



## BOARD OF EDUCATION MEETING AGENDA

October 1, 2015

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, October 1, 2015**, in the **Malibu City Council Chambers**: 23825 Stuart Ranch Road, Malibu, CA. The Board of Education will call the meeting to order at 4:30 p.m. in the Zuma Room at the Malibu City Hall, at which time the Board of Education will move to Closed Session regarding the items listed below. The public meeting will reconvene at 5:30 p.m. in the Council Chambers.

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

#### **Note:**

**Public Comments:** Persons wishing to address the Board of Education regarding an item scheduled for this meeting must submit the "Request to Address" card prior to consideration of that item. Persons wishing to address the Board of Education regarding an item not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the "Request to Address" card at the beginning of the meeting. The same card is used for either option and is printed in both Spanish and English. Cards are located with meeting materials just outside the meeting room. Completed cards should be submitted to the Recording Secretary.

**Time Certain Items:** Those items listed for a specified time (marked in the margin) are so noted to give the public an indication of when the Board will hear that item. However, if it is prudent to do so, the Board may adjust the time stamp to complete an item currently on the floor, but will not delay the time stamped item for more than fifteen (15) minutes.

#### **CLOSED SESSION** (4:30-5:30 p.m.)

##### **I. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY**

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

##### **II. CLOSED SESSION** (60 minutes)

- Government Code §54956.9(d)(1) (10)  
CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
  - Name of Case: America Unites for Kids, and Public Employees for Environmental Responsibility vs. SMMUSD Superintendent, SMMUSD Associate Superintendent and Chief Financial Officer, and SMMUSD Board of Education; U.S. District Court Case No. 2:15-CV-2124
- Government Code §54956.9(d)(2) (30)  
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – SIGNIFICANT EXPOSURE TO LITIGATION
  - DN-1002-15/16 (Special Education)
  - DN-1003-15/16 (Special Education)
  - DN-1004-15/16 (Special Education)
  - DN-1005-15/16 (Special Education)
- Government Code §54957 (5)  
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

- Government Code §54957.6 (15)  
CONFERENCE WITH LABOR NEGOTIATORS
  - Agency designated representative: Sandra Lyon
  - Employee Organizations: SMMCTA

**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 September 19, 2015 ..... 1

**VI. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS** (0 minutes)

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

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

- S.01 CAASPP 2014-15 Site-level Results (60).....2

**VIII. COMMUNICATIONS** (30 minutes)

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

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

**IX. SENIOR STAFF REPORTS** (20 minutes)

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

**X. CONSENT CALENDAR** (10 minutes)

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

**Curriculum and Instruction**

- A.02 Approval of Independent Contractors.....3-4
- A.03 Overnight Field Trip(s) – 2015-16 .....5
- A.04 Conference and Travel Approval / Ratification .....6-7
- A.05 Approval of Special Education Contracts – 2015-2016 .....8-10

**Business and Fiscal**

A.06 Award of Purchase Orders – 2015-2016 ..... 11-11d

A.07 Acceptance of Gifts – 2014/2015 ..... 12-13

A.08 Approval of a Revised Voluntary Investigation Agreement between  
the Department of Toxic Substances Control (DTSC) and  
Santa Monica-Malibu Unified School District (SMMUSD) ..... 14-15

A.09 Acceptance of Work Completed – Airtek Indoor Air Solutions for  
Duct Cleaning at Malibu High and Cabrillo Elementary  
Schools – Bid #15.02 – Year 2 ..... 16

A.10 Amendment to Contract for Lighting Fixture Replacement and  
System Controls (Equipment Only) – Malibu High and Cabrillo  
Elementary Schools – Bid #15.08 to Unite Electric-Chino and to  
Approve a Budget Allocation from Measure ES-2 Unallocated  
Funds – Change Order #8..... 17

**Facilities Improvement Projects**

A.11 Accept Work as Completed – Multiple Purchase Orders Projects –  
Capital Fund & Measure BB ..... 18

A.12 Partial Release of Retention – Lease Leaseback – Santa Monica High  
School – Science & Technology Building and Site Improvements  
Project – Sundt Construction, Inc. – Measure BB..... 19

**Personnel**

A.13 Certificated Personnel – Elections, Separations..... 20-27

A.14 Classified Personnel – Merit ..... 28-43

A.15 Classified Personnel – Non-Merit..... 44-45

A.16 Student Teaching Agreement ..... 46

A.17 Reduced Workload Agreement ..... 47

A.18 Adopt Resolution No. 15-06 – Week of School Administrator:  
October 11-17, 2015 ..... 48-49

