or if a report will not be presented, please notify the Board secretary eight workdays prior to the date of the meeting.

- A. Student Board Member Reports (15)
 - 1. Mirai Miura – Santa Monica High School (5)
 - 2. Ally Sidley – Malibu High School (5)
 - 3. Rasika Flores – Olympic High School (5)
- B. SMMCTA Update – Ms. Sarah Braff (5)
- C. SEIU Update – Ms. Keryl Cartee-McNeely (5)
- D. PTA Council – Ms. Rochelle Fanali (5)

IX. SENIOR STAFF REPORTS (20 minutes)

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

X. CONSENT CALENDAR (10 minutes)

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

Curriculum and Instruction

- A.02 Approval of Independent Contractors2-3
- A.03 Conference and Travel Approval / Ratification4-5
- A.04 Adoption of High School English Language Arts Textbooks6
- A.05 Approval of Special Education Contracts – 2015-20167-9

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.

Business and Fiscal

A.06 Award of Purchase Orders – 2015-2016 10-10c
A.07 Acceptance of Gifts – 2015/2016 11-12
A.08 Award of Flooring Materials to KYA Services, LLC – Bid #16.01 –
Year Two and Five-Year Contract and to Standardize Carpet
Specifications to Meet Collaborative for High Performing
Schools (CHPS) Sustainable Criteria 13-14

Facilities Improvement Projects

A.09 Award of Contract to IVS Computer Technology for Installation of
Classroom Audio Visual Technologies, Single and Dual
Projection System, Audio Enhancement Speakers, A/V Controllers,
and Electrical Upgrades for Roosevelt and Franklin Elementary
Schools – And to Approve the Piggyback onto Bakersfield City
School District Bid #1507-1 – Phase I Technology – Measure ES..... 15
A.10 Award Environmental Testing & Hazmat Monitoring Contracts –
Windows, Flooring & Paint Project – Juan Cabrillo ES,
Grant ES, and Will Rogers ES – Flooring and Paint Projects –
Measure ES 16
A.11 Award of Architectural Design Agreement – Field & Track
Replacement Project – Lincoln Middle School – Measure ES 17
A.12 Amendment to Contract – Lease Leaseback – Edison Language
Academy – New Construction Project – Swinerton Builders –
Measure ES 18-20
A.13 Accept Work as Completed – Multiple Purchase Orders Projects –
Capital Fund & Measure BB 21
A.14 Contract for Inspector of Record Services for Will Rogers Learning
Community and Grant Elementary School – Windows, Flooring
& Paint Projects – Sandy Pringle Associates Inspection
Consultants – Measure ES..... 22
A.15 Contract for Inspector of Record Services for Juan Cabrillo
Elementary School – Windows, Flooring & Paint Project –
Knowland Construction Services Consultants – Measure ES 23
A.16 Contract Amendment #41 for Professional Engineering and Site
Survey Services – Administration Building Data Center
Project – Psomas – Measure BB..... 24-25
A.17 Contract Amendment #41 for Additional Architectural Services for the
Malibu Middle and High School Campus Improvement Project –
HMC Architects – Measure BB..... 26-27
A.18 Contract Amendment #1 for Additional Architectural Services – Malibu
Middle and High School – Windows, Paint, Floors, and Doors
Modernization Project – HMC Architects – Measure BB..... 28

Personnel

A.19 Certificated Personnel – Elections, Separations..... 29-36
A.20 Classified Personnel – Merit 37-39
A.21 Classified Personnel – Non-Merit..... 40
A.22 Special Service Employees..... 41
A.23 Administrative Appointment 42
A.24 Declaration of Indefinite Salaries for Represented Bargaining Unit
Members and Unrepresented Senior Management, Management,
Supervisory, and Confidential Employees for 2016-2017 43
A.25 Adopt Resolution No. 15-30 – Board Member Absence on May 19, 2016..... 44-45
A.26 Approval of Board Member Leave of Absence 46

General

A.27 Student Expulsion (D/B 4/12/2000)47
A.28 Revise BP 3260 – Fees and Charges48-51
A.29 Revise BP 3280 – Sale or Lease of District-Owned Real Property52-55
A.30 Revise BP 3312 – Contracts56-61
A.31 Revise BP 3513.3 – Tobacco-Free Schools.....62-64
A.32 Revise BP 3551 – Food Service Operations / Cafeteria Fund.....65-67
A.33 Revise BP 5147 – Dropout Prevention.....38-71
A.34 Delete BP 5149 – At-risk Students.....72-74
A.35 Revise BP 6142.91 – Reading & Lang. Arts Instruction75-78
A.36 Revise BP 6142.94 – History & Social Science Instruction.....79-81

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 (65 minutes)

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

D.01 Local Control Accountability Plan (LCAP) – 2016-17 (20)82
D.02 Preliminary General Fund Budget for 2016-17 (30).....83-118
D.03 Consider Revising BP and E 1330 – Use of School Facilities (15) 119-125b

XIII. MAJOR ITEMS (35 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.37 SMMEF-Funded Programs for 2016-17 (30) 126
A.38 2015-16 Budget Revisions (5) 127-136

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 3260 – Fees and Charges 137-140

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.

I.02	Revision of AR 3512 – Equipment	141-143
I.03	Revision of AR 3551 – Food Service Operations / Cafeteria Fund	144-146
I.04	Revision of AR 3554 – Other Food Sales.....	147-150

XV. BOARD MEMBER ITEMS

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

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

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

XVII. CONTINUATION OF PUBLIC COMMENTS

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

XVIII. BOARD MEMBER COMMENTS

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

XIX. FUTURE AGENDA ITEMS

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

XX. 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 special meetings scheduled for **Saturday, June 4, 2016, Thursday, June 16, 2016, and Wednesday, June 22, 2016.** The next regular meeting is scheduled for 5:30 p.m. on **Wednesday, June 29, 2016,** at the **District Administrative Offices: 1651 16th Street, Santa Monica, CA.**

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

SMMUSD Board of Education Meeting Schedule 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			
6/4/16 (Sa)	DO			Special Meeting	
6/16/16 (Th)	DO			Special Meeting: Retreat	
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 2. Commendations/Recognitions 3. Study Session 4. Communications 5. Executive Staff Reports 6. Consent Calendar 7. General Public Comments <i>(max. 30 minutes)</i> 8. Discussion Items (as needed) 9. Major Items 10. Continuation of General Public Comments (if needed)	1. Closed Session 2. Consent Calendar 3. Study Session 4. Discussion Items 5. Major Items (as needed) 6. General Public Comments	1. Closed Session 2. Commendations/Recognitions 3. Study Session 4. Communications 5. Executive Staff Reports 6. Consent Calendar 7. General Public Comments <i>(max. 30 minutes)</i> 8. Discussion Items 9. Major Items 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: June 2, 2016

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

ACTION
06/02/16

RECOMMENDATION NO. A.01

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

May 19, 2016

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

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.02

It is recommended that the Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2015-16 budget.

Contractor/ Contract Dates	Description	Site	Funding (Measure BB)
NONE			

Contractor/ Contract Dates	Description	Site	Funding
CSM Consulting Inc. 7/1/16 – 6/30/17 Not to exceed: \$19,000	Category One & Two – Consultant to advise, coordinate, prepare forms, documentation, applications, and filing of FCC Forms 470, 471, 486 & 500 with the federal Communications Commission (FCC) E-rate program.	Purchasing	01-00000-0-00000-72000-5802-055-2550
Jacqueline Fuentes De Gallo June 2, 6, & 7, 2016 Not to exceed: \$1,000	Prepare Edison’s 77 5 th -grade students for a Spanish choral music recital to be held at their fifth grade promotion.	Edison	01-00021-0-11100-10000-5802-001-4010 (Stretch Grant)
Martha Ramirez-Oropeza Contract extension: 6/1/16 – 9/30/17 (original date range: 2/19/16-6/18/16) Not to exceed: \$9000	Design and paint a mural on both sides of the cement amphitheater in the middle of the Edison central courtyard. The mural will be painted in two phases.	Edison	01-00021-0-11100-10000-5802-001-4010 (Stretch Grant)
Leadership Associates 5/23/16 – 6/30/17 Not to exceed: \$27,500	To conduct a superintendent search	Superintendent’s Office	01-00000-0-00000-71500-5802-020-1200
The Artist Collective 4/7/16 – 5/20/16 Not to exceed: \$3,000	Contemporary Dance Workshop with Middle School Students	Lincoln Middle School	01-90830-0-17000-10000-5802-012-4120 (SMMEF grant)
The Artist Collective 3/9/16 – 5/31/16 Not to exceed: \$3,000	21 hours of dance workshops to enhance instruction at middle school level	JAMS	01-90810-0-17000-10000-5802-011-4110 (SMMEF grant)

Pedro A. Noguera 6/16/16 – 8/18/16 Not to exceed: \$91,650	To plan and carry out: Board Retreat, Summer Leadership Institute, Culturally Responsive Education Workshop, Convocation Keynote Speech	Educational Services	01-40350-0-11100-10000-5802-035-1300 (Title II)
The Growing Place 06/13/16 – 6/16/16 Not to exceed: \$8,000	Growing Place Executive Director, along with staff from Branches Preschool and CalTech Children's Center, will provide a four-day professional development institute on learning in a Reggio Emilia classroom. Participants include teachers, staff and administrators.	Educational Services	01-62640-0-11100-10000-5802-035-1300 (Effective Educator Grant)
Fullerton USD 08/15/16 Not to exceed: \$6,500	Provide onsite consultation support to our Early Learning Coach, Seaside Preschool teachers, and Bridges TK teachers. Will target room environment and curriculum development.	Educational Services	01-62640-0-11100-10000-5802-035-1300 (Effective Educator Grant)

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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>CHAPMAN, Amy</u> Santa Monica High 01-00021-0-11100-10000-5220-015-4150 General Fund- Resource: SMMEF	Content and Methods for Teaching AP Language Palm Desert, CA June 20 – 23, 2016	\$795
<u>DABASH, Reham</u> Child Development Services 12-52101-0-85000-10000-5220-070-2700 Child Development Fund- Resource: Head Start	360 John Maxwell Leadership Training Santa Fe Springs, CA May 20, 2016	\$50
<u>GONZALEZ, Noemi</u> Santa Monica High 01-00021-0-11100-10000-5220-015-4150 General Fund- Resource: SMMEF	AP by the Sea San Diego, CA July 11 – 14, 2016	\$775
<u>HYATT, Virginia</u> Purchasing Department 01-00000-0-00000-75300-5220-055-2550 General Fund- Function: Purchasing	SCG Food Service Sustainability Downey, CA May 17, 2016	\$32
<u>KIM, Douglas</u> Santa Monica High 01-00021-0-11100-10000-5220-015-4150 General Fund- Resource: SMMEF	Southern California AP Institute Palos Verdes, CA August 1 – 4, 2016	\$745
<u>LIEBERMAN, Laurie</u> District Office 01-00000-0-00000-71100-5220-020-1200 General Fund- Function: Board	California School Boards Association 2016 Leadership Institute Sacramento, CA July 15 – 16, 2016	\$870
<u>MECHUR, Ralph</u> District Office 01-00000-0-00000-71100-5220-020-1200 General Fund- Function: Board	California School Boards Association 2016 Leadership Institute Sacramento, CA July 15 – 16, 2016	\$870

Adjustments <i>(Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)</i>		
<u>GROMALA, Annette</u> <u>LAMBERT, RAMSEY</u> Santa Monica High 01-00021-0-11100-10000-5220-015-4150 General Fund- Resource: SMMEF	Civic Learning College & Career Readiness Downey, CA March 15, 2016	\$150 Plus an Overage of \$60.00
<u>MAEZ, Jan</u> Business Services 01-00000-0-00000-73000-5220-050-1500 General Fund- Function: Business Services	PIPS Board of Directors Ontario and Sacramento, CA 11/4/15, 2/3/16 and 5/4/16	\$1,000 Will be reimbursed by PIPS Plus an Overage of \$50.00

Group Conference and Travel: In-State <i>* a complete list of conference participants is on file in the Department of Fiscal Services</i>		
<u>DIAZ, Aida</u> <u>+6 Additional Staff</u> Ed Services/Various Sites 01-42030-0-47600-10000-5220-035-1300 General Fund- Resource: Title III	Policy & Practice of Dual Immersion Los Angeles, CA May 14, 2016	\$360
<u>KAZEE, Pam</u> <u>+5 Additional Staff</u> Special Education 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	2016 Education Law Conference AALRR Cerritos, CA November 3, 2016	\$524

Out-of-State Conferences: Individual		
<u>EDDY, Tara</u> Roosevelt Elementary 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	National Association of School Psychologists 2016 Summer Institute Denver, CO July 11-13, 2016	\$549
<u>LEON-VAZQUEZ, Maria</u> District Office 01-00000-0-00000-71100-5220-020-1200 General Fund- Function: Board	National Association of Latino Elected & Appointed Officials 33 rd Annual Conference Washington D.C. June 23 – 25, 2016	\$2,000
<u>MEJIA, Rosa</u> Santa Monica High No Cost to District	University of Chicago Counselor Fly-In Chicago, IL May 21 – 23, 2016	\$0

Out-of-State Conferences: Group		
NONE		

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

FROM: SANDRA LYON / TERRY DELORIA / ELLEN EDEBURN

RE: ADOPTION OF HIGH SCHOOL ENGLISH LANGUAGE ARTS TEXTBOOKS

RECOMMENDATION NO. A.04

It is recommended that the Board of Education adopt the following high school English language arts textbooks.

COMMENT: In accordance with the Board of Education policy, the textbooks(s) 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.

The board discussed the process related to the recommendation at the May 19, 2016, board meeting.

High School English Language Arts Textbooks (grades 9-11):

California myPerspectives™ English Language Arts, Blended Subscription

Publisher: PEARSON includes:

- CA Student Edition: Print Consumable SE 8 year + Digital Courseware 8 year Grade 9
ISBN 9780133340761
- CA Student Edition: Print Consumable SE 8 year + Digital Courseware 8 Year Grade 10
ISBN 978133340778
- CA Student Edition: Print Consumable SE 8 year + Digital Courseware 8 Year Grade 11
ISBN 97803133340785
- California Teacher's Edition, Grade 9
ISBN 9780133339475
- California Teacher's Edition, Grade 10
ISBN 9780133339482
- California Teacher's Edition, Grade 11
ISBN 9780133339505

High School English Language Arts Textbooks (grades 12):

- The California State University CSU, Expository Reading and Writing Course: Student Reader, Second Edition, (2013) ISBN 9780981831466

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

FROM: SANDRA LYON / TERRY DELORIA / PAMELA KAZEE

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2015-2016

RECOMMENDATION NO. A.05

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
Alpine Academy	2103136885	Basic Ed, Mental Health	2-SPED16003	\$25,885

Amount Budgeted NPS 15/16		\$ 1,285,000
Amount Budgeted Mental Health Services 15/16		\$ 1,260,000
Total Budgeted		\$ 2,545,000
Prior Board Authorization as of 5/19/16		\$ 2,524,228
	Balance	\$ 20,771
Positive Adjustment (See Below)		\$ 0
		\$ 20,771
Total Amount for these Contracts		\$ 20,885
	Balance	\$ -5,113

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 contracts for FY 2015-2016 in the amount of \$182,767 as of 5/19/16.

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
Professional Tutors of America	1214650877	Academic Tutoring	70-SPED16137	\$3,360
ERA Ed/STAR of California	1214650877	Behavior Therapy	71-SPED16138	\$2,448

Amount Budgeted NPA 15/16		\$ 555,000
Prior Board Authorization as of 5/19/16		\$ 605,635
	Balance	\$ -50.635
Positive Adjustment (See Below)		\$ 0
		\$ -50.635
Total Amount for these Contracts		\$ 5,808
	Balance	\$ -56,443

Adjustment

NPA Budget 01-65000-0-57500-11800-5126-043-1400

There has been a reduction in authorized expenditures of NPA contracts for FY 2015-2016 in the amount of \$45,814 as of 5/19/16.

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		\$ 300,000
Amount Budgeted Instructional Consultants (33100) 15/16		\$ 0
Total Budgeted		\$ 300,000
Prior Board Authorization as of 5/19/16		\$ 301,548
	Balance	\$ -1,548
Positive Adjustment (See Below)		\$ 0
		\$ -1,548
Total Amount for these Contracts		\$ 0
	Balance	\$ -1,548

Adjustment					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400					
Instructional Consultants Budget 01-33100-0-57500-11900-5802-044-1400					
There has been a reduction in authorized expenditures of Instructional Consultants contracts for FY 2015-2016 in the amount of \$0 as of 5/19/16.					

Non-Instructional Consultants

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

Non-Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Parent Reimbursement	2103136885	Therapeutic visit – Alpine	1-SPED16001	\$744
Parent Reimbursement	7131049266	Therapeutic visit – Youth Care	11-SPED16031	\$568
West Shield Adolescent Services	7103161146	Escort Transportation – Youth Care	68-SPED16134	\$221
Malibu Yellow Cab	5692744980	Transportation (Taxi)	70-SPED16139	\$370

Amount Budgeted Non-Instructional Consultants 15/16		\$ 179,000
Prior Board Authorization as of 5/19/16		\$ 183,561
	Balance	\$ -4,561
Positive Adjustment (See Below)		\$ 0
		\$ -4,561
Total Amount for these Contracts		\$ 1,903
	Balance	\$ -6,464

Adjustment					
Non-Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Non-Instructional Consultants Budget 01-65000-0-57500-11900-5890-043-1400					
There has been a reduction in authorized expenditures of Non-Instructional Consultants contracts for FY 2015-2016 in the amount of \$18,334 as of 5/19/16.					

LEA

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

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

LEA Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Instructional Consultants 15/16		\$	50,000
Amount Budgeted Instructional Consultants (5890)	15/16	\$	70,000
Total Budgeted		\$	120,000
Prior Board Authorization as of 3/3/16		\$	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 5/19/16.					
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

06/02/16

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

RE: AWARD OF PURCHASE ORDERS – 2015-16

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from May 11, 2016, through May 25, 2016, for fiscal year 2015-16.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JUNE, 2016

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
<u>*** NEW PURCHASE ORDERS ***</u>					
165541	A 1 LAWNMOWER	Grounds Equipment Repairs	GROUNDS MAINTENANCE	2,200.00	U
165448	A.J. FISTES CORPORATION	PAINT SAMOHI BOYS RESTROOM	FACILITY MAINTENANCE	939.75	R
165439	ABF CHEMICAL EXTERMINATORS INC	TENT FUMIGATION OF 3 SCHOOLS	FACILITY MAINTENANCE	80,760.00	DF
165465	AIR TEMPERATURE INC.	REPAIRS ON TRAUlsen FREEZ/ADAM	FOOD SERVICES	230.00	F
165466	AIR TEMPERATURE INC.	REPAIR VICTORY FREEZER/ADAMS	FOOD SERVICES	170.00	F
165534	ALBION	CHEERING SQUAD UNIFORMS	SANTA MONICA HIGH SCHOOL	12,915.51	U
165502	AMTECH ELEVATOR SERVICES	5YR ELEVATOR LOAD TEST ROOSEVL	FACILITY MAINTENANCE	1,500.00	R
165444	APOLLO VIDEO TECHNOLOGY	Open order for repairs	TRANSPORTATION	400.00	U
165503	APPLE COMPUTER CORP	IPAD PRO & APPLE TV	WILL ROGERS ELEMENTARY SCHOOL	1,115.97	U
165535	ARION GLOBAL INC	Lightbuld Pickup	FACILITY OPERATIONS	3,890.25	U
165489	ART SUPPLY WAREHOUSE	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	500.00	R
165513	ART SUPPLY WAREHOUSE	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	500.00	R
165548	AVON CAR RENTAL	Rental for Truck #43	FACILITY OPERATIONS	4,712.51	U
165426	B & H PHOTO VIDEO	MULTIMEDIA PLAYER FOR ADULT ED	STATE AND FEDERAL PROJECTS	814.13	A
165488	B & H PHOTO VIDEO	CURRICULAR SUPPLIES	SANTA MONICA HIGH SCHOOL	500.00	R
165504	B & H PHOTO VIDEO	POWER-SAVING BACK-UPS	WILL ROGERS ELEMENTARY SCHOOL	177.59	U
165505	B & H PHOTO VIDEO	CURRICULAR SUPPLIES	SANTA MONICA HIGH SCHOOL	500.00	R
165447	B-LINE ELECTRIC INC	ELECTRICAL FOR ED.SERVICES	FACILITY MAINTENANCE	875.00	R
165561	BANUELOS, HECTOR	HS PARENT ACTIVITY	CHILD DEVELOPMENT CENTER	100.00	CD
165469	BRIDGES, JOY	REIMBURSEMENT-NCLB COMPLIANCE	STATE AND FEDERAL PROJECTS	400.00	R
165500	CANON SOLUTIONS AMERICA INC	QUARTERLY MAINT FOR 2 COPIERS	MALIBU HIGH SCHOOL	3,867.00	R
165501	CANON SOLUTIONS AMERICA INC	Copier Maintenance Agreement	MALIBU HIGH SCHOOL	2,075.05	R
165493	CHOURA EVENTS	TABLE RENTAL DECADE DAYS	MALIBU HIGH SCHOOL	894.00	U
165549	CHRIS LAWNMOWER SHOP INC	Open PO for Repairs	GROUNDS MAINTENANCE	600.00	U
165492	CINTAS FIRE PROTECTION	ANNUAL FIRE SPRINKLER INSPECTN	FACILITY MAINTENANCE	7,800.00	R
165443	CITY OF SANTA MONICA-PKS/REC	SMC SWIMMING POOL FEE	GRANT ELEMENTARY SCHOOL	201.00	R
165220	COMPLETE OFFICE OF CA	OFFICE SUPPLIES	PERSONNEL SERVICES	460.50	U
165425	COMPLETE OFFICE OF CA	HON FILE DRAWER FOR ADULT ED	STATE AND FEDERAL PROJECTS	2,987.07	A
165458	COMPLETE OFFICE OF CA	M&O OFFICE CHAIRS	FACILITY MAINTENANCE	512.28	R
165560	CRITTER SQUAD	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	244.96	CD
165544	DANIELS TIRE SERVICE	Tires for Vehicles	FACILITY OPERATIONS	1,286.34	U
165530	DEKOFSKY, BROOKE HORN	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	63.27	CD
165582	DICK BLICK - PICK UP ONLY	INSTRUCTION SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	167.28	R
165475	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	1,876.11	CD
165553	DISCOUNT SCHOOL SUPPLY	SUMMER/INSTRUCTIONAL	CDC: CCTR	112.40	CD
165486	DOLINKA GROUP LLC	PHASE III NEGOTIATIONS	BUSINESS SERVICES	4,809.20	R
165441	DURHAM SCHOOL SERVICES	ATHLETIC TRANSPORTATION	SANTA MONICA HIGH SCHOOL	511.25	U
165497	DURHAM SCHOOL SERVICES	Pay for Athletic transportatio	MALIBU HIGH SCHOOL	3,405.19	R
165520	DURHAM SCHOOL SERVICES	BUS-STAIRWAY DRESS REHEARSALS	CURRICULUM AND IMC	1,658.65	R
165539	DURHAM SCHOOL SERVICES	TRANSPORTATION 4TH GRADE	JOHN MUIR ELEMENTARY SCHOOL	700.00	R
165442	EMS SAFETY SERVICES INC	CPR CLASS SUPPLIES	HEALTH SERVICES	578.56	U
164677	FAST DEER BUS CHARTER INC	BUS TRANSPORTATION	PT DUME ELEMENTARY SCHOOL	2,051.64	R
165546	FAST DEER BUS CHARTER INC	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	1,283.44	U
165468	FISHER HARDWARE INC	GENERAL MAINTENANCE SUPPLIES	FACILITY MAINTENANCE	1,000.00	R
165563	FORENSIC ANALYTICAL CONSULTING	AIR SAMPLE PSYCHOLOGIST OFFICE	FACILITY MAINTENANCE	220.00	R
165420	GALE SUPPLY CO	CUSTODIAL	CHILD DEVELOPMENT CENTER	487.93	CD
165532	GALE SUPPLY CO	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	16,225.04	U
165516	GOMEZ-PEREZ, ARMANDO	REIMBURSEMENT FOR SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	509.19	U
165274	GONZALEZ, GABRIELA	REIMBURSEMENT - TCH RESOURCE	CURRICULUM AND IMC	93.68	U

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JUNE, 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	
165452	GOODWIN PROCTER LLP	GENERAL REAL ESTATE ADVICE	BUSINESS SERVICES	50,000.00	U
165525	HENDRICKS JR, DAVID E	Reimbursement-first aid class	TRANSPORTATION	110.00	U
165451	HERITAGE FOOD SERVICES GROUP	PARTS FOR OVENS IN CAFETERIAS	FOOD SERVICES	145.97	F
165457	HERITAGE FOOD SERVICES GROUP	DOOR HANDLE FOR SAMO OVEN	FOOD SERVICES	154.63	F
165522	HOLLAND, JULIA	BERGMANN MUSIC LESSONS	CURRICULUM AND IMC	600.00	R
165409	INTELLI-TECH	DESKTOPS FOR ADULT ED	STATE AND FEDERAL PROJECTS	14,463.84	A
165460	INTELLI-TECH	DESKTOP COMPUTER	PERSONNEL SERVICES	1,288.45	U
165515	INTELLI-TECH	DESKTOP COMPUTER	HEALTH SERVICES	1,046.84	R
165519	JOHNSTON, CINDY	GARDEN SUPPLIES REIMBURSEMENT	MCKINLEY ELEMENTARY SCHOOL	176.67	R
165499	JOSTENS/DIPLOMAS	COVERS & DIPLOMA	MALIBU HIGH SCHOOL	50.63	R
165427	JY REST INC	FOOD-Y.COLLEGIANS SENIOR CELEB	CURRICULUM AND IMC	1,000.00	R
165446	KIMBALL INTERNATIONAL INC	KIMBAL CHAIRS FOR PDLC	CURRICULUM AND IMC	32,834.24	U
165453	KOTIN, ALLAN D.	DOUBLETREE HOTEL VALUATION	BUSINESS SERVICES	15,000.00	U
165490	LAGUNA CLAY COMPANY	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	500.00	R
165506	LAGUNA CLAY COMPANY	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	500.00	R
165399	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	2,712.72	CD
165400	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	1,827.23	CD
165402	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	3,253.73	CD
165403	LAKESHORE CURRICULUM	CLASSROOM SUPPLIES	CHILD DEVELOPMENT CENTER	277.91	CD
165431	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	161.22	CD
165432	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	647.78	CD
165474	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	1,827.01	CD
165570	LB INDUSTRIES INC	BMP T-Shirt Order	FACILITY OPERATIONS	643.86	U
165524	LYNTON'S UNIFORMS INC	Uniform Shirt Purchase	TRANSPORTATION	114.45	U
165414	MILLIKAN HIGH SCHOOL/LB ROP	Virtual Enterprise reg fee	STATE AND FEDERAL PROJECTS	500.00	R
165562	MOORE, LASHAWN	REIMBURSEMENT	MCKINLEY ELEMENTARY SCHOOL	1,247.19	R
165433	MURRAY FAMILY FARMS INC	OPEN ORDER/COOKING	CHILD DEVELOPMENT CENTER	200.00	CD
165476	NATIONAL CHARTER INC	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	2,600.00	U
165565	NRC ENVIRONMENTAL SERVICES INC	HAZARDOUS WASTE REMOVAL	FACILITY MAINTENANCE	1,854.59	R
165454	ORBACH HUFF SUAREZ &	GENERAL LEGAL COUNSEL SERVICES	MALIBU HIGH SCHOOL	25,000.00	D
165494	ORBACH HUFF SUAREZ &	GENERAL LEGAL COUNSEL SERVICES	BUSINESS SERVICES	1,206.75	U
165555	ORIENTAL TRADING CO INC	SUMMER/INSTRUCTIONAL	CDC: CCTR	146.63	CD
165495	POSTMASTER-MALIBU	Bulk mailing for report crds	MALIBU HIGH SCHOOL	400.00	U
165422	RALPH'S	OPEN ORDER/COOKING	CHILD DEVELOPMENT CENTER	200.00	CD
165517	RALPH'S	CAKE & SUPPLIES -Y COLLEGIANS	CURRICULUM AND IMC	100.00	R
165533	RANJOEL INC	Repairs to #42	TRANSPORTATION	2,107.40	U
165440	REES ELECTRONICS OFFICE	COPIER REPAIR	SANTA MONICA HIGH SCHOOL	214.90	U
165572	REGENCY ENTERPRISES INC.	Lightbulb Replacement Order	FACILITY OPERATIONS	2,365.20	U
165424	RHYTHM CHILD NETWORK	PRESENTATION	CHILD DEVELOPMENT CENTER	400.00	CD
165498	ROADRUNNER SHUTTLE	PAY TRANSPORTATION FOR ATHLET	MALIBU HIGH SCHOOL	2,137.50	R
165545	ROADRUNNER SHUTTLE	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	1,283.00	U
165487	S C A Q M D	AIR TOXICS PROGRAM FEES	FACILITY MAINTENANCE	367.59	R
165531	SAFE-CARD ID SERVICES INC	ID CARD SUPPLIES	PERSONNEL SERVICES	228.34	U
165538	SANTA MONICA ART STUDIO	ART STUDIO RENTAL FOR ART SHOW	CURRICULUM AND IMC	800.00	R
165404	SANTA MONICA COLLEGE BOOKSTORE	BOOKS FOR YOUNG COLLEGIANS	CURRICULUM AND IMC	5,129.53	R
165529	SANTA MONICA FORD	Parts-special ed	TRANSPORTATION	2,397.10	U
165537	SANTA MONICA FORD	Truck #35 Repair	FACILITY OPERATIONS	2,205.92	U
165507	SCHOOL ANNUAL PUBLISHING	SCHOOL ANNUAL	MCKINLEY ELEMENTARY SCHOOL	2,539.24	R
165450	SCHOOL OUTFITTERS LLC	WHITEBOARDS FOR AVID CLASSES	JOHN ADAMS MIDDLE SCHOOL	1,196.80	R
164978	SEA CLEAR POOLS	POOL PARTS	FACILITY MAINTENANCE	538.67	R

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JUNE, 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	
165455	SEA CLEAR POOLS	MALIBU POOL SERVICE	FACILITY MAINTENANCE	853.68	R
165222	SEHI COMPUTER PRODUCTS	PRINTER INK	PERSONNEL SERVICES	653.69	U
165485	SEHI COMPUTER PRODUCTS	PRINTER AND FAX FOR ADULT ED	STATE AND FEDERAL PROJECTS	198.88	A
165511	SEHI COMPUTER PRODUCTS	PRINTER TONERS	PT DUME ELEMENTARY SCHOOL	100.68	R
165477	SIMPLEXGRINNELL	GRANT PA SYSTEM PART	FACILITY MAINTENANCE	1,621.63	R
165435	SIR SPEEDY PRINTING #0245	PROGRAMS-Y.COLLEGIANS CELEBRAT	CURRICULUM AND IMC	400.00	R
165421	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CDC: CCTR	50.00	CD
165423	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	100.00	CD
165461	SMART & FINAL	SUMMER/OPEN ORDER	CDC: CCTR	2,500.00	CD
165462	SMART & FINAL	SUMMER/OPEN ORDER	CDC: CCTR	1,500.00	CD
165566	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	PT DUME ELEMENTARY SCHOOL	500.00	R
165564	TACONY DBA POWER FLITE CFR	HEPA filters for vacuums	FACILITY OPERATIONS	54.82	U
165512	TUMBLEWEED TRANSPORTATION	BUSSES FOR FIELD TRIP 6/6/16	WILL ROGERS ELEMENTARY SCHOOL	712.00	R
165434	U.S. POSTAL SERVICE	POSTAGE	PURCHASING/WAREHOUSE	10,000.00	U
165449	ULINE SHIPPING SUPPLIES	ULINE HAND TRUCK/CART	JOHN ADAMS MIDDLE SCHOOL	524.45	R
165514	VARGAS, PATRICIA	GRADUATION REIMBURSEMENT	OLYMPIC CONTINUATION SCHOOL	800.00	R
165445	VIRCO MFG CORP	CORE-A-GATOR TABLES PDLIC	CURRICULUM AND IMC	1,419.81	U
165510	VISION COMMUNICATIONS	BATTERIES FOR 2WAY RADIOS	PT DUME ELEMENTARY SCHOOL	179.25	R
165536	WAXIE SANITARY SUPPLY	Custodial Supplies for Sites	FACILITY OPERATIONS	2,960.34	U
165518	WEST COAST PRINT	PRINTING MAC SLIPS	MCKINLEY ELEMENTARY SCHOOL	525.60	R
165571	WILSON & VALLELY TOWING	TOWING OF SCISSOR LIFT	FACILITY MAINTENANCE	102.00	R
165523	WILSON BROOKS TAYLOR	PIANO REPAIRS	CURRICULUM AND IMC	1,000.00	R
				** NEW PURCHASE ORDERS	383,535.55

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

165436	A/C PROS INC	ROOF REPAIR	CHILD DEVELOPMENT CENTER	485.00	BB
165437	A/C PROS INC	THERMOSTAT LOCK BOXES	CHILD DEVELOPMENT CENTER	460.00	BB
165491	NAC ARCHITECTURE	FEASIBILITY STUDY	JOHN ADAMS MIDDLE SCHOOL	64,600.00	ES
165428	RAFFI HANNEYAN	ADA RAMP	EDISON ELEMENTARY SCHOOL	10,485.65	BB
165429	WESTERN FENCE & SUPPLY CO	POST INSTALLATION	EDISON ELEMENTARY SCHOOL	1,650.00	BB
				** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES	143,280.65

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

ACTION/CONSENT
06/02/16

RECOMMENDATION NO. A.07

It is recommended that the Board of Education accept, with gratitude, checks totaling **\$15,489.92** 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 **\$15,489.92** 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	\$ 1,000.00 \$ 485.00 \$ 200.00 \$ 100.00 \$ 56.30		General Supplies and Materials General Supplies and Materials General Supplies and Materials General Supplies and Materials General Supplies and Materials	Santa Monica Science Magnet Various Christopher Love Beth Levy Bais Yaakov Fax Settlement Fund
Lincoln Middle School 01-90120-0-00000-00000-8699-012-0000	\$ 3,969.00 \$ 56.30		General Supplies and Materials General Supplies and Materials	Various Parents Bais Yaakov Fax Settlement Fund
Malibu High School 01-90120-0-00000-00000-8699-010-0000	\$ 3,867.00 \$ 2,075.05		Copier Maintenance Copier Maintenance	Malibu PTSA Malibu PTSA
McKinley Elementary School 01-90120-0-00000-00000-8699-004-0000	\$ 2,000.00 \$ 349.97 \$ 175.00		General Supplies and Materials General Supplies and Materials Field Trip	Blind Decker Productions, Inc. McKinley PTA Various
Personnel Commission 01-90120-0-00000-00000-8699-027-0000	\$ 1,100.00		Classified Employee Appreciation	SEIU Local 99, PTA Council Schools First Federal Credit Union
Santa Monica High School 01-90120-0-00000-00000-8699-015-0000	\$ 56.30		General Supplies and Materials	Bais Yaakov Fax Settlement Fund
TOTAL	\$ 15,489.92			

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: AWARD OF FLOORING MATERIALS TO KYA SERVICES, LLC – BID #16.01 – YEAR TWO OF A FIVE-YEAR CONTRACT AND TO STANDARDIZE CARPET SPECIFICATIONS TO MEET COLLABORATIVE FOR HIGH PERFORMING SCHOOLS (CHPS) SUSTAINABLE CRITERIA

RECOMMENDATION NO. A.08

It is recommended that the Board of Education award Kya Services LLC, Bid #16.01 for the purchase of floorcoverings in an amount not to exceed \$300,000 annually based on unit cost pricing; and it is further recommended that the Board of Education maintain the sustainable flooring standards as listed below, established in Bid #9.10 and Board approval on 1/14/10. This is year two (2) of a five (5)-year contract, beginning July 1, 2016.