**Personnel**

A.19 Adopt Resolution No. 15-07 – Board Members Absence on  
September 19, 2015..... 50-51

**XI. PUBLIC COMMENTS**

Public Comments is the time when members of the audience may address the Board of Education on items not scheduled on the meeting’s agenda (the following rules apply to both general public comments as well as comments about a specific agenda item). The Brown Act (Government Code) states that Board members may not engage in discussion of issues raised during Public Comments, except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff. Individual members of the public who submit a public speaking card prior to the Board hearing an agenda item or general public comments shall be allowed three (3) minutes to address the Board on each agenda or nonagenda item, depending on the number of speakers. If there are ten or more speakers on an agenda or nonagenda item, the Board shall limit the allowed time to two (2) minutes per speaker. Individual speakers who submit a public speaking card after the Board begins to hear an agenda item or general public comments shall be allowed one (1) minute to address the Board. A public speaker may yield his/her time to another speaker, but must be present when his/her name is called. The donor would then give up his/her opportunity to speak. The public speaker who receives the donated minutes shall speak for no more than four (4) minutes maximum. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. Individuals represented by a common point of view may be asked to select one individual to speak for the group. The president may, at his/her discretion, allow five (5) minutes for those who are serving as a spokesperson for a group or organization. The Board may limit the total time for public input on each item to thirty (30) minutes. If the number of persons wishing to address the Board of Education exceeds the time limit, additional time will be provided in **Section XVI. CONTINUATION OF PUBLIC COMMENTS.**

**DISCUSSION and MAJOR Items**

As a general rule, items under DISCUSSION and MAJOR will be listed in an order determined by the President, Vice President, and Superintendent. Individual Board members may move to request a change in the order prior to consideration of any Major item. The Board may also move any of these items out of order to be heard earlier in the meeting if it appears that there is special interest by the public or as a courtesy to staff members making presentations to the Board.

**XII. DISCUSSION ITEMS (60 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 Consider Revising BP/AR 3514 – Environmental Safety and  
BP/AR 3514.1 – Hazardous Substances and Adopting AR/E  
3514.2 – Integrated Pest Management (60) .....52-70m

**XIII. MAJOR ITEMS (5 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.20 Annual Public Hearing and Adoption of Resolution No. 15-08 on  
Sufficiency of Instructional Materials and Williams Settlement  
Instructional Materials Funds (5).....71-72

**XIV. INFORMATIONAL ITEMS (0 minutes)**

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

**XV. BOARD MEMBER ITEMS**

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

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

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

**XVII. CONTINUATION OF PUBLIC COMMENTS**

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

**XVIII. BOARD MEMBER COMMENTS**

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

**XIX. FUTURE AGENDA ITEMS**

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

**XX. CLOSED SESSION**

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

**XXI. ADJOURNMENT**

This meeting will adjourn to a special meeting scheduled for 8:45 a.m. on **Thursday, October 8, 2015**, and **Tuesday, October 13, 2015**, at school sites in the Malibu HS and John Adams MS, respectively. The next regular meeting is scheduled for 5:30 p.m. on **Thursday, September 17, 2015**, in the District Office: 1651 16<sup>th</sup> Street, Santa Monica, CA.

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

**SMMUSD Board of Education Meeting Schedule 2015-16**

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

| July through December 2015                   |                             |                             |                             |                             |   |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|---|
| Month  | 1 <sup>st</sup><br>Thursday | 2 <sup>nd</sup><br>Thursday | 3 <sup>rd</sup><br>Thursday | 4 <sup>th</sup><br>Thursday | Special Note:   |
| July   |                             |                             | 7/15* DO                    |                             | *Wednesday, 7/15  |
| August                                       |                             | 8/12* DO                    |                             |                             | *Wednesday: 8/12<br>First day of school: 8/20   |
| September                                    | 9/2* DO                     |                             | 9/17 DO<br>9/19* DO         | 9/29*                       | *Wednesday: 9/2<br>*9/19: Special Meeting<br>*9/29: Board visits LMS pathway schools  |
| October                                      | 10/1 M                      | 10/7* DO<br>10/8*           | 10/13*<br>10/15 DO          | 10/22*                      | *10/7: Special Meeting<br>*10/8: Board visits MHS pathway schools<br>*10/13: Board visits JAMS pathway schools<br>*10/22: Board visits Samohi & Olympic |
| November                                     | 11/5 M                      |                             | 11/19 DO                    |                             | Thanksgiving: 11/26-27  |
| December                                     |                             | 12/10 DO                    |                             | winter break                |   |
| <b>Winter Break: December 21 – January 1</b> |                             |                             |                             |                             |   |
| January through June 2016                    |                             |                             |                             |                             |   |
| <b>Winter Break: December 21 – January 1</b> |                             |                             |                             |                             |   |
| January                                      | 1/7* DO                     |                             | 1/21 DO                     |                             | *1/7: Special Meeting   |
| February                                     | 2/4 M                       |                             | 2/18 DO                     |                             |   |
| March  | 3/3 DO                      |                             | 3/17 M                      | spring break                |   |
| <b>Spring Break: March 21 – April 1</b>      |                             |                             |                             |                             |   |
| April  | 4/7* DO                     | 4/14 DO                     |                             |                             |   |
| May  | 5/5 M                       |                             | 5/19 DO                     |                             |   |
| June   | 6/2 DO                      |                             |                             | 6/22* DO<br>6/29* DO        | Last day of school: 6/9<br>*6/22: Special Meeting (Wed.)<br>*Wednesday: 6/29  |

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

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

ACTION  
10/01/15

RECOMMENDATION NO. A.01

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

September 19, 2015

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





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## **STUDY SESSION**



TO: BOARD OF EDUCATION

STUDY SESSION

10/01/15

FROM: SANDRA LYON / TERRY DELORIA / EVAN BARTELHEIM

RE: CAASPP 2014-15 SITE-LEVEL RESULTS

STUDY SESSION ITEM NO. S.01

The results of the 2014-15 California Assessment of Student Performance and Progress (CAASPP) were released to the public on September 9, 2015, and Individual Student Reports. As it is the first year official administration of the Smarter Balanced Assessment for English Language Arts (ELA) and Math, the results serve as a baseline for the district's college-and-career readiness goals moving forward.

Ed Services staff will provide the second part of a district overview of student achievement in Math and ELA, with a focus on school level results. The results study session will include disaggregated results of significant sub-populations, including English Learners, Socio-Economically Disadvantaged students, and Special Education students.



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## **CONSENT ITEMS**



TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

FROM: SANDRA LYON / TERRY DELORIA / JANECE L. MAEZ /  
STEVEN MASSETTI

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.

| <b>Contractor/<br/>Contract Dates</b>   | <b>Description</b>                            | <b>Site</b>                            | <b>Funding<br/>(Measure BB)</b>   |
|---|---|--|---|
| Orbach, Huff and Suarez<br>California, LLC<br><br>Contract Amendment #12: Not to Exceed: \$500,000<br>(Total BB contract amount: \$2,045,495) | Anticipated legal fees for Measure BB program | Measure BB/<br>Capital<br>Improvements | 21,81,82,83-90500-0-00000-85000-5820-XXX-2600<br>(Funded from Program Reserves) |

| <b>Contractor/<br/>Contract Dates</b>  | <b>Description</b>  | <b>Site</b>                            | <b>Funding</b>   |
|--|---|--|--|
| MD Solutions<br>(Dr. Michelle Douglass)<br><br>9/25/15-6/30/16<br><br>Not to exceed \$12,000                   | PD for teachers in the delivery of standards based lesson design and instructional delivery.  | Grant ES                               | 01-00021-0-11100-10000-5802-003-4030<br>(SMMEF-funded) |
| Jacqueline Fuentes de Gallo<br><br>9/15/15 to 3/14/16<br><br>Not to exceed: \$7,000                            | Provide music classes for grades K-1-2. Inclusive of 2 concerts and additional concert for Cesar Chavez night.  | Edison<br>Language<br>Academy          | 01-00021-0-11100-10000-5802-001-4010<br>(SMMEF-funded) |
| Heinemann<br><br>10/22/15 to 5/31/16<br><br>Not to exceed: \$18,000  | Leveled Literacy Intervention training will support the implementation of Tier 3 reading at the elementary level  | Educational<br>Services                | 01-30100-0-11100-21000-5802-035-1300<br>(Title I)      |
| Music Center Education Division<br><br>10/30/15 – 12/17/15<br><br>Not to exceed: \$3,550                       | Provide assemblies for students focusing on movement, culture, and music to supplement classroom curriculum   | Franklin                               | 0190150-0-11100-10000-5802-002-4020<br>(PTA)           |
| Jannine Perkins<br>Ed. Consultant<br><br>10/19/15 to 10/21/15<br>2/1/16 to 2/3/16<br><br>Not to exceed \$5,500 | Facilitator to meet with grade level teachers to examine SBAC Summative Data for the new California Content Standards for English Language Arts and Math. | Point Dume<br>Marine Science<br>School | 01-40350-0-11100-10000-5802-019-4190<br>(Title II)     |