COMMENTS

Purchases are to be based on unit cost pricing included in the bid for both rolled and carpet squares; wall base, furniture moving, sheet vinyl, linoleum, tile, walk-off mats, stair treads, removal and disposal of existing flooring; floor prep and moisture proofing and volume discounts based on pre-determined quantities. The contract further incorporates unit pricing for carpet and hard surface cleaning services and equipment, should the District require such services in the future. The contract includes provisions for floor covering cleaning presentations including chemical and cleaning equipment audits, and maintenance troubleshooting.

The District's carpet standard is Tandus Carpet, which holds non-prorated warranties from lifetime to ten years based on product type. The specified flooring material is conducive to a green cleaning chemical program. Warehousing, delivery and storage will be provided for the term of the contract at no additional cost should a project be delayed. This also provides continuity throughout the district.

Contractors installing carpet for the District's bond programs will be able to purchase carpet using this unit pricing structure.

History

The Board of Education established the Collaborative for High Performance Schools (CHPS) criteria for all of the Measure BB Bond program installations during its Board meeting of 6/13/07. The CHPS criteria establishes performance and environmental standards to create learning environments that are efficient, healthy and comfortable, while at the same time creating building systems that are easy to maintain and operate. The Board of Education requested that all purchases through-out the District going forward incorporate the CHPS criteria of sustainability to create a green, healthy environment for students, staff and the community. By establishing the flooring standards listed below, it is supporting this philosophy.

The following is a list of minimum criteria established for the flooring contract. Details of the criteria and unit pricing is available for review in the Purchasing Office.

Sustainable Accountability/Indoor Air Quality: All rolled goods and carpet tile products shall meet the sustainable protocol set forth by LEED, NSF140-2007 and CHPS. All sustainable claims shall be third party certified and meet the definitions of the FTC. Adhesives, glues, primers and related installation materials shall meet guidelines provided by Proposition 65, Cal OSHA, Air Resource Board and the Department of Health. Carpet products are to comply with Carpet and Rug Institute's (CRI) Green Label Plus Program. All manufacturers shall have

certified post-industrial content of 24% and 7% post consumer recycled content in their products for a minimum of 34% by weight and 98% recycled content cushion secondary backing. Products must be 100% closed-loop recyclable backing materials. Manufacturer shall have a collection and recovery system for product and a fully established operational recycling program established per FTC guides Section 260.7(d). (The carpet material supplied to the District shall have a fully operational reclamation plant that can take existing carpet material and turn it back into carpet. A cradle to cradle recycling process. This means that the product can be recycled over and over again without ending up in a landfill). The carpet shall have a planned obsolescence of thirty (30) years.

Antimicrobial / Pesticide Additives: All proposed carpet materials shall be free of antimicrobials / pesticide additives. No GSA registered pesticides shall be added to the mix design. (This is part of Santa Monica-Malibu Unified School District's commitment to students and teachers alike to reduce chemical exposure in the classrooms). All carpet materials shall have an integrated impermeable backing system that creates a flooring material that is not affected by moisture. (Mold, biological growth or dust mites in the carpet backing will never be a concern with this type of backing).

Nylon Fiber Standard: All soft surface flooring products are to be constructed of Type 6,6 nylon fibers.

The bid document allows for other governmental agencies and school districts to piggy-back on the unit pricing schedule and includes a 2% administration fee assessed to other agencies for its use. This revenue will be used to purchase maintenance and operations equipment for the departments installing and maintaining the floor coverings.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

FROM: SANDRA LYON / TERRY DELORIA / BERTHA ROMAN

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

RECOMMENDATION NO. A.09

It is recommended that the Board of Education award the installation of audio visual classroom technologies including dual screen projection systems, audio enhancement speakers, A/V controllers, and electrical upgrades at Roosevelt and Franklin Elementary Schools in an amount not to exceed \$1,056,775.44, piggybacking Bakersfield City School District Bid BD 1507-1.

Funding Information

Budgeted: Yes

Fund: 84

Source: Measure ES

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

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

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

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: AWARD ENVIRONMENTAL TESTING & HAZMAT MONITORING CONTRACTS – WINDOWS, FLOORING & PAINT PROJECT – JUAN CABRILLO ES, GRANT ES AND WILL ROGERS ES – FLOORING & PAINT PROJECTS – MEASURE ES

RECOMMENDATION NO. A.10

It is recommended that the Board of Education award environmental testing & hazmat monitoring contracts for Juan Cabrillo Elementary School, Grant Elementary School & Will Rogers ES – Flooring & Paint Projects to Alta Environmental.

Funding Information

Budgeted: Yes
Fund: 85
Source: ES
Account Number: 85-90905-0-00000-85000-5890-017-2600 (Juan Cabrillo ES)
85-90905-0-00000-85000-5890-003-2600 (Grant ES)
85-90905-0-00000-85000-5890-006-2600 (Will Rogers ES)
Description: Flooring & Paint Projects
DSA #: 03-116917 (Juan Cabrillo ES)
Budget Category: Soft Cost – Environmental Tests – Hazmat Monitoring

COMMENTS: Monitoring and sampling of contractor work practices are required for the Windows, Flooring & Paint projects. District requested that Alta provide a proposal for these services as they prepared the initial reports used for project procurement. Alta has provided the following costs for each site to conduct monitoring and air sampling including area air sampling, clearance air sampling, wipe sampling as needed and a final report for each site. The proposal received for each site and the costs associated are as follows:

Sites	Total
Juan Cabrillo ES	\$30,233.35
Grant ES	\$38,660.35
Will Rogers ES	\$27,598.75

It is recommended that the Board of Education award the contracts to Alta Environmental for each of the 3 proposals submitted in amount not to exceed the total amount per site.

Cabrillo ES will be funded from ES-Malibu Allocation. Grant ES & Will Rogers ES will be funded from ES-Other Santa Monica Unallocated

A Friday memo will accompany this Board Item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: AWARD OF ARCHITECTURAL DESIGN AGREEMENT – FIELD & TRACK
REPLACEMENT PROJECT – LINCOLN MIDDLE SCHOOL – MEASURE ES

RECOMMENDATION NO. A.11

It is recommended that the Board of Education award an agreement for Architecture/
Engineering Design Services for the Lincoln Middle School – Field & Track Replacement Project
to DLR Group in an amount not to exceed \$198,781.

Funding Information

Budgeted: Yes
Fund: 85
Source: ES – Santa Monica Unallocated Program
Account Number: 85-90908-0-00000-85000-5802-012-2600
Description: A/E Design Services
DSA #: N/A

COMMENTS: DLR Group was the Architect for the Lincoln Middle School Modernization
project which included plans for an upgraded field, track, parking & front
landscape as part of the DSA permit. The District recently requested DLR to
provide a proposal to de-scope this work and submit a new DSA application for
the planned field & track replacement project.

Scope of services proposed includes: de-scope of original documents, new
DSA submittal package, construction documents, construction administration,
and coordination of the CEQA process.

It is recommended that the Board of Education award an agreement to DLR
Group in an amount not to exceed \$198,781.

Funding will be from Measure ES, Other Santa Monica Unallocated.

A Friday memo will accompany this Board Item.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION CONSENT

06/02/16

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

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

RECOMMENDATION NO. A.12

It is recommended that the Board of Education authorize Contract Change Order No. 32 for - Edison Language Academy - New Construction Project - Swinerton Builders - in the amount of \$79,421.81 for a total contract amount of \$36,446,259.75 and 0 days of schedule impact.

Funding Information

Budgeted: No
Fund: 81
Source: Measure BB
Account Number: 81-90500-00000-85000-6200-001-2600
Budget Category: Construction Contracts
DSA #: 03-112999
Friday Memo: 5/27/2016

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

Change Order #32 is necessary to complete this portion of construction. The additional work includes changes required to expedite the southwest parking lot accessibility, re-work driveway approach, remove permeable asphalt and add additional drains at C2 parking lot and other related work. This work was in addition to Swinerton Builders original project scope of work.

Change Order No. 32 includes nine Proposed Change Orders (PCOs) which are not reflected in the Construction Documents.

Change Order No. 32 includes the following changes to the terms of the contract:

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

CHANGE ORDER NO. 15.....	106,096.00
CHANGE ORDER NO. 16.....	41,967.18
CHANGE ORDER NO. 17.....	343,247.13
CHANGE ORDER NO. 18.....	175,114.01
CHANGE ORDER NO. 19.....	188,621.07
CHANGE ORDER NO. 20.....	195,844.55
CHANGE ORDER NO. 21.....	43,445.80
CHANGE ORDER NO. 22.....	112,605.00
CHANGE ORDER NO. 23.....	155,713.07
CHANGE ORDER NO. 24.....	(14,819.87)
CHANGE ORDER NO. 25.....	356,200.00
CHANGE ORDER NO. 26.....	68,402.69
CHANGE ORDER NO. 27.....	69,281.38
CHANGE ORDER NO. 28.....	94,551.52
CHANGE ORDER NO. 29.....	87,489.06
CHANGE ORDER NO. 30.....	57,608.57
CHANGE ORDER NO. 31.....	140,954.78
<u>CHANGE ORDER NO. 32.....</u>	<u>79,421.81</u>
TOTAL CONTRACT AMOUNT.....	\$36,446,259.75

Funding for this Change Order will be through Program Reserve Shortage

Change Order No. 32 includes no increase to the Contract Time:

ORIGINAL CONTRACT TIME	1,054 Days
CHANGE ORDER NO. 1:	0 Days
CHANGE ORDER NO. 2:	0 Days
CHANGE ORDER NO. 3:	3 Days
CHANGE ORDER NO. 4:	0 Days
CHANGE ORDER NO. 5:	0 Days
CHANGE ORDER NO. 6:	0 Days
CHANGE ORDER NO. 7:	0 Days
CHANGE ORDER NO. 8:	0 Days
CHANGE ORDER NO. 9:	0 Days
CHANGE ORDER NO. 10:	0 Days
CHANGE ORDER NO. 11:	0 Days
CHANGE ORDER NO. 12:	0 Days
CHANGE ORDER NO. 13:	0 Days
CHANGE ORDER NO. 14:	0 Days
CHANGE ORDER NO. 15.....	0 Days
CHANGE ORDER NO. 16.....	0 Days
CHANGE ORDER NO. 17.....	0 Days
CHANGE ORDER NO. 18	0 Days
CHANGE ORDER NO. 19	0 Days
CHANGE ORDER NO. 20	0 Days
CHANGE ORDER NO. 21	0 Days
CHANGE ORDER NO. 22	0 Days
CHANGE ORDER NO. 23	0 Days
CHANGE ORDER NO. 24	0 Days
CHANGE ORDER NO. 25.....	0 Days
CHANGE ORDER NO. 26.....	0 Days
CHANGE ORDER NO. 27.....	0 Days

CHANGE ORDER NO. 28.....	0 Days
CHANGE ORDER NO. 29.....	0 Days
CHANGE ORDER NO. 30.....	0 Days
CHANGE ORDER NO. 31.....	0 Days
<u>CHANGE ORDER NO. 32.....</u>	<u>0 Days</u>
TOTAL CONTRACT AMOUNT:	1,057 Days

A Friday Memo accompanies this item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

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

RECOMMENDATION NO. A.13

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

Washington West Child Development Center Project

Vendor Name/Project	PO Number	Amount	Substantial Completion Date
Lahav Group	164759	\$23,800	4/25/16

Edison Language Academy New Construction Project

Vendor Name/Project	PO Number	Amount	Substantial Completion Date
Western Fence & Supply Co.	164067	\$42,186	4/29/16

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:

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: CONTRACT FOR INSPECTOR OF RECORD SERVICES FOR WILL ROGERS
LEARNING COMMUNITY AND GRANT ELEMENTARY SCHOOL – WINDOWS,
FLOORING & PAINT PROJECTS – SANDY PRINGLE ASSOCIATES
INSPECTION CONSULTANTS – MEASURE ES

RECOMMENDATION NO. A.14

It is recommended that the Board of Education award inspection services to Sandy Pringle Associates Inspection Consultants (SPAIC) for the Will Rogers Learning Community and Grant Elementary School – Windows, Flooring & Painting Projects for an amount not to exceed \$27,820.00.

Funding Information

Budgeted: Yes
Fund: 85
Source: Measure ES
Account Number: 85-90905-0-00000-85000-5802-006-2600 (Will Rogers LC - \$13,910.00)
85-90905-0-00000-85000-5802-003-2600 (Grant ES - \$13,910.00)
Budget Category: Soft Costs/Tests & Inspection/Materials Lab
DSA#: N/A
Friday Memo: 5/27/16

COMMENTS: Inspection Services are required by code to ensure that school facilities are built to the District requirements. This contract is for SPAIC to provide the required inspections by a Class 3 project inspector. Inspections shall be per CCR, Title 24 and approved plans and specifications.

This contract is in the amount of \$27,820.00. SPAIC will be billing per hour for a Certified Class 3 Project Inspector, per the construction schedule of ten (10) weeks, through completion of the project.

ORIGINAL CONTRACT – (Will Rogers LC & Grant ES - IOR Services) \$27,820.00

A Friday Memo accompanies this Board item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: CONTRACT FOR INSPECTOR OF RECORD SERVICES FOR JUAN CABRILLO
ELEMENTARY SCHOOL – WINDOWS, FLOORING & PAINT PROJECT –
KNOWLAND CONSTRUCTION SERVICES CONSULTANTS – MEASURE ES

RECOMMENDATION NO. A.15

It is recommended that the Board of Education award inspection services to Knowland Construction Services Consultants (KCSC) for the Juan Cabrillo Elementary School – Windows, Flooring & Paint Project for an amount not to exceed \$32,256.00.

Funding Information

Budgeted: Yes
Fund: 85
Source: Measure ES
Account Number: 85-90905-0-00000-85000-5802-017-2600
Budget Category: Soft Costs/Tests & Inspection/Materials Lab
DSA#: N/A
Friday Memo: 5/27/16

COMMENTS: Inspection Services are required by code to ensure that school facilities are built to the District requirements. This contract is for KCSC to provide the required inspections by a Class 3 project inspector. Inspections shall be per CCR, Title 24 and approved plans and specifications.

This contract is in the amount of \$32,256.00. KCSC will be billing per hour up to 504 hours for a Certified Class 3 Project Inspector, per the construction schedule through completion of the project.

ORIGINAL CONTRACT – (Juan Cabrillo ES - IOR Services) \$32,256.00

A Friday Memo accompanies this Board item.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: CONTRACT AMENDMENT #41 FOR PROFESSIONAL ENGINEERING AND SITE SURVEY SERVICES – ADMINISTRATION BUILDING DATA CENTER PROJECT – PSOMAS – MEASURE BB

RECOMMENDATION NO. A.16

It is recommended that the Board of Education award PSOMAS Contract Amendment #41 for a professional site survey of the parking lot configuration near the 16th Street entrance of the administration office required for ADA accessibility of the Data Center project, in the amount of \$3,500, for a total contract amount of \$1,225,330.

Funding Information

Budgeted: No
Fund: 21
Source: Measure BB
Account Number: 21-90503-0-000000-85000-5802-054-2600
Budget Category: Civil Engineering, Surveys/Investigation, Survey/Utility Mapping

COMMENTS: The District has requested a proposal from Psomas to provide survey services for the ADA paving and path of travel improvement portion of Data Center project.

This Contract Amendment #41, for \$3,500 will result in a topographic survey document and an AutoCAD file in order to complete the ADA paving and Path of Travel requirements for the project . The revised total contract amount under the Psomas contract will be \$1,225,330.

The funding for this CO will be through Program Reserve Shortage

ORIGINAL CONTRACT AMOUNT	\$ 249,450
Contract Amendment#1 (Survey, 4 Sites)	\$ 92,200
Contract Amendment#2 (Samohi Utilities Map)	\$ 39,600
Contract Amendment#3 (Survey, 2 Sites)	\$ 38,000
Contract Amendment#4 (Survey, 4 Sites)	\$ 63,000
Contract Amendment#5 (Survey, 4 Sites)	\$ 99,900
Contract Amendment#6 (Survey/Utilities Mapping, 4 Sites)	\$ 84,500
Contract Amendment#7 (Survey, 5 Sites)	\$ 72,600
Contract Amendment #8 (MMHS, Sewer, Easement)	\$ 63,500
Contract Amendment #9 (Samohi, Olympic)	\$ 99,000
Contract Amendment #10(Samohi survey)(A.16)	\$ 7,500
Contract Amendment #11(Lincoln survey)(A.17)	\$ 15,000
Contract Amendment #12 (MMHS survey)	\$ 5,500
Contract Amendment #13 (Webster survey)	\$ 22,500
Contract Amendment #14 (MMHS survey)	\$ 7,500
Contract Amendment #15 (MMHS slope analysis)	\$ 1,800
Contract Amendment #16 (JAMS design survey)	\$ 8,379
Contract Amendment #17 (MMHS design survey)	\$ 29,246
Contract Amendment #18 (PDES survey)	\$ 23,574
Contract Amendment #19 (Samohi)	\$ 24,232
Contract Amendment #20 (MMHS)	\$ 6,795
Contract Amendment #21 (Webster)	\$ 22,081
Contract Amendment #22 (MMHS)	\$ 2,560

Contract Amendment #23 (Samohi)	\$ 17,048
Contract Amendment #24 (JAMS confirmation survey)	\$ 2,500
Contract Amendment #25 (JAMS underground sewer survey)	\$ 21,556
Contract Amendment #26 (ELA design survey)	\$ 10,848
Contract Amendment #27 (JAMS revised survey)	\$ 1,496
Contract Amendment #28 (Rogers Survey for Relos)	\$ 11,646
Contract Amendment #29 (Rogers Utility Det. for Relos)	\$ 13,056
Contract Amendment #30 (JAMS Underground utilities)	\$ 2,170
Contract Amendment #31 (JAMS utility investigation - rels)	\$ 6,296
Contract Amendment #32 (JAMS subsurface investigation)	\$ 4,198
Contract Amendment #33 (Contract extension)	\$ 0
Contract Amendment #34 (Olympic subsurface investigation)	\$ 7,050
Contract Amendment #35 (Grant survey update)	\$ 600
Contract Amendment #36 (Webster survey update)	\$ 2,003
Contract Amendment #37 (Contract extension)	\$ 0
Contract Amendment #38 (Malibu survey update)	\$ 4,526
Contract Amendment #39 (Edison Easement)	\$ 5,000
Contract Amendment #40 (Samohi Ramp/Stairs Design/Survey)	\$ 33,420
Contract Amendment #41 (Data Center/Administration Building)	\$ 3,500
TOTAL CONTRACT AMOUNT	\$1,225,330

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: CONTRACT AMENDMENT #41 FOR ADDITIONAL ARCHITECTURAL SERVICES FOR THE MALIBU MIDDLE AND HIGH SCHOOL CAMPUS IMPROVEMENT PROJECT – HMC ARCHITECTS – MEASURE BB

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve Contract Amendment #41 with HMC Architects, to provide additional services for architectural and engineering services related to the design of the Building E and additional relocatable classrooms, as well as full-time on-site construction administration for the Malibu Middle and High School Campus Improvements Project in the amount of \$193,097 for a total contract amount of \$8,059,688.

Funding Information

Budgeted: No
Fund: 83
Source: Measure BB
Account Number: 83-90500-0-00000-85000-5802-010-2600
Project: Malibu HS, Campus Improvements Project
Budget Category: Soft Costs \ Design Services \ Architects
Friday Memo: 05/26/16

COMMENTS: District requested HMC to provide Architectural/Engineer proposals for additional work consisting of the addition of Building E Window Replacement to the planned modernization project, as well as the addition of portable classrooms and restrooms at Juan Cabrillo Elementary campus to accommodate MMHS work, and the addition of full-time on-site construction administration throughout the duration of the MMHS Campus Improvements Project. Scope of work and costs associated are:

\$44,054	A/E Services for Window Replacement in Building E
\$58,500	A/E Services for 5 Classrooms and 1 Restroom at JCE
\$90,543	LEAN Contract Administration Additional Services
<hr/>	<hr/>
\$193,097	Total Additional services

Funds will be reallocated from the hard cost construction budget to the soft cost budget for this expenditure.

(continued on next page)

ORIGINAL CONTRACT AMOUNT (Programming/Schematic Design)	\$961,327
CONTRACT AMENDMENT #1 (Cabrillo SDC-IS)	\$87,995
CONTRACT AMENDMENT #2 (FF&E Standards)	\$92,400
CONTRACT AMENDMENT #3 (DD/CD/CA Malibu Project)	\$3,562,894
CONTRACT AMENDMENT #4 (Pt. Dume/Webster Safety)	\$157,588
CONTRACT AMENDMENT #5 (Malibu Project Public Meetings/EIR)	\$25,144
CONTRACT AMENDMENT #6 (Cabrillo Safety Project)	\$10,304
CONTRACT AMENDMENT #7 (Webster Parking Safety Project)	\$62,344
CONTRACT AMENDMENT #8 (Cabrillo Septic Study)	\$21,647
CONTRACT AMENDMENT #9 (Malibu right turn lane study)	\$68,256
CONTRACT AMENDMENT #10 (Malibu fire protection)	\$25,991
CONTRACT AMENDMENT #11 (Malibu field renderings)	\$8,046
CONTRACT AMENDMENT #12 (Malibu wastewater study)	\$62,037
CONTRACT AMENDMENT #13 (Malibu electrical)	\$34,428
CONTRACT AMENDMENT #14 (Malibu EIR, Traffic, Parking)	\$372,321
CONTRACT AMENDMENT #15 (Webster fire alarm)	\$9,090
CONTRACT AMENDMENT #16 (Malibu, Additional Scope) _	\$228,405
CONTRACT AMENDMENT #17 (Malibu, Parking Lot "A")	\$57,340
CONTRACT AMENDMENT #18 (Cabrillo, Additional scope)	\$9,690
CONTRACT AMENDMENT #19 (OWTS, Webster)	\$57,330
CONTRACT AMENDMENT #20 (OWTS, Pt. Dume)	\$57,330
CONTRACT AMENDMENT #21 (Malibu HS, OWTS Construction Documents & CA)	\$245,375
CONTRACT AMENDMENT #22 (Structural investigation and design, Point Dume ES)	\$19,840
CONTRACT AMENDMENT #23 (CDP Exemption and Waivers, Malibu HS)	\$12,520
CONTRACT AMENDMENT #24 (DSA submittal for Access Review, Cabrillo ES Fencing)	\$3,700
CONTRACT AMENDMENT #25 (Separate Malibu FA into separate DSA & Bid Package)	\$69,210
CONTRACT AMENDMENT #26 (Additional Security Fencing, Gates, Erosion Control at Malibu HS)	\$83,090
CONTRACT AMENDMENT #27 (Cabrillo fencing and gate revisions)	\$7,065
CONTRACT AMENDMENT #28 (Webster, Parking and Drop-Off)	\$73,280
CONTRACT AMENDMENT #29 (Malibu, Campus Improvement)	\$8,000
CONTRACT AMENDMENT #30 (Malibu, Campus Improvement, EIR lighting study)	\$4,500
CONTRACT AMENDMENT #32 (Malibu HS, RWQCB, WDRs)	\$6,200
CONTRACT AMENDMENT #33 (Malibu HS, Fire Alarm, FCD)	\$7,315
CONTRACT AMENDMENT #34 (Malibu HS, SWPPP)	\$5,800
CONTRACT AMENDMENT #36 (Malibu HS, Coastal Development Permit, Hearing, redesign)	\$350,000
CONTRACT AMENDMENT #37 (Malibu HS, Redesign, OWTS Redesign)	\$444,444
CONTRACT AMENDMENT #38 (Malibu HS, Parking Lot Photo Renderings)	\$44,345
CONTRACT AMENDMENT #39 (Malibu HS, Wharf and Parking Lot E Design)	\$496,000
CONTRACT AMENDMENT #40 (Malibu HS, Parking lot/ESHA Light Meter Readings)	\$14,000
CONTRACT AMENDMENT #41 (Malibu HS, Building E Windows, Portables, Lean CA)	\$193,097
TOTAL CONTRACT AMOUNT:	\$8,059,688

Malibu Stadium Lighting:

CONTRACT AMENDMENT #31 (Malibu, Stadium Lighting, Architectural Services)	\$56,260
CONTRACT AMENDMENT #35 (Malibu, Stadium Lighting, Architectural Services)	\$12,795
	\$69,055

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: CONTRACT AMENDMENT #1 FOR ARCHITECTURAL SERVICES – MALIBU
MIDDLE AND HIGH SCHOOL – WINDOWS, PAINT, FLOORS & DOORS
MODERNIZATION PROJECT – HMC ARCHITECTS – MEASURE ES

RECOMMENDATION NO. A.18

It is recommended that the Board of Education approve Contract Amendment #1 with HMC Architects, to provide architectural and engineering services related to the design of the Windows, Paint, Floors & Doors Modernization (WPFM) project in the amount of \$286,749 for a total contract amount not to exceed \$1,275,575.00

Funding Information

Budgeted: Yes
Fund: 85
Source: Measure ES
Account Number: 85-90905-0-00000-82000-5802-010-2600
Project: Malibu HS, WPFM Modernization
Budget Category: Soft Costs \ Design Services \ Architects
Friday Memo: 05/26/16

COMMENTS: District requested HMC to provide Architectural / Engineer proposals for design work consisting of WPFM Modernization projects in Buildings D, F, G, H, I, and J. Scope of work to include & costs associated are:

\$90,750	Building D WPFM A/E Services
\$22,071	Building F WPFM A/E Services
\$33,624	Building G WPFM A/E Services
\$49,394	Building H WPFM A/E Services
\$15,865	Building I WPFM A/E Services
\$75,045	Building J WPFM A/E Services
<hr/>	
\$286,749	Total Services

Construction administration is excluded from this award as it will be based on a percentage of the construction contracts awarded to perform the actual work.

ORIGINAL CONTRACT AMOUNT (Grant, Rogers & Cabrillo)	\$988,826
<u>CONTRACT AMENDMENT #1 (MMHS)</u>	<u>\$286,749</u>
TOTAL CONTRACT AMOUNT:	\$1,275,575

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

FROM: SANDRA LYON / MARK O. KELLY

RE: CERTIFICATED PERSONNEL – Elections, Separations

RECOMMENDATION NO. A.19

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

ADDITIONAL ASSIGNMENTS

EDISON ELEMENTARY SCHOOL

Murcia, Constanza	9 hrs @\$44.60	5/1/16-5/31/16	Est Hrly/\$401
Williams, Alma	9 hrs @\$44.60	5/1/16-5/31/16	<u>Est Hrly/\$401</u>
TOTAL ESTABLISHED HOURLY			\$802

Comment: Math Professional Development
01-SMMEF Stretch Grant

Banks, Jamilla	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Boxer, Lorissa	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Bressler, Rachel	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Brumer, Sandra	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Cueva, Martha	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Drosdick, Danielle	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Ellis, John	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Fullerton, Annabella	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Ipina, Elizabeth	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Jimenez, Sylvia	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Maiztegui, Laura	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Martinez, Elizabeth	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Meade, Mary Margaret	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Melendez, Brisa	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Mojica, Georgina	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Morales, Carlos	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Murcia, Constanza	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Naranjo, Rocio	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Nepomuceno, Gregorio	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Oyman, Deniz	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Salmaggi, Aileen	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Tejeda De Leon, Karina	2 hrs @\$44.60	5/15/16-6/10/16	Est Hrly/\$89
Williams, Alma	2 hrs @\$44.60	5/15/16-6/10/16	<u>Est Hrly/\$89</u>
TOTAL ESTABLISHED HOURLY			\$2,047

Comment: Summer Cleaning
01-Unrestricted Resource

EDUCATIONAL SERVICES

Krogman, Allyson	6 hrs @\$44.60	4/30/16	<u>Est Hrly/\$268</u>
TOTAL ESTABLISHED HOURLY			\$268

Comment: Professional Development Workshop (Saturday)
01-IASA: Title II Teacher Quality

Meek, Doris	6 hrs @\$36.00	4/30/16	Own Hrly/\$216
Reed, Flavia	6 hrs @\$36.79	4/30/16	Own Hrly/\$221
Romo, Patricia	6 hrs @\$36.54	4/30/16	Own Hrly/\$219
Stickney, Emalee	6 hrs @\$27.46	4/30/16	<u>Own Hrly/\$165</u>
TOTAL OWN HOURLY			\$821

Comment: Professional Development Workshop (Saturday)
01-IASA: Title II Teacher Quality

Teplin, Amy	40 hrs @\$44.60	1/9/16-6/30/16	<u>Est Hrly/\$1,784</u>
		TOTAL ESTABLISHED HOURLY	\$1,784
Comment:	ELA Textbook Adoption Prep/Curriculum Guides 01-Educator Effectiveness		
Teplin, Amy	30 hrs @\$44.60	5/9/16-6/30/16	<u>Est Hrly/\$1,338</u>
		TOTAL ESTABLISHED HOURLY	\$1,338
Comment:	ELD Staff Development Planning 01-ESEA, Title III LEP		
Ostrom, Michael	25 hrs @\$44.60	5/2/16-6/10/16	<u>Est Hrly/\$1,115</u>
		TOTAL ESTABLISHED HOURLY	\$1,115
Comment:	Curriculum Development for Summer School 01-IASA: Title I Basic-LW Inc/Neg		
Bisson, Amy	1 hr @\$44.60	3/16/16	Est Hrly/\$45
Erving, Jordan	1 hr @\$44.60	3/16/16	Est Hrly/\$45
Koengni, Joshua	1 hr @\$44.60	3/16/16	Est Hrly/\$45
Panish, Adam	1 hr @\$44.60	3/16/16	Est Hrly/\$45
		TOTAL ESTABLISHED HOURLY	\$180
Comment:	Ad Hoc History Committee 01-Educator Effectiveness		

FRANKLIN ELEMENTARY SCHOOL

Badt, Amy	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Berman, Lauren	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Borden, Ashley	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Both, Katherine	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Caise, Ursula	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Cannell, Steven	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Clark, Grant	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Corpuz, Rowena	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Diaz, Vanesa	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Fiske, Nikki	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Flynn, Paula	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Garden, Christina	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Garden, Nathan	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Gonzalez, Jeffrey	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Hakomori, Teri	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Hampton, Lynne	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Helphand, Beth	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Kenny, Sandra	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Kumasaka, Paul	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Loc, Dalia	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Maeder, Charlene	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Maynard, Amy	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
McCance, Wendi	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Micale, Monica	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Mowry, Kristen	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Powell, Erin	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Reff, Eric	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Robinson, Elaine	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Rodstrom, Jennifer	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Rubinstein, Linda	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Schwengel, Kurt	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Skorko, Nancy	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Thomas, Kate	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Threlkeld, Janice	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Tomita, Karen	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
White, Sarah	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89

Wiener, Daniela	2 hrs @\$44.60	6/1/16-6/9/16	Est Hrly/\$89
Wolk, Elizabeth	2 hrs @\$44.60	6/1/16-6/9/16	<u>Est Hrly/\$89</u>
		TOTAL ESTABLISHED HOURLY	\$3,382
Comment:	Summer Cleaning		
	01-Unrestricted Resource		

GRANT ELEMENTARY SCHOOL

Chen, Lillian	4 hrs @\$44.60	5/14/16	<u>Est Hrly/\$178</u>
		TOTAL ESTABLISHED HOURLY	\$178
Comment:	Science Day		
	01-Formula		

LINCOLN MIDDLE SCHOOL

Blitz, Sarah	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Burns, Jennifer	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Catanzano, Linda	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Cooperband, Paula	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Counte, Vanessa	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Dewig, Kevin	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
DiLeo, Greg	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Diamond, Renee	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
DiDario, Amy	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Ehrke, Shelly	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Forte, Mark	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Greenfield, Glen	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Greenfield, Sara	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Hart, Sharon	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Hartson, Elizabeth	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Hirt, Mary	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Hoffman, Beth	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Hylind, Amy	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Johnston, Roe	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Katz, Jessica	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Levy, Amanda	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Marcos, Eric	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
McCoy, Amanda	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
McLaughlin, Gretchen	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Moazzez, Rozita	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Moe, Eric	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Moe, Rose	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Montanez, Joseph	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Munoz, Salvador	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
O'Brien, Marianna	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Obusek, John	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Oseguera, Christian	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Palumbus, Beth	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Pomatti, Kate	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Preuss, Jennifer	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Purvis, Sarah	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Qualls, Angela	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Sachs, Teri	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Seymour, Robert	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Sherman, Wynn	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Sinclair, Michele	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Stauffer, Nathaniel	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Takahashi, Ashley	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Tolentino, Aimee	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Underwood, Brian	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Utzinger, Sara	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89

Valenzuela, Amanda	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Vieira, Ron	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Wallace, Theresa	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Wang, James	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Wilson, Verian	2 hrs @\$44.60	5/15/16-6/15/16	Est Hrly/\$89
Wrabel, Carol	2 hrs @\$44.60	5/15/16-6/15/16	<u>Est Hrly/\$89</u>
TOTAL ESTABLISHED HOURLY			\$4,628

Comment: Summer Cleaning
01-Unrestricted Resource

MUIR ELEMENTARY SCHOOL

Benitez, Lourdes	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Bozin, Norma	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Brady, Sarah	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Brizuela, Luis	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Brown, Cassandra	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Collin, Laura	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Davis, Skye	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Griffin, Kimberly	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Hamilton, LaDawna	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Hodges, Holly	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Hyatt, Lova	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Kunkel, Fereshteh	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Prevett, Amy	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Radcliffe, Audra	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Ramirez, Joseph	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Salvaryn, Elisa	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Sheinbaum, Adriana	2 hrs @\$44.60	6/10/16	Est Hrly/\$89
Trubo, Melissa	2 hrs @\$44.60	6/10/16	<u>Est Hrly/\$89</u>
TOTAL ESTABLISHED HOURLY			\$1,602

Comment: Summer Cleaning
01-Unrestricted Resource

PT DUME ELEMENTARY SCHOOL

Calek, Laura	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Campbell, Charlotte	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Carter, Sandy	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Crane, Lakin	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Cullen, Christine	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Dunn, Margo	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Ferguson, Joelín	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Harris, Kennith	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Heyler, Sioux	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Hovest, Christi	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Johnson, Cynthia	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Majewski, Maribeth	2 hrs @\$44.60	6/1/16-6/17/16	Est Hrly/\$89
Whitman, Angela	2 hrs @\$44.60	6/1/16-6/17/16	<u>Est Hrly/\$89</u>
TOTAL ESTABLISHED HOURLY			\$1,157

Comment: Summer Cleaning
01-Unrestricted Resource

SMASH

Barba-Castro, Graciella	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89
Carter, Christian	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89
Cedillo, Sofia	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89
Daunis, Sarah	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89
Haendel, Erin	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89
Hwang, Genie	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89

McCabe, Nicole	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89
Mendinueto, Darwin	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89
Powell, Chrysta	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89
Santini, Alejandra	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89
Serapiglia, Anne	2 hrs @\$44.60	5/16/16-6/13/16	Est Hrly/\$89
Wold Florian, Jayme	2 hrs @\$44.60	5/16/16-6/13/16	<u>Est Hrly/\$89</u>
TOTAL ESTABLISHED HOURLY			\$1,068

Comment: Summer Cleaning
01-Unrestricted Resource

SPECIAL EDUCATION

Brady, Sarah	8 hrs @\$44.60	10/26/16-4/25/16	<u>Est Hrly/\$357</u>
TOTAL ESTABLISHED HOURLY			\$357

Comment: Attendance at Preschool Team Meetings
01-Special Education

Drosdick, Danielle	10 hrs @\$44.60	3/16/16-6/9/16	Est Hrly/\$446
Kilpatrick, Genevieve	10 hrs @\$44.60	3/16/16-6/9/16	<u>Est Hrly/\$446</u>
TOTAL ESTABLISHED HOURLY			\$892