|   |  |           |  |
|---|--|-----------|--|
| Family Services of Santa Monica<br><br>9/1/15 to 6/9/16<br><br>Not to exceed \$3000   | Provide counseling services to students K-5  | Roosevelt | 01-00021-0-11100-10000-5802-007-4070 (SMMEF-funded)  |
| Columbia University Teachers College Reading and Writing<br><br>9/1/15 to 6/9/16<br><br>Not to exceed: \$35,000   | Provide on-site professional development   | Roosevelt | 01-00021-0-11100-10000-5802-007-4070 (SMMEF-funded)  |
| Fulcrum Learning Systems<br><br>Amend Dates: 3/6/15 & 6/1/15<br><br>Amend not-to-exceed: \$15,100 <del>\$10,000</del> (4/16/15: original contract of \$10,000 approved) | Students face challenges requiring self-confidence to build character around respect, courage, honesty, leadership, and teamwork.<br><u>Contract amendment includes bonus activity at ropes course for participating students.</u> | Adams     | 40%: 01-90150-0-11000-10000-5802-011-4110 (Reimbursed by PTA)<br>10%: 01-90120-0-11100-10000-5802-011-4110 (Gift)<br>50%: 01-07090-0-11100-10000-5802-011-4110 (LCFF-Economic Impact Aid)<br><br><u>Contract Amendment:</u><br>100%: 01-90120-0-11100-10000-5802-011-4110 (Gift) |
| School Services of California<br><br>8/31/15 to 10/30/15<br><br>Not to exceed: \$7,500  | To provide support regarding general fiscal issues   | Business  | 01-00000-0-00000-73000-5802-050-1500   |
| Music Rhapsody<br><br>9/11/15 to 6/3/16<br><br>Not to exceed: \$14,300  | Provide 45min music classes for 12 weeks, 13 classes for grades K-2 Instruments and materials to be provided   | Rogers    | 01-00021-0-11100-10000-5802-006-4060 (SMMEF-funded)  |

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



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

ACTION/CONSENT  
 10/01/15

RECOMMENDATION NO. A.03

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

| School<br>Grade<br># of<br>students | Destination<br>Dates of Trip   | Principal/<br>Teacher                         | Cost<br>Funding<br>Source                                | Subject                       | Purpose<br>Of Field Trip   |
|-------------------------------------|--|---|--|-------------------------------|--|
| JAMS<br>6 <sup>th</sup><br>220      | Catalina – Toyon<br>Bay, Catalina<br><br>11/2/15 – 11/4/15   | S. Richardson<br>T. Levin                     | \$300 per<br>student paid<br>by parents &<br>fundraising | Science                       | Students will participate in a camp focusing on hands-on experimental science dealing with natural land and sea environments   |
| JAMS<br>7 <sup>th</sup><br>160      | Yosemite Institute<br>Yosemite National<br>Park (campsite in<br>the Valley and<br>Crane Flat in the<br>mountains)<br><br>1/10/16 – 1/15/16 | S. Richardson<br>P. Sever                     | \$585 per<br>student paid<br>by parents &<br>fundraising | Science                       | Science Magnet students will participate in firsthand experience with the environment. Curriculum standards for 7 <sup>th</sup> grade science include the structure and function of living things and their adaptation to the environment. |
| JAMS<br>8 <sup>th</sup><br>170      | Astrocamp, Idyllwild;<br>Palm Springs<br><br>1/29/16 – 1/31/16<br>2/5/16 – 2/7/16  | S. Richardson<br>R. Avedian<br>K. Jurewicz    | \$260 per<br>student paid<br>by parents &<br>fundraising | Science                       | Science Magnet students will attend the camp that focus on space and physics, which complements the 8 <sup>th</sup> grade theme of space travel and physics.   |
| Edison<br>5 <sup>th</sup><br>77     | Catalina<br><br>2/29/16 – 3/2/16   | L. Orum<br>C. Murcia<br>C. Morales<br>M.Cueva | \$250 per<br>student paid<br>by parents<br>and donations | Outdoor<br>Science<br>program | Educational trip for<br>students   |

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

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

RE: CONFERENCE AND TRAVEL APPROVAL / RATIFICATION

RECOMMENDATION NO. A.04

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

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

| <u>NAME</u><br><u>SITE</u><br>Account Number<br>Fund – Resource Number  | CONFERENCE NAME<br>LOCATION<br>DATE (S)   | COST<br>ESTIMATE     |
|---|---|----------------------|
| <u>BARTELHEIM, Evan</u><br>Ed Services<br>01-00000-0-19510-31600-5220-030-1300<br>General Fund-<br>Function: Supervision of Instruction             | 2015-2016 District Assessment and<br>Accountability Network<br>Downey, CA<br>11/18/15, 2/03/16, 5/19/16 | \$95                 |
| <u>BATTING, Jason</u><br>Santa Monica High<br>No Cost to District   | Yoga Ed Professional Institute 2<br>Los Angeles, CA<br>September 9 – 10, 2015                           | \$0<br><b>+1 SUB</b> |
| <u>ENRIQUEZ, Maria Ann</u><br>Child Development Services<br>12-52101-0-85000-10000-5220-070-2700<br>Child Development Fund-<br>Resource: Head Start | Mandated Meetings and Trainings<br>Los Angeles, CA<br>Various Dates                                     | \$500                |
| <u>HYATT, Virginia</u><br>Purchasing Department<br>01-00000-0-00000-75300-5220-055-2550<br>General Fund-<br>Function: Purchasing                    | SoCal/Gas: Cal Green, Title 24 Part 6<br>Downey, CA<br>October 7, 2015                                  | \$32                 |
| <u>LINDEMANN, Maya</u><br>Child Development Services<br>12-52101-0-85000-27000-5220-070-2700<br>Child Development Fund-<br>Resource: Head Start     | LACOE Trainings and Meetings<br>Santa Fe Springs, CA<br>Various Dates                                   | \$700                |
| <u>MORN, Lora</u><br>District Office<br>01-00000-0-11100-31400-5220-041-2400<br>General Fund-<br>Function: Health Services                          | School Health Program Managers Meetings<br>Downey, CA<br>9/25/15, 12/04/15, 3/04/16, 5/13/16            | \$120                |
| <u>SERRATORE, Rosa</u><br>Ed Services<br>01-00000-0-19600-21000-5220-030-1300<br>General Fund-<br>Function: Supervision of Instruction              | California Math Project<br>Los Angeles, CA<br>October 27 – 29, 2015                                     | \$75                 |

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

|   |  |  |
|---|--|--|
| <b>Group Conference and Travel: In-State</b><br><i>* a complete list of conference participants is on file in the Department of Fiscal Services</i> |  |  |
| <b>NONE</b>   |  |  |

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

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

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 |
|-----------------------------------|------------|---------------------|-----------------|--------------------|
| Beach Cities Learning Center      | 9131075381 | NPS                 | 24-SPED16038    | \$33,886           |
| Summit View Westside (Help Group) | 8103127678 | NPS                 | 20-SPED16029    | \$3,066            |
| Summit View Westside (Help Group) | 9155041301 | NPS                 | 30-SPED16052    | \$ 36,155          |
| THG West (Help Group)             | 7145847516 | NPS                 | 31-SPED16054    | \$38,993           |
| North Hills Prep                  | 4119531840 | NPS                 | 32-SPED16055    | \$32,007           |
| Bridgeport School                 | 3180433127 | NPS                 | 33-SPED16056    | \$51,164           |
| Chaddock                          | 4588763657 | NPS - RTC           | 13-SPED16018    | \$9,720            |

|  |         |              |
|--|---------|--------------|
| Amount Budgeted NPS 15/16                    |         | \$ 1,200,000 |
| Amount Budgeted Mental Health Services 15/16 |         | \$ 735,000   |
| Total Budgeted                               |         | \$ 1,935,000 |
| Prior Board Authorization as of 9/2/15       |         | \$ 1,197,770 |
|  | Balance | \$ 737,230   |
| Positive Adjustment (See Below)              |         | \$ 0         |
|  |         | \$ 737,230   |
| Total Amount for these Contracts             |         | \$ 204,991   |
|  | Balance | \$ 532,239   |

Adjustment

NPS Budget 01-65000-0-57500-11800-5125-043-1400  
NPS Budget 01-65120-0-57500-31400-5890-043-1400