Comment: Additional Testing
01-Special Education

WEBSTER ELEMENTARY SCHOOL

Berman-Baker, Wendy	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Blair, Susy	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Cronrod, Merryll	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Harris, Stacy	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Held, Pamela	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Higuchi Hernandez, Jessica	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
London, Kristina	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Kisskalt, Michael	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Morris, Kelly	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Murdock, Sheryl	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Nix, Marcia	2 hrs @\$44.60	5/6/15-6/9/16	Est Hrly/\$89
Ross, Erica	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Stark, Amy	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Tafi, Mary	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Verham, Karen	2 hrs @\$44.60	5/6/16-6/9/16	Est Hrly/\$89
Walsh, Lauren	2 hrs @\$44.60	5/6/16-6/9/16	<u>Est Hrly/\$89</u>
TOTAL ESTABLISHED HOURLY			\$1,424

Comment: Summer Cleaning
01-Unrestricted Resource

ADDITIONAL ASSIGNMENT – EXTENDED DUTY UNITS
EDUCATIONAL SERVICES

Name	Rate	Assignment	Effective	Not to Exceed
Bersch, Kirsten	4.0 EDU	Elementary Music	8/15-6/16	\$1,132
Cruz, Jar-EI	4.0 EDU	Elementary Music	8/15-6/16	\$1,132
Justin, Susan	4.5 EDU	Elementary Music	8/15-6/16	\$1,274
Lockrem, Bonnie	5.0 EDU	Elementary Music	8/15-6/16	\$1,415
Munoz, Salvador	6.0 EDU	Elementary Music	8/15-6/16	\$1,698
Quiroz, Lindsay	6.0 EDU	Elementary Music	8/15-6/16	\$1,698
Ravaglioli, Steven	5.0 EDU	Elementary Music	8/15-6/16	\$1,415
Spike-Gravelle, Jessica	4.6 EDU	Elementary Music	8/15-6/16	\$1,302
Pawling, Sean	4.3 EDU	Elementary Music	8/15-6/16	\$1,217
Tellier, Bruce	4.0 EDU	Elementary Music	8/15-6/16	\$1,132

Aiello, Jason	0.50 EDU	Stairway	1/16-6/16	\$ 142
Blanchard, Cecile	0.33 EDU	Stairway	1/16-6/16	\$ 93
Counte, Vanessa	0.33 EDU	Stairway	1/16-6/16	\$ 93
Garnreiter, Sean	0.67 EDU	Stairway	1/16-6/16	\$ 190
Huls, Jeffe	0.50 EDU	Stairway	1/16-6/16	\$ 142
Klenk, Heather	0.33 EDU	Stairway	1/16-6/16	\$ 93
Loch, Amy	0.83 EDU	Stairway	1/16-6/16	\$ 235
McKeown, Kevin	0.42 EDU	Stairway	1/16-6/16	\$ 119
Sakow, Terry	0.50 EDU	Stairway	1/16-6/16	\$ 142
Swenson, Joni	0.50 EDU	Stairway	1/16-6/16	\$ 142
Velez, Angel	0.33 EDU	Stairway	1/16-6/16	\$ 93
Wang, Jim	0.33 EDU	Stairway	1/16-6/16	\$ 93
Woo, Angela	0.67 EDU	Stairway	1/16-6/16	\$ 190
Zander, Maia	0.33 EDU	Stairway	1/16-6/16	\$ 93
TOTAL EDUS				\$15,275

ADDITIONAL ASSIGNMENT – EXTENDED DUTY UNITS

SMASH

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Barba-Castro, Graciela	1 EDU	Student Council	8/15-6/16	\$ 283
Barba-Castro, Graciela	1 EDU	Junior Great Books	8/15-6/16	\$ 283
Haendel, Erin	1 EDU	AstroCamp	8/15-6/16	\$ 283
Haendel, Erin	1 EDU	Student Council	8/15-6/16	\$ 283
McCabe, Nicole	1 EDU	AstroCamp	8/15-6/16	\$ 283
Mendinueto, Darwin	2 EDU	Yosemite	8/15-6/16	\$ 566
Mendinueto, Darwin	5 EDU	Math Differentiation	8/15-6/16	\$1,415
Wold Florian, Jayme	1 EDU	Student Council	8/15-6/16	\$ 283
TOTAL EDUS				\$3,679

TOTAL ESTABLISHED HOURLY, OWN HOURLY AND EXTRA DUTY UNITS = \$ 41,997

NEW HIRES

PROBATIONARY CONTRACTS

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Barron, Jesus/Spanish Santa Monica HS	100%	8/17/16
Daunis, Sarah/3 rd Grade SMASH	100%	8/17/16
Goodman, Jaclyn/SAI Grant Elementary	100%	8/17/16
Helphand, Beth/4 th Grade Franklin Elementary	100%	8/17/16
Salameh, Nahla/1 st Grade McKinley Elementary	100%	8/17/16
Santini, Alejandra/4 th Grade SMASH	100%	8/17/16
Scoffie, Audrey/French Malibu High School	100%	8/17/16
Stickney, Emalee/Preschool Grant Seaside Program	100%	8/18/16

CHANGE IN ASSIGNMENT

Effective

Adams-Hoffman, Brittany 8/17/16
Grant Elementary/SAI
From: SAI-Life Skills/McKinley
To: SAI-Social Skills/Grant

Blitz, Sarah 8/17/16-6/9/17
Ed Svcs/Teacher on Special Assignment
From: Humanities/Lincoln MS
To: Technology TOSA/Ed Services

Herman, Melissa 8/17/16
Grant Elementary/TK
From: TK/McKinley
To: TK/Grant

King, Keri 8/17/16-6/9/17
McKinley Elementary/Reading
From: 40% 2nd Grade/Math
To: 40% Reading

Mauck, Rachel 8/17/16
Grant Elementary/Literacy Coach
From: 4th Grade/Grant
To: Literacy Coach/Grant

Meek, Doris 8/18/16
Grant Elementary/Preschool
From: Preschool Teacher/CDS, Pine Street
To: Preschool Teacher/Grant Seaside Program

Reed, Flavia 8/18/16
Edison Elementary/Preschool
From: Preschool Teacher/CDS, Wash West
To: Preschool Teacher/Edison Seaside Program

Romo, Patricia 8/18/16
Edison Elementary/Preschool
From: Preschool Teacher/CDS, Woods
To: Preschool Teacher/Edison Seaside Program

Snow, Elizabeth 8/17/16
McKinley Elementary/Reading
From: 100%/3rd Grade
To: 60%/Reading

LEAVE OF ABSENCE (with pay)

Name/Location

Effective

Canon, Nell 5/11/16-6/9/16
McKinley Elementary [FMLA]

Papale, Jacqueline 5/2/16-6/9/16
Rogers Elementary [Medical]
(extension of dates from 5/5/16)

Portner, Nikole 5/19/16-6/9/16
McKinley Elementary [Medical Maternity]
(change of dates from 5/19/16 Agenda)

ABOLISHMENT OF POSITION

<u>Name/Location</u>	<u>Effective</u>
Coordinator, Bilingual/ELD Educational Services	7/1/16

RESIGNATION

<u>Name/Location</u>	<u>Effective</u>
Brooks, Alison Santa Monica High School	6/9/16
McCance, Wendy Franklin Elementary School	6/9/16
Tickler, Brian Santa Monica High School	6/9/16
Wolk, Elizabeth Franklin Elementary School	6/9/16

RETIREMENT

<u>Name/Location</u>	<u>Effective</u>
Chemel, Jill Teacher	5/17/16

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

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

ACTION/CONSENT
 06/02/16

RECOMMENDATION NO. A.20

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

<u>NEW HIRES</u>		<u>EFFECTIVE DATE</u>
Laird, Janet Special Ed-Franklin ES	Paraeducator-3 6 Hrs/SY/Range: 26 Step: D	5/17/16
Montoya, Thania Special Ed-Adams MS	Paraeducator-1 6 Hrs/SY/Range: 20 Step: B	5/16/16
Robinson, Christopher Special Ed-McKinley ES	Paraeducator-1 6 Hrs/SY/Range: 20 Step: A	5/16/16
Zander, Steven Malibu HS	Instructional Assistant - Music 2 Hrs/SY/Range: 20 Step: A	5/2/16

<u>TEMP/ADDITIONAL ASSIGNMENTS</u>		<u>EFFECTIVE DATE</u>
Bourne, Kaila Special Ed-Rogers ES	Paraeducator-3 [additional hours; professional development]	3/8/16-6/9/16
Carrillo, Brenda Educational Services	Administrative Assistant [overtime; clerical support]	4/13/16
Lew, Shawn Operations	Custodian [overtime; custodial support]	4/18/16-6/30/16
Uliantzeff, Elena Muir ES	Bilingual Community Liaison [overtime; special BOE translations]	4/7/16-6/30/16
Ybarra Jr., Jose Operations-Santa Monica HS	Lead Custodian [overtime; custodial support]	4/18/16-4/22/16

<u>SUBSTITUTES</u>		<u>EFFECTIVE DATE</u>
Ali, Kenyatta Operations	Custodian	5/11/16-6/30/16
Basha, Arsanios Food and Nutrition Services	Stock and Delivery Clerk	5/12/16-6/9/16
Bernet, Kenhalo Special Education	Paraeducator-1	5/1/16-6/9/16
Cajas, Debbie Child Development Services	Children's Center Assistant-1	5/1/16-6/20/16
Garcia, Oscar Food and Nutrition Services	Stock and Delivery Clerk	5/12/16-6/9/16

Lopez, Eddie Facility Use	Technical Theater Technician	5/11/16-6/30/16
Morales, Alejandra Special Education	Paraeducator-2	4/28/16-6/9/16
Morgan, Sadrica Special Education	Paraeducator-1	4/19/16-6/9/16
Pena, Dolores Child Development Services	Children's Center Assistant-1	5/11/16-6/20/16
Rosas, Ariel Food and Nutrition Services	Stock and Delivery Clerk	5/12/16-6/9/16
Smith, Deveeda Child Development Services	Children's Center Assistant-1	5/11/16-6/20/16
<u>PROFESSIONAL GROWTH</u>		<u>EFFECTIVE DATE</u>
Burton, Jerome Operations-Roosevelt ES	Custodian	6/1/16
Villegas, Lorena CDS-Franklin ES	Children's Center Assistant-2	6/1/16
<u>LEAVE OF ABSENCE (PAID)</u>		<u>EFFECTIVE DATE</u>
Amaya, Janene CDS-Adams Preschool	Children's Center Assistant-2 Medical	4/27/16-5/11/16
Casiano, Delfina CDS-Rogers ES	Children's Center Assistant-2 Medical	4/5/16-5/9/16
Gardea-Perez, Guadalupe CDS-Business Office	Bilingual Community Liaison Personal	5/1/16-5/31/16
Gonzalez, Jessica CDS-McKinley ES	Children's Center Assistant-2 Medical	4/20/16-6/9/16
Mederos, Eden Special Education	Paraeducator-3 Medical	4/29/16-5/6/16
Nava, Claudia Santa Monica HS	Student Outreach Specialist Medical	5/5/16-6/14/16
Simmons, Michael Transportation	Bus Driver Medical	5/9/16-7/21/16
Vielman Hernandez, Miriam FNS-Santa Monica HS	Cafeteria Worker I Personal	5/13/16-6/9/16
Zaldivar, Guadalupe FNS-Edison ES	Cafeteria Worker I Medical	4/20/16-6/9/16
<u>LEAVE OF ABSENCE (UNPAID)</u>		<u>EFFECTIVE DATE</u>
Navia, Mary Muir ES	Instructional Assistant - Classroom FMLA	4/1/16-5/15/16

WORKING OUT OF CLASSDurst, Peggy
Special Ed-Santa Monica HSParaeducator-2
From: Paraeducator-1**EFFECTIVE DATE**

3/4/16

Ybarra Jr., Jose
Operations-Santa Monica HSLead Custodian
From: Custodian

4/18/16-4/22/16

TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES

(39-MONTH MEDICAL REEMPLOYMENT LIST)

ST7476605
CDS-McKinley ES

Children's Center Assistant-2

EFFECTIVE DATE

5/27/16

RESIGNATIONAlvarado, Nivia
Franklin ES

Bilingual Community Liaison

EFFECTIVE DATE

6/14/16

Kaplan, Jessica
Special Ed-Malibu HS

Paraeducator-1

6/9/16

Keck, Caroline
Special Ed-Grant/Rogers ES

Occupational Therapist

5/9/16

Maddox, Henderson
Special Ed-Franklin ES

Paraeducator-1

5/6/16

Rubalcaba, Antonio
Maintenance

Facilities Technician

5/13/16

RETIREMENTLe, Duc
Fiscal Services

Accounting Assistant II

EFFECTIVE DATE

7/5/16

Preciado, Iris
Edison ES

Senior Office Specialist

6/14/16

SUSPENSION WITHOUT PAYJP8583599
FNS-Lincoln MS

Cafeteria Worker I

EFFECTIVE DATE

5/24/16; 6/1/16

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.21

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

Gutierrez, Nalley McKinley ES 8/19/15-6/9/16

COACHING ASSISTANT

Anguiano, Alex Santa Monica HS 1/1/16-6/9/16
Goldberg, Hayden Malibu HS 4/4/16-5/31/16
Williams, Kristufur Santa Monica HS 5/11/16-6/9/16

TECHNICAL SPECIALIST – LEVEL II

Naziemiec, Karolina Ed Services/Edison/McKinley/Rogers ES 3/1/16-4/28/16
[String Instructor]
- Funding: Gifts – Instrumental Music
Gifts – Stairway of the Stars Fund

Rubin, Jody Ed Services/Edison/McKinley/Muir/Rogers 3/1/16-4/28/16
[String Instructor]
- Funding: Gifts – Instrumental Music
Gifts – Stairway of the Stars Fund

STUDENT WORKER - WORKABILITY

Dickey, Kaitlyn Olympic HS 4/19/16-6/10/17
Maximo, Joseph Santa Monica HS 4/19/16-6/10/16
Sanchez, Julissa Olympic HS 4/19/16-6/10/17

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

TO: BOARD OF EDUCATION
 FROM: SANDRA LYON / MARK KELLY
 RE: SPECIAL SERVICE EMPLOYEES

ACTION/CONSENT
 06/02/16

RECOMMENDATION NO. A.22

It is recommended that the following Special Services Employee contracts be approved in accordance with District policies and salary schedules, and be assigned pursuant to BP 4213.5. Funding for the positions listed is included in the 2015-2016 budget.

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective Dates</u>	<u>Rate</u>
Carson, Carrieann	\$800	5/10/16-6/9/16	\$162/day
Health/Student Services; substitute Nursing services			
FUNDING:	01-00000-0-11100-31400-2917-041-1501		-100%
Unrestricted Resource			
Gubbins, Sarah	\$800	5/10/16-6/9/16	\$162/day
Health/Student Services; substitute Nursing services			
FUNDING:	01-00000-0-11100-31400-2917-041-1501		-100%
Unrestricted Resource			

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

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / MARK O. KELLY
RE: ADMINISTRATIVE APPOINTMENT

ACTION/CONSENT
06/02/16

RECOMMENDATION NO. A.23

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

CERTIFICATED APPOINTMENT

Effective

Coordinator, Literacy and Language
Educational Services

7/1/16

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

FROM: SANDRA LYON / MARK O. KELLY

RE: DECLARATION OF INDEFINITE SALARIES FOR REPRESENTED
BARGAINING UNIT MEMBERS AND UNREPRESENTED SENIOR
MANAGEMENT, MANAGEMENT, SUPERVISORY AND CONFIDENTIAL
EMPLOYEES FOR 2016-2017

RECOMMENDATION NO. A.24

It is recommended that the Board declare salaries as indefinite for bargaining unit members and unrepresented senior management, management, supervisory and confidential employees for the 2016-2017 school year.

COMMENT: Because salaries for represented bargaining unit members and unrepresented senior management, management, supervisory and confidential employees are set by the Board of Education, if the Board of Education declares, in advance of the new fiscal year, that salaries for its employees are indefinite, whether subject to future review, negotiations, financial condition, or other factors, such action will suffice to permit retroactive salary adjustments back to the beginning of the new year.

This action meets the requirements specified in Education Code Section 45032.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

FROM: SANDRA LYON

RE: ADOPT RESOLUTION NO. 15-30 – BOARD MEMBER ABSENCE ON MAY 19, 2016

RECOMMENDATION NO. A.25

It is recommended that the Board of Education adopt Resolution No. 15-30 – Board Member Absence on May 19, 2016.

COMMENTS: Board Member Jose Escarce was absent from the May 19, 2016, regular board meeting.

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:

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

**RESOLUTION NO. 15-30
BOARD MEMBER ABSENCE ON MAY 19, 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 meeting on May 19, 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 meeting of May 19, 2016.

PASSED AND ADOPTED this 2nd day of June 2016 at a regular meeting, by the following vote:

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

Attest:

Secretary

President

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

FROM: SANDRA LYON

RE: APPROVAL OF BOARD MEMBER LEAVE OF ABSENCE

RECOMMENDATION NO. A.26

It is recommended that the Board of Education approve a leave of absence for Dr. Jose Escarce, from June 28, 2016, to September 24, 2016.

COMMENTS: Board Bylaw 9223 and Government Code 1064 state that, "No Board member shall be absent from the state for more than 60 days," unless approved by the board "for an additional period not to exceed a total absence of 90 days."

Dr. Escarce will be out of the country for work during this 89-day period. The purpose of this absence does not qualify for compensation.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / MARK O. KELLY / TARA BROWN
RE: EXPULSION OF STUDENT (B/D 4/12/2000)

ACTION/CONSENT
06/02/16

RECOMMENDATION NO. A.27

It is recommended that the Board of Education expel student (B/D 4/12/2000), but suspend enforcement of the expulsion and allow the student to attend Olympic High School for the remainder of the current 2015-16 school year plus one additional semester, ending on December 23, 2016.

COMMENTS: The Superintendent of the Santa Monica-Malibu Unified School District recommends expulsion based on the student's violation of the following Education Code sections:

48900 (c) unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage or intoxicant of any kind

48915(c)(3) unlawfully selling a controlled substance

The Administrative Hearing Panel recommends suspending enforcement of the expulsion and allowing the student to attend Olympic High School during the term of the expulsion. The student is expected to make satisfactory progress in fulfilling the requirements of the Rehabilitation Plan. The expulsion order is to be put into effect if the student fails to make satisfactory progress during the period of expulsion. If the expulsion is put into effect, the student shall be placed in an educational program operated by the Los Angeles County Office of Education.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

FROM: SANDRA LYON / JANECE L. MAEZ / LIZ POWELL

RE: REVISE BP 3260 – FEES AND CHARGES

RECOMMENDATION NO. A.28

It is recommended that the Board of Education revise BP 3260 – Fees and Charges.

COMMENTS: The mandated policy has been to reflect new Title 5 regulation (Register 2013, No. 38), which addresses remedies to be provided to all affected students and parents/guardians if the district is found in violation of the prohibition against unauthorized student fees. The policy also clarifies that the prohibition against student fees does not restrict districts from soliciting for voluntary donations, participating in fundraising activities, or providing prizes or other recognition for participants in such fundraising events.

The board discussed these changes at the May 19, 2016, board meeting.

The corresponding regulation can be found under Item No. I.01.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

FEES AND CHARGES

The Board of Education recognizes its responsibility to ensure that books, materials, equipment, supplies, and other resources necessary for students' participation in the educational program are made available to them at no cost.

No student shall be required to pay any fees, deposits, or other charges for his/her participation in an educational activity which constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities. (Education Code 49010, 49011; 5 CCR 350)

As necessary, the Board may approve fees, deposits, and other charges which are specifically authorized by law. When approving such fees, deposits, or charges, establishing fee schedules, or determining whether waivers or exceptions should be granted, the Board shall consider relevant data, including the socio-economic conditions of district students' families and their ability to pay. ~~For such authorized fees, deposits, and charges, the district shall consider students' and parents/guardians' ability to pay when establishing fee schedules and granting waivers or exceptions.~~

The prohibition against student fees shall not restrict the district from soliciting for voluntary donations, participating in fundraising activities, and providing prizes or other recognition for participants in such activities and events. However, the district shall not offer or award to a student any course credit or privileges related to educational activities in exchange for voluntary donations or participation in fundraising activities by or on behalf of the student and shall not remove, or threaten to remove, from a student any course credit or privileges related to educational activities, or otherwise discriminate against the student, due to a lack of voluntary donations or participation in fundraising activities by or on behalf of the student.

~~Whenever a student or parent/guardian believes that an impermissible fee, deposit, or other charge is being required of the student for his/her participation in an educational activity, the student or his/her parent/guardian may file a complaint with the principal or designee using the district's procedures in BP/AR 1312.3 – Uniform Complaint Procedures. (Education Code 49013)~~

~~The Superintendent or designee shall include information in the annual notification required by 5 CCR 4622 to be provided to all district students, parents/guardians, employees, and other interested parties about the requirements relating to the prohibition against districts requiring students to pay fees, deposits or other charges in order to participate in an educational activity, unless authorized by law, and the filing of complaints for alleged violations using the uniform complaint procedures. (Education Code 49013)~~

Whenever district employees, volunteers, students, parents/guardians, or educational or civic organizations participate in such events or activities, the Superintendent or designee shall emphasize that participation in the event or activity is voluntary.

A complaint alleging district noncompliance with the prohibition against requiring student fees, deposits, or other charges shall be filed in accordance with the district's procedures in BP/AR 1312.3 - Uniform Complaint Procedures. (Education Code 49013)

If, upon investigation, the district finds merit in the complaint, the Superintendent or designee shall recommend and the Board shall adopt an appropriate remedy to be provided to all affected students and parents/guardians in accordance with 5 CCR 4600.

Information related to the prohibition against requiring students to pay fees for participation in an educational activity shall be included in the district's annual notification required to be provided to all students, parents/guardians, employees, and other interested parties pursuant to 5 CCR 4622. (Education Code 49013)

The Superintendent or designee shall provide professional development opportunities to administrators, teachers, and other personnel to learn about permissible fees.

~~This policy does not restrict the district from soliciting voluntary donations of funds or property, and voluntary participation in fundraising activities.~~

Legal Reference:

EDUCATION CODE

8239 *Preschool and wraparound child care services*
8250 *Child care and development services for children with disabilities*
8263 *Child care eligibility*
8482.6 *After School Education and Safety programs*
8760-8774 *Outdoor science and conservation programs*
17453.1 *District sale or lease of Internet appliances or personal computers to students or parents*
17551 *Property fabricated by students*
19910-19911 *Offenses against libraries*
32033 *Eye protective devices*
32221 *Insurance for athletic team member*
32390 *Fingerprinting program*
35330-35332 *Excursions and field trips*
35335 *School camp programs*
38080-38086 *Cafeteria establishment and use*
38120 *Use of school band equipment on excursions to foreign countries*
39801.5 *Transportation for adults*
39807.5 *Payment of transportation costs*
39837 *Transportation of students to places of summer employment*
48050 *Residents of adjoining states*
48052 *Tuition for foreign residents*
48904 *Liability of parent or guardian*
49010-49013 *Student fees*
49065 *Charge for copies*
49066 *Grades, effect of physical education class apparel*
49091.14 *Prospectus of school curriculum*
51810-51815 *Community service classes*
52612 *Tuition for adult classes*
52613 *Nonimmigrant aliens*
56504 *School records; students with disabilities*
60410 *Students in classes for adults*

GOVERNMENT CODE

6253 *Request for copy; fee*

CALIFORNIA CONSTITUTION

Article 9, Section 5 *Common school system*

CODE OF REGULATIONS, TITLE 5

350 *Fees not permitted*

4600-4687 *Uniform complaint procedures*

UNITED STATES CODE, TITLE 8

1184 *Foreign students*

COURT DECISIONS

Driving School Assn of CA v. San Mateo Union HSD (1993) 11 Cal. App. 4th 1513

Arcadia Unified School District v. State Department of Education (1992) 2 Cal 4th 251

Steffes v. California Interscholastic Federation (1986) 176 Cal. App. 3d 739

Hartzell v. Connell (1984) 35 Cal. 3d 899

CTA v. Glendale School District Board of Education (1980) 109 Cal. App. 3d 738

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposits, and Other Charges: Cap and Gown for High School Graduation Ceremony, Addendum to Fiscal Management Advisory 12-02, October 4, 2013

Fees, Deposits and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

WEB SITES

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

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

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: August 19, 2009 Santa Monica, California
updated: June 6, 2013

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

FROM: SANDRA LYON / JANECE L. MAEZ

RE: REVISE BP 3280 – SALE OR LEASE OF DISTRICT-OWNED REAL
PROPERTY

RECOMMENDATION NO. A.29

It is recommended that the Board of Education revise BP 3280 – Sale or Lease of District-Owned Real Property.

COMMENTS: The policy has been updated to reflect new law (AB 86, 2013), which requires districts to first offer to sell surplus district property to a charter school that projects an in-district average daily attendance of at least 80 students, has requested to be notified of surplus property to be offered for sale or lease, and intends to use the property exclusively to provide instruction or instructional support. The policy also reflects new law (AB 308, 2013), which authorizes the State Allocation Board, under specified conditions, to reclaim funds from districts selling any property purchased, constructed, or modernized within the previous 10 years with funds received from a state school facilities funding program.

The board discussed these changes at the May 19, 2016, board meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY

The Board of Education believes that the district should utilize its facilities and resources in the most economical and practical manner. To that end, the Superintendent or designee shall periodically study the current and projected use of all district facilities in order to ensure the efficient utilization of space and the effective delivery of instruction in order to maximize student learning.

Prior to the sale or lease of any surplus real property, the Board shall appoint a district advisory committee to advise the Board regarding the use or disposition of schools or school building space which is not needed for school purposes. (Education Code 17388-17389)

Upon determination that district property is no longer needed or may not be needed until some future time, the Board shall first submit a report to the local planning agency as to what real property the district intends to offer for sale or lease. Not less than 40 days after issuance of the report to the local planning agency, and prior to entering into any agreement for sale or lease of district real property, the Board shall offer to sell or lease district-owned real property in accordance with priorities and procedures specified in applicable law, including, but not limited to, (Education Code 17230, 17387-17391, 17457.5, 17464, 17485-17500; Government Code 54222, 65402)

In addition, when selling real property purchased, constructed, or modernized with funds received within the past 10 years from a school facilities funding program, the Board shall consider whether any of the proceeds from the sale will need to be returned to the State Allocation Board (SAB) pursuant to Education Code 17462.3.

~~When required by law, the Board shall appoint a district advisory committee to advise the Board in the development of policies and procedures governing the use or disposition of schools or school building space which is not needed for school purposes. (Education Code 17388)~~

Resolution of Intention to Sell or Lease

Before ordering the sale or lease of any real property, the Board shall adopt a resolution by a two-thirds vote of all of its members at a regular, open meeting. The resolution shall describe the property proposed to be sold or leased in such a manner as to identify it, specify the minimum price or rent, describe the terms upon which it will be sold or leased, and specify the commission or rate, if any, which the Board will pay to a licensed real estate broker out of the minimum price or rent. The resolution shall fix a time, not less than three weeks thereafter, for a public meeting, held at the Board's regular meeting place, at which sealed proposals to purchase or lease will be received and considered. (Education Code 17466)

The Superintendent or designee shall provide notice of the adoption of the resolution and of the time and place of the meeting by posting copies of the resolution, signed by the Board, in three public places not less than 15 days before the date of the meeting. In addition, the notice shall be published at least once a week for three successive weeks before the meeting, in a newspaper of general circulation published in the county in which the district is located, if such a paper exists. (Education Code 17469)

In accordance with Education Code 17470, the Superintendent or designee shall take reasonable steps to provide notification to the former owners of the property of the district's intent to sell it.

Acceptance/Rejection of Bids

At the public meeting specified in the resolution of intention to sell or lease property, the Board shall open, examine, and declare all sealed bids. Before accepting any written proposal, the Board shall call for oral bids in accordance with law.

The Board may reject any and all bids, either written or oral, and withdraw the properties from sale when the Board determines that rejection is in the best public interest. If no proposals are submitted or the submitted proposals do not conform to all the terms and conditions specified in the resolution of intention to lease, the Board may lease the property in accordance with Education Code 17477. (Education Code 17472, 17473)

Of the proposals submitted by responsible bidders which conform to all terms and conditions specified in the resolution of intention to sell or lease, the Board shall finally accept the highest bid after deducting the commission, if any, to be paid to a licensed real estate broker, unless the Board accepts a higher oral bid or rejects all bids. (Education Code 17472)

The final acceptance of the bid may be made either at the same meeting specified in the resolution or at any adjourned/continued meeting held within 10 days. Upon acceptance of the bid, the Board may adopt a resolution of acceptance that directs the Board president, or any other Board member, to execute the deed or lease and to deliver the document upon performance and compliance by the successful bidder of all of the terms and conditions of the contract. (Education Code 17472-17478)

Use of Proceeds

The Superintendent or designee shall ensure that proceeds from the sale, or lease with an option to purchase, of district surplus property are used in accordance with law. (Education Code 17462; 2 CCR 1700)

Pursuant to the authorization in Education Code 17463.7 ~~Until January 1, 2012, the district may~~ expend proceeds from the sale of surplus real property, along with the proceeds from any personal property located on that real property, for any one-time general fund purpose(s). ~~Prior to exercising this authority, the Board shall certify to the State Allocation Board that:~~ (Education Code 17463.7)

1. The Board shall submit documents to the SAB certifying that:
 - a. The district has no major deferred maintenance requirements not covered by existing capital outlay resources.
 - b. The sale of real property pursuant to Education Code 17463.7 does not violate the provisions of a local bond act.
 - c. The real property is not suitable to meet projected school construction needs for the next 10 years.
2. The Superintendent or designee shall present to the Board, at a regularly scheduled meeting, a plan for expending these one-time resources. The plan shall identify the source and use of the funds and shall describe the reasons that the expenditure shall not result in ongoing fiscal obligations for the district.
- ~~1. The district has no major deferred maintenance requirements not covered by existing capital outlay resources.~~

2. ~~The sale of real property pursuant to Education Code 17463.7 does not violate the provisions of a local bond act.~~
3. ~~The real property is not suitable to meet projected school construction needs for the next 10 years.~~

~~Prior to exercising this authority, the Superintendent or designee shall present to the Board, at a regularly scheduled meeting, a plan for expending these one-time resources. The plan shall identify the source and use of the funds and shall describe the reasons that the expenditure shall not result in ongoing fiscal obligations for the district. (Education Code 17463.7)Legal~~

Legal Reference:

EDUCATION CODE

17219-17224 Acquisition of property not utilized as school site; nonuse payments; exemptions

17230-17234 Surplus property

17385 Conveyances to and from school districts

17387-17391 Advisory committees for use of excess school facilities

17400-17429 Leasing property

17430-17447 Leasing facilities

17453 Lease of surplus district property

17455-17484 Sale or lease of real property, especially:

17457.5 Offer to charter school

17462.3 State Allocation Board program to reclaim funds

17463.7 Proceeds for general fund purposes

17485-17500 Surplus school playground (Naylor Act)

17515-17526 Joint occupancy

17527-17535 Joint use of district facilities

33050 Request for waiver

38130-38139 Civic Center Act

GOVERNMENT CODE

54220-54232 Surplus land, especially:

54222 Offer to sell or lease property

54950-54963 Brown Act, especially:

54952 Legislative body, definition

PUBLIC RESOURCES CODE

21000-21177 California Environmental Quality Act

CODE OF REGULATIONS, TITLE 2

1700 Definitions related to surplus property

COURT DECISIONS

San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District, (2006) 139 Cal.App. 4th 1356

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Closing a School Best Practices Guide

OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

Unused Site Program Handbook, May 2008

WEB SITES

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

California Department of Education, School Facilities Planning Division: <http://www.cde.ca.gov/ls/fa>

Coalition for Adequate School Housing: <http://www.cashnet.org>

Office of Public School Construction: <http://www.dgs.ca.gov/opsc>

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

adopted: August 19, 2009 Santa Monica, California

revised: August 24, 2011

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ
RE: REVISE BP 3312 – CONTRACTS

ACTION/CONSENT
06/02/16

RECOMMENDATION NO. A.30

It is recommended that the Board of Education revise BP 3312 – Contracts.

COMMENTS: The policy has been updated to reflect new law (AB 1584, 2014), which mandates policy when the district chooses to enter into a contract with a third party for digital storage, maintenance, or retrieval of student records. The policy also updates the section for contracts for non-nutritious foods or beverages and adds new section reflecting requirements for contracts for personal services.

The board discussed these changes at the May 19, 2016, board meeting.

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

CONTRACTS

The Governing Board recognizes its responsibility to enter into contracts on behalf of the district for the acquisition of equipment, supplies, services, and other resources necessary for the achievement of district goals. In exercising this authority to enter into a contract, the Board shall ensure that the district's interest is protected and that the terms of the contract conform to applicable legal standards, including the bidding requirements in Public Contract Code 20111.

~~Whenever state law invests the Board of Education with the power to enter into contracts on behalf of the district, the~~ The Board may, by a majority vote, delegate to the Superintendent or designee the authority to enter into contracts on behalf of the district. (Education Code 17604)

~~All contracts between the district and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee.~~

As a means of tracking how effective district efforts are at reaching out to historically underrepresented groups and encouraging them to submit bids, the Superintendent or designee shall monitor the fairness and diversity of bids and contracts awarded to women- and minority-owned and local business by collecting related data on vendors/contractors during the bidding process.

The Santa Monica-Malibu Unified School District has embarked on a multi-million dollar school construction facility improvement program to improve health, safety and classroom instruction ~~by the year 2013~~. In recognition that the school construction program will require a large pool of qualified contractors and in order to strengthen the local economy, the Board deems it imperative that local, small, and women- and minority-owned businesses compete for these economic opportunities. Consequently, the Board has established a 15 percent Business Outreach participation goal on district contracts. The mission of the Business Outreach Program is to increase the pool of qualified firms competing for SMMUSD bond-funded contracts and to provide information, access and technical assistance to businesses competing for the bond-funded construction and related contracts, and promote the long-term competitive capacity of certain Business Outreach firms.

When required by law, contracts and subcontracts made by the district for public works or for goods or services shall contain a nondiscrimination clause prohibiting discrimination by contractors or subcontractors. The nondiscrimination clause shall contain a provision requiring contractors and subcontractors to give written notice of their obligations to labor organizations with which they have a collective bargaining or other agreement. (Government Code 12990)

Every contract entered into on behalf of the district shall be made available for public inspection, except when the law prohibits disclosure. The district shall not enter into a contract that prohibits a ~~school district~~ employee from disparaging the goods or services of the contracting party. (Education Code 35182.5)

Contracts for Non-Nutritious Foods or Beverages

~~Effective July 1, 2007, the~~ The district or a district school shall not enter into or renew a contract for the sale of foods or beverages that do not meet the nutritional standards specified in Education Code 49431-49431.7, 5 CCR 1550-15501 or 15575-15578, or 7 CFR 210.11 or 220.12, or 49431.2 unless the contract specifies that such sales will occur off campus or outside

~~te time restriction specific in the applicable law. later than one-half hour after the end of the school day and/or off school premises. (Education Code 49431, 49431.2)~~

~~In accordance with the dates specified in law, the district or a district school shall not enter into or renew a contract for the sale of beverages that do not meet the nutritional standards in Education Code 49431.5 unless the contract specifies that such sales will occur later than one-half hour after the end of the school day and/or off school premises.~~

Before the district or a district school enters into or renews a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or nonnutritious food as defined in law, the Board shall ensure that the district has sufficient internal controls in place to protect the integrity of public funds and to ensure that funds raised as a result of the contract benefit public education. (Education Code 35182.5)

The Superintendent or designee shall develop the district's internal control procedures to protect the integrity of public funds. Such internal controls may include but not be limited to the following:

1. ~~Control p~~Procedures that produce accurate and reliable financial statements and, at the same time, safeguard the assets, financial resources, and integrity of every employee responsible for handling money or property. Control systems shall be systematically evaluated and revised to keep pace with the changing responsibilities of management.
2. Procedures to ensure that district personnel do not handle cash or product at the school site. The contract shall specify that the vendor stock the machines and shall provide cash accounting, along with a check, for district proceeds directly to the control office.

In addition, the contract may specify whether contractor logos are permitted on district facilities, including but not limited to scoreboards and other equipment. If such logos are permitted, the contractor shall present the equipment to the Board as a gift. The gift may be accepted by the Board in accordance with Board policy and administrative regulation.

~~The contract~~ Any contract for the sale or advertisement of non-nutritious foods or carbonated or non-nutritious beverages shall be entered into on a competitive bid basis pursuant to Public Contract Code 20111 or through the issuance of a Request for Proposal. (Education Code 35182.5)

The Board shall not enter into or renew a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious food until parents/guardians, students, and members of the public have had an opportunity to comment on the contract at a public hearing held during a regularly scheduled board meeting or as otherwise authorized by Education Code 35182.5. The Board shall clearly, and in a manner recognizable to the general public, identify in the agenda the contract to be discussed at the meeting. (Education Code 35182.5)

The public hearing shall include but not be limited to a discussion of the nutritional value of food and beverages sold within the district; the availability of fresh fruit, vegetables, and grains in school meals and snacks, including locally grown and organic produce; the amount of fat, sugar, and additives in the food and beverages discussed; and barriers to student participation in school breakfast and lunch programs. (Education Code 35182.5)

The contract shall be accessible to the public and may not include a confidentiality clause that would prevent the district or a district school from making any part of the contract public. (Education Code 35182.5)

Contracts for Electronic Products or Services

The Board shall not enter into a contract for electronic products or services that requires the dissemination of advertising to students, unless the Board: (Education Code 35182.5)

1. Enters into the contract at a noticed, public hearing of the Board.
2. Makes a finding that the electronic product or service is or would be an integral component of the education of students.
3. Makes a finding that the district cannot afford to provide the electronic product or service unless it contracts to permit dissemination of advertising to students.
4. As part of the district's normal, ongoing communication to parents/guardians, provides written notice that the advertising will be used in the classroom or other learning center.
5. Offers parents/guardians the opportunity to request in writing that their child not be exposed to the program that contains the advertising. Any request shall be honored for the school year in which it is submitted, or longer if specified, but may be withdrawn by the parents/guardians at any time.

Contracts for Digital Storage and Maintenance of Student Records

The district may enter into or renew a contract with a third party for the purpose of providing services, including cloud-based services, for the digital storage, management, and retrieval of student records and/or to provide digital educational software that authorizes a third-party provider of digital educational software to access, store, and use student records. For these purposes, student records include any information maintained by the district that is directly related to a student and any information acquired directly from the student through the use of instructional software or applications assigned to the student by a teacher or other district employee, and do not include de-identified information. (Education Code 49073.1)

Any such contract shall contain all of the following: (Education Code 49073.1)

1. A statement that student records continue to be the property of and under the control of the district
2. If applicable, a description of the means by which students may retain possession and control of their own student-generated content, as defined in Education Code 49073.1, including options by which a student may transfer student-generated content to a personal account
3. A prohibition against the third party using any information in the student record for any purpose other than those required or specifically permitted by the contract
4. A description of the procedures by which a parent/guardian or a student age 18 years or older may review personally identifiable information in the student's records and correct erroneous information
5. A description of the actions the third party will take, including the designation and training of responsible individuals, to ensure the security and confidentiality of student records

6. A description of the procedures for notifying the affected parent/guardian, or the affected student if age 18 years or older, in the event of an unauthorized disclosure of the student's records
7. A certification that a student's records shall not be retained or available to the third party upon completion of the terms of the contract and a description of how that certification will be enforced, except that these requirements shall not apply to student-generated content if the student chooses to establish or maintain an account with the third party for the purpose of storing that content
8. A description of how the district and the third party will jointly ensure compliance with the federal Family Educational Rights and Privacy Act, 20 USC 1232g
9. A prohibition against the third party using personally identifiable information in student records to engage in targeted advertising

Contracts for Personal Services

In order to achieve cost savings, the district may enter into or renew a contract for any personal service that is currently or customarily performed by classified employees, if the contract does not displace school district employees and meets other conditions specified in Education Code 45103.1. To enter into or renew such a contract, the Board shall ensure that the district meets the numerous conditions specified in Education Code 45103.1.

In addition, the district may enter into or renew any contract for personal service without meeting the conditions described above, if any of the following conditions exists: (Education Code 45103.1)

1. The contract is for new district functions and the Legislature has specifically mandated or authorized the performance of the work by independent contractors.
2. The services contracted are not available within the district, cannot be performed satisfactorily by district employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the district.
3. The services are incidental to a contract for the purchase or lease of real or personal property, including, but not be limited to, agreements to service or maintain office equipment or computers that are leased or rented.
4. The district's policy, administrative, or legal goals and purposes cannot be accomplished through the utilization of persons selected pursuant to the regular or ordinary district hiring process.
5. The nature of the work is such that the criteria for emergency appointments, as defined in Education Code 45103.1, apply.
6. The contractor will provide equipment, materials, facilities, or support services that could not feasibly be provided by the district in the location where the services are to be performed.
7. The services are of such an urgent, temporary, or occasional nature that the delay that would result from using the district's regular or ordinary hiring process would frustrate their very purpose.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

14505 Provisions required in contracts for audits

17595-17606 Contracts

35182.5 Contract prohibitions

45103.1 Personal services contracts

45103.5 Contracts for management consulting service related to food service

49073.1 Contract requirements for digital storage, maintenance and retrieval of student records

49431-49431.7 Nutritional standards

CODE OF CIVIL PROCEDURE

685.010 Rate of interest

GOVERNMENT CODE

12990 Nondiscrimination and compliance employment programs

53260 Contract provision re maximum cash settlement

53262 Ratification of contracts with administrative officers

LABOR CODE

1775 Penalties for violations

1810-1813 Working hours

PUBLIC CONTRACT CODE

4100-4114 Subletting and subcontracting fair practices

7104 Contracts for excavations; discovery of hazardous waste

7106 Noncollusion affidavit

20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder

20104.50 Construction Progress Payments

22300 Performance retentions

CODE OF REGULATIONS, TITLE 5

15500 Food sales by student organizations

15501 Sales in high schools and junior high schools

15575-15578 Food and beverage requirements outside of the federal school meal programs

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX, discrimination

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.21 National School Breakfast Program

Management Resources:

CSBA PUBLICATIONS

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2005

WEB SITES

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

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

**Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: November 5, 2009 Santa Monica, California**

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ
RE: REVISE BP 3513.3 – TOBACCO-FREE SCHOOLS

ACTION/CONSENT
06/02/16

RECOMMENDATION NO. A.31

It is recommended that the Board of Education revise BP 3513.3 – Tobacco-Free Schools.

COMMENTS: The revised policy expands the list of prohibited products to include electronic hookahs and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products. The policy also deletes the option for districts not receiving Tobacco Use Prevention Education (TUPE) funds to allow smoking outside on school or district grounds or in designated employee breakrooms, although non-TUPE districts may continue to adopt such policy language at their discretion.

The board discussed these changes at the May 19, 2016, board meeting.

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

TOBACCO-FREE SCHOOLS

The Board of Education recognizes the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, and desires to provide a healthy environment for students and staff. The Board of Education also recognizes that smoking and other uses of tobacco and nicotine products constitute a serious public health hazard and are inconsistent with district goals to provide a healthy environment for students and staff.

The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property and in district vehicles. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)

This prohibition applies to all employees, students and visitors at any instructional program, activity or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.

Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, electronic cigarettes, electronic hookahs, and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products. ~~and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for the use or possession of prescription nicotine products. (Education Code 48900.)~~

This policy does not prohibit the use or possession of prescription products and other cessation aids that have been approved by the U.S. Department of Health and Human Services, Food and Drug Administration, such as nicotine patch or gum.

Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. In addition, any form of intimidation, threat, or retaliation against a person for attempting to enforce this policy is prohibited. (Health and Safety Code 104495)

Legal Reference:**EDUCATION CODE**

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

HEALTH AND SAFETY CODE

39002 Control of air pollution from nonvehicular sources

104350-104495 Tobacco use prevention, especially:

104495 Prohibition of smoking and tobacco waste on playgrounds

119405 Unlawful to sell or furnish electronic cigarettes to minors

LABOR CODE

3300 Employer, definition

6304 Safe and healthful workplace

6404.5 Occupational safety and health; use of tobacco products

UNITED STATES CODE, TITLE 20

6083 Nonsmoking policy for children's services
7100-7117 Safe and Drug Free Schools and Communities Act
CODE OF FEDERAL REGULATIONS, TITLE 21
1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors
PERB RULINGS

Eureka Teachers Assn. v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)
CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)

Management Resources:

WEB SITES

California Department of Education, Alcohol, Tobacco and Other Drug Prevention: <http://www.cde.ca.gov/ls/he/at>
California Department of Education, Tobacco-Free School District Certification:
<http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp>
California Department of Public Health, Tobacco Control: <http://www.cdph.ca.gov/programs/tobacco>
Occupational Safety and Health Standards Board: <http://www.dir.ca.gov/OSHSB/oshsb.html>
U.S. Environmental Protection Agency: <http://www.epa.gov>

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: August 19, 2009 Santa Monica, California
revised: September 8, 2011

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

FROM: SANDRA LYON / JANECE L. MAEZ / LIZ POWELL

RE: REVISE BP 3551 – FOOD SERVICE OPERATIONS / CAFETERIA FUND

RECOMMENDATION NO. A.32

It is recommended that the Board of Education revise BP 3551 – Food Service Operations / Cafeteria Fund.

COMMENTS: The policy has been updated to (1) clarify the requirement for districts participating in the National School Lunch and/or Breakfast Program to ensure that appropriate personnel receive annual training on administrative practices, (2) reflect the U.S. Department of Agriculture's guidance on indirect costs, and (3) add a new section on "Program Monitoring and Evaluation," reflecting new state Administrative Review process.

The regulation has been updated to (1) provide for the use of an alternative tracking system when a student reports an excessive number of lost or stolen meal tickets, (2) add measures to prevent potential identity theft in food services accounts, (3) reflect new law (AB 86), which repealed the law authorizing the establishment of a cafeteria equipment reserve fund, and (4) add material on indirect costs and on limitations for net cash resources in the nonprofit school food service.

The board discussed these changes at the May 19, 2016, board meeting.

The corresponding regulation can be found under Item No. I.03.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

FOOD SERVICE OPERATIONS / CAFETERIA FUND

The Board of Education intends that, ~~insofar as possible,~~ school food services shall be a self-supporting, nonprofit program. To ensure program quality and increase cost effectiveness, the Superintendent or designee shall centralize and direct the purchasing of food and supplies, the planning of menus, and the auditing of all food service accounts for the district.

The Superintendent or designee shall ensure that all food services administrators and personnel possess appropriate qualifications and receive ongoing professional development related to the effective management and implementation of the district's food services program.

At least once each year, food service administrators, other appropriate personnel who conduct or oversee administrative procedures, and other food service personnel shall receive training provided by the California Department of Education (CDE). (42 USC 1776)

Meal Sales

Meals may be sold to students, district employees, Board members, and employees or members of the fund or association maintaining the cafeteria. (Education Code 38082)

The Superintendent or designee shall recommend meal prices, based on the costs of providing food services and consistent with Education Code 38084 and 42 USC 1760, for students and nonstudents for approval by the Board.

Students who are enrolled in the free or reduced-price meal programs shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation.

Meals may be sold to nonstudents, including parents/guardians, volunteers, students' siblings, or other individuals, who are on campus for a legitimate purpose. ~~In addition, meals may be sold to other individuals and organizations who are on campus during meal times for a legitimate purpose, such as classroom volunteers, parents/guardians, or student siblings.~~

Any meals served to nonstudents shall not be subsidized by federal or state reimbursements, food service revenues, or U.S. Department of Agriculture commodities. Program financial reports shall be presented regularly to the Board.

Cafeteria Fund

The Superintendent or designee shall establish a cafeteria fund independent of the district's general fund.

The wages, salaries, and benefits of food service employees shall be paid from the cafeteria fund. (Education Code 38103)

Contracts with Outside Services/Providers

With Board approval, the district may enter into a contract for food service consulting services or food service management services in one or more district schools. (Education Code 45103.5; 42 USC 1758; 7 CFR 210.16)

Program Monitoring and Evaluation

The Superintendent or designee shall present to the Board, at least annually, financial reports regarding revenues and expenditures related to the food service program.

The Superintendent or designee shall provide all necessary documentation required for the Administrative Review conducted by the CDE to ensure compliance of the district's food service program with federal requirements related to maintenance of the nonprofit school food service account, paid lunch equity, revenue from nonprogram goods, indirect costs, and USDA foods.

Legal Reference:

EDUCATION CODE

38080-38086 Cafeteria, establishment and use
38090-38095 Cafeterias, funds and accounts
38100-38103 Cafeterias, allocation of charges
42646 Alternate payroll procedure
45103.5 Contracts for management consulting services; restrictions
49490-49493 School breakfast and lunch programs
49500-49505 School meals
49554 Contract for services

HEALTH AND SAFETY CODE

113700-114437 California Retail Food Code

CODE OF REGULATIONS, TITLE 5

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769j School lunch programs

1771-1791 Child nutrition, including:

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 2

225 Cost Principles for State, Local, and Indian Tribal Governments

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.21 National School Breakfast Program

250.1-250.70 USDA foods

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Food Distribution Program Administrative Manual

Cafeteria Funds--Allowable Uses, Management Bulletin NSD-SNP-07-2013, May 2013

Paid Lunch Equity Requirement, Management Bulletin USDA-SNP-16-2012, October 2012

Storage and Inventory Management of United States Department of Agriculture (USDA) Donated Foods, Management Bulletin USDA-FDP-02-2010, August 2010

Clarification for the Use of Alternate Meals in the National School Lunch and School Breakfast Programs; and the Handling of Unpaid Meal Charges, Management Bulletin USDA-SNP-01-2008, February 2008

Adult and Sibling Meals in the National School Lunch and School Breakfast Programs, Management Bulletin 00-111, July 2000

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Financial Management of the School Meal Programs, Correspondence, August 30, 2013

Indirect Costs: Guidance for State Agencies and School Food Authorities, 2011

U.S. DEPARTMENT OF EDUCATION GUIDANCE

FAQs About School Meals

WEB SITES

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

California School Nutrition Association: <http://www.calsna.org>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

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

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

adopted: August 19, 2009 Santa Monica, California

revised: October 6, 2011

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / TERRY DELORIA /
RE: REVISE BP 5147 – DROPOUT PREVENTION

ACTION/CONSENT
06/02/16

RECOMMENDATION NO. A.33

It is recommended that the Board of Education revise BP 5147 – Dropout Prevention.

COMMENTS: The policy has been updated to reflect new law (AB 97, 2013), which eliminates the Pupil Retention Block Grant. The policy also adds material on (1) efforts that support regular school attendance for all students, (2) use of student assessment results and/or teacher evaluations to identify students at risk of dropping out, (3) dropout prevention, intervention and recovery strategies, and (4) indicators for measuring student engagement.

The board discussed these changes at the May 19, 2016, board meeting. Following the board's discussion, Dr. Deloria reported that she would add language regarding strategies to address at-risk students before this policy returns for action.

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

DROPOUT PREVENTION

The Governing Board expects all students to remain in school until graduation in order to acquire critical knowledge and skills and be prepared for postsecondary education and/or employment. The Superintendent or designee shall identify factors that impede student success in school and shall implement integrated, systemic support and strategies that address dropout prevention and promote timely intervention and recovery.

The Superintendent or designee, in collaboration with community agencies and organizations as appropriate, shall develop districtwide and schoolwide strategies that support regular school attendance for all students. Dropout prevention strategies shall include efforts to provide a safe and positive learning environment that engages and motivates students, encourages students' connectedness to the schools, offers meaningful educational opportunities, and promotes student health and well-being.

~~The Board of Education recognizes that regular school attendance is critical to student learning and achievement. The Board desires to provide a learning environment that engages students, helps them become self-motivated, encourages regular attendance, and enables them to meet district standards and to graduate.~~

In addition, the Superintendent or designee shall develop strategies to identify and serve students at all grade levels who are at risk of dropping out of school. Students may be identified on the basis of indicators such as frequent absenteeism, truancy, or tardiness; below-grade-level achievement; or personal, social, health, or economic concerns that may make a student more likely to drop out of school. The strategies may be incorporated into the district's local control and accountability plan and linked to district goals for student engagement, school climate, and student achievement.

Strategies to support students at risk of dropping out of school may include, but are not limited to:

1. Meetings and/or home visits with the student and parent/guardian to identify and address barriers to the student's success and inform them of the state's compulsory education law
2. Individualized instruction that responds to the needs and unique learning styles of students
3. Supplemental instruction during or outside the school day that is designed to help students overcome academic deficiencies
4. Enrollment in alternative or specialized educational programs
5. Assistance locating employment or work-based learning opportunities which link classroom learning with real-world experiences
6. Academic guidance and personal counseling services
7. Referral to a student success team, school attendance review board, or other team that addresses persistent attendance problems
8. Referral to school and/or community support services, such as a student assistance

program, health services, social services, a substance abuse program, and other resources

9. Continued monitoring of student attendance

10. Employment of qualified outreach consultants to perform duties related to dropout identification, prevention, intervention, and recovery as assigned

The Superintendent or designee shall ensure that employees are trained to support at-risk students and are prepared to implement intervention strategies or to make appropriate referrals to support services.

When a student leaves school prior to the end of a school year, or when a student successfully completed the prior school year but did not begin attending the next grade or school that he/she was expected to attend or had pre-registered to attend, the Superintendent or designee shall make efforts to determine whether the student has dropped out or has transferred to another educational setting. The Superintendent or designee may contact the student's parents/guardians to verify school enrollment and, if necessary, shall implement intervention and recovery efforts.

~~The school site council at each school shall develop a comprehensive school plan for student retention in accordance with law, Board policy, and administrative regulation. The plan shall be designed to help reduce student absenteeism and dropout rates and to improve student achievement.~~

Outreach Consultants

~~The Superintendent or designee shall ensure that eligible schools have outreach consultants to help meet the needs of at-risk students.~~

~~Priority shall be given to placing outreach consultants in schools that have at least 50 percent of students eligible for the federal free and reduced price lunch program and that are eligible for Title I funds pursuant to 20 USC 6301-6322. (Education Code 41506)~~

~~Outreach consultants shall: (Education Code 52890)~~

- ~~1. If hired after January 1, 2004, possess a Dropout Prevention Specialist Certificate from a California State University or enroll in a Dropout Prevention Specialist Certificate program within 90 days of the date of hire~~
- ~~2. Demonstrate knowledge of local alternative educational programs and employ those programs to respond to the differential needs and unique learning styles of students~~
- ~~3. Demonstrate knowledge of local community agencies and community programs to recruit those agencies and programs to assist in the physical or psychological remediation of students~~
- ~~4. Utilize local school programs, options, and opportunities to assist students in locating, securing, or retaining employment~~
- ~~5. Utilize techniques that enhance interpersonal communication, self-understanding, self-disclosure, and depth-level sharing~~
- ~~6. Employ appropriate methods to create circumstances necessary so that change is permitted and encouraged in individuals, programs, and institutions~~

7. ~~Be responsible for supervising, instructing, conducting negotiations with, and advising students and adults~~

District assessments and ongoing classroom evaluations shall be used to identify students performing below grade-level or at risk of failing to meet district standards. The Superintendent or designee shall develop strategies to address the needs of at-risk students, which may include but are not limited to instructional strategies responsive to the needs of individual students, provision of supplemental instruction outside the regular school day, provision of effective support services, parent involvement, and/or enrollment in an alternative program.

The Superintendent or designee shall ensure that employees are trained to support students and are prepared to implement intervention strategies as needed or to make appropriate referrals.

Legal Reference:

EDUCATION CODE

35160 Authority of governing board
48200 Compulsory education
48260-48273 Truancy
48400-48403 Compulsory continuation education
48430-48438 Continuation education
48660-48666 Community day schools
49600-49604 Educational counseling
51260-51269 Gang and substance abuse prevention curriculum
51745-51749.3 Independent study
52060-52077 Local control and accountability plan
52300-52334 Regional occupational centers and programs
52890 Qualifications and duties of outreach consultants
54690-54697 Partnership academies
60900-60901 California Longitudinal Pupil Achievement Data System
64000-64001 Single plan for student achievement
WELFARE AND INSTITUTIONS CODE
18986.40-18986.46 Interagency children's services programs
UNITED STATES CODE, TITLE 20
6301-6322 Title I programs

Management Resources:

CSBA PUBLICATIONS

California High School Graduation and Dropout Rates, Fact Sheet, May 2013

WEB SITES

CSBA: <http://www.csba.org>
California Department of Education: <http://www.cde.ca.gov>
California Dropout Research Project: <http://www.cdrp.ucsb.edu>
California Student Assistance Program Resource Center: <http://www.casapresources.org>
National Dropout Prevention Center: <http://www.dropoutprevention.org>
U.S. Department of Education: <http://www.ed.gov>

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

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / TERRY DELORIA
RE: DELETE BP 5149 – AT-RISK STUDENTS

ACTION/CONSENT
06/02/16

RECOMMENDATION NO. A.34

It is recommended that the Board of Education delete BP 5149 – At-Risk Students.

COMMENTS: The policy is being deleted and key concepts are being incorporated into BP 5147 – Dropout Prevention.

The board discussed these changes at the May 19, 2016, board meeting.

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

AT-RISK STUDENTS

The Board of Education recognizes that personal, social, health, and economic circumstances of children and families sometimes place students at risk of school failure. The Board believes, however, that each student can succeed in meeting district academic standards with appropriate educational programs and support services.

District assessments and ongoing classroom evaluations shall be used to identify students performing below grade-level or at risk of failing to meet district standards. The Superintendent or designee shall develop strategies to address the needs of at-risk students, which may include but are not limited to instructional strategies responsive to the needs of individual students, provision of supplemental instruction outside the regular school day, provision of effective support services, parent involvement, and/or enrollment in an alternative program.

The Superintendent or designee shall ensure that employees are trained to support students and are prepared to implement intervention strategies as needed or to make appropriate referrals.

The Superintendent or designee shall establish a student assistance program to help coordinate the district's learning support programs including education, prevention, early identification, intervention, referral, and support services, into an integrated delivery system.

The district's program for at-risk students shall emphasize coordination between site, district, and community-based programs in order to ensure effective implementation and shared accountability.

Legal Reference:EDUCATION CODE~~8800-8807 Healthy Start support services for children~~~~11500-11506 Programs to encourage parent involvement~~~~35160 Authority of governing boards~~~~35183 Gang-related apparel~~~~41505-41508 Pupil Retention Block Grant~~~~41510-41514 School Safety Consolidated Competitive Grant~~~~44049 Report of alcohol or controlled substance abuse~~~~48260-48273 Truancy~~~~48400-48454 Continuation education~~~~48660-48666 Community day schools~~~~49400-49409 Student health~~~~49450-49457 Physical examinations of students~~~~49600-49604 Educational counseling~~~~51266-51266.5 Gang and substance abuse prevention curriculum~~~~51268 Collaboration re drug, alcohol and tobacco prevention~~~~51745-51749.3 Independent study programs~~~~52200-52212 Gifted and Talented Pupil Program~~~~52800-52887 School-Based Program Coordination Act~~EDUCATION CODE (continued)~~54400-54425 Programs for disadvantaged children~~~~54440-54445 Migrant children~~~~54740-54749.5 California School Age Families~~~~56000-56001 Special education programs~~~~56302 Identification and assessment of needs for individuals with disabilities~~REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS~~52014 Inclusion of activities in plan~~~~52015 Components of plan~~

~~54685-54686.2 Early Intervention for School Success Program~~
~~HEALTH AND SAFETY CODE~~
~~11802 Joint school-community alcohol abuse primary education and prevention program~~
~~120325-120380 Immunizations~~
~~121475-121520 Tuberculosis tests for students~~
~~124025-124110 Child health and disability prevention program~~
~~PENAL CODE~~
~~11164-11174.3 Child abuse and neglect reporting~~
~~WELFARE AND INSTITUTIONS CODE~~
~~4343-4360 Primary intervention programs - mental health~~
~~4370-4390 School-based early mental health intervention and prevention~~
~~18975-18979 Child abuse prevention training~~
~~18986.40-18986.46 Interagency children's services programs~~
~~CODE OF REGULATIONS, TITLE 5~~
~~11900-11935 Healthy Start program~~
~~UNITED STATES CODE, TITLE 20~~
~~6301-6578 Title I programs~~

Management Resources:

WEB SITES

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: REVISE BP 6142.91 – READING / LANGUAGE ARTS INSTRUCTION

RECOMMENDATION NO. A.35

It is recommended that the Board of Education revise BP 6142.91 – Reading / Language Arts Instruction.

COMMENTS: The policy has been updated to align the district's reading/language arts program with Common Core State Standards for English language arts. In addition, material related to the Professional Development Block Grant, the Math and Reading Professional Development Block Grant, and the intensive reading program for grades K-4 funded through the Pupil Retention Block Grant has been deleted, since new law (AB 97) redirects funding for those programs into the LCFF.

The board discussed these changes at the May 19, 2016, board meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

READING AND LANGUAGE ARTS INSTRUCTION

The Board of Education recognizes that reading and other language arts constitute the basic foundation for learning in other areas of study. Students should develop an appreciation for literature and for reading as a means to acquire knowledge. They also should develop oral and written language skills that enable them to effectively communicate with others.

The Board desires to offer a comprehensive, balanced reading/language arts program that ensures all students have the skills necessary to read fluently and for meaning. The program shall integrate reading, writing, speaking, and listening activities in order to build effective communication skills.

For each grade level, the Board shall adopt academic standards in reading, speaking, and writing, including spelling and grammar, that meet or exceed state standards. The district's program also shall be aligned with the state framework for reading/language arts instruction that meet or exceed Common Core State Standards in the following strands:

1. Reading: Foundational skills, text complexity and analysis, and the growth of comprehension
2. Writing: Text types, responding to reading, production and distribution of writings, and research
3. Speaking and listening: Oral language development, comprehension, flexible communication, and collaboration
4. Language: Conventions, effective use, knowledge of language, and vocabulary

Teachers are ~~encouraged~~ to use a variety of instructional strategies to accommodate the needs of beginning readers and the varying abilities of more advanced readers. The program shall provide ongoing diagnosis of students' skills and, as needed, may provide supplementary instruction during the school day and/or outside the regular school session to assist students who are experiencing difficulty learning to read.

The Superintendent or designee shall provide professional development opportunities that are designed to provide instructional staff with knowledge about how students develop language skills, the ability to analyze students' developing literacy levels, and mastery of the ability to draw from a variety of instructional strategies and materials.

The Superintendent or designee shall ensure that the district's reading/language arts program offers sufficient access to standards-aligned textbooks and other instructional materials of varying levels of difficulty, including fiction and nonfiction works, so that students are continually reading at an appropriate level. In addition, technology should be available to support all areas of literacy.

The Superintendent or designee shall regularly provide the Board with data from state and district reading assessments and program evaluations to enable the Board to monitor program effectiveness.

Grades K-3

~~The goal of the district's early literacy program shall be to ensure that students are able to read~~

fluently and at grade level by the end of third grade. To reach this goal, the Superintendent or designee shall design a balanced and comprehensive reading/language arts program with the following components:

1. Explicit skill development for beginning readers that includes phonemic awareness, phonics and decoding skills, and sufficient practice and repetition of these skills
2. A strong literature, language, and comprehension program that includes a balance of oral and written language
3. Ongoing diagnosis of students' skills
4. An early intervention program that provides assistance to students at risk of reading failure

Grades 4-12

The Board recognizes that reading/language arts instruction is an integral component of the curriculum at all grade levels. Continuous progress in fluency and comprehension shall be the goal of reading/language arts instruction in grades 4-12.

The program in these grades shall promote reading for subject matter comprehension, developing understanding of progressively more advanced reading material, analyzing and discussing a variety of reading materials, increasing the frequency of reading, developing more complex writing skills with attention to composition and vocabulary, and developing other communications skills.

When students in these grades do not have fully developed reading/language arts skills, the Superintendent or designee shall make resources available to assist them in reaching a reading level sufficient to meet the demands of grade-level material. Staff at all grade levels and in every subject shall take responsibility for supporting and expanding students' literacy skills.

Supplementary Reading Instruction for Grades K-4

When state funding is available, the Board may offer students in grades K-4 increased instructional opportunities before or after school and/or outside the regular school session to assist those students who are experiencing difficulty learning to read and to increase the reading skills and reading enjoyment of all students.

Legal Reference:

EDUCATION CODE

41505-41508 Pupil Retention Block Grant

41530-41532 Professional Development Block Grant

44277 Professional growth activities

44735 Teaching as a Priority Block Grant

44755-44757.5 Teacher Reading Instruction Development Program, K-3

51210 Areas of study, grades 1-6

51220 Areas of study, grades 7-12

51700-51702 Reading First

53000-53006 Comprehensive Reading Leadership Program

60119 Sufficiency of textbooks and instructional materials

60200.4 Fundamental skills

60350-60352 Core reading program instructional materials

60605 State-adopted content and performance standards in core curricular areas

99220-99221 California Reading Professional Development Institutes

99230-99242 Mathematics and Reading Professional Development Program (AB 466 trainings)

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

53025-53032 *Intensive reading program for grades K-4*
CODE OF REGULATIONS, TITLE 5
9535 *Purchase of nonadopted core reading program instructional materials*
11980-11985 *Mathematics and Reading Professional Development Program (AB 466 trainings)*
11991-11991.2 *Reading First achievement index*
UNITED STATES CODE, TITLE 20
6361-6368 *Reading First Program*
6371-6376 *Early Reading First Program*
6381-6381k *Even Start Family Literacy Program*
6383 *Improving literacy through school libraries*

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Every Child a Reader, 1995
English-Language Arts Framework for California Public Schools
English-Language Arts Content Standards for California Public Schools, Kindergarten Through Grade Twelve
Recommended Literature: Kindergarten Through Grade Twelve
U.S. DEPARTMENT OF EDUCATION GUIDANCE
Guidance for the Reading First Program, April 2002
WEB SITES
CSBA: <http://www.csba.org>
California Department of Education, Reading/Language Arts: <http://www.cde.ca.gov/pd/ca/rl>
U.S. Department of Education: <http://www.ed.gov>

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/02/16

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

RE: REVISE BP 6142.94 – HISTORY-SOCIAL SCIENCE INSTRUCTION

RECOMMENDATION NO. A.36

It is recommended that the Board of Education revise BP 6142.94 – History-Social Science Instruction.

COMMENTS: The policy has been updated to delete the reference to the Standardized Testing and Reporting program. AB 484 (Ch. 489, Statutes of 2013) amended Education Code 60640-60649 to transition from the Standardized Testing and Reporting program to the California Assessment of Student Performance and Progress. Currently, the CASPP does not include an assessment of history-social science performance, but such an assessment may be added in the future. Other state, national, and district assessments also may provide data on history-social science performance that may be used to evaluate the effectiveness of the district's instructional program.

The board discussed these changes at the May 19, 2016, board meeting. During the discussion, Dr. Gonzalez-Castillo reported that she would add language addressing the inclusion of various racial and LGBTQIAA experiences before this policy returned for action.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

HISTORY-SOCIAL SCIENCE INSTRUCTION

The Board of Education believes that the study of history and other social sciences is essential to prepare students to engage in responsible citizenship, comprehend complex global interrelationships, and understand the vital connections among the past, present, and future. The district's history-social science education program shall be designed to develop students' knowledge of historical events within a chronological and geographic context and shall include, at appropriate grade levels, instruction in American and world history, geography, economics, political science, anthropology, psychology, and sociology.

The Board shall adopt academic standards for history-social science which meet or exceed state content standards and describe the knowledge and skills that students shall be expected to achieve at each grade level.

The Superintendent or designee shall develop a comprehensive, sequential curriculum that is aligned with the district standards and is consistent with the state's curriculum framework. At each grade level, the curriculum shall integrate age-appropriate instruction designed to develop student achievement in the following areas:

1. Knowledge and cultural understanding, including historical, ethical, cultural, geographic, economic, and sociopolitical literacy
2. Democratic understanding and civic values, including an understanding of national identity; constitutional heritage; and an individual's civic values, rights, and responsibilities
3. Skills attainment and social participation, including basic study skills, critical thinking skills, and participation skills that are essential for effective citizenship

The district's history-social science curriculum shall include a multicultural education component which is designed to teach students to respect and appreciate cultural diversity and different points of view while also developing their understanding of commonalities and collective experiences. The curriculum shall ~~reflect the experiences~~ **include the contributions** of men and women, **Native Americans, African Americans, Mexican Americans, Asian Americans, Pacific Islanders, European Americans, lesbian, gay, bisexual, and transgender Americans, persons with disabilities, and members of other ethnic groups to the economic, political, social development of the** ~~and of various cultural, ethnic, racial, religious, and social groups and their contributions to the~~ history, life, and culture of the local community, California, the United States, and other nations.

The Board shall adopt standards-aligned instructional materials for history-social science in accordance with applicable law, Board policy, and administrative regulation. In addition, teachers are encouraged to supplement the curriculum through the use of biographies, original documents, diaries, letters, legends, speeches, other narrative artifacts, and literature from and about the period being studied.

The Superintendent or designee shall provide a standards-based professional development program designed to increase teachers' knowledge of adopted instructional materials and instructional strategies for teaching history-social science.

The Superintendent or designee shall regularly evaluate and report to the Board regarding the implementation and effectiveness of the history-social science curriculum at each grade level,

including, but not limited to, the extent to which the program is aligned with state standards, ~~test results from the Standardized Testing and Reporting Program at~~ any applicable student assessment results, ~~grade levels~~, and feedback from students, parents/guardians, and staff regarding the program.

Legal Reference:

EDUCATION CODE

33540 History-social science curriculum framework
51204 Course of study designed for student's needs
51204.5 History of California; contributions of men, women, and ethnic groups
51210 Course of study, grades 1-6
51220 Course of study, grades 7-12
51220.2 Instruction in legal system; teen or peer court programs
51221 Social science course of study, inclusion of instruction in use of natural resources
51221.3-51221.4 Instruction on World War II and Vietnam War; use of oral histories
51225.3 High school graduation requirements
60040-60051 Criteria for instructional materials
60119 Public hearing on the sufficiency of instructional materials
60200-60206 Instructional materials, grades K-8
60400-60411 Instructional materials, grades 9-12
60420-60424 Instructional Materials Funding Realignment Program
60640-60649 Standardized Testing and Reporting Program
99200-99206 Subject matter projects

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

History-Social Science Framework for California Public Schools, Kindergarten Through Grade Twelve, rev. 2005
Model Curriculum for Human Rights and Genocide, 2000
History-Social Science Content Standards for California Public Schools, Kindergarten Through Grade Twelve, October 1998

WEB SITES

CSBA: <http://www.csba.org>
California Council for the Humanities: <http://www.calhum.org>
California Council for the Social Studies: <http://www.ccss.org>
California Department of Education: <http://www.cde.ca.gov>
California History-Social Science Course Models: <http://www.history.ctaponline.org>
California Subject Matter Project: <http://csmp.ucop.edu>
National Association for Multicultural Education: <http://www.nameorg.org>
National Council for History Education: <http://www.nche.net>

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

DISCUSSION ITEMS

TO: BOARD OF EDUCATION

DISCUSSION

06/02/16

FROM: SANDRA LYON / TERRY DELORIA

RE: LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) – 2016-17

DISCUSSION ITEM NO. D.01

As part of the Local Control Funding Formula, school districts are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP) beginning on July 1, 2014, using a template that was adopted by the California State Board of Education (SBE) in January 2014. The LCAP is required to identify goals and measure progress for student subgroups across eight state priority areas. Districts must include in their LCAP actions, services, and expenditures to be used to support students district-wide, as well as additional actions and services for low-income students, English learners, and foster youth. The LCAP and the district budget must be presented at a public hearing prior to the board meeting at which the LCAP and the budget are adopted. The LCAP must be approved by the school board at the same meeting, but prior to adoption of the district budget.