There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2015-2016 in the amount of \$0 as of 9/2/15.

| 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 |
|---|------------|---------------------|-----------------|--------------------|
| Inclusive Education & Community Partnership | 3971628573 | BII, BID            | 28-SPED16043    | \$65,280           |
| Professional Tutors of America              | 2103136795 | Individual tutoring | 29-SPED16044    | \$5,250            |

|  |         |            |
|--|---------|------------|
| Amount Budgeted NPA 15/16              |         | \$ 500,000 |
| Prior Board Authorization as of 9/2/15 |         | \$ 275,272 |
|  | Balance | \$ 224,728 |
| Positive Adjustment (See Below)        |         | \$ 0       |
|  |         | \$ 224,728 |
| Total Amount for these Contracts       |         | \$ 70,530  |
|  | Balance | \$ 154,198 |

| Adjustment  |                     |                 |                          |                 |         |
|---|---------------------|-----------------|--------------------------|-----------------|---------|
| NPA Budget 01-65000-0-57500-11800-5126-043-1400   |                     |                 |                          |                 |         |
| There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2015-2016 in the amount of \$0 as of 9/2/15 |                     |                 |                          |                 |         |
| 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 |
|--------------------------------------|------------|---------------------|-----------------|--------------------|
| Zack Wimpee                          | 8103148738 | Behaviour 1:1       | 17-SPED16045    | 17,080             |
| Craig Martin                         | 8103148738 | Behaviour 1:1       | 18-SPED16046    | \$7,560            |
| Ryan Berman                          | 8103148738 | Behaviour 1:1       | 19-SPED16047    | \$15,120           |
| Center for Applied Behavior Analysis | 2983493507 | Behaviour 1:1       | 23-SPED16051    | \$25,334           |

|   |         |            |
|---|---------|------------|
| Amount Budgeted Instructional Consultants 15/16         |         | \$ 290,000 |
| Amount Budgeted Instructional Consultants (33100) 15/16 |         | \$ 0       |
| Total Budgeted  |         | \$ 290,000 |
| Prior Board Authorization as of 9/2/15                  |         | \$ 45,328  |
|   | Balance | \$ 244,672 |
| Positive Adjustment (See Below)                         |         | \$ 0       |
|   |         | \$ 244,672 |
| Total Amount for these Contracts                        |         | \$ 65,094  |
|   | Balance | \$ 179,578 |

| Adjustment   |                     |                 |                          |                 |         |
|--|---------------------|-----------------|--------------------------|-----------------|---------|
| Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400  |                     |                 |                          |                 |         |
| Instructional Consultants Budget 01-33100-0-57500-11900-5802-044-1400  |                     |                 |                          |                 |         |
| There has been a reduction in authorized expenditures of Instructional Consultants contracts for FY 2015-2016 in the amount of \$0 as of 9/2/15. |                     |                 |                          |                 |         |
| Instructional Consultant   | Service Description | Contract Number | Reduce (R) Eliminate (E) | Adjusted Amount | Comment |
|  |                     |                 |                          |                 |         |

**Non-Instructional Consultants**

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

| Non-Instructional Consultant | SSID    | Service Description   | Contract Number | Cost Not to Exceed |
|------------------------------|---------|-----------------------|-----------------|--------------------|
| Taxi! Taxi!                  | various | Transportation (taxi) | 22-SPED16050    | \$2,580            |
| Taxi! Taxi!                  | various | Transportation (taxi) | 24-SPED16053    | \$7,110            |

|   |         |            |
|---|---------|------------|
| Amount Budgeted Non-Instructional Consultants 15/16 |         | \$ 340,000 |
| Prior Board Authorization as of 9/2/15              |         | \$ 84,161  |
|   | Balance | \$ 255,838 |
| Positive Adjustment (See Below)                     |         | \$ 400     |
|   |         | \$ 256,239 |
| Total Amount for these Contracts                    |         | \$ 9,690   |
|   | Balance | \$ 246,549 |

| Adjustment  |                     |                 |                          |                 |           |
|---|---------------------|-----------------|--------------------------|-----------------|-----------|
| Non-Instructional Consultants Budget 01-65000-0-57500-11900-5890-043-1400   |                     |                 |                          |                 |           |
| There has been a reduction in authorized expenditures of Non-Instructional Consultants contracts for FY 2015-2016 in the amount of \$0 as of 9/2/15 |                     |                 |                          |                 |           |
| Non- Instructional Consultant   | Service Description | Contract Number | Reduce (R) Eliminate (E) | Adjusted Amount | Comment   |
| Malibu Yellow Cab   | Transportation      | 13-SPED16034    | R                        | 400             | Rate adj. |