Developed with input from parents, teachers, administrators, students and community members, the goals identified in the SMMUSD's LCAP align with the State's eight priorities and its LCFF. Tonight staff will present goals and recommended supplemental grant allocations.

TO: BOARD OF EDUCATION
 FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO
 RE: PRELIMINARY GENERAL FUND BUDGET FOR 2016-17

DISCUSSION
 06/02/16

DISCUSSION ITEM NO. D.02

INTRODUCTION

Following is a preliminary General Fund Budget for 2016-17 according to the most recent information we have received for State and Federal funding. This includes revenue and expenditure assumptions, the estimated Reserve, Revenue and Expenditure Summaries, and Multi-year Projections.

Listed below are the assumptions used to develop the SMMUSD budget:

REVENUE ASSUMPTIONS

No statutory Cost of Living Adjustment (COLA) is applied to the 2016-17 LCFF funding. The gap funding is 54.84%. The projected District LCFF revenues calculation as follows:

2016-17 LCFF CALCULATION					
BASE GRANT					
	TK-3	4-6	7-8	9-12	TOTAL
	3,104.44	2,439.00	1,672.92	3,473.84	10,690
2015-16 BASE	7,083	7,189	7,403	8,578	
COLA 0%	7,083	7,189	7,403	8,578	
	21,988,749	17,533,971	12,384,627	29,798,600	81,705,946
AUGUMENTATION GRANTS:					
CSR AUGUMENTATION: BASE GRANT X10.4%					2,286,830
CTE AUGUMENTATION 9-12 BASE GRANT X2.6%					774,764
SUPPLEMENT AND CONCENTRATION GRANTS:					
TOTAL ENROLLMENT					11,186
TOTAL UNDUPLICATED PUPIL COUNT					3,247
					29.03%
SUPPLEMENT ADD-ON 20% OF BASE GRANT * %					4,921,008
TRANSPORTATION AND TIIG GRANT					1,250,030
TOTAL LCFF ENTITLEMENT /TARGET FUNDING					90,938,578
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
15-16 GAP FUNDING PER ADA					768.65
TOTAL PRIOR YEAR PER ADA RATE					7,007.88
15-16 FUNDED ADA					10,690
15-16 HOLD HARMLESS REVENUE LIMIT FUNDING					74,914,237
15-16 TOTAL HOLD HARMLESS FUNDING					83,500,080
2015-16 FUNDING					
DIFFERENCE BTW LCFF AND HOLD HARMLESS FUNDING					7,438,498
GAP FUNDING					54.84%
2016-17 TOTAL FUNDING					87,579,352

Enrollment for 2016-17 is expected to be 11,003.

The Lottery allocation will be \$181 per annual ADA, of which \$140 is for Unrestricted General Fund expenditures and the remaining \$41 is Proposition 20 – Mandated for Instructional Materials.

No COLA for Special Education Funding, the projected Special Education AB 602 revenue is \$5,585,699 and \$2,309,863 for Federal IDEA programs.

Mandated Block Grant revenue is \$399,624.

One-time Discretionary Fund \$237/ADA equal to \$2,533,530.

The Measure “R” parcel tax of \$385.81 per parcel is estimated to generate \$11,563,041 after processing the senior exemptions.

Santa Monica-Malibu Education Foundation contribution is \$2.5 million dollars.

The estimated revenue from Prop Y is \$8,000,000 from the City of Santa Monica.

The District will receive \$8,800,000 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:	\$1,166,228
Title II:	\$ 331,882
Title III:	\$ 111,706
Carl Perkins:	\$ 56,639
Medical:	\$ 500,000

The projected Career Technical Educative Incentive Grant (CTEIG) revenue is \$450,000.

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 (JAMS)	33
Grade 9-12	35

Full-Time Equivalent (FTE) Changes:

Certificated: The FTE change of teaching positions reflect changes of projected enrollment

- 1.0 FTE Teaching Position Edison Elementary School
- 1.0 FTE Teaching Position McKinley Elementary School
- 1.0 FTE Teaching Position John Muir Elementary School

- 0.6 FTE Teaching Position Lincoln Middle School
- (1.0) FTE Teaching Position Webster Elementary School
- (1.8) FTE Teaching Position Malibu High School
- (0.2) FTE Teaching Position John Adam Middle School
- (2.4) FTE Teaching Position Santa Monica High School

Classified:

- 0.5 FTE Communication Specialist
- 0.5 FTE Accounting Assistant /Facility Use
- 1.0 FTE Sr. Office Specialist /Facility Use

Management:

- 1.0 FTE Chief Operations Officer
- (1.0) FTE Executive Director Facilities
- 1.0 FTE Manager of Facility Use
- (1.0) FTE Director of Facility Use
- 1.0 FTE Literacy and Language Interventionist
- 1.0 FTE Technical Theater Supervisor /Facility Use

Salary:

- 1.5% step and column increase for certificated employees
- 1.5% step and column increase for classified employees
- 2% Salary Increase for CTA Members
- The Salary Study performed by the Personnel Commission for Classified employees will be implemented at a cost of approximately 1% for 2016-17, increasing another 1% in 2017-18.

Benefits:

Statutory Benefits:

- 12.58% STRS employer contribution rate (1.85% increase)
- 6.20% OASDI contribution rate
- 1.45% Medicare contribution rate
- 0.05% SUI contribution
- 3.80% Workers' Compensation contribution
- 13.888% PERS Employer contribution rate (2.041% increase)
- 1.25% Other Postemployment Benefit

Health & Welfare:

The premium for District-paid employee health benefits is budgeted for a 10% increase in 2017 calendar year. Cal-PERS health benefit rates have not been announced rate for 2017. We will adjust these rates when we receive the official notification.

OTHER PROGRAMS

Educational Protection Act (EPA)

After passage of Proposition 30, the Schools and Local Public Safety Protection Act of 2012, the District received funds through a new Education Protection Account to help stabilize school budgets and restore educational opportunities that were decimated by revenue shortfalls

brought by the Great Recessions. The District will receive \$2,151,600 in 2016-17 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.

Elementary Literacy Coach Program

Literacy Coach Allocation

	GENERAL FUND (00020)	LCAP (00030)
EDISON		1.00
FRANKLIN	1.50	
GRANT	1.40	
MCKINLEY		1.00
JOHN MUIR		1.00
ROGERS	1.00	
ROOSEVELT	1.50	
WEBSTER	1.00	
CABRILLO		1.00
PT DUME	1.00	
SMASH	0.60	
TOTAL	8.00	4.00

LCAP Supplemental

\$4,308,529 is budgeted to support the LCAP plan that will be approved by the Board.

Textbooks

\$800,000 funded by Unrestricted General Fund.

Formula Budget (School Site Allocations)

Total formula budget is \$1,027,322. The allocation is based on (same as 2015-16):

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

Summer School

Total summer school budget is \$933,578 (\$708,740 from Unrestricted General Fund)

Custodial Supplies

The purchase of custodial supplies was centralized beginning 2015-16, an allocation of \$300,000 has been budgeted in 2016-17.

Equipment Purchase and Replacement

\$584,000 budget for School Buses, Copiers, Trucks and other Equipment replacement.

Transportation

- \$ 979,528 for Regular Ed Transportation
- \$1,349,829 for Special Ed Transportation

Ongoing Maintenance Program

\$4,396,421 is budgeted for Ongoing Maintenance Program which represents 3% of total General Fund budget.

TRANSFERS

\$250,000 transfer to Deferred Maintenance Fund (Fund 14)
\$130,000 transfer to Cafeteria Fund (Fund 13)
\$159,240 transfer to Seaside Preschool Grant (from Unrestricted General Fund)
\$196,027 transfer to Seaside Preschool Edison (from Title one)
\$254,023 transfer to State Preschool Program

The Indirect Rate is changed from 6.28% to 5.66% in 2016-17.

RESERVE

The District Budget reflects a 3% reserve of the total General Fund Budget for 2016-17, 2017-18, and 2018-19 for Economic Uncertainties.

The following documents include the General Fund Revenue / Expenditure Summary, the Unrestricted General Fund Revenue / Expenditure Summary, Multi-year Projections, and Preliminary Site Budgets.

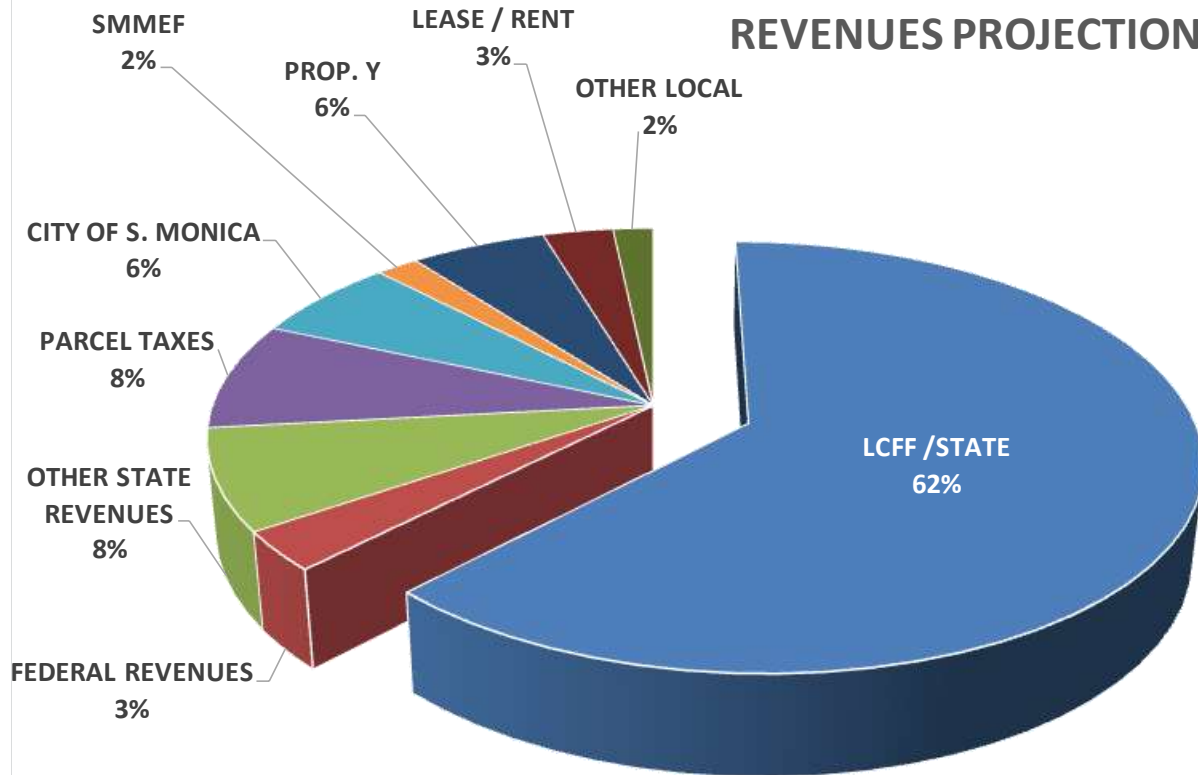
MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
2016-17 PRELIMINARY BUDGET
GENERAL FUND**

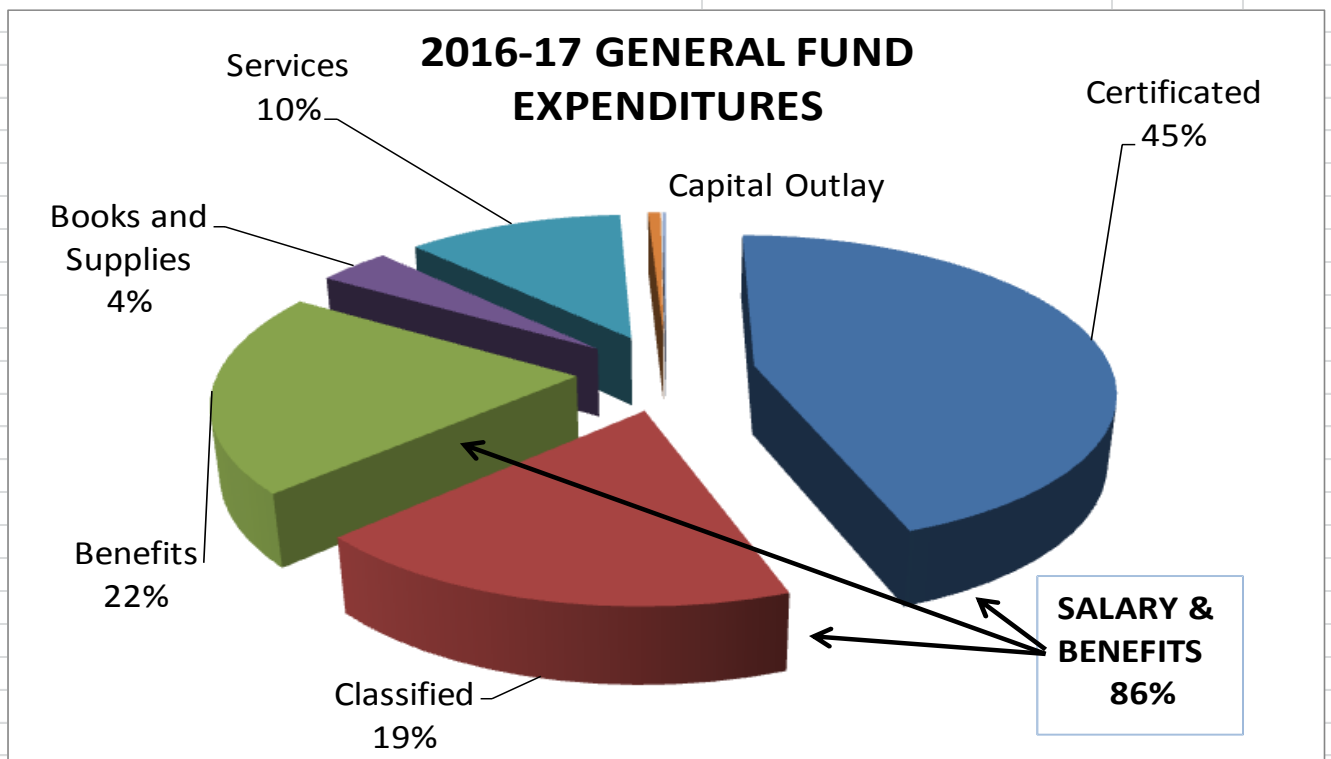
REVENUES

PROJECTED BEGINNING BALANCE	\$	31,238,415
LCFF /STATE	\$	87,245,352
FEDERAL REVENUES	\$	4,293,291
OTHER STATE REVENUES	\$	10,937,426
PARCEL TAXES	\$	11,563,041
CITY OF SANTA MONICA	\$	8,800,000
SMMEF	\$	2,500,000
PROP. Y	\$	8,000,000
LEASE / RENT	\$	4,132,878
OTHER LOCAL	\$	2,360,107
TOTAL REVENUES	\$	139,832,095
TOTAL AVAILABLE FUNDS	\$	171,070,510

**2016-17 GENERAL FUND)
REVENUES PROJECTION**



GENERAL FUND (UNRESTRICTED & RESTRICTED)	
PROJECTED EXPENDITURES:	
CERTIFICATED SALARIES	\$ 65,958,090
CLASSIFIED SALARIES	\$ 29,338,776
EMPLOYEE BENEFITS	\$ 35,230,817
BOOKS AND SUPPLIES	\$ 4,843,579
SERVICES & OTHER OPERATING COSTS	\$ 14,384,084
CAPITAL OUTLAY	\$ 649,500
OTHER OUTGO	\$ 65,147
TOTAL EXPENDITURES:	\$ 150,469,993
PROJECTED FUND BALANCE:	\$ 20,600,517



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT			
SUMMARY BUDGET OF GENERAL FUND			
FUND 01: UNRESTRICTED GENERAL FUND			
	2015-16 ESTIMATED ACTUALS	2016-17 PROPOSED BUDGET	CHANGES
BEGINNING BALANCE	31,534,919	28,590,016	
REVENUES			-
LCFF SOURCES	83,901,961	87,245,352	3,343,391
FEDERAL REVENUE	243,090	13,000	(230,090)
OTHER STATE REVENUE	7,619,598	4,204,560	(3,415,038)
LOCAL REVENUES	34,114,557	35,096,634	982,077
LOCAL GENERAL FUND CONTRIBUTION	(23,804,251)	(25,687,825)	(1,883,574)
TOTAL REVENUES	102,074,955	100,871,721	(1,203,234)
EXPENDITURES			
CERTIFICATED SALARIES	51,035,100	53,438,028	2,402,928
CLASSIFIED SALARIES	17,627,810	18,501,715	873,905
EMPLOYEE BENEFITS	23,592,895	26,305,818	2,712,923
BOOKS AND SUPPLIES	3,034,903	3,550,726	515,823
SERVICES & OTHER OPERATING COSTS	9,624,681	9,116,473	(508,208)
CAPITAL OUTLAY	952,782	584,000	(368,782)
OTHER OUTGO	(848,313)	(414,336)	433,977
TOTAL EXPENDITURES	105,019,858	111,082,424	6,062,566
NET INCREASE (DECREASE)	(2,944,903)	(10,210,703)	
PROJECTED FUND BALANCE	28,590,016	18,379,313	
FUND 01: RESTRICTED GENERAL FUND			
	2015-16 ESTIMATED ACTUALS	2016-17 PROPOSED BUDGET	CHANGES
BEGINNING BALANCE	3,939,550	2,768,452	
REVENUES			
FEDERAL REVENUE	5,155,222	4,476,318	(678,904)
OTHER STATE REVENUE	5,582,155	951,140	(4,631,015)
LOCAL REVENUES	9,713,072	7,845,091	(1,867,981)
LOCAL GENERAL FUND CONTRIBUTION	23,804,251	25,687,825	1,883,574
TOTAL REVENUES	44,254,700	38,960,374	(5,294,326)
EXPENDITURES			
CERTIFICATED SALARIES	11,670,471	12,520,062	849,591
CLASSIFIED SALARIES	10,086,009	10,837,061	751,052
EMPLOYEE BENEFITS	11,512,898	8,924,999	(2,587,899)
BOOKS AND SUPPLIES	3,645,508	1,292,853	(2,352,655)
SERVICES & OTHER OPERATING COSTS	7,589,116	5,267,611	(2,321,505)
CAPITAL OUTLAY	179,944	65,500	(114,444)
OTHER OUTGO	741,852	479,483	(262,369)
TOTAL EXPENDITURES	45,425,798	39,387,569	(6,038,229)
NET INCREASE (DECREASE)	(1,171,098)	(427,195)	
PROJECTED FUND BALANCE	2,768,452	2,341,257	

SANTA MONICA-MALIBU USD				
MULTI-YEAR PROJECTION				
UNRESTRICTED GENERAL FUND -ASSUMPTIONS				
Factor	2015-16	2016-17	2017-18	2018-19
Statutory COLA	1.02%	0.00%	1.11%	2.42%
LCFF FUNDING BASE				
K-3 + 10.4% CSR	\$7,820	\$ 7,820	\$ 7,987	\$ 8,198
4-6	\$7,189	\$ 7,189	\$ 7,269	\$ 7,572
7-8	\$7,403	\$ 7,403	\$ 7,485	\$ 7,797
9-12 + 2.6% CTE	\$8,801	\$ 8,801	\$ 8,988	\$ 9,270
AVERAGE LCFF FUNDING PER ADA	\$7,880	\$ 8,371	\$ 8,492	\$ 8,601
% OF LOCAL PROPERTY TAXES INCREASE	5%	5%	5%	5%
% OF GAP FUNDING /DOF	51.97%	54.84%	73.96%	41.22%
Enrollment Projection*	11,265	11,003	11,003	11,003
P2 ADA Projection	10,690	10,462	10,462	10,462
FUNDING ADA	10,795	10,690	10,462	10,462
Federal Revenues	0%	0%	0%	0%
City of Santa Monica	\$8,617,269	\$ 8,800,000	\$ 9,000,000	\$9,200,000
Measure "R"	\$11,292,032	\$11,563,041	\$11,794,302	\$1,230,188
City of SM /Prop. Y	\$7,800,000	\$ 8,000,000	\$ 8,200,000	\$8,400,000
SMMEF	\$2,365,721	\$ 2,500,000	\$ 2,500,000	\$2,500,000
Salary Increase	6%	2%	0%	0%
Step & Column Incr.	1.50%	1.50%	1.50%	1.50%
STRS Rate	10.73%	12.58%	14.43%	16.28%
PERS Rate	11.85%	13.888%	15.50%	17.10%
Health/Welfare - Annualized	5%	7%	7%	7%
Workers' Compensation	3.80%	3.80%	3.80%	3.80%
Other Postemployment Benefits	1.25%	1.25%	1.25%	1.25%
Indirect Cost Rate	6.28%	5.66%	5.66%	5.66%
Interest Rate	0.70%	0.70%	0.70%	0.70%
Ongoing Maintenance	3%	3%	3%	3%
Reserve for Uncertainties	3%	3%	3%	3%

SANTA MONICA-MALIBU USD				
MULTI-YEAR PROJECTION				
UNRESTRICTED GENERAL FUND				
	2015-16	2016-17	2017-18	2018-19
Description	ESTIMATED ACTUALS	PRELIMINARY BUDGET	PROJECTED BUDGET	PROJECTED BUDGET
Revenue:				
Property Tax	70,465,856	73,477,874	77,343,943	81,113,671
Education Protection Account (EPA)	2,155,938	2,151,600	2,151,600	-
LCFF Transfer to Fund 14	(250,000)	(250,000)		
LCFF Transfer to Charter School & County Specialized secondary school	(84,000)	(84,000)	(88,000)	(89,000)
LCFF State Aide	11,614,167	11,949,878	9,342,827	8,866,440
Subtotal LCFF Funding	83,901,961	87,245,352	88,750,369	89,891,111
Prior Year LCFF Adjustment				
Other Federal	243,090	13,000	13,000	13,000
Lottery	1,499,996	1,500,000	1,500,000	1,500,000
Mandated Reimbursement Block Grant	6,111,602	2,933,154	395,000	395,000
Other State Revenue	8,000	5,000	5,000	5,000
Meas. "R"	11,292,032	11,563,041	11,794,302	12,030,188
Prop. Y / City of SM	7,800,000	8,000,000	8,200,000	8,400,000
Joint Use Agreement/ City of SM	8,617,269	8,800,000	9,000,000	9,200,000
All Other Local Income	4,039,535	4,000,000	4,000,000	4,000,000
SMMEF Donation	2,365,721	2,500,000	2,500,000	2,500,000
Local General Fund Contribution	(23,804,251)	(25,687,825)	(25,764,726)	(26,300,000)
TOTAL REVENUE	102,074,955	100,871,721	100,392,945	101,634,299
Expenditure:				
Certificated Salary	51,035,100	53,438,028	54,239,598	55,053,192
Classified	17,627,810	18,501,715	18,779,241	19,060,929
Benefits	23,592,895	24,977,356	25,976,451	27,020,451
STRS		988,604	1,003,433	1,018,484
PERS		339,858	272,449	274,477
Supplies/Books	3,034,903	3,550,726	3,000,000	3,000,000
Other Operational Costs	9,624,681	9,116,473	8,700,000	8,700,000
Capital Outlay	952,782	584,000	100,000	100,000
Debt Services	53,400	53,389	53,396	
Indirect	(1,266,204)	(1,010,988)	(1,000,000)	(1,000,000)
Interfund Transfer Out to FUND 12	234,491	413,263	-	-
Interfund Transfer Out to FUND 13	130,000	130,000	130,000	130,000
REDUCTION PLAN 2017-18			(4,500,000)	(4,500,000)
TOTAL EXPENDITURE	105,019,858	111,082,424	106,754,568	108,857,534
Increase (Decrease) Fund Balance	(2,944,903)	(10,210,703)	(6,361,623)	(7,223,235)
Beginning Fund Balance	31,534,919	28,590,016	18,379,312	12,017,690
Ending Fund Balance	28,590,016	18,379,312	12,017,690	4,794,455
Reserve - Revolving cash, Store	100,000	100,000	100,000	100,000
Reserve - Deficiting Spending in 16-17	10,210,703			
Reserve - Deficiting Spending in 17-18	6,361,623	6,361,623		
Reserve - Deficiting Spending in 18-19	7,223,235	7,223,235	7,223,235	
3% Contingency Reserve	4,501,037	4,512,453	4,550,000	4,600,000
Unappropriated Balance	4,694,455	4,694,455	4,694,455	94,455

**UNRESTRICTED GENERAL FUND
FISCAL YEAR 2016-17**

	2015-16	2016-17	
	ESTIMATED	PRELIMINARY	
	ACTUALS	BUDGET	CHANGES
EDISON ELEMENTARY SCHOOL	2,983,405	3,254,687	271,282
FRANKLIN ELEMENTARY SCHOOL	4,981,309	5,353,244	371,935
GRANT ELEMENTARY SCHOOL	4,157,162	4,291,413	134,251
MCKINLEY ELEMENTARY SCHOOL	3,097,282	3,461,131	363,849
JOHN MUIR ELEMENTARY SCHOOL	1,810,757	2,033,723	222,966
ROGERS ELEMENTARY SCHOOL	3,529,719	3,738,962	209,243
ROOSEVELT ELEMENTARY SCHOOL	4,840,256	5,227,113	386,857
WEBSTER ELEMENTARY SCHOOL	2,307,892	2,395,850	87,958
SMASH (ALTERNATIVE) SCHOOL	1,469,928	1,676,588	206,660
MALIBU HIGH SCHOOL	7,429,982	7,936,060	506,078
JOHN ADAMS MIDDLE SCHOOL	6,682,567	7,127,388	444,821
LINCOLN MIDDLE SCHOOL	6,226,882	6,827,294	600,412
OLYMPIC HIGH SCHOOL	906,708	971,169	64,461
SANTA MONICA HIGH SCHOOL	18,757,121	19,922,248	1,165,127
CABRILLO ELEMENTARY SCHOOL	1,834,868	1,935,793	100,925
PT. DUME ELEMENTARY SCHOOL	1,896,982	2,027,180	130,198
EDUCATIONAL SERVICES	8,682,468	8,866,638	184,170
TOTAL INSTRUCTIONAL BUDGET	81,595,288	87,046,481	5,451,193

EDISON ELEMENTARY SCHOOL					
2016-17					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2014-15		449			
2015-16		433			
2016-17	439				
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
RES: 00000					
CLASSROOM TEACHERS	18.000	1,466,750	19.000	1,613,059	146,309
EXTRA DUTY UNITS		3,113		3,179	66
PRINCIPAL	1.000	124,418	1.000	133,651	9,233
CUSTODIANS	2.625	137,003	2.625	147,151	10,148
CLERICAL	2.000	97,805	2.000	102,152	4,347
NOON AIDES		10,664		11,461	797
BENEFITS		648,767		761,244	112,477
SEASIDE PRESCHOOL LIC		484		-	
RES:00001 MEASURE "R"					-
PHYSICAL ACTIVITY SPEC.	1.250	44,151	1.250	47,722	3,571
LIBRARY COORDINATOR	0.875	34,348	0.875	35,846	1,498
BENEFITS		39,615		44,334	4,719
RES:00010 FORMULA					-
SUPPLIES/OTHER SERVICES		34,910		33,666	(1,244)
RES:00020 SMMEF					-
PD LEADER					-
INSTRUCTIONAL AIDES	3.2500	94,396	3.2500	105,693	11,297
BENEFITS		29,770		31,012	1,242
PD GRANT					-
RES: 00021 STRETCH GRANT*		86,348		46,769	(39,579)
RES: 00030 LCAP					-
LITERACY COACH	1.000	95,734	1.000	100,228	4,494
BENEFITS		35,129		37,520	2,391
TOTAL:	30.000	2,983,405	31.000	3,254,687	271,766
RES: 63000 LOTTERY*		11,201		5,196	(6,005)
*INCLUDES PRIOR YEAR CARRYOVER					

FRANKLIN ELEMENTARY SCHOOL					
2016-17					
GENERAL FUND - UNRESTRICTED					
	PROJECTED	CBEDS			
ENROLLMENT					
2014-15		818			
2015-16		831			
2016-17	815				
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
RES: 00000					
CLASSROOM TEACHERS	33.500	2,711,755	33.500	2,883,373	171,618
EXTRA DUTY UNITS		4,811		4,913	102
PRINCIPAL	1.000	121,011	1.000	127,026	6,015
ASST PRINCIPAL	1.000	88,090	1.000	96,910	8,820
CUSTODIANS	3.625	130,707	3.625	145,476	14,769
CLERICAL	3.000	128,824	3.000	134,521	5,697
NOON AIDES		23,908		25,694	1,786
BENEFITS		1,102,242		1,242,887	140,645
COPIER REPLACEMENT		12,971			(12,971)
RES.:00001 MEASURE "R"					-
PHYSICAL ACTIVITY SPEC.	2.250	74,080	2.250	80,961	6,881
LIBRARY COORDINATOR	1.000	35,618	1.000	37,172	1,554
BENEFITS		42,263		47,524	5,261
RES:00010 FORMULA					-
SUPPLIES/OTHER SERVICES		63,600		64,610	1,010
RES:00020 SMMEF					-
INSTRUCTIONAL AIDES	5.6250	158,030	5.6250	174,851	16,821
BENEFITS		183,177		203,536	20,359
PD GRANT					-
RES: 00021 STRETCH GRANT*		100,222		83,790	(16,432)
TOTAL:	51.000	4,981,309	51.000	5,353,244	371,935
RES: 63000 LOTTERY*		11,550		9,972	(1,578)
*INCLUDES PRIOR YEAR CARRYOVER					

GRANT ELEMENTARY SCHOOL					
2016-17					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2014-15		635			
2015-16		628			
2016-17	630				
	2015-16	2015-16	2016-17	216-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
RES: 00000					
CLASSROOM TEACHERS	26.400	2,317,665	26.400	2,388,941	71,276
EXTRA DUTY UNITS		3,962		4,046	84
PRINCIPAL	1.000	124,418	1.000	130,579	6,161
ASST PRINCIPAL	0.500	50,142	0.500	51,650	1,508
INSTRUCTIONAL AIDES	0.17425	4,631	0.174	4,833	202
CUSTODIANS	2.625	102,211	2.625	113,256	11,045
CLERICAL	2.500	86,762	2.500	95,034	8,272
NOON AIDES		18,576		19,964	1,388
BENEFITS		942,598		1,051,298	108,700
EQUIP FOR SEASIDE PRESCHOOL		108,000			(108,000)
RES: 00001 MEASURE "R"					-
PHYSICAL ACTIVITY SPEC.	1.875	60,600	1.875	64,244	3,644
LIBRARY COORDINATOR	0.9375	35,043	0.9375	36,572	1,529
BENEFITS		47,530		61,207	13,677
RES:00010 FORMULA					-
SUPPLIES/OTHER SERVICES		49,371		48,827	(544)
RES:00020 SMMEF					-
INSTRUCTIONAL AIDES	4.3750	106,867	4.3750	131,517	24,650
BENEFITS		16,591		20,381	3,790
PD GRANT					-
RES: 00021 STRETCH GRANT*	0.5000	82,195		69,064	(13,131)
TOTAL:	40.887	4,157,162	40.387	4,291,413	134,251
RES: 63000 LOTTERY*		13,399		7,536	(5,863)
*INCLUDES PRIOR YEAR CARRYOVER					

MCKINLEY ELEMENTARY SCHOOL					
2016-17					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2014-15		499			
2015-16		512			
2016-17	536				
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
RES: 00000					
CLASSROOM TEACHERS	21.000	1,653,809	22.000	1,813,618	159,809
EXTRA DUTY UNITS		2,830		2,890	60
PRINCIPAL	1.000	120,186	1.000	126,136	5,950
ASST PRINCIPAL	0.500	50,142	0.500	51,650	1,508
CUSTODIANS	2.625	79,082	2.625	104,303	25,221
CLERICAL	2.100	77,108	2.100	86,980	9,872
IA AIDE - TK	1.500	37,250	1.500	39,167	1,917
NOON AIDES		10,492		11,276	784
BENEFITS		622,116		745,271	123,155
RES: 00001 MEASURE "R"					-
PHYSICAL ACTIVITY SPEC.	1.500	55,288	1.500	58,515	3,227
LIBRARY COORDINATOR	0.875	28,256	0.875	29,489	1,233
BENEFITS		48,786		54,398	5,612
RES:00010 FORMULA	0.2500	38,797	0.2500	39,808	1,011
SUPPLIES/OTHER SERVICES					-
RES:00020 SMMEF					-
INSTRUCTIONAL AIDES	3.2500	92,713	3.6250	106,964	14,251
BENEFITS		13,896		15,893	1,997
PD GRANT					-
RES: 00021 STRETCH GRANT*		65,385		52,058	(13,327)
RES: 00030 LCAP*					-
LITERACY COACH	1.0000	74,461	1.0000	86,822	12,361
BENEFITS		26,685		35,893	9,208
TOTAL:	35.600	3,097,282	36.975	3,461,131	363,849
RES: 63000 LOTTERY*		13,808		6,144	(7,664)
*INCLUDES PRIOR YEAR CARRYOVER					

JOHN MUIR ELEMENTARY SCHOOL					
2016-17					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2014-15		266			
2015-16		265			
2016-17	269				
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
RES: 00000					
CLASSROOM TEACHERS	11.000	817,774	12.000	932,268	114,494
EXTRA DUTY UNITS		2,830		2,890	60
PRINCIPAL	1.000	95,556	1.000	124,433	28,877
INTERIM PRINCIPAL		28,054		-	(28,054)
CUSTODIANS	2.313	94,473	2.313	101,212	6,739
CLERICAL	1.500	63,360	1.500	67,624	4,264
NOON AIDES		8,944		9,612	668
BENEFITS		383,870		472,916	89,046
COPIER REPLACEMENT		12,971			
RES:00001 MEASURE "R"					-
PHYSICAL ACTIVITY SPEC.	0.750	20,804	0.750	24,076	3,272
LIBRARY COORDINATOR	0.875	29,640	0.875	32,526	2,886
BENEFITS		24,423		29,374	4,951
RES:00010 FORMULA					-
SUPPLIES/OTHER SERVICES		20,682		20,604	(78)
RES:00020 SMMEF					-
INSTRUCTIONAL AIDES	2.0000	59,623	2.0000	68,541	8,918
BENEFITS		12,419		13,379	960
PD GRANT					-
RES: 00021 STRETCH GRANT*		36,279		28,829	(7,450)
RES: 00030 LCAP					-
LITERACY COACH	1.000	68,790	1.000	72,019	3,229
BENEFITS		30,265		33,420	3,155
TOTAL:	20.438	1,810,757	21.438	2,033,723	235,937
RES: 63000 LOTTERY*		6,956		3,180	(3,776)
*INCLUDES PRIOR YEAR CARRYOVER					

ROGERS ELEMENTARY SCHOOL					
2016-17					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2014-15		555			
2015-16		564			
2016-17	558				
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
RES: 00000					
CLASSROOM TEACHERS	25.600	1,948,620	24.600	2,013,821	65,201
EXTRA DUTY UNITS		3,396		2,468	(928)
PRINCIPAL	1.000	118,565	1.000	124,433	5,868
ASST PRINCIPAL	0.500	51,746	0.500	54,723	2,977
INSTR. AIDES	1.500	27,665	1.500	39,167	11,502
CUSTODIANS	2.625	103,973	2.625	112,218	8,245
CLERICAL	2.500	104,580	2.500	112,571	7,991
NOON AIDES		15,308		16,452	1,144
BENEFITS		779,136		883,103	103,967
COPIER REPLACEMENT		12,971		-	(12,971)
RES:00001 MEASURE "R"					-
PHYSICAL ACTIVITY SPEC.	1.500	57,171	1.500	61,751	4,580
LIBRARY COORDINATOR	0.938	35,043	0.938	36,572	1,529
BENEFITS		41,801		46,689	4,888
RES:00010 FORMULA					-
SUPPLIES/OTHER SERVICES		43,151		43,851	700
RES:00020 SMMEF					-
INSTRUCTIONAL AIDES	3.8750	94,152	3.8750	114,540	20,388
BENEFITS		15,542		20,086	4,544
RES: 00021 STRETCH GRANT*		76,899		56,517	(20,382)
TOTAL:	40.038	3,529,719	39.038	3,738,962	209,243
RES: 63000 LOTTERY*		17,066		6,768	(10,298)
*INCLUDES PRIOR YEAR CARRYOVER					

ROOSEVELT ELEMENTARY SCHOOL					
2016-17					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2014-15		831			
2015-16		798			
2016-17	753				
	2015-16	2015-16	2016-17	2016-17	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
RES: 00000					
CLASSROOM TEACHERS	32.500	2,692,532	32.500	2,883,842	191,310
EXTRA DUTY UNITS		4,528		4,624	96
PRINCIPAL	1.000	124,418	1.000	133,651	9,233
ASST PRINCIPAL	1.000	100,285	1.000	105,246	4,961
INTERIM PRINCIPAL		8,416		-	(8,416)
CUSTODIANS	3.625	144,169	3.625	153,794	9,625
CLERICAL	3.000	139,374	3.000	146,210	6,836
NOON AIDES		24,940		26,803	1,863
BENEFITS		1,071,348		1,229,446	158,098
RES: 00001 MEASURE "R"					-
PHYSICAL ACTIVITY SPEC.	2.250	80,721	2.250	87,383	6,662
LIBRARY COORDINATOR	0.875	35,618	1.000	37,172	1,554
BENEFITS		66,736		73,959	7,223
RES:00010 FORMULA					-
SUPPLIES/OTHER SERVICES		64,610		62,045	(2,565)
RES:00020 SMMEF					-
INSTRUCTIONAL AIDES	5.6250	160,462	5.6250	173,877	13,415
BENEFITS		21,890		23,923	2,033
PD GRANT					-
RES: 00021 STRETCH GRANT*	0.3750	100,209		85,138	(15,071)
TOTAL:	50.250	4,840,256	50.000	5,227,113	386,857
RES: 63000 LOTTERY*		15,832		9,576	(6,256)
*INCLUDES PRIOR YEAR CARRYOVER					

WEBSTER ELEMENTARY SCHOOL						
2016-17						
GENERAL FUND - UNRESTRICTED						
ENROLLMENT	PROJECTED	CBEDS				
2014-15		321				
2015-16		292				
2016-17	288					
	2015-16	2015-16	2016-17	2016-17		
	FTES	BUDGET	FTES	BUDGET	CHANGES	
RES: 00000						
CLASSROOM TEACHERS	13.000	1,224,271	13.000	1,222,799	(1,472)	
EXTRA DUTY UNITS		2,830		2,890	60	
PRINCIPAL	1.000	119,706	1.000	125,656	5,950	
INSTRUCTIONAL AIDES	0.750	18,748	0.750	22,069	3,321	
CUSTODIANS	2.625	110,544	2.625	119,237	8,693	
CLERICAL	1.500	45,923	1.500	52,694	6,771	
NOON AIDES		10,838		11,646	808	
BENEFITS		526,475		579,318	52,843	
RES: 00001 MEASURE "R"					-	
PHYSICAL ACTIVITY SPEC.	1.000	38,607	1.000	40,691	2,084	
LIBRARY COORDINATOR	0.875	37,865	0.875	39,517	1,652	
BENEFITS		33,618		37,426	3,808	
RES:00010 FORMULA					-	
SUPPLIES/OTHER SERVICES		24,958	0.4369	22,703	(2,255)	
RES:00020 SMMEF					-	
INSTRUCTIONAL AIDES	2.1250	53,469	2.1250	65,910	12,441	
BENEFITS		15,025		18,140	3,115	
RES: 00021 STRETCH GRANT*		45,015		35,154	(9,861)	
TOTAL:	22.875	2,307,892	23.312	2,395,850	87,958	
RES: 63000 LOTTERY*		10,265		3,504	(6,761)	
*INCLUDES PRIOR YEAR CARRYOVER						

CABRILLO ELEMENTARY SCHOOL					
2016-17					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2014-15		225			
2015-16		194			
2016-17	204				
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
RES: 00000					
CLASSROOM TEACHERS	9.000	802,305	9.000	838,571	36,266
EXTRA DUTY UNITS		2,830		2,890	60
PRINCIPAL	1.000	123,113	1.000	129,209	6,096
CUSTODIANS	2.625	114,925	2.625	122,876	7,951
CLERICAL	1.500	65,379	1.500	68,309	2,930
NOON AIDES		9,636		10,352	716
BENEFITS		421,519		458,329	36,810
RES.: 00001 MEASURE "R"					-
PHYSICAL ACTIVITY SPEC.	0.750	23,069	0.750	25,276	2,207
LIBRARY COORDINATOR	0.875	36,070	0.875	37,644	1,574
BENEFITS		23,269		26,092	2,823
RES:00010 FORMULA					-
SUPPLIES/OTHER SERVICES		17,494		15,084	(2,410)
RES:00020 SMMEF					-
INSTRUCTIONAL AIDES	1.500	42,384	1.500	46,638	4,254
BENEFITS		9,037		10,402	1,365
RES: 00021 STRETCH GRANT*		30,975		23,540	(7,435)
RES: 00030 LCAP					-
LITERACY COACH	1.0000	79,989	1.000	83,744	3,755
BENEFITS		32,874		36,837	3,963
TOTAL:	17.250	1,834,868	18.250	1,935,793	100,925
RES: 63000 LOTTERY*		9,668		2,328	(7,340)
*INCLUDES PRIOR YEAR CARRYOVER					

PT. DUME ELEMENTARY SCHOOL						
2016-17						
GENERAL FUND - UNRESTRICTED						
ENROLLMENT	PROJECTED	CBEDS				
2014-15		218				
2015-16		195				
2016-17	184					
	2015-16	2015-16	2016-17	2016-17		
	FTES	BUDGET	FTES	BUDGET	CHANGES	
RES: 00000						
CLASSROOM TEACHERS	10.500	908,198	10.500	952,856	44,658	
EXTRA DUTY UNITS		2,830		2,890	60	
PRINCIPAL	1.000	118,563	1.000	124,433	5,870	
CUSTODIANS	2.625	110,130	2.625	117,842	7,712	
CLERICAL	1.500	75,705	1.500	80,135	4,430	
NOON AIDES		11,693		12,570	877	
BENEFITS		422,191		475,624	53,433	
RES: 00001 MEASURE "R"						
PHYSICAL ACTIVITY SPEC.	0.750	25,432	0.750	27,879	2,447	
LIBRARY COORDINATOR	0.875	41,569	0.875	43,585	2,016	
BENEFITS		39,789		45,360	5,571	
RES:00010 FORMULA						
SUPPLIES/OTHER SERVICES		16,950		15,161	(1,789)	
RES:00020 SMMEF						
INSTRUCTIONAL AIDES	1.6250	52,104	1.6250	54,164	2,060	
BENEFITS		46,618		50,208	3,590	
RES: 00021 STRETCH GRANT*						
		25,210		24,473	(737)	
TOTAL:	18.875	1,896,982	18.875	2,027,180	130,198	
RES: 63000 LOTTERY*						
		6,531		2,340	(4,191)	
*INCLUDES PRIOR YEAR CARRYOVER						

SMASH (ALTERNATIVE) SCHOOL					
2016-17					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2014-15		225			
2015-16		227			
2016-17	227				
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
RES: 00000					
CLASSROOM TEACHERS	9.400	735,382	9.600	842,385	107,003
EXTRA DUTY UNITS		3,679		3,757	78
PRINCIPAL	0.800	99,630	0.800	103,002	3,372
INSTR. AIDES	1.375	38,130	1.375	39,794	1,664
CUSTODIANS	0.938	38,872	0.938	42,161	3,289
CLERICAL	1.500	62,974	1.500	66,265	3,291
NOON AIDES		3,443		3,697	254
BENEFITS		347,607		444,236	96,629
MEASURE "R"					-
PHYSICAL ACTIVITY SPEC.	0.750	26,714	0.750	27,879	1,165
LIBRARY COORDINATOR	0.125	4,239	0.125	4,647	408
MUSIC AIDES/ACCOMPANIST	0.250	5,000	0.250	6,934	1,934
BENEFITS		13,408		12,827	(581)
RES:00010 FORMULA					-
SUPPLIES/OTHER SERVICES		17,724		17,724	-
RES:00020 SMMEF					-
INSTRUCTIONAL AIDES	0.750	22,712	0.750	24,076	1,364
BENEFITS		16,675		17,449	774
RES: 00021 STRETCH GRANT*		33,739		19,755	(13,984)
TOTAL:	15.888	1,469,928	16.088	1,676,588	206,660
RES: 63000 LOTTERY*		13,544		2,858	(10,686)
*INCLUDES PRIOR YEAR CARRYOVER					

JOHN ADAMS MIDDLE SCHOOL					
2016-17					
GENERAL FUND - UNRESTRICTED					
ENROLLMENT	PROJECTED	CBEDS			
2014-15		1029			
2015-16		1064			
2016-17	1070				
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
RES: 00000					
CLASSROOM TEACHERS	39.000	3,250,344	41.200	3,525,550	275,206
HOURLY/SATURDAY	1.200	137,984		20,000	(117,984)
EXTRA DUTY UNITS		24,753		26,010	1,257
COUNSELORS	3.000	285,716	3.000	299,092	13,376
PRINCIPAL	1.000	130,095	1.000	139,611	9,516
ASSISTANT PRINCIPALS	2.000	212,723	2.000	219,140	6,417
CUSTODIANS	4.625	197,627	4.625	224,905	27,278
SECURITY	2.000	86,365	2.000	92,497	6,132
CLERICAL	4.500	221,381	4.500	230,563	9,182
NOON DUTY AIDES		22,702		24,400	1,698
BENEFITS		1,594,031		1,837,420	243,389
EQUIP REPL. COPIER		12,971			(12,971)
RES: 00001 MEASURE R					-
LIBRARIAN	1.000	68,129	1.000	75,556	7,427
LIBRARY ASSISTANT	0.750	35,797	0.750	37,839	2,042
MUSIC AIDES/ACCOMPANIST	1.438	50,697	1.438	54,198	3,501
PE AIDES	0.875	31,166	0.875	32,526	1,360
BENEFITS		61,536		69,939	8,403
RES:00010 FORMULA					-
SUPPLIES/OTHER SERVICES	0.250	162,999	0.250	165,822	2,823
RES: 00021 STRETCH GRANT*		89,551		52,320	(37,231)
RES: 00030 LCAP					-
AVID TUTORING		6,000			(6,000)
TOTAL:	61.638	6,682,567	62.638	7,127,388	444,821
RES: 63000 LOTTERY**		15,380		14,406	(974)
*INCLUDES PRIOR YEAR CARRYOVER					

LINCOLN MIDDLE SCHOOL						
2016-17						
GENERAL FUND - UNRESTRICTED						
ENROLLMENT	PROJECTED	CBEDS				
2014-15		1027				
2015-16		1067				
2016-17	1074					
	2015-16	2015-16	2016-17	2016-17		
	FTEs	BUDGET	FTEs	BUDGET		CHANGES
RES: 00000						
CLASSROOM TEACHERS	37.200	3,035,116	37.800	3,288,815		253,699
HOURLY/SAT. & 6 PERIOD	1.200	109,500	1.200	109,500		-
SUMMER SCHOOL		15,057		24,091		9,034
EXTRA DUTY UNITS		22,925		23,409		484
COUNSELORS	3.000	236,744	3.000	266,819		30,075
PRINCIPAL	1.000	130,095	1.000	136,538		6,443
ASSISTANT PRINCIPALS	2.000	205,071	2.000	226,089		21,018
INTERIM ASST. PRINCIPAL		14,892				
CUSTODIANS	4.625	217,302	4.625	231,556		14,254
SECURITY	2.000	91,241	2.000	111,980		20,739
SECURITY/SUMMER		3,800		5,285		1,485
CLERICAL	5.000	231,104	5.000	242,589		11,485
CLERICAL/SUMMER		2,850		-		(2,850)
LIFEGUARD	0.750	28,734	0.750	29,988		1,254
BENEFITS		1,515,772		1,759,861		244,089
SUMMER SCHOOL SUPPLIES				250		250
RES: 00001 MEASURE R						-
LIBRARIAN	1.000	65,145	1.000	72,499		7,354
LIBRARY ASSISTANT	0.750	21,974	0.750	24,076		2,102
PE AIDES	0.750	23,069	0.750	24,076		1,007
MUSIC AIDES/ACCOMPANIST	1.463	47,708	1.463	50,337		2,629
BENEFITS		54,269		60,945		6,676
RES:00010 FORMULA						-
SUPPLIES/OTHER SERVICES		82,838		86,064		3,226
RES: 00021 STRETCH GRANT*		67,676		52,527		(15,149)
RES: 00030 LCAP		4,000		-		(4,000)
TOTAL:	60.738	6,226,882	61.3375	6,827,294		615,304
RES: 63000 LOTTERY*		76,649		14,938		(61,711)
*INCLUDES PRIOR YEAR CARRYOVER						

MALIBU HIGH SCHOOL						
2016-17						
GENERAL FUND - UNRESTRICTED						
		6-8	9-12			
ENROLLMENT						
2014-15		452	648			
2015-16		432	635			
2016-17		399	658			
		2015-16	2015-16	2016-17	2016-17	
		FTEs	BUDGET	FTEs	BUDGET	CHANGES
RES: 00000						
CLASSROOM TEACHERS		42.4000	3,471,976	43.0000	3,637,354	165,378
HOURLY/ 6TH PERIOD		0.8000	73,271			(73,271)
SUMMER SCHOOL			34,404		32,412	(1,992)
EXTRA DUTY UNITS			221,423		236,113	14,690
COUNSELORS		4.0000	320,148	4.0000	339,538	19,390
PRINCIPAL		1.0000	146,617	1.0000	153,882	7,265
ASSISTANT PRINCIPALS		2.0000	223,843	2.0000	246,735	22,892
CUSTODIANS		7.0000	314,431	7.0000	337,880	23,449
PLANT SUPERVISOR		1.0000	24,298	1.0000	63,277	38,979
SECURITY		2.0000	88,775	2.0000	92,649	3,874
SECURITY/HOURLY & OT			10,000		10,000	-
CLERICAL		5.5000	279,781	5.5000	305,714	25,933
TECHNICIAN - LAB		0.5000	6,295	0.5000	16,051	9,756
LIFEGUARD		0.3750	12,234	0.3750	12,946	712
BENEFITS			1,764,308		2,007,242	242,934
SUMMER SCHOOL SUPPLIES			500		100	(400)
WASC VISIT			1,500		-	(1,500)
RES: 00001 MEASURE R						
LIBRARIAN		1.0000	89,054	1.0000	86,816	(2,238)
LIBRARY ASSISTANT		1.0000	28,615	1.0000	32,101	3,486
PE AIDES		0.7500	25,432	0.7500	27,879	2,447
MUSIC AIDES/ACCOMPANIST		1.4375	55,591	1.4375	58,472	2,881
BENEFITS			75,501		82,283	6,782
RES:00010 FORMULA						-
SUPPLIES/OTHER SERVICES			115,001		114,875	(126)
RES: 00021 STRETCH GRANT*			46,984		41,741	(5,243)
TOTAL:		70.763	7,429,982	70.563	7,936,060	506,078
RES: 63000 LOTTERY**			21,040		15,470	(5,570)
*INCLUDES PRIOR YEAR CARRYOVER						

SANTA MONICA HIGH SCHOOL						
2016-17						
GENERAL FUND - UNRESTRICTED						
ENROLLMENT	PROJECTED	CBEDS				
2014-15		2,990				
2015-16		2,950				
2016-17	2839					
	2015-16	2015-16	2016-17	2016-17		
	FTES	BUDGET	FTES	BUDGET	CHANGES	
RES: 00000						
CLASSROOM TEACHERS	110.900	8,857,989	108.000	9,130,578		272,589
HOURLY/SATURDAY & 6 PERIOD		20,520		31,587		11,067
SUMMER SCHOOL		238,855		340,315		101,460
EXTRA DUTY UNITS		245,530		263,767		18,237
PRINCIPAL	1.000	144,995	1.000	155,252		10,257
HOUSE PRINCIPALS	5.000	544,817	5.000	599,862		55,045
DEAN OF STUDENTS	1.000	119,833	1.000	125,751		5,918
OTHER CERTIFICATED						-
PLANT SUPERVISOR	1.000	104,605	1.000	76,900		(27,705)
CUSTODIANS	16.375	717,403	16.375	777,626		60,223
SECURITY	6.050	263,911	6.550	275,522		11,611
SECURITY/HOURLY & OT		33,000		35,000		2,000
PE AIDE	2.750	73,645	2.750	82,183		8,538
CLERICAL /ROP COORDINATOR	16.750	872,773	16.750	926,512		53,739
CLERICAL HOURLY		3,600		0		(3,600)
LIFEGUARD	1.000	38,312	1.000	39,983		1,671
ATHLETIC TRAINER	0.525	21,115	0.525	22,036		921
LAB TECH	0.750	28,035	0.750	29,258		1,223
OTHER CLASSIFIED		6,652				(6,652)
BENEFITS		4,050,280		4,585,552		535,272
SUPPLIES		17,500		1,000		(16,500)
EQUIP REPL. COPIER		22,344		22,344		-
RES: 00001 MEASURE R						-
LIBRARIAN	1.500	97,372	1.500	113,663		16,291
LIBRARY ASST./TEXTBOOK	2.000	83,849	2.000	87,779		3,930
MUSIC AIDES/ACCOMPANIST	1.500	54,653	1.500	61,930		7,277
BENEFITS		94,422		110,827		16,405
RES:00010 FORMULA						-
SUPPLIES/OTHER SERVICES		273,345		270,966		(2,379)
RES: 00021 STRETCH GRANT*		116,092		75,783		(40,309)
RES: 00030 LCAP		8,000				(8,000)
RES: 11000 UNRESTR. LOTTERY						-
COUNSELOR/STUDENT ADVISOR	14.000	1,237,546	14.000	1,262,361		24,815
BENEFITS		366,128		417,911		51,783
	182.100	18,757,121	179.700	19,922,248		1,165,127
RES: 63000 RESTRICTED LOTTERY*		53,159		41,300		(11,859)
*INCLUDES PRIOR YEAR CARRYOVER						
STUDENT STORE		73,698		56,689		

OLYMPIC HIGH SCHOOL						
2016-17						
GENERAL FUND - UNRESTRICTED						
ENROLLMENT	PROJECTED	CBEDS				
2014-15		69				
2015-16		90				
2016-17	60					
	2015-16	2015-16	2016-17	2016-17		
	FTES	BUDGET	FTES	BUDGET	CHANGES	
RES: 00000						
CLASSROOM TEACHERS	6.0000	362,505	6.0000	435,747	73,242	
HOURLY/SATURDAY		2,000		2,000	-	
SUMMER SCHOOL		45,757		-	(45,757)	
EXTRA DUTY UNITS		1,415		1,445	30	
COUNSELORS	0.7500	77,084	0.7500	80,716	3,632	
PRINCIPAL	0.5000	51,074	0.5000	56,244	5,170	
CUSTODIANS	0.8750	32,909	0.8750	36,481	3,572	
SECURITY	0.8750	51,988	0.8750	54,256	2,268	
SECURITY/SUMMER SCHOOL		3,500		-	(3,500)	
SECURITY OT/SATURDAY SCH		1,000		1,000	-	
CLERICAL	1.0000	51,881	1.0000	55,531	3,650	
BENEFITS		209,151		245,208	36,057	
SUPPLIES/SCIENCE		3,500				
WASC VISIT		2,868				
RES:00010 FORMULA						-
SUPPLIES/OTHER SERVICES		4,104	5353.0000		(4,104)	
RES: 00021 STRETCH GRANT*		5,972		2,541	(3,431)	
TOTAL:	10.000	906,708	5,363.000	971,169	70,829	
RES: 63000 LOTTERY*		1,706		1,260	(446)	
*INCLUDES PRIOR YEAR CARRYOVER						
.25 COUNSELOR PAID BY MEDICARE						

EDUCATIONAL SERVICES					
2016-17					
GENERAL FUND - UNRESTRICTED					
					P.1
	2015-16	2015-16	2016-17	2016-17	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
RES:00000					
CHIEF ACADEMIC OFFICER	1.000	161,136	1.000	173,856	12,720
DIRECTOR	4.000	496,671	4.000	529,914	33,243
MUSIC COORDINATOR	1.000	111,521	1.000	117,034	5,513
TEACHERS, MONTHLY	5.000	326,569	4.000	340,955	14,386
SUMMER SCHOOL TCHR		131,658		144,000	12,342
TEACHERS, SUB		40,000		50,000	10,000
TEACHERS, HOURLY		25,200		35,000	9,800
TEACHERS, STIPEND		50,000		50,000	-
OTHER CERTIFICATED		3,000			(3,000)
AIDES/INDEPENDENT STUDY	0.625	17,382	0.625	19,198	1,816
CLERICAL	4.700	248,180	4.700	246,503	(1,677)
SUMMER SCHOOL CUSTODIANS		11,891		16,966	5,075
CLERICAL /HOURLY, OT		5,164		7,587	2,423
SIS ANALYST/ MOVE FROM STUDENT SERVICES			1.000	78,119	78,119
CLASSIFIED HOURLY		1,980		650	(1,330)
BENEFITS		492,225		588,800	96,575
TEXTBOOKS		798,000		800,000	2,000
SUPPLIES & NON-CAPITAL EQUIP		183,354		48,500	(134,854)
SERVICES & OTHER OPERATING		233,569		185,322	(48,247)
RES:00001 MEASURE R					-
MUSIC TEACHER	10.0000	789,888	10.0000	837,197	47,309
TEACHERS, HOURLY/SUB		5,229		5,600	371
TEACHER EDU		11,321		11,560	239
PE AIDES /PAS SUB		40,080		20,600	(19,480)
SPECIAL SERVICES		600		600	-
BENEFITS		261,251		288,495	27,244
SUPPLIES		13,000		13,350	350
SERVICES & OTHER OPERATING		119,115		118,765	(350)
RES:00020 SMMEF					-
TEACHERS, HOURLY & SUB		17,309		17,000	(309)
BENEFITS		2,991		3,354	363
BOOKS & SUPPLIES		13,159		13,380	221
SERVICES & OTHER OPERATING		634,815		399,938	(234,877)

EDUCATIONAL SERVICES					
2016-17					
GENERAL FUND - UNRESTRICTED					
					P.2
	2015-16	2015-16	2016-17	2016-17	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
RES:00030 LCAP					
TEACHERS, MONTHLY	7.650	585,097	7.650	605,198	20,101
TEACHER HOURLY		24,806		50,000	25,194
TEACHER SUB		231,416		200,000	
SUMMER SCHOOL TCHRS		97,845		108,415	10,570
MENTAL HEALTH COUNSELOR	1.000	49,731			(49,731)
COORDINATOR	1.000	110,444	1.000	117,034	6,590
IA AIDES - MONTHLY	1.6875	49,929	1.6875	53,079	3,150
IA AIDES - HOURLY		37,466		16,919	(20,547)
CLERICAL	0.100	6,123	0.100	6,428	305
OUTREACH WORKERS	3.000	166,168	3.000	179,176	13,008
BIL COMMUNITY LIAISON*	9.500	378,322	9.500	403,912	25,590
OTHER CLASSIFIED HOURLY		7,081		3,500	(3,581)
BENEFITS		611,040		655,951	44,911
BOOKS & SUPPLIES		457,776		683,783	226,007
SERVICES & OTHER OPERATING		622,966		621,000	(1,966)
	50.2625	8,682,468	49.263	8,866,638	184,170
RES: 63000 LOTTERY		574,014		20,000	

SPECIAL EDUCATION					
2016-17					
					P.1
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
REVENUES:					
FEDERAL REVENUE		2,309,863		2,309,863	-
AB 602		5,547,862		5,585,699	37,837
OTHER STATE		337,708		62,031	(275,677)
GENERAL FUND CONTRIBUTION		19,466,566		21,291,444	1,824,878
TOTAL:	-	27,661,999	-	29,249,037	1,587,038
EXPENDITURES:					
CERTIFICATED SALARIES					
TEACHERS, MONTHLY	106.800	8,064,749	107.600	8,915,424	850,675
TEACHERS, HOURLY		355,353		314,000	(41,353)
TEACHERS, SUB		257,700		240,000	(17,700)
PSYCHOLOGISTS, MONTHLY	7.400	751,166	7.400	787,901	36,735
COUNSELOR	0.800	56,888	0.800	59,554	2,666
BEHAVIORAL INTERVENTION	2.000	171,658	2.000	205,117	33,459
PSYCHOLOGISTS, HOURLY & SUB		23,000		13,000	(10,000)
DIRECTOR, MONTHLY	1.000	131,592	1.000	138,094	6,502
COORDINATORS, CERT	4.000	479,116	4.000	505,849	26,733
TOTAL CERTIFICATED SALARY	122.000	10,291,222	122.800	11,178,939	887,717
CLASSIFIED SALARIES					
SPEECH LANG PATHOLOGIST ASST.	2.000	71,192	2.000	89,016	17,824
INSTRUCTIONAL AIDES	93.365	3,261,004	104.573	3,589,696	328,692
INSTRUCTIONAL AIDES, HOURLY		80,700		97,500	16,800
INSTRUCTIONAL AIDES, SUB		214,150		-	(214,150)
IA / BEHAVIOR INTERVENTION	53.489	1,693,773	53.489	1,918,999	225,226
CLERICAL/ACCOUNTANT	4.000	201,170	5.000	242,729	41,559
INTERPRETER / TRANSLATOR	1.550	65,045	1.550	68,582	3,537
OCCUPATIONAL THERAPIST	9.000	641,828	9.000	772,111	130,283
SPECIAL SERVICES		36,480		-	(36,480)
CERT. OCCUPAT.THERAPY ASST	1.000	45,307	1.000	47,421	2,114
PHYSICAL THERAPIST	2.000	175,017	2.000	179,616	4,599
STUDENT ASSISTANT		11,400		12,000	600
OTHER CLASSIFIED	1.000	31,653	1.000	35,339	3,686
OTHER HOURLY & OVERTIME		111,888		84,944	(26,944)
TOTAL CLASSIFIED:	167.4042	6,640,607	179.6120	7,137,953	497,346
BENEFITS:					
		5,931,964		6,947,138	1,015,174

SPECIAL EDUCATION					
2016-17					
					P.2
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
SUPPLIES					
BOOKS AND SUPPLIES		93,299		172,223	78,924
NON-CAPITAL EQUIPMENT		20,000		10,000	(10,000)
TOTAL SUPPLIES		113,299		182,223	68,924
SERVICES AND OTHER OPERATING COSTS					
NPS CONTRACT		1,285,000		1,145,000	(140,000)
NPA CONTRACT		555,000		400,000	(155,000)
MILEAGE		18,000		18,000	-
CONFERENCE AND TRAVEL		14,357		16,400	2,043
DUES AND MEMBERSHIP		2,750		3,000	250
MAINTENANCE / REPAIR		1,310		1,200	(110)
INTRA FUND TRANSFER		(104,000)		(98,645)	5,355
CONSULTANT		300,000		250,000	(50,000)
LEGAL		290,000		350,000	60,000
MENTAL HEALTH		1,260,000		1,155,000	(105,000)
OTHER OPERATING COST		296,521		135,000	(161,521)
LEGAL SETTLEMENTS		525,000		300,000	(225,000)
COMMUNICATION		5,000		5,000	-
SERVICES AND OTHER OPERATING COSTS		4,448,938	-	3,679,955	(768,983)
EQUIPMENT		-		-	-
INDIRECT CHARGE		347,849		127,298	(220,551)
TOTAL:	289.4042	27,773,879	302.4120	29,253,506	1,479,627
UNRESTRICT GENERAL FUND					
PSYCHOLOGIST	7.40	751,166	7.40	787,901	36,735
BENEFITS		227,854		259,032	31,178
TOTAL:	7.40	979,020	7.40	1,046,933	67,913

DEPARTMENT BUDGET					
2016-17					
					P.1
	2015-16	2015-16	2016-17	2016-17	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
<u>BOARD AND SUPERINTENDENT</u>					
BOARD MEMBERS	7.000	33,800	7.000	33,600	(200)
SUPERINTENDENT	1.000	248,080	1.000	250,000	1,920
PUBLIC/COMM RELATION OFFICER	1.000	148,473	1.000	157,000	8,527
SR. ADMIN ASST	2.000	127,651	2.500	163,128	35,477
OTHER CLASSIFIED		4,200		2,200	(2,000)
BENEFITS		248,856		296,924	48,068
SUPPLIES/NON-CAPITAL EQUIP		17,300		13,300	(4,000)
SERVICES AND OPERATING COSTS		847,940		918,700	70,760
EQUIPMENT/AV SYSTEM & COPIER		36,328		13,000	(23,328)
SUBTOTAL:	4.000	1,712,628	4.500	1,847,852	135,224
<u>HUMAN RESOURCE</u>					
TEACHER / STRS & LACOE FUNDED	1.500	146,439	1.500	153,261	6,822
TEACHERS, SUB & HOURLY	-	1,299,844	-	1,337,000	37,156
ASST. SUPERINTENDENT	1.000	159,336	1.000	173,856	14,520
HR DIRECTOR	1.000	141,370	1.000	148,535	7,165
COORDIANTOR - BTSA	1.000	103,717	1.000	106,614	2,897
SUPERVISOR	1.000	76,110	1.000	79,328	3,218
CLERICAL	7.000	397,291	7.000	438,717	41,426
SUB/HOURLY		93,000		99,000	6,000
BENEFITS		642,786		708,681	65,895
SUPPLIES/NON-CAPITAL EQUIP		41,445		39,300	(2,145)
SERVICES AND OPERATING COSTS		155,355		139,800	(15,555)
EQUIP - TIME CLOCK PLUS		200,000			(200,000)
SUBTOTAL:	11.000	3,456,693	11.000	3,424,092	(32,601)
<u>EMPLOYEE RELATIONS</u>					
SMMCTA- REP	1.000	97,594	1.000	102,174	4,580
SEIU	1.000	88,313	1.000	92,703	4,390
BENEFITS		60,592		68,145	7,553
SUPPLIES/NON-CAPITAL EQUIP		13,400		12,000	(1,400)
SERVICES AND OPERATING COSTS		312,120		318,700	6,580
SUBTOTAL:	2.000	572,019	2.000	593,722	21,703
<u>PERSONNEL COMMISSION</u>					
MEMBERS		1,800		1,800	-
DIRECTOR	1.000	112,133	1.000	125,437	13,304
PERSONNEL ANALYST	1.000	61,528	1.000	80,805	19,277
CLERICAL	3.500	217,166	3.500	202,453	(14,713)
CLERICAL HOURLY		1,695		2,500	805
BENEFITS		159,316		174,371	15,055
SUPPLIES/NON-CAPITAL EQUIPMENT		10,000		10,000	-
SERVICES AND OPERATING COSTS		18,057		20,300	2,243
SUBTOTAL:	5.500	581,695	5.500	617,666	35,971

DEPARTMENT BUDGET					
2016-17					
					P.2
	2015-16	2015-16	2016-17	2016-17	
	FTES	BUDGET	FTES	BUDGET	CHANGES
<u>PUPIL SERVICES & ISP</u>					
HOME HOSPITAL TEACHERS		105,000		107,000	2,000
DIRECTOR	1.000	131,577	1.000	138,094	6,517
<u>COUNSELOR/FUNDED BY LCAP</u>			1.000	84,752	84,752
CLERICAL	1.800	77,281	1.800	82,783	5,502
SIS ANALYST	1.000	73,562			(73,562)
OTHER HOURLY/OT		5,110		4,800	(310)
BENEFITS		142,542		154,238	11,696
SUPPLIES/NON-CAPITAL EQUIP		12,680		12,600	(80)
SERVICES AND OPERATING COSTS		147,470		135,593	(11,877)
SUBTOTAL:	3.800	695,222	3.800	719,860	24,638
<u>HEALTH SERVICES</u>					
NURSES, MONTHLY	6.000	567,765	6.000	553,048	(14,717)
NURSES, HOURLY		27,680	-	28,679	999
LVN	1.000	45,439	1.000	47,422	1,983
NURSE ASISTANTS	4.375	146,259	4.375	157,929	11,670
SPECIAL SERVICE (NURSE)		4,000		4,000	-
OTHER HOURLY /SUB		5,000		5,000	-
BENEFITS		231,408		246,491	15,083
SUPPLIES/NON-CAPITAL EQUIP		5,529		6,150	621
SERVICES AND OPERATING COSTS		5,521		5,500	(21)
SUBTOTAL:	11.375	1,038,601	11.375	1,054,219	15,618
<u>INSURANCE OFFICE</u>					
SUPPLIES		65,000		30,000	(35,000)
LIABILITY INSURANCE		1,200,000		1,260,000	60,000
SERVICES AND OPERATING COSTS		31,000		30,000	(1,000)
EQUIPMENT REPLACEMENT		41,000		10,000	(31,000)
SUBTOTAL:		1,337,000		1,330,000	(7,000)
<u>FACILITY USE</u>					
PHYSICAL ACTIV SPECIALISTS	2.875	104,853	2.875	114,577	9,724
CUSTODIANS	1.000	40,455	1.000	44,606	4,151
EQUIP. OPERATORS	1.000	61,232	1.000	64,276	3,044
SUPERVISOR / CLASSIFIED	0.500	38,916	1.000	73,708	34,792
TECHNICIANS	2.000	103,725	1.000	49,678	(54,047)
BENEFITS		163,599		182,174	18,575
SUPPLIES/NON-CAPITAL EQUIP		14,000		36,000	22,000
SERVICES AND OPERATING COSTS		22,000		-	(22,000)
EQUIP/ TRUCK REPL		33,835			(33,835)
SUBTOTAL:	7.375	582,615	6.875	565,019	(17,596)