**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 |
|---------------------|---------|------------------------|-----------------|--------------------|
| Ablenet             | various | AT consultation        | 20-SPED16048    | \$3,500            |
| The Miracle Project | various | Movement/dance classes | 21-SPED16049    | \$15,000           |
| Paradigm            | various | consultation           | 16-SPED16042    | \$70,000           |

|  |         |            |
|--|---------|------------|
| 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 9/2/15           |         | \$ 22,000  |
|  | Balance | \$ 98,000  |
| Positive Adjustment (See Below)                  |         | \$ 0       |
| Total Amount for these Contracts                 |         | \$ 88,500  |
|  | 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 9/2/15 |                     |                 |                          |                 |         |
| 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

10/01/15

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 September 8, 2015, through September 22, 2015, for fiscal year 2015-16.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER, 2015

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> |                               |                                |                                |           |    |
| 161923                             | A 1 LAWNMOWER                 | Open PO for Repairs            | FACILITY OPERATIONS            | 1,200.00  | U  |
| 160948                             | ACCREDITING COMMISSION        | ANNUAL INSTALLMENT             | OLYMPIC CONTINUATION SCHOOL    | 870.00    | U  |
| 161918                             | ACHIEVE 3000                  | LITERACY SOLUTION PACKAGE      | EDISON ELEMENTARY SCHOOL       | 18,550.00 | R  |
| 161833                             | AIR WAVE TECHNOLOGIES INC     | MALIBU FREEZER REPAIR          | FOOD SERVICES                  | 2,774.80  | F  |
| 161975                             | ALLAN'S AQUARIUM AND PETS     | OPEN ORDER/SCIENCE             | CHILD DEVELOPMENT CENTER       | 50.00     | CD |
| 161920                             | AMFRO INC                     | PIZZA FOR MALIBU SITES         | FOOD SERVICES                  | 15,000.00 | F  |
| 161869                             | ATTAINMENT COMPANY            | literacy book box              | LINCOLN MIDDLE SCHOOL          | 566.78    | R  |
| 161902                             | BARCO PRODUCTS COMPANY        | BLACK BASE CONES               | LINCOLN MIDDLE SCHOOL          | 660.98    | R  |
| 161914                             | BARNES & NOBLE/SANTA MONICA   | Math books for Rosa            | STATE AND FEDERAL PROJECTS     | 2,127.11  | R  |
| 161928                             | BARNES & NOBLE/SANTA MONICA   | CLASSROOM READING BOOKS        | MCKINLEY ELEMENTARY SCHOOL     | 629.41    | R  |
| 161774                             | BARTELHEIM, EVAN              | REIMBURSEMENT for copying      | CURRICULUM AND IMC             | 242.91    | U  |
| 161756                             | BRAINPOP                      | ONLINE SUBSCRIPTION SOC.SKILLS | SPECIAL EDUCATION REGULAR YEAR | 175.20    | R  |
| 161773                             | BROWN, DIANE                  | SCHOLARSHIP AWARD              | OLYMPIC CONTINUATION SCHOOL    | 2,500.00  | R  |
| 161410                             | CALIF CONFERENCE FOR EQUALITY | RESTORATIVE JUSTICE TRAINING   | CURRICULUM AND IMC             | 80,000.00 | U  |
| 161934                             | CANON SOLUTIONS AMERICA INC   | OVERAGE CHARGES - LMZ01400     | LINCOLN MIDDLE SCHOOL          | 199.20    | U  |
| 161895                             | CAPISTRANO VALLEY HIGH SCHOOL | ATHLETIC TRANSPORTATION        | SANTA MONICA HIGH SCHOOL       | 1,200.00  | U  |
| 161715                             | CDW-G COMPUTING SOLUTIONS     | COMPUTER SUPPLIES              | MCKINLEY ELEMENTARY SCHOOL     | 126.28    | R  |
| 161730                             | CENTER FOR THE COLLABORATIVE  | READING RESOURCE MATERIAL      | CURRICULUM AND IMC             | 5,617.35  | U  |
| 161899                             | CINTAS FIRE PROTECTION        | ADD'L FOR SPRINKLER INSPECTION | FACILITY MAINTENANCE           | 2,195.00  | R  |
| 161777                             | CITY OF MALIBU                | SUMMER/SWIMMING                | CDC: CCTR                      | 272.00    | CD |