DEPARTMENT BUDGET

2016-17

					P.3
	2015-16	2015-16	2016-17	2016-17	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
<u>BUSINESS AND FISCAL SERVICES</u>					
ASSOCIATED. SUPERINTENDENT	1.000	188,070	1.000	197,046	8,976
EXEC. FACILITY DIRECTOR	1.000	135,121			(135,121)
SR. ADMIN. ASST.	1.000	59,586	1.000	62,524	2,938
CLERICAL - HOURLY		5,000		5,200	200
BENEFITS		129,010		83,197	(45,813)
SUPPLIES		4,900		5,200	300
SERVICES AND OPERATING COSTS		318,475		209,400	(109,075)
SUBTOTAL:	3.000	840,162	2.000	562,567	(277,595)
<i>*Hotel Negotiation Cost paid by Hotel</i>		300,000			
<u>FISCAL SERVICES</u>					
ADMINISTRATORS /SUPERVISOR	3.000	337,332	3.000	344,642	7,310
CLERICAL	10.000	582,641	10.000	606,278	23,637
BENEFITS		407,580		447,676	40,096
SUPPLIES/NON-CAPITAL EQUIP		20,000		20,000	-
SERVICES AND OPERATING COSTS		124,765		108,805	(15,960)
SUBTOTAL:	13.000	1,472,318	13.000	1,527,401	55,083
<u>COMPUTER SERVICES</u>					
ADMINISTRATOR	1.000	137,254	1.000	143,371	6,117
NETWORK ENGINEER	2.000	204,472	2.000	214,636	10,164
DATABASE ADMINISTRATOR	1.000	78,140	1.000	82,024	3,884
COMP TECH / AV TECH	15.000	864,761	15.000	979,230	114,469
DATA SPECIALIST	2.000	134,241	2.000	141,733	7,492
BENEFITS		550,555		660,903	110,348
SUPPLIES		29,000		27,000	(2,000)
SERVICES AND OPERATING COSTS		644,131		750,300	106,169
EQUIPMENT /NEW TRUCK		58,169			(58,169)
SUBTOTAL:	21.000	2,700,723	21.000	2,999,197	298,474
<u>PURCHASING DEPARTMENT</u>					
ADMINISTRATOR	1.000	134,251	1.000	140,218	5,967
BUYER/CLERICAL	3.000	167,863	3.000	190,062	22,199
HOURLY/SUB		2,000		2,000	
MAIL DELIVERY	0.875	29,534	0.875	32,368	2,834
BENEFITS		144,691		164,849	20,158
SUPPLIES		15,195		14,500	(695)
SERVICES AND OPERATING COSTS		40,705		39,000	(1,705)
SUBTOTAL:	4.875	534,239	4.875	582,997	48,758
<u>PRINTING SERVICES</u>					
CLERICAL	1.000	39,466	1.000	41,428	1,962
BENEFITS		29,113		32,206	3,093
SUPPLIES/NON-CAPITAL EQUIP		28,500		28,000	(500)
SERVICES AND OPERATING COSTS		(56,400)		(53,900)	2,500
EQUIP REPL.		15,000		35,000	20,000
SUBTOTAL:	1.000	55,679	1.000	82,734	27,055

DEPARTMENT BUDGET					
2016-17					
					P.4
	2015-16	2015-16	2016-17	2016-17	
	FTEs	BUDGET	FTEs	BUDGET	CHANGES
<u>TRANSPORTATION SERVICES</u>					
DIRECTOR	1.000	98,258	1.000	102,696	4,438
ADMIN. ASSISTANT	1.000	66,732	1.000	70,868	4,136
BUS DRIVERS /MECHANICS	19.500	827,210	19.500	861,547	34,337
HOURLY/OT/SUB		107,500		107,500	-
BENEFITS		630,887		686,157	55,270
SUPPLIES		225,309		215,000	(10,309)
SERVICES AND OPERATING COSTS		342,691		348,440	5,749
EQUIPMENT & REPLACEMENT		25,000		177,000	152,000
DEBT SERVICES		53,400		53,389	(11)
SUBTOTAL:	21.500	2,376,987	21.500	2,622,597	245,610
					-
<u>DISTRICT UTILITIES</u>					
NATURAL GAS		150,000		150,000	-
LIGHT AND POWER		1,300,000		1,500,000	200,000
WATER		750,000		750,000	-
STORMWATER USER FEE		40,000		40,000	-
WASTE DISPOSAL		275,000		275,000	-
ALARM/FIRE		20,000		20,000	-
GPS INSTALLATION		31,500			
COMMUNICATION		175,000		175,000	-
SUBTOTAL:	-	2,741,500	-	2,910,000	200,000
<u>FACILITY MAINTENANCE OPERATIONS</u>					
CHIEF OPERATION OFFICER			1.000	132,144	132,144
MANAGER	1.000	87,077	1.000	91,405	4,328
CLERICAL	1.000	40,061	1.000	43,704	3,643
CUSTODIANS	10.250	443,997	10.250	461,678	17,681
CUSTODIANS, HOURLY		40,000		100,000	
CUSTODIANS. SUB		200,000		200,000	-
CUSTODIANS, OVERTIME		15,000		20,000	5,000
EQUIPMENT OPERATORS	3.000	215,555	3.000	177,957	(37,598)
SUB & HOURLY		2,000		14,000	12,000
BENEFITS		429,925		512,742	82,817
SUPPLIES		344,100		377,000	32,900
SERVICES AND OPERATING COSTS		2,806,550		2,965,000	158,450
EQUIP & REPLACEMENT		147,015		25,000	(122,015)
SUBTOTAL:	15.250	4,771,280	16.250	5,120,630	279,221
<u>COUNTY</u>					
SERVICES & OTHER OPERATING COSTS		170,277		209,350	39,073

DEPARTMENT BUDGET						
2016-17						
						P.5
		2015-16	2015-16	2016-17	2016-17	
		FTES	BUDGET	FTES	BUDGET	CHANGES
ONGOING AND MAJOR MAINTENANCE PROGRAM				3% OF TOTAL FUND 01 BUDGET		
MANAGER / SUPERVISOR		4.000	319,837	4.000	350,820	30,983
CLERICAL		1.000	50,380	1.000	52,884	2,504
MAINTENANCE WORKER		17.000	1,137,765	18.000	1,178,508	40,743
GARDENERS		9.400	334,099	9.700	401,748	67,649
MECHANICS		1.000	66,681	1.000	69,803	3,122
OTHER HOURLY/OT			43,000		43,000	-
BENEFITS			900,399		1,031,050	130,651
SUPPLIES			357,857		367,000	9,143
SERVICES AND OPERATING COSTS			762,393		666,100	(96,293)
EQUIPMENT			87,370			(87,370)
INDIRECT			240,040		235,508	(4,532)
SUBTOTAL		32.400	4,299,821	33.700	4,396,421	96,600

TO: BOARD OF EDUCATION

DISCUSSION

06/02/16

FROM: SANDRA LYON / JANECE L. MAEZ / CAREY UPTON / LEWIS STOUT

RE: CONSIDER REVISING BP AND E 1330 – USE OF SCHOOL FACILITIES

DISCUSSION ITEM NO. D.03

Facility Use Department staff requests direction regarding appropriate rate to charge user groups that were formerly in the Community Meeting I & II categories. Direction might require a revision of BP and E 1330 – Rental Fee Schedule.

Background:

In June 2015, the board updated the Direct Rate that is applied to non-profit organizations to match new legislation by the Senate and simplify the fee structure by removing the Civic Center I and Civic Center II rental categories. The changes took effect on January 1, 2016, for existing user groups.

Senate Bill No. 1404 (2012) made changes to the Civic Center Act (CCA) allowing for adjustments in the rental fees charged to user groups. The bill expanded the definition of Direct costs a school district governing board may charge non-profit organizations and must charge religious organizations for the use of school facilities. The change in Direct rate averaged to a 10% increase in rental fees to user groups. The decision was made to move all non-profit organizations that serve adults, rather than students to the Direct rate.

The board also approved consolidating the rental fee structure from six categories to four, removing the Community Meeting Rate I (used by non-profit organizations, almost exclusively AA and other support groups) and the Community Meeting Rate II (used by non-profit organizations working primarily with students, such as Boy Scouts and Girls Scouts). This was done to align with standard practice by other Districts and to simplify permitting.

Current Situation and Options:

Recently, there has been public comment at board meetings regarding the rate changes. Board Members requested that this issue return for reconsideration.

The available options are to either reinstate the Community Meeting rates or to retain the current decision of removing them.

The primary reason to advocate for bringing back the former rate structure is that these community groups offer a palpable benefit to the community and reinforce the experience of the schools being the community centers they should be.

The reasons to retain the current decision are:

- The more simplified fee structure is easier to apply and explain, making the permitting process clearer and more efficient. The four categories match a statewide standard.
- The Community Meeting I rate is below the District's cost for hosting these events. There is a common thought that the District exists to support students and not to subsidize activities for adults, regardless of the community benefit.

- Some of the user groups in the Community Meeting I category are Twelve Step programs, such as Alcoholics Anonymous. While they consider themselves spiritual organization, some consider them to be religious organizations. The Civic Center Act requires that religious organizations must be charged the Direct rate. Due to this ambiguity of their status, a clearer path would be to charge all user groups in the category the Direct rate.

USE OF SCHOOL FACILITIES**DETAIL****A. Purpose**

The Board of Education recognizes that District facilities are a community resource whose primary purpose is to support school programs and activities. The District permits the use of school facilities by groups whose purposes and objectives contribute to the development and welfare of the community when such use does not interfere with school activities or result in undue cost to the District.

The Board of Education authorizes the Superintendent or designee to permit use of facilities, including those allowed under the Civic Center Act. The Superintendent or designee shall maintain procedures and regulations for the use of school facilities and grounds that: (Education Code 38133)

1. Aid, encourage, and assist groups desiring to use school facilities for approved activities.
2. Preserve order in school buildings and on school grounds and protect school facilities, including designating a person to supervise this task.
3. Ensure that the use of school facilities or grounds is not inconsistent with the use of the school facilities or grounds for school purposes and does not interfere with the regular conduct of schoolwork.

B. Approved Activities

The sites, facilities and grounds of the Santa Monica-Malibu Unified School District are primarily for programs to educate SMMUSD students along with the support activities to achieve this goal. No activities are allowed on District Facilities other than those permitted through this process or another specific agreement approved by the Board.

1. The District hereby reserves the right under the Civic Center Act to restrict activities that may result in damage to facilities, disrupt approved activities, conflict with school purpose, or increase risk of injury to persons or property on facilities.
2. Activities that are prohibited include, but are not limited to, the use of roller blades, roller skates or skateboards, dumping, golf, or the use of motorized vehicles on surfaces not designated for vehicles. Appropriate signage will be posted at gates identifying prohibited use. Individuals who participate in prohibited activities will be asked to leave campus. Failure to leave a school site when requested by staff will constitute trespassing and may be prosecuted.
3. Specific athletic facilities (i.e., tracks, basketball or tennis courts) are made available by the District to be used by the public for community recreational use. The District will post which facilities are available to the public for recreational use without need for a permit. The District reserves the right to disallow this use without notice when the facilities are needed for other school and permit uses. This use is intended for individuals or small groups (up to 10). Larger groups and those being paid for instruction must receive permits.

C. Definitions

To provide direction to staff, the Board of Education recognizes these definitions of facility use in the issuing and management of facility permits:

School/District Use includes all programs, activities and events operated and supported by SMMUSD programs, departments and offices. These activities are funded by the District and operated by District employees. These include all curriculum-based activities.

School Sponsored Use includes all activities that are an extension of School Use. These include extracurricular activities originated by clubs, athletic teams, ASB and other school-derived groups. These activities include fund raising activities by students or staff for the schools or activities. These activities are approved by Site Administrators, are directly managed by District Staff, and all funds collected will be expended on school activities and programs through District approved policies and procedures.

External Use includes all activities and facility use originated by any organization other than SMMUSD. Any use that is not School Use is deemed External Use. All External Use must receive a Facility Permit or be included in a Board Approved Joint Use or Lease Agreement to use District Facilities. This policy and attached administrative regulations apply to all external use, unless specifically superseded by an agreement approved by the Board of Education.

Facility Permits are licenses issued to external users allowing them specific use of District Facilities for approved activities during a specific period of time.

Affiliated Groups are non-profit organizations whose sole purpose, as evidenced in their Bylaws and Articles of Incorporation, are in direct support of the Santa Monica-Malibu Unified School District, its schools and their programs. To qualify as an Affiliated Group, the organization must be approved by the Facility Permit Office. Approval requires submitting a copy of their Bylaws and Articles of Incorporation and presenting a Letter of Determination from the Internal Revenue Service stating the corporation is organized as a 501(c)(3) non-profit corporation.

Community Meetings fits within the terms and conditions in the Civic Center Act (Education Code 38130-39). The Board of Education grants there is a civic center at each and every school facility where citizens, organizations and clubs can meet to discuss matters of interest to the citizens of the community. The District reserves the right to designate available spaces for community use at each site, provided there is a designated civic center space at each school facility. The availability is based on the priority use schedule below. All Community Meeting use must fit the following criteria:

- Use must be nonexclusive, open to the public, and free of charge
- Use must be in a designated Civic Center facility
- Use must be less than four hours
- Use must be limited to only once a week per group

Site refers to school properties and all of the facilities included in them.

Facility refers to specific buildings, rooms and spaces at a Site.

Direct Rate as defined by the Civic Center Act and SB 1404 includes the cost for maintenance, repair, restoration, and refurbishment of the facilities along with the cost of supplies, utilities, janitorial services, services of any other District employees, and salaries paid school district

employees necessitated by the organization's use of the school facilities. This includes all fees not charged separately.

Commercial Rate or Fair Market Value or as defined by the Civic Center Act is the Direct Rate plus the amortized costs of the school facilities or grounds used for the duration of the activity.

D. Charges for Use of Facilities

External Users are divided into the following use categories to determine approved rental fees and personnel costs for each use. All groups must pay a Facility Permit Fee to cover administrative cost to process the permit. The permit fee varies depending on classification. It is as follows: Commercial - \$100, Direct - \$50, Basic - \$25, and Affiliate - \$0. A \$25 permit change fee may be applied when user groups make substantial changes to their permit needs after approval. All groups must also meet the Indemnification, Liability and Security Requirements detailed in Administrative Regulations. The Rental Fees are listed in the Rental Fee Schedule exhibit. Additional personnel and other costs for the operation of the permit will be paid by the user. Users will be placed in the most cost effective category for which they qualify. The fees for the use of school facilities and grounds shall be charged in accordance with the following categories:

1. **Commercial:** Commercial users will be charged the Fair Market Value which shall be Direct Costs plus the amortized costs of the school facilities or grounds used for the duration of the activity. This is referred to as **Rate A** in Exhibit 6 – Facility Fee Schedule. This category includes, but is not limited to, any event, game, entertainment or meeting where admission is charged or contributions solicited and net receipts are not to be wholly expended for charitable purposes or for the welfare of the District's students.
2. **Direct:** All non-profit organizations will be placed in the Direct Category. The users in this category will be charged the Direct Rate for their use. This is referred to as **Rate B** in Exhibit 6 – Facility Fee Schedule. To qualify for this category, the user must present a Letter of Determination from the Internal Revenue Service stating the corporation is organized as a 501(c)(3) non-profit corporation.
3. **Community Meeting:** The Board of Education acknowledges the benefit of making school facilities available for community forums. This use must be: nonexclusive, open to the public, and free of charge; in a designated Civic Center facility; less than four hours; and limited to only once a week per group. This category is based on specified use rather than the type of organization. A specific use by an organization might meet these criteria where another use does not. There are two fee structures available for Community Meetings: Community Meeting I is designated for most uses. These groups will receive a 60% discount from the Commercial Rate. This is referred to as **Rate C** in Exhibit 6 – Facility Fee Schedule. Community Meeting II is reserved for Community Meetings where the majority of participants are SMMUSD students. These groups will receive a 90% discount from the Commercial Rate. This is referred to as **Rate E** in Exhibit 6 – Facility Fee Schedule. As per the Civic Center Act, the conduct of religious services does not qualify for this rate.
4. **Basic:** The Board of Education recognizes the benefit to the District and the community made by non-profit organizations who work primarily with SMMUSD students. The activities by non-profit organizations that benefit SMMUSD students are placed in the Basic Category. For the purpose of this category, "primarily" is defined as being over 50% District student participation. These groups will be charged a Basic rate, an 80% discount off the Commercial Rate. This is referred to as **Rate C** in Exhibit 6 – Facility Fee Schedule. To qualify for this category, the corporation must present a Letter of

Determination from the Internal Revenue Service stating the corporation is organized as a 501(c)(3) non-profit corporation.

5. **After School:** This category is restricted to non-profit organizations that provide programs for students immediately after school. They must be approved in writing by the Superintendent or designee. After school groups must present a Letter of Determination from the Internal Revenue Service stating the group is organized as a 501(c)(3) non-profit corporation. The event or activity must conclude by 6:00 p.m. These uses will be charged the After School rate, a 90% discount off the Commercial Rate. This is referred to as **Rate D** in Exhibit 6 – Facility Fee Schedule.
6. **Affiliated:** The Board of Education recognizes the benefit to the District made by non-profit organizations whose primary purpose and activities are in direct and sole support of the Santa Monica-Malibu Unified School District, its schools and their programs, such as PTAs, Booster Clubs and the Santa Monica-Malibu Education Foundation (hereinafter referred to as “Affiliated Groups”). The District agrees to waive the facility rental fees for Affiliated Group activities. This is referred to as **Rate E** in Exhibit 6 – Facility Fee Schedule. They are required to pay for personnel and other expenses incurred by the District specifically due to their facility use. Affiliated Groups will not pay Permit Fees or Asset Replacement Fees. To qualify for this category, the organization must be approved as an Affiliated Group by the Facility Permit Office. This category is limited to organizations that wouldn’t exist were it not for the District. Approval requires: submitting a copy of their Articles of Incorporation and Bylaws and presenting a Letter of Determination from the Internal Revenue Service stating the corporation is organized as a 501(c)(3) non-profit corporation.

E. Priority Use of Facilities

1. All school district programs and departments (e.g. Child Development) shall have first priority for shared use of facilities within the district as defined in the Education Code.
2. All school-related activities (clubs, class events, etc.) shall be given next priority in the use of facilities under the Civic Center Act.
3. Thereafter, the Board favors facility uses that provide extended learning opportunities to the school community and then to the community at-large.
4. Thereafter, the use of facilities will be on a first-come, first-served basis.

The Superintendent or designee shall make every effort to work with the cities of Santa Monica and Malibu with respect to coordinating the most efficient shared use of grounds and facilities, which is in keeping with the Board's vision, goals, belief statements and outcomes.

In extreme circumstances, any approved Facilities Use Permit may be revoked where need of the property for public school purposes has subsequently developed. In this case, SMMUSD will notify the user as soon as possible and will endeavor to assist the user in finding a suitable alternative location or date.

F. Division of Revenue with Sites

The Superintendent or designee shall establish procedures whereby a percentage of the fees collected for use of facilities shall be shared directly with the sites to maintain the physical integrity of the school sites.

G. Prohibitions & Restrictions

1. No District buildings or grounds shall be used for the purpose of employees conducting private tutoring, counseling, coaching, and/or assessments, for which a fee or other compensation is received unless the employees is being hired by an external user group that has attained a permit or the employee has attained a permit through the strictures of this policy.
2. External users must report any employment of District staff to teach or work facility permits at school sites. When this is done, the outside user must have a facility permit, collect all funds, and disburse the salary or fee to the employee. District employees are required to report any employment by facility permit users on school sites to their supervisors.
3. District staff working a Facility Permit will be paid by the Facility Use Department. At no time shall a facility user pay, compensate or tip District Staff directly for work at District Facilities unless approved in writing by the Superintendent or designee.

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

adopted: April 1, 1999 Santa Monica, California

revised: November 2006; June 4, 2009; June 25, 2015

Facility	RATE A Commercial	RATE B Direct	RATE C Community Meeting I	RATE D Basic	RATE E Community Meeting II & After School	RATE F Affiliate
School Rooms						
Classroom, Conference Room	\$30.00	\$18.00	\$12.00	\$6.00	\$3.00	\$0.00
Library	\$50.00	\$30.00	\$20.00	\$10.00	\$5.00	\$0.00
Music, Choral, Band Room	\$50.00	\$30.00	\$20.00	\$10.00	\$5.00	\$0.00
Cafeterias/Cafeteriums (w/o kitchen)						
Elementary	\$75.00	\$45.00	\$30.00	\$15.00	\$7.50	\$0.00
Middle	\$90.00	\$54.00	\$36.00	\$18.00	\$9.00	\$0.00
High School	\$100.00	\$60.00	\$40.00	\$20.00	\$10.00	\$0.00
Kitchens						
Elementary	\$36.00	\$21.60	NA	\$7.20	NA	\$0.00
Middle	\$40.00	\$24.00	NA	\$8.00	NA	\$0.00
High Schools	\$70.00	\$42.00	NA	\$14.00	NA	\$0.00
Gyms/Gym Rooms						
Lincoln MS Gym, practice	\$80.00	\$48.00	\$32.00	\$16.00	\$8.00	\$0.00
Lincoln MS Gym, game/event	\$120.00	\$72.00	NA	\$24.00	NA	\$0.00
Adams MS Gym, practice	\$80.00	\$48.00	\$32.00	\$16.00	\$8.00	\$0.00
Adams MS Gym, game/event	\$120.00	\$72.00	NA	\$24.00	NA	\$0.00
Malibu Old Gym, practice	\$80.00	\$48.00	\$32.00	\$16.00	\$8.00	\$0.00
Malibu Old Gym, game/event	\$120.00	\$72.00	NA	\$24.00	NA	\$0.00
Malibu New Gym (3 courts), practice	\$100.00	\$60.00	NA	NA	NA	\$0.00
Malibu New Gym (3 courts), game/event	\$200.00	\$120.00	NA	NA	NA	\$0.00
Samohi, North Gym (1 court), practice	\$100.00	\$60.00	NA	NA	NA	\$0.00
Samohi, North Gym (1 court), game/event	\$200.00	\$120.00	NA	NA	NA	\$0.00
Samohi, South Gym (3 courts), practice	\$80.00	\$48.00	\$32.00	\$16.00	\$8.00	\$0.00
Samohi, South Gym (3 courts), game/event	\$120.00	\$72.00	NA	\$24.00	NA	\$0.00
Samohi, North Gym Wrestling Room	\$60.00	\$36.00	NA	\$12.00	NA	\$0.00
Samohi, North Gym Dance Room	\$60.00	\$36.00	NA	\$12.00	NA	\$0.00
Sports Fields (practice or game)						
Samohi, West Field*	\$100.00	\$60.00	NA	\$20.00	NA	\$0.00
Samohi, North Field, Football/Soccer	\$100.00	\$60.00	NA	\$20.00	NA	\$0.00
Samohi, North Field, Baseball	\$100.00	\$60.00	NA	\$20.00	NA	\$0.00
Malibu HS, Main Field	\$100.00	\$60.00	NA	\$20.00	NA	\$0.00
Malibu HS, Baseball/Softball Fields	\$100.00	\$60.00	NA	\$20.00	NA	\$0.00
Malibu HS, Upper Auxiliary Field	\$80.00	\$48.00	NA	\$16.00	NA	\$0.00
Malibu HS, Lower Auxiliary Field	\$80.00	\$48.00	NA	\$16.00	NA	\$0.00
Adams MS, North Field, Soccer*	\$80.00	\$48.00	NA	\$16.00	NA	\$0.00
Adams MS, South Field, Football/Soccer*	\$100.00	\$60.00	NA	\$20.00	NA	\$0.00
Adams MS, South Field, Softball/Baseball*	\$100.00	\$60.00	NA	\$20.00	NA	\$0.00
Lincoln MS, Field, Football/Soccer	\$80.00	\$48.00	NA	\$16.00	NA	\$0.00
Elementary Playfield w/o restrooms	\$75.00	\$45.00	NA	\$15.00	\$7.50	\$0.00
Elementary Playfield w/restrooms	\$60.00	\$36.00	NA	\$12.00	\$6.00	\$0.00
Elementary Outdoor Court w/o restrooms	\$80.00	\$48.00	NA	\$16.00	\$8.00	\$0.00
Elementary Outdoor Court w/restrooms	\$25.00	\$15.00	NA	\$5.00	\$2.50	\$0.00
*FIELD LIGHTS AS NEEDED, per hour	\$45.00	\$30.00	NA	\$30.00	NA	\$0.00
Discounts Per Category						
	40%	60%	80%	90%	100%	
	Discount	Discount	Discount	Discount	Discount	Discount

RENTAL FEES ARE BY THE HOUR. A THREE HOUR MINIMUM IS REQUIRED FOR ALL PERSONNEL.

Facility	RATE A Commercial	RATE B Direct	RATE C Community Meeting I	RATE D Basic	RATE E Community Meeting II & After School	RATE F Affiliate
Track and Field						
Samohi, practice*	\$60.00	\$36.00	NA	\$12.00	NA	\$0.00
Samohi, meet*	\$100.00	\$60.00	NA	\$20.00	NA	\$0.00
Malibu HS, practice	\$60.00	\$36.00	NA	\$12.00	NA	\$0.00
Malibu HS, meet	\$100.00	\$60.00	NA	\$20.00	NA	\$0.00
Lincoln MS, practice	\$50.00	\$30.00	NA	\$10.00	NA	\$0.00
Lincoln MS, meet	\$75.00	\$45.00	NA	\$15.00	NA	\$0.00
*FIELD LIGHTS AS NEEDED, per hour	\$40.00	\$30.00	NA	\$30.00	NA	\$0.00
Tennis Courts						
Samohi, Practice and Recreational Play, per court	\$10.00	\$6.00	NA	\$2.00	NA	\$0.00
Samohi, Tournament or Private Instruction, per court	\$25.00	\$15.00	NA	\$5.00	NA	\$0.00
Malibu HS, Practice and Recreational Play, per court	\$10.00	\$6.00	NA	\$2.00	NA	\$0.00
Malibu HS, Tournament or Private Instruction, per court	\$25.00	\$15.00	NA	\$5.00	NA	\$0.00
Lincoln MS, Practice and Recreational Play, per court	\$10.00	\$6.00	NA	\$2.00	NA	\$0.00
Lincoln MS, Tournament or Private Instruction, per court	\$20.00	\$12.00	NA	\$4.00	NA	\$0.00
Adams MS, Practice and Recreational Play, per court	\$10.00	\$6.00	NA	\$2.00	NA	\$0.00
Outdoor Basketball Courts						
Samohi, per court	\$15.00	\$9.00	NA	\$3.00	\$1.50	\$0.00
Malibu HS, per court	\$15.00	\$9.00	NA	\$3.00	\$1.50	\$0.00
Lincoln MS, per court	\$15.00	\$9.00	NA	\$3.00	\$1.50	\$0.00
Adams MS, per court	\$15.00	\$9.00	NA	\$3.00	\$1.50	\$0.00
Swimming Pools, w/access to locker rooms and restrooms. MUST HAVE DISTRICT LIFEGUARD, NOT INCLUDED IN RATE.						
Samohi (12 lanes), for Practice and Recreational Swim, per hour	\$150.00	\$90.00	NA	\$30.00	NA	\$0.00
Samohi (12 lanes), for Swim Meets and WP Games per hour	\$200.00	\$120.00	NA	\$40.00	NA	\$0.00
Lincoln MS (6 lanes), for Practice and Recreational Swim, per hour	\$120.00	\$72.00	NA	\$24.00	\$12.00	\$0.00
Lincoln MS (6 lanes), for Swim Meets and WP Games, per hour	\$160.00	\$96.00	NA	\$32.00	\$16.00	\$0.00
Malibu HS (6 lanes), for Practice and Recreational Swim, per hour	\$120.00	\$72.00	NA	\$24.00	NA	\$0.00
Malibu HS (6 lanes), for Swim Meets and WP Games, per hour	\$160.00	\$96.00	NA	\$32.00	NA	\$0.00
Parking Lots						
All Schools, per space	\$7.00	\$4.20	\$2.80	\$1.40	\$0.70	\$0.00
Event Parking (non-school), per space	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Discounts Per Category						
	40%	60%	80%	90%	100%	
	Discount	Discount	Discount	Discount	Discount	Discount

RENTAL FEES ARE BY THE HOUR. A THREE HOUR MINIMUM IS REQUIRED FOR ALL PERSONNEL.

Auditoriums	RATE A Commercial		RATE B Direct		RATE C Basic		RATE D After School		RATE F Affiliate	
	Performance	Rehearsal	Performance	Rehearsal	Performance	Rehearsal	Performance	Rehearsal	Performance	Rehearsal
Elementary, Full Day	\$1,200.00	\$420.00	\$900.00	\$315.00	\$600.00	\$210.00	NA	\$12/hour	\$0.00	\$0.00
Elementary, 1/2 Day	\$700.00	\$245.00	\$525.00	\$183.75	\$350.00	\$122.50	NA	\$12/hour	\$0.00	\$0.00
Lincoln MS, Full Day	\$1,800.00	\$630.00	\$1,350.00	\$472.50	\$900.00	\$315.00	NA	\$18/hour	\$0.00	\$0.00
Lincoln MS, 1/2 Day	\$1,000.00	\$350.00	\$750.00	\$262.50	\$500.00	\$175.00	NA	\$18/hour	\$0.00	\$0.00
John Adams MS, Full Day	\$1,400.00	\$490.00	\$1,050.00	\$367.50	\$700.00	\$245.00	NA	\$14/hour	\$0.00	\$0.00
John Adams MS, 1/2 Day	\$800.00	\$280.00	\$600.00	\$210.00	\$400.00	\$140.00	NA	\$14/hour	\$0.00	\$0.00
Malibu HS, Full Day	\$1,800.00	\$630.00	\$1,350.00	\$472.50	\$900.00	\$315.00	NA	NA	\$0.00	\$0.00
Malibu HS, 1/2 Day	\$1,000.00	\$350.00	\$750.00	\$262.50	\$500.00	\$175.00	NA	NA	\$0.00	\$0.00
Samohi HS, Full Day (Barnum Hall)	\$3,400.00	\$1,200.00	\$2,550.00	\$900.00	\$1,700.00	\$600.00	NA	NA	\$0.00	\$0.00
Samohi HS, 1/2 Day (Barnum Hall)	\$2,400.00	\$800.00	\$1,800.00	\$600.00	\$1,200.00	\$400.00	NA	NA	\$0.00	\$0.00

Amphitheatres	Performance	Rehearsal	Performance	Rehearsal	Performance	Rehearsal	Performance	Rehearsal	Performance	Rehearsal
Samohi (Greek), Full Day	\$4,000.00	\$1,600.00	\$3,000.00	\$1,200.00	\$2,000.00	\$800.00	NA	\$40/hour	\$0.00	\$0.00
Samohi (Greek), 1/2 Day	\$2,500.00	\$1,000.00	\$1,875.00	\$750.00	\$1,250.00	\$500.00	NA	\$40/hour	\$0.00	\$0.00
Malibu HS, Full Day	\$1,400.00	\$560.00	\$1,050.00	\$420.00	\$700.00	\$280.00	NA	\$14/hour	\$0.00	\$0.00
Malibu HS, 1/2 Day	\$840.00	\$336.00	\$630.00	\$252.00	\$420.00	\$168.00	NA	\$14/hour	\$0.00	\$0.00

Filming	Commercial Rate		Still Photo/Small Crew	
	Filming	Prep	Filming	Prep
Full Day (school not in session)	\$4,000.00	\$2,000.00	\$2,500.00	\$1,250.00
Full Day (school in session)	\$4,500.00	\$2,250.00	\$2,750.00	\$1,375.00
Half Day (school not in session)	\$2,500.00	\$1,250.00	\$1,750.00	\$875.00
Half Day (school in session)	\$2,750.00	\$1,375.00	\$2,000.00	\$1,000.00
Special Location Bump (Theaters/Gyms/ Pools)	\$500.00	\$250.00	\$250.00	\$125.00

SMMUSD does not have Non-profit or Student film rates

FULL DAY = up to 14 hours; HALF DAY = up to 6 hours; inclusive (walk in to walk out)
Overtime Rate for over 14 hours is 15% of rental rate per hour

MAJOR ITEMS

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / TERRY DELORIA
RE: SMMEF-FUNDED PROGRAMS FOR 2016-17

ACTION/MAJOR
06/02/16

RECOMMENDATION NO. A.37

It is recommended that the Board of Education approve staff's recommendations for SMMEF-funded programs for the 2016-17 school year.

COMMENT: SMMEF-funded programs for the 2016-17 school year include: 1) instructional assistants for the elementary schools to assist with RTI², 2) PS Arts for elementary schools, 3) Ballroom Dance for fifth-graders (partial funding), and 4) Stretch Grants for all sixteen schools. The cost to fully fund all programs is estimated at \$2,526,974.

The exact amount of fundraising will not be known until June 30. Using an estimated funding gap of \$496,698, staff is making the following recommendations should there be a funding shortfall:

1. Use up to \$300,000 of new supplemental grant funds allocated for the 2016-17 year to offset the cost of the instructions assistants.
2. Approve program reductions as described by staff after consulting with input from principals and the Superintendent's Advisory Committee.

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

-TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ / PAT HO
RE: 2015-16 BUDGET REVISIONS

ACTION/MAJOR
06/02/16

RECOMMENDATION NO. A.38

It is recommended that the Board of Education approve the following budget transfers, as described on the following pages, for these below-listed Funds. These routine paper transfers are intended to accomplish the formal/final shifting to recognize the accounting of previously-approved activities after the 2nd Interim Report.

Fund 01	-	General Fund (Unrestricted & Restricted)
Fund 11	-	Adult Education Fund
Fund 12	-	Child Development Fund
Fund 13	-	Cafeteria Fund
Fund 14	-	Deferred Maintenance
Fund 21.0	-	Building Fund /Measure BB Series A
Fund 21.1	-	Building Fund /Measure BB Series B
Fund 21.3	-	Building Fund /Measure BB Series D
Fund 21.4	-	Building Fund /Measure ES Series A
Fund 21.5	-	Building Fund /Measure ES Series B
Fund 25	-	Capital Facilities Fund
Fund 40	-	Special Reserve Fund for Capital Outlay Projects
Fund 71	-	Retiree Benefit Fund for OPEB

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

Fund: 01 Unrestricted General Fund				
		Revised Budget as of 1/31/16	Revised Budget as of 5/9/16	Changes
Object	Description			
	Beginning Fund Balance	31,534,919	31,534,919	
8011-8099	LCFF Revenue	86,622,564	83,901,961	(2,720,603)
8100-8299	Federal Revenue	243,090	243,090	-
8300-8590	State Revenue	7,533,005	7,619,598	86,593
8600-8799	Local Revenue	33,777,817	34,114,557	336,740
8980-8999	Local General Fund Contributions	(24,166,159)	(23,804,251)	361,908
	Total Revenue	104,010,317	102,074,955	(1,935,362)
1000-1999	Certificated Salaries	50,883,137	51,035,100	151,963
2000-2999	Classified Salaries	17,663,822	17,627,810	(36,012)
3000-3999	Employee Benefits	23,828,881	23,592,895	(235,986)
4000-4999	Books and Supplies	3,007,411	3,034,903	27,492
5000-5999	Services and Other Operating Costs	9,490,359	9,624,681	134,322
6000-6999	Capital Outlay	703,728	952,782	249,054
7100-7299	Other Outgo	53,400	53,400	-
7300-7399	Indirect Costs	(1,260,392)	(1,266,204)	(5,812)
7600-7629	Transfer Out/ Fund 12, 13 & 71	1,315,494	364,491	(951,003)
	Total Expenditures	105,685,840	105,019,858	(665,982)
	Increase /(Decrease) Fund Balance	(1,675,523)	(2,944,903)	(1,269,380)
	Projected Fund Balance	29,859,396	28,590,016	

Major Changes

Revenues:

\$ (2,720,603)	Decrease in Redevelopment Property Tax Trust Fund (RPTTF) -Taxes
\$ 86,593	Increase in Unrestricted Lottery revenues
\$ 336,740	Increase in Other Local revenues
\$ 361,908	Decrease in Local General Fund Contribution
\$ (553,858)	Decrease LGFC to Special Ed
\$ 191,950	increase LGFC to On-Going Maintenance Program

Expenditures:

\$ 151,963	Increase in Certificated Salaries
\$ (36,012)	Increase in Classified Salaries
\$ 235,986	Increase in Employee Benefits
\$ 27,492	Decrease in Books & Supplies
\$ 134,322	Increase in Services and Operating Costs
\$ 249,054	Increase in Equipment & Equipment Replacement
\$ 36,168	AV Equipment for Board Room
\$ 62,720	Replace two trucks for Food Services (#44 & #46)
\$ 26,169	New truck for IT Department
\$ 100,000	Emergency Tuff Shed (multiple sites)
\$ (5,812)	Increase in Indirect Charge to Categorical Programs
\$ 48,997	Increase in Transfer to Fund 12
\$ (1,000,000)	Decrease in Transfer to Fund 71 (OPEB)

Fund: 01 Restricted General Fund				
		Revised Budget as of 1/31/16	Revised Budget as of 5/9/16	Changes
	Beginning Fund Balance	3,939,550	3,939,550	
8100-8299	Federal Revenue	5,151,163	5,155,222	4,059
8300-8590	State Revenue	4,544,305	5,582,155	1,037,850
8600-8799	Local Revenue	9,272,230	9,713,072	440,842
8980-8999	Local General Fund Contributions	24,166,159	23,804,251	(361,908)
	Total Revenue	43,133,857	44,254,700	1,120,843
1000-1999	Certificated Salaries	12,073,452	11,670,471	(402,981)
2000-2999	Classified Salaries	10,080,602	10,086,009	5,407
3000-3999	Employee Benefits	10,719,683	11,512,898	793,215
4000-4999	Books and Supplies	3,422,869	3,645,508	222,639
5000-5999	Services and Other Operating Costs	7,147,955	7,589,116	441,161
6000-6999	Capital Outlay	162,285	179,944	17,659
7300-7399	Indirect Costs	741,852	741,852	-
	Total Expenditures	44,348,698	45,425,798	1,077,100
	Increase /(Decrease) Fund Balance	(1,214,841)	(1,171,098)	43,743
	Projected Fund Balance	2,724,709	2,768,452	

Major Changes

Revenues:

\$ 4,059	Increase in Carl Perkins II			
\$ 1,037,850	STRS On-behalf Pension Contribution (GASB68)			
\$ 349,751	Increase of various local programs - PTA, GIFTS, PERMITS....			
\$ 440,842	Reimbursement from Microsoft Settlement			
\$ (361,908)	Decrease in General Fund Contribution to Special Education			

Expenditures:

\$ (402,981)	Transfer \$396,042 Psychologist cost to Unrestricted General Fund			
\$ 5,407	Increase in Classified Salaries			
\$ 793,215	Increase in Benefits (includes \$1,037,850 STRS On-Behalf increase from State)			
\$ 222,639	Increase in Books and Supplies			
\$ 441,161	Increase in Services and Other Operating Costs			
	\$110,000 increase in Special Ed Contractors			
	\$ 85,000 increase in Special Ed Mental Health Services			
	\$163,754 increase in On-Going Maintenance Services			
\$ 17,659	Increase in Equipment			

Fund: 11 Adult Education Fund				
		Revised	Revised	
		Budget	Budget	
Object	Description	as of 1/31/16	as of 5/9/16	Changes
	Beginning Fund Balance	369,566	369,566	
8100-8299	Federal Revenue	46,926	46,926	-
8300-8590	Other State Revenue	704,086	697,846	(6,240)
8600-8799	Local Revenue	31,800	31,800	-
	Total Revenues	782,812	776,572	(6,240)
1000-1999	Certificated Salaries	161,608	244,908	83,300
2000-2999	Classified Salaries	120,045	170,932	50,887
3000-3999	Employee Benefits	96,004	123,603	27,599
4000-4999	Books and Supplies	31,361	141,606	110,245
5000-5999	Services and Other Operating Costs	88,414	147,339	58,925
6000-6999	Equipment	-	6,000	6,000
7300-7399	Indirect Costs	3,720	25,524	21,804
	Total Expenditures	501,152	859,912	358,760
	Increase /(Decrease) Fund Balance	281,660	(83,340)	(365,000)
	Projected Fund Balance	651,226	286,226	
Major Changes				
Revenue:				
\$ (8,714)	Decrease in Adult Education Block Grant			
\$ 2,474	STRS On-behalf Pension Contribution (GASB 68)			
Expenditure:				
\$ 83,300	Increase in Certificated Salary			
\$ 50,887	Increase in Classified Salary			
\$ 27,599	Increase in Benefits			
\$ 110,245	Increase in Supplies			
\$ 58,925	Increase in Services and Other Operating Costs			
\$ (6,000)	Increase in Equipment			
\$ 21,804	Increase in Indirect Cost			

Fund: 12 Child Development Fund				
		Revised Budget as of 1/31/16	Revised Budget as of 5/9/16	Changes
	Beginning Fund Balance	264,166	264,166	
8100-8299	Federal Revenue	1,718,432	1,726,243	7,811
8300-8590	State Revenue	3,038,588	2,598,059	(440,529)
8600-8799	Local Revenue	3,393,013	3,568,263	175,250
8900-8929	Interfund Transfer from Fund 01	185,494	234,491	48,997
	Total Revenues	8,335,527	8,127,056	(208,471)
1000-1999	Certificated Salaries	2,762,147	2,664,528	(97,619)
2000-2999	Classified Salaries	2,366,274	2,274,417	(91,857)
3000-3999	Employee Benefits	2,023,501	2,036,293	12,792
4000-4999	Books and Supplies	332,917	321,986	(10,931)
5000-5999	Services and Other Operating Costs	703,952	699,088	(4,864)
7300-7399	Indirect Costs	373,333	357,341	(15,992)
	Total Expenditures	8,562,124	8,353,653	(208,471)
	Increase /(Decrease) Fund Balance	(226,597)	(226,597)	-
	Projected Fund Balance	37,569	37,569	

Major Changes:

Revenues:

\$ 7,811	Increase in Head Start Program		
\$ 43,472	STRS On-behalf Pension Contribution (GASB68)		
\$(463,324)	Decrease in State Child Care Programs		
\$ 175,250	Increase in Other Local Revenue		
\$ 48,997	Increase in Transfer from Unrestricted General Fund (Fund 01)		

Expenditures:

Expenditure increases reflect the new funding from various programs

\$ (97,619)	Decrease in Certificated salary		
\$ (91,857)	Decrease in Classified salary		
\$ 12,792	Increase in Benefits		
\$ (10,931)	Increase in Supplies		
\$ (4,864)	Decrease in Services and Other Operating Costs		
\$ (15,992)	Decrease in Indirect Cost		

Fund: 13 Cafeteria Fund				
		Revised Budget	Revised Budget	
Object	Description	as of 1/31/16	as of 5/9/16	Changes
	Beginning Fund Balance	176,203	176,203	
8100-8299	Federal Revenue	1,200,000	1,200,000	-
8300-8590	State Revenue	85,000	85,000	-
8600-8799	Local Revenue	1,502,010	1,502,010	-
8900-8929	Interfund Transfer	130,000	130,000	-
	Total Revenues	2,917,010	2,917,010	-
2000-2999	Classified Salaries	1,423,613	1,419,686	(3,927)
3000-3999	Employee Benefits	547,888	548,111	223
4000-4999	Books and Supplies	1,219,000	1,216,000	(3,000)
5000-5999	Services and Other Operating Costs	(366,300)	(363,300)	3,000
6000-6999	Capital Outlay	-	-	-
7300-7399	Indirect Costs	141,487	141,487	-
	Total Expenditures	2,965,688	2,961,984	(3,704)
	Increase /(Decrease) Fund Balance	(48,678)	(44,974)	3,704
	Projected Fund Balance	127,525	131,229	

Fund: 14 Deferred Maintenance Fund				
		Revised Budget	Revised Budget	
Object	Description	as of 1/31/16	as of 5/9/16	Changes
	Beginning Fund Balance	140,846	140,846	
8010-8099	LCFF transfer to Fund 14	250,000	250,000	-
8600-8799	Local Revenue	1,000	1,000	-
	Total Revenues	251,000	251,000	-
4000-4999	Books and Supplies	1,000	1,000	-
5000-5999	Services and Other Operating Costs	200,000	220,000	20,000
6000-6999	Capital Outlay	50,000	30,000	(20,000)
	Total Expenditures	251,000	251,000	-
	Increase /(Decrease) Fund Balance	-	-	-
	Projected Fund Balance	140,846	140,846	

Fund: 21.0		Building Fund /Measure "BB" Series A		
		Revised Budget as of 1/31/16	Revised Budget as of 5/9/16	Changes
Object	Description			
	Beginning Fund Balance	8,448,592	8,448,592	
8600-8799	Local Revenue	30,000	50,000	20,000
	Total Revenues	30,000	50,000	20,000
4000-4999	Books and Supplies	8,800	8,800	-
5000-5999	Services and Other Operating Costs	866,700	946,200	79,500
6000-6999	Capital Outlay	7,653,523	4,732,523	(2,921,000)
	Total Expenditures	8,529,023	5,687,523	(2,841,500)
	Increase /(Decrease) Fund Balance	(8,499,023)	(5,637,523)	2,861,500
	Projected Fund Balance	(50,431)	2,811,069	

Fund: 21.1		Building Fund /Measure "BB" Series B		
		Revised Budget as of 1/31/16	Revised Budget as of 5/9/16	Changes
Object	Description			
	Beginning Fund Balance	4,768,146	4,768,146	
8600-8799	Local Revenue	40,000	31,000	(9,000)
	Total Revenues	40,000	31,000	(9,000)
4000-4999	Books and Supplies	2,000	12,000	10,000
5000-5999	Services and Other Operating Costs	1,290,250	1,505,250	215,000
6000-6999	Capital Outlay	3,000,100	3,125,100	125,000
	Total Expenditures	4,292,350	4,642,350	350,000
	Increase /(Decrease) Fund Balance	(4,252,350)	(4,611,350)	(359,000)
	Projected Fund Balance	515,796	156,796	

Fund: 21.3		Building Fund / Measure "BB" Series D		
		Revised Budget as of 1/31/16	Revised Budget as of 5/9/16	Changes
Object	Description			
	Beginning Fund Balance	26,457,910	26,457,910	
8600-8799	Local Revenue	150,000	150,000	-
	Total Revenues	150,000	150,000	-
2000-2999	Classified Salaries	469,504	298,086	(171,418)
3000-3999	Employee Benefits	217,677	116,226	(101,451)
4000-4999	Books and Supplies	23,700	25,800	2,100
5000-5999	Services and Other Operating Costs	5,886,600	6,329,100	442,500
6000-6999	Capital Outlay	6,200,000	6,200,000	-
	Total Expenditure	12,797,481	12,969,212	171,731
	Increase /(Decrease) Fund Balance	(12,647,481)	(12,819,212)	(171,731)
	Projected Fund Balance	13,810,429	13,638,698	

Fund: 21.4		Building Fund / Measure "ES" Series A		
		Revised Budget as of 1/31/16	Revised Budget as of 5/9/16	Changes
Object	Description			
	Beginning Fund Balance	19,737,263	19,737,263	
8600-8799	Local Revenue	50,000	100,000	50,000
	Total Revenues	50,000	100,000	50,000
2000-2999	Classified Salaries	104,920	104,920	-
3000-3999	Employee Benefits	41,626	41,626	-
4000-4999	Books and Supplies	2,325,000	7,325,000	5,000,000
5000-5999	Services and Other Operating Costs	1,175,246	1,175,246	-
6000-6999	Capital Outlay	7,100,000	7,100,000	-
	Total Expenditure	10,746,792	15,746,792	5,000,000
	Increase /(Decrease) Fund Balance	(10,696,792)	(15,646,792)	(4,950,000)
	Projected Fund Balance	9,040,471	4,090,471	
Fund: 21.5		Building Fund / Measure "ES" Series B		
		Revised Budget as of 1/31/16	Revised Budget as of 5/9/16	Changes
Object	Description			
	Beginning Fund Balance	-	-	
8600-8799	Local Revenue	300,000	350,000	50,000
8980-8999	Bond Proceeds	60,300,000	60,300,000	-
	Total Revenues	60,600,000	60,650,000	50,000
2000-2999	Classified Salaries	-	171,418	171,418
3000-3999	Employee Benefits	-	101,451	101,451
4000-4999	Books and Supplies	500	4,500	4,000
5000-5999	Services and Other Operating Costs	4,182,450	6,775,980	2,593,530
6000-6999	Capital Outlay	42,000,000	42,000,000	-
	Total Expenditure	46,182,950	49,053,349	2,870,399
	Increase /(Decrease) Fund Balance	14,417,050	11,596,651	(2,820,399)
	Projected Fund Balance	14,417,050	11,596,651	

Fund: 25 Capital Facilities Fund				
		Revised Budget	Revised Budget	
Object	Description	as of 1/31/16	as of 5/9/16	Changes
	Beginning Fund Balance	3,434,361	3,434,361	
8600-8799	Local Revenue	810,000	810,000	-
	Total Revenues	810,000	810,000	-
4000-4999	Supplies	100	100	-
5000-5999	Services and Other Operating Costs	2,629,200	4,129,200	1,500,000
6000-6999	Capital Outlay	20,000	20,000	-
	Total Expenditures	2,649,300	4,149,300	1,500,000
	Increase /(Decrease) Fund Balance	(1,839,300)	(3,339,300)	(1,500,000)
	Projected Fund Balance	1,595,061	95,061	
Major Changes:				
Expenditures:				
\$ 1,500,000	Increase in Legal Fees			
Fund: 40 Special Reserve Fund for Capital Outlay Project				
		Revised Budget	Revised Budget	
Object	Description	as of 1/31/16	as of 5/9/16	Changes
	Beginning Fund Balance	9,406,055	9,406,055	
8600-8799	Local Revenue	2,525,960	5,564,395	3,038,435
	Total Revenues	2,525,960	5,564,395	3,038,435
4000-4999	Supplies	-	-	-
5000-5999	Services and Other Operating Costs	650,000	650,000	-
6000-6999	Capital Outlay	50,000	1,050,000	1,000,000
7400-7499	COPS Payments	1,867,081	1,867,081	-
	Total Expenditures	2,567,081	3,567,081	1,000,000
	Increase /(Decrease) Fund Balance	(41,121)	1,997,314	2,038,435
	Projected Fund Balance	9,364,934	11,403,369	
Major Changes:				
Revenue:				
\$ 3,038,435	Increase in Redevelopment Property Tax Trust Fund (RPTTF) -Facility			
Expenditure:				
\$ 1,000,000	increase in Building Improvement for SAMOHI BB project			

Fund: 71		RETIREE BENEFIT FUND (OPEB)		
		Revised	Revised	
		Budget	Budget	
Object	Description	as of 1/31/16	as of 05/09/16	Changes
9664	Prior years OPEB liability from Fund 67	(10,341,922)	(10,341,922)	
9110	Cash Balance from Fund 67	4,539,639	4,539,639	
9791	Beginning Fund Balance	(5,802,283)	(5,802,283)	
8600-8799	Local Revenue	1,242,583	1,242,583	-
8900-8999	Transfer From Fund 01	1,000,000	-	(1,000,000)
	Total Revenues	2,242,583	1,242,583	(1,000,000)
5000-5999	Services and Other Operating Costs	1,183,160	1,183,160	-
	Total Expenditures	1,183,160	1,183,160	-
	Increase /(Decrease) Fund Balance	1,059,423	59,423	(1,000,000)
	Projected Fund Balance	(4,742,860)	(5,742,860)	
Major Changes:				
Revenue:				
\$ (1,000,000)	Decrease in Transfer from Fund 01			

INFORMATION ITEMS

TO: BOARD OF EDUCATION

INFORMATION

06/02/16

FROM: SANDRA LYON / JANECE L. MAEZ / LIZ POWELL

RE: REVISION OF AR 3260 – FEES AND CHARGES

INFORMATION ITEM NO. I.01

This is to inform the Board of Education that AR 3260 – Fees and Charges has been revised.

COMMENTS: The regulation has been updated to expand and clarify the list of permissible fees and align material with California Department of Education Fiscal Management Advisories.

The board discussed these changes at the May 19, 2016, board meeting. During that discussion, Ms. Maez reported that the following language would be added to #24 in the AR prior to it returning for approval in June: “...and as long as no student is denied the ability to participate because of inability to pay the fee.”

The corresponding policy can be found under Item No. A.28.

FEES AND CHARGES

The district shall not require any district student to pay any fees, deposits, or charges except as specifically authorized by law. (Education Code 49011; 5 CCR 350)

When approved by the Board of Education, the Superintendent or designee may impose a fee for the following:

1. Insurance for athletic team members, with an exemption ~~for financial hardship~~ providing for the district to pay the cost of the insurance for any team member who is financially unable to pay (Education Code 32221)
2. Insurance for medical or hospital service for students participating in field trips and excursions (Education Code 35331)
3. Expenses of students' participation in a field trip or excursion to another state, the District of Columbia or a foreign country, as long as no student is prohibited from making the field trip due to lack of funds (Education Code 35330)
4. Student fingerprinting program, as long as the fee does not exceed the actual costs associated with the program (Education Code 32390)
5. School camp programs in outdoor science education, conservation education, or forestry operated pursuant to Education Code 8760-8774, provided that the fee is not mandatory and no student is denied the opportunity to participate for nonpayment of the fee ~~operated pursuant to Education Code 8760-8773 provided that the fee is not mandatory~~ (Education Code 35335)
6. Reimbursement for the direct cost of materials provided by the district to a student for the fabrication of nonperishable personal property the student will take home for his/her own possession and use, such as wood shop, art, or sewing projects kept by the student ~~Personal property of the district fabricated by students, as long as the cost of the property does not exceed the cost of the materials provided by the district~~ (Education Code 17551)
7. Home-to-school transportation and transportation between regular, full-time schools and regional occupational centers, programs or classes, as long as the fee does not exceed the statewide average nonsubsidized cost per student and so long as exemptions are made for indigent and disabled students (Education Code 39807.5)
8. Transportation for students to and from summer employment programs for youth (Education Code 39837)
9. Deposit for school band instruments, music, uniforms, and other regalia which school band members take on excursions to foreign countries (Education Code 38120)
10. Sale or lease of Internet appliances or personal computers for the purpose of providing access to the district's educational computer network, at no more than cost, as long as the district provides network access for families who cannot afford it (Education Code 17453.1)

- ~~119.~~ Physical education uniforms provided a student's grade is not adversely affected for wearing a uniform comparable to the standardized physical education apparel (Education Code 49066)
- ~~10.~~ Rental or lease of personal property needed for district purposes, such as caps and gowns used by seniors in graduation ceremonies (Education Code 38119)
- ~~11.~~ Deposit for band instruments, music, uniforms and other regalia which school band members take on excursions to foreign countries (Education Code 38120)
12. Fees for community service classes in civic, vocational, illiteracy, health, homemaking, and technical and general education, not to exceed the cost of maintaining the class (Education Code 51815)
13. Eye safety devices, worn in courses or activities involving the use of hazardous substances likely to cause injury to the eyes, when being sold to students and/or teachers or instructors to keep and at a price not to exceed the district's actual costs (Education Code 32033)
14. Actual cost of furnishing copies of any student's records, except that no charge shall be made for furnishing up to two transcripts or two verifications of a former student's records or for reproducing records of a student with a disability when the cost would effectively prevent the parent/guardian from exercising the right to receive the copies if he/she is a former student, up to two transcripts or two verifications of his/her various records (Education Code 49065)
- ~~15.~~ Actual costs of duplication for copies of public records (Government Code 6253)
- ~~15~~16. Actual costs of duplication for reproduction of the prospectus of school curriculum or for copies of public records (Education Code 49091.14)
- ~~16~~17. Food sold at school subject to free and reduced price meal program eligibility and other restrictions specified in law (Education Code 38084)
- ~~17~~18. As allowed in law, replacement cost or reimbursement for lost or damaged district books, supplies, or property, or for district property loaned to a student that he/she fails to return ~~Fines or reimbursements for lost or damaged district property or damage to library property~~ (Education Code 19910-19911, 48904)
- ~~18~~19. Tuition for district school attendance by an out-of-state and out-of-country resident (Education Code 48050, 48052, 52613; 8 USC 1184)
- ~~19~~20. Adult education books, materials, transportation, and classes as specified in law except that no fee may be charged for classes in elementary subjects or for which high school credit is granted when taken by a person who does not hold a high school diploma or, effective July 1, 2015, classes in English and citizenship (Education Code 52612, 60410)
- ~~20~~21. Preschool and child care and development services, in accordance with the fee schedule established by the Superintendent of Public Instruction, unless the family qualifies for subsidized services or the program is for severely disabled children and the student is eligible to enroll in it (Education Code 8263)
- ~~21~~22. Parking on school grounds (Vehicle Code 21113)

22. After School Education and Safety Programs, as long as no eligible student is denied the ability to participate because of inability to pay the fee (Education Code 8482.6)
23. ~~Fees for~~ Advanced Placement and International Baccalaureate Diploma examinations for college credits, as long as the examination is not a course requirement and the results have no impact on student grades or credits in the course and as long as no student is denied the ability to participate because of inability to pay the fee (Education Code 52240, 52920)

Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
approved: August 19, 2009 Santa Monica, California
updated: June 6, 2013

TO: BOARD OF EDUCATION
FROM: SANDRA LYON / JANECE L. MAEZ
RE: REVISION OF AR 3512 – EQUIPMENT

INFORMATION
06/02/16

INFORMATION ITEM NO. I.02

This is to inform the Board of Education that AR 3512 – Equipment has been revised.

COMMENTS: The regulation has been updated to define "equipment," provide that district equipment shall be used primarily for educational purposes or other district operations, delete material on comparability of equipment, which is also addressed in BP 6171 – Title I Programs, and clarify processes for transferring equipment between work sites. The regulation also adds material related to equipment inventories, the sale or disposal of equipment, and the purchase of equipment with federal funds.

The board discussed these changes at the May 19, 2016, board meeting.

EQUIPMENT

District equipment shall be used primarily for educational purposes and/or to conduct district business. Employees and/or students shall use district equipment only for school-related tasks. The Superintendent or designee shall ensure that all employees, students, and other users understand the appropriate ~~that personal~~ use of district equipment ~~is prohibited~~ and that any misuse ~~a violation~~ may be cause for disciplinary action or loss of user privilege.

~~The district shall provide comparable basic equipment and supplies for all classes. When equipment cannot be supplied to every class, the Superintendent or designee shall ensure that it will be shared within and among the schools.~~

~~When school equipment is not being used by students or employees, s~~School-connected organizations may be granted reasonable use of the equipment for school-related matters as long as it does not interfere with the use by students or employees or otherwise disrupt district operations.

The Superintendent or designee ~~principal~~ shall approve the transfer of any ~~removal of~~ district ~~owned~~ equipment one work site to another and the removal of any district equipment for off-site use ~~from the school site~~. When any equipment is taken off-site, the borrower is responsible for its safe return and shall be fully liable for any loss or damage.

~~Transfer of Equipment to a New Site~~

Employees transferred to another school shall take with them only those personal items that have been purchased with their own funds unless otherwise authorized by the Superintendent or designee or applicable Board policy. ~~Items paid for by the district, school-connected organizations or grants shall remain at the initial location unless the principals of both schools make special arrangements that serve the best interests of the districtwide instructional program.~~

Equipment and materials unique to a special program being moved to another site may be moved to the new location upon the approval of both principals.

The Superintendent or designee shall maintain an inventory of all equipment currently valued in excess of \$500. (Education Code 35168; 5 CCR 3946)

When equipment is unusable or is no longer needed, it may be sold, donated, or disposed of in accordance with Education Code 17540-17555 or 34 CFR 80.32, as applicable.

Equipment Acquired by Federal Funds

The Superintendent or designee shall obtain prior written approval from the California Department of Education or other awarding agency before purchasing equipment with federal funds.

All equipment purchased for federal programs funded through the ~~with~~ Consolidated Application pursuant to Education Code 64000-64001 ~~funds~~ shall be labeled with the name of the project, identification number and name of the district. (5 CCR 3946)

For any equipment acquired in whole or in part with federal funds, the Superintendent or designee shall develop adequate maintenance procedures to keep the property in good condition. He/she shall also develop adequate safeguards to prevent loss, damage, or theft of the property and shall investigate any loss, damage, or theft. (34 CFR 80.32)

Equipment purchased for use in a federal program shall be used in that program as long as needed, whether or not the program continues to be supported by federal funds. The equipment may be used in other activities currently or previously supported by a federal agency when such use does not interfere with the work on the project or program for which it was originally acquired or when use of the equipment is no longer needed for the original program. ~~When no longer needed for the original program, the equipment may be used in other activities currently or previously supported by a federal agency. (34 CFR 80.32)~~

~~Each principal or designee shall ensure that the following management provisions are established and maintained for equipment acquired in whole or in part with federal funds until such property is disposed: (34 CFR 80.32)~~

- ~~1. A control system shall be developed to ensure adequate safeguards to prevent loss, damage or theft of the property. Any loss, damage or theft shall be investigated.~~
- ~~2. Adequate maintenance procedures shall be developed to keep the property in good condition.~~

~~If equipment is used for a purpose other than that for which it was originally purchased, the inventory shall include a dated statement justifying its current use.~~

Legal Reference:

EDUCATION CODE

17540-17542 Sale or lease of personal property by one district to another

17545-17555 Sale of personal property

17605 Delegation of authority to purchase supplies and equipment

35160 Authority of governing boards

35168 Inventory of equipment

64000-64001 Consolidated application process

CODE OF REGULATIONS, TITLE 5

3946 Control, safeguards, disposal of equipment purchased with state and federal consolidated application funds

4424 Comparability of services

16023 Class 1 - Permanent records

UNITED STATES CODE, TITLE 20

6321 Fiscal requirements

CODE OF FEDERAL REGULATIONS, TITLE 34

80.1-80.52 Uniform administration requirements for grants to state and local governments

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

OFFICE OF MANAGEMENT AND BUDGET PUBLICATIONS

Cost Principles for State, Local, and Indian Tribal Governments, OMB Circular A-87

WEB SITES

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

Office of Management and Budget: <https://www.whitehouse.gov/omb>

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

TO: BOARD OF EDUCATION

INFORMATION

06/02/16

FROM: SANDRA LYON / JANECE L. MAEZ / LIZ POWELL

RE: REVISION OF AR 3551 – FOOD SERVICE OPERATIONS / CAFETERIA FUND

INFORMATION ITEM NO. I.03

This is to inform the Board of Education that AR 3551 – Food Service Operations / Cafeteria Fund has been revised.

COMMENTS: The regulation has been updated to (1) provide for the use of an alternative tracking system when a student reports an excessive number of lost or stolen meal tickets, (2) add measures to prevent potential identity theft in food services accounts, (3) reflect new law (AB 86), which repealed the law authorizing the establishment of a cafeteria equipment reserve fund, and (4) add material on indirect costs and on limitations for net cash resources in the nonprofit school food service.

The board discussed these changes at the May 19, 2016, board meeting.

The corresponding policy can be found under Item No. A.32.

FOOD SERVICE OPERATIONS / CAFETERIA FUND**Payments for Meals**

With the exception of students who are eligible to receive meals at no cost, students or their parents/guardians may pay on a per-meal basis or may submit payments in advance. The Superintendent or designee shall maintain a system for accurately recording an account indicating payments received and tracking meals provided to each student ~~from each student or his/her parents/guardians for the purchase of school meals.~~

At the beginning of the school year, parents/guardians shall be notified of the district's meal payment policies and encouraged to prepay for meals whenever possible.

The food and nutrition services policy for feeding students who come to the cafeteria without money is as follows:

1. Students who are new or who require district assistance are to be fed a full meal for the first three days and marked as paid on the daily sales worksheet
2. Parents/guardians who prepay will receive a written notice when the number of meals available reaches five or cash equivalent. Only one notice will be sent as a reminder. The notice will be sent by the school office.
3. Students will be allowed to owe for only three consecutive complete meals, a value not to exceed the cash equivalent of three full price meals.
4. If a child comes through the serving line without money, the cafeteria lead will issue a notice to the school office. The school office will send this notice to the parent.
5. If a child does not have money and has exceeded his/her three meal credit, a partial meal will be offered to the student. The partial meal will be a nutritionally adequate meal consisting of a cheese sandwich and nonfat milk. A written reminder notice will be sent home with the child on the first day when a partial meal is served. The notice will be sent by the school office.
6. A negative balance report will be printed on a weekly basis and sent to the school office. The school office staff will send a letter or contact all parents/guardians on the list. The school office staff will remind parents of the balance due and the fact that their child may be receiving a partial meal.
7. Meal credits and cash balances may be transferred between household members only.

Unless otherwise agreed upon with the school office or school PTA, parents/guardians are solely responsible for ensuring that their child's account is active and not negative status.

There is no credit or partial meal service for secondary students.

Reimbursement Claims

The Superintendent or designee shall maintain records of the number of meals served each day by school site and by category of free, reduced-price, and full-price meals. The Superintendent

or designee shall submit reimbursement claims for school meals to the California Department of Education (CDE) using the online Child Nutrition Information and Payment System.

Cafeteria Fund

All proceeds from food sales and other services offered by the cafeteria shall be deposited in the cafeteria fund as provided by law. The income and expenditures of any cafeteria revolving account established by the Board of Education shall be recorded as income and expenditures of the cafeteria fund. (Education Code 38090, 38091, 38092)

The cafeteria fund shall be used only for Board-authorized expenditures necessary for the operation of school cafeterias as defined in the California School Accounting Manual or appropriately reported to the California Department of Education. (Education Code 38091, 38101)

Any charges to, or transfers from, a food service program shall be dated and accompanied by a written explanation of the expenditure's purpose and basis. (Education Code 38101)

Net cash resources in the nonprofit school food service shall not exceed three months average expenditures. (2 CFR 210.14)

Any funds derived from the sale of cafeteria food and deposited in a Board-established cafeteria equipment reserve shall be used only for the purchase, lease, maintenance, or replacement of cafeteria equipment. (Education Code 38102)

Contracts with Outside Services/Providers

The term of any contract for management consulting services related to food services shall not exceed one year. Any renewal of the contract or further requests for proposals to provide such services shall be considered on a year-to-year basis. (Education Code 45103.5)

Any contract for management of the food service operation shall be approved by CDE and comply with the conditions in Education Code 49554 and 7 CFR 210.16 as applicable. The district shall retain control of the quality, extent, and general nature of its food services, including prices to be charged to students for meals, and shall monitor the food service operation through periodic on-site visits. The district shall not enter into a contract with a food service company to provide a la carte food services only, unless the company agrees to offer free, reduced-price, and full-price reimbursable meals to all eligible students. (Education Code 49554; 42 USC 1758; 7 CFR 210.16)

A contract for food service management consulting services shall not result in the supervision of food service classified staff by the management consultant, nor shall it result in the elimination of any food service classified staff or position or have any adverse effect on the wages, benefits, or other terms and conditions of employment of classified food service staff or positions. (Education Code 45103.5)

Health criteria established by the district for classified staff shall be applicable to all persons providing food service management consulting services. (Education Code 45103.5)

Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
approved: August 19, 2009 Santa Monica, California
revised: September 22, 2011

TO: BOARD OF EDUCATION

INFORMATION

06/02/16

FROM: SANDRA LYON / JANECE L. MAEZ / LIZ POWELL

RE: REVISION OF AR 3554 – OTHER FOOD SALES

INFORMATION ITEM NO. I.04

This is to inform the Board of Education that AR 3554 – Other Food Sales has been revised.

COMMENTS: The mandated regulation has been updated to reflect new law (AB 626) addressing the circumstances under which foods and beverages that do not comply with state nutrition standards may be sold outside of the district's food services program. The regulation also reflects new federal regulations (78 Fed. Reg. 125) applicable to districts participating in the National School Lunch and/or Breakfast Program, which, effective July 1, 2014, require all foods sold on campus at any time of the school day to comply with applicable nutrition standards.

The board discussed these changes at the May 19, 2016, board meeting.

OTHER FOOD SALES**Requirements for Schools Participating in Federal Meal Program Nutritional Standards for Foods and Beverages**

~~Food and beverage sales outside the district's food service program shall comply with applicable nutritional standards specified in Education Code 49431, 49431.2, 49431.5, and 49431.7 and 5 CCR 15575-15578.~~

For any district school participating in the National School Lunch and/or Breakfast Program, food and beverage sales conducted outside the district's food service program on school campuses during the school day shall comply with applicable nutritional standards specified in 7 CFR 210.11 and 220.12 or with state nutrition standards in Education Code 49431-49431.7 and 5 CCR 15500-15501 and 15575-15578, whichever rule is stricter.

These standards shall apply to all competitive foods and beverages sold from midnight before the school day to one-half hour after the end of the school day. (7 CFR 210.11)

In a school with any of grades K-8 that is participating in the National School Lunch and/or Breakfast Program, the Superintendent or designee shall not permit the sale of foods by a student organization except when all of the following conditions are met: (5 CCR 15500)

1. The student organization sells only one food item per sale.
2. The specific nutritious food item is approved by the Superintendent or designee in accordance with Board policy.
3. The sale does not begin until after the close of the regularly scheduled midday food service period.
4. The sale during the regular school day is not of food items prepared on the premises.
5. There are no more than four such sales per year per school.
6. The food sold is not one sold in the district's food service program at that school during that school day.

At an elementary school, the sale of foods or beverages that do not comply with the standards in Education Code 49431 and 49431.5 may be permitted, as part of a fundraising event, only when the items are sold by students of the school and the sale meets either of the following conditions: (Education Code 49431, 49431.5)

1. It takes place off and away from school premises.
2. It takes place at least one-half hour after the end of the school day.

In any middle or high school, a student organization may be approved to sell food items during or after the school day if all of the following conditions are met: (5 CCR 15501)

1. Only one student organization conducts a food sale on a given school day and the organization sells no more than three types of food or beverage items, except that up to

four days during the school year may be designated on which any number of organizations may conduct the sale of any food items.

2. The specific nutritious food items are approved by the Superintendent or designee in accordance with Board policy.
3. Food items sold during the regular school day are not prepared on the premises.
4. The food items sold are not those sold in the district's food service program at that school during that school day.

At a middle, junior high, or high school, the sale of food items that do not comply with the standards in Education Code 49431.2 may be permitted in any of the following circumstances: (Education Code 49431.2)

1. The sale takes place off and away from school premises.
2. The sale takes place on school premises at least one-half hour after the end of the school day.
3. The sale occurs during a school-sponsored student activity after the end of the school day.

Beverage sales that do not comply with the standards in Education Code 49431.5 may be permitted at a middle or junior high school as part of a school event under either of the following circumstances: (Education Code 49431.5)

1. The sale occurs during a school-sponsored event and takes place at the location of the event at least one-half hour after the end of the school day.
2. Vending machines, student stores, and cafeterias are used later than one-half hour after the end of the school day.

Additional Requirements for Schools Participating in the National School Lunch or Breakfast Program

~~The sale of foods outside of the district's food service program during meal periods in food service areas shall be allowed only if all income from the sale, including the sale of approved foods or drinks from vending machines, accrues to the benefit of the school, the school food service program, or the student organization(s) sponsoring the sale. (7 CFR 210.11, 220.12)~~

~~No foods of minimal nutritional value, as listed in 7 CFR 210, Appendix B, and 7 CFR 220, Appendix B, shall be sold in food service areas during breakfast and lunch periods. (7 CFR 210.11, 220.12)~~

~~In a school with any of grades K-8 that is participating in the National School Lunch and/or Breakfast Program, the Superintendent or designee shall not permit the sale of foods by a student organization except when all of the following conditions are met: (5 CCR 15500)~~

- ~~1. The student organization shall sell only one food item per sale.~~
- ~~2. The specific nutritious food item is approved by the Superintendent or designee.~~
- ~~3. The sale does not begin until after the close of the regularly scheduled midday food service period.~~

4. ~~The sale during the regular school day is not of food items prepared on the premises.~~
5. ~~There are no more than four such sales per year per school.~~
6. ~~The food sold is a dessert-type food, such as pastry, ice cream, or fruit.~~
7. ~~The food sold is not one sold in the district's food service program at that school during that school day.~~

~~In high schools, a student organization may be approved to sell food items during or after the school day if all of the following conditions are met: (5 CCR 15501)~~

1. ~~Only one student organization conducts a food sale on a given school day and the organization sells no more than three types of food or beverage items, except that up to four days during the school year may be designated on which any number of organizations may conduct the sale of any food items.~~
2. ~~The specific nutritious food items are approved by the Superintendent or designee.~~
3. ~~Food items sold during the regular school day are not prepared on the premises.~~
4. ~~The food items sold are not those sold in the district's food service program at that school during that school day.~~

**Regulation
approved: August 19, 2009**

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
Santa Monica, California**