| 161750                             | COMPLETE BUSINESS SYSTEMS     | MAINTENANCE AGREEMENT          | PT DUME ELEMENTARY SCHOOL      | 950.00    | R  |
| 162008                             | COMPLETE BUSINESS SYSTEMS     | MAINTENANCE AGREEMENT - DUPLO  | PRINTING SERVICES              | 950.00    | U  |
| 161870                             | COMPLETE OFFICE OF CA         | OPEN ORDER/ATTEN OFFICE SUP    | JOHN ADAMS MIDDLE SCHOOL       | 250.00    | U  |
| 161924                             | COMPLETE OFFICE OF CA         | FURNITURE FOR SUP'S OFFICE     | BOE/SUPERINTENDENT             | 498.23    | U  |
| 161935                             | COMPLETE OFFICE OF CA         | office and school supplies     | FRANKLIN ELEMENTARY SCHOOL     | 1,000.00  | R  |
| 161789                             | CULVER NEWLIN                 | OFFICE CHAIR                   | PERSONNEL SERVICES             | 568.06    | U  |
| 161968                             | CUSTOMINK LLC                 | OPEN ORDER: T-SHIRTS           | LINCOLN MIDDLE SCHOOL          | 1,500.00  | R  |
| 161971                             | DABASH, REHAM                 | REIMBURSEMENT                  | CHILD DEVELOPMENT CENTER       | 55.00     | CD |
| 161926                             | DEPARTMENT OF TOXIC           | ADDENDUM TO VOL INVSTGTN AGRMT | BUSINESS SERVICES              | 9,901.00  | D  |
| 161931                             | DEPARTMENT OF TOXIC           | ADDENDUM TO VOL INVSTGTN AGRMT | BUSINESS SERVICES              | 5,350.00  | D  |
| 161763                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CDC: CCTR                      | 449.62    | CD |
| 161768                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 288.50    | CD |
| 161776                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 237.51    | CD |
| 161834                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 49.68     | CD |
| 161835                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 158.41    | CD |
| 161836                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CDC: CCTR                      | 392.46    | CD |
| 161842                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 402.00    | CD |
| 161845                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 241.63    | CD |
| 161875                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 77.34     | CD |
| 161877                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CDC: CCTR                      | 367.27    | CD |
| 161879                             | DISCOUNT SCHOOL SUPPLY        | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 395.20    | CD |
| 161729                             | FISHER HARDWARE INC           | Open Order for Fisher Hardware | THEATER OPERATIONS&FACILITY PR | 300.00    | R  |
| 161542                             | FOLLETT EDUCATIONAL SERVICES  | 6th Grade Spanish textbook     | JOHN ADAMS MIDDLE SCHOOL       | 2,726.55  | R  |
| 161743                             | FOLLETT EDUCATIONAL SERVICES  | TEXTBOOKS                      | SANTA MONICA HIGH SCHOOL       | 1,225.03  | R  |
| 161812                             | FOLLETT SCHOOL SOLUTIONS INC  | LIBRARY BOOKS                  | LINCOLN MIDDLE SCHOOL          | 2,436.39  | R  |
| 161868                             | FOLLETT SCHOOL SOLUTIONS INC  | Library Books-Narrative NF     | LINCOLN MIDDLE SCHOOL          | 354.47    | R  |
| 161786                             | FRANKLIN COVEY                | TEACHER RESOURCES              | EDISON ELEMENTARY SCHOOL       | 454.70    | R  |
| 161829                             | FRY'S ELECTRONICS             | OPEN ORDER/INSTR MUSIC SUP     | JOHN ADAMS MIDDLE SCHOOL       | 600.00    | R  |
| 161947                             | FUN AND FUNCTION LLC          | OCCUPATIONAL THERAPY/LIFESKILL | SPECIAL EDUCATION REGULAR YEAR | 396.37    | R  |

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER, 2015

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

| PO NO. | VENDOR                        | DESCRIPTION                    | LOCATION                       | AMOUNT    |    |
|--------|-------------------------------|--------------------------------|--------------------------------|-----------|----|
| 161284 | GINA JANG                     | Reimb to Gina Jang, PS1 Teachr | PLURALISTIC PRIVATE SCHOOL     | 2,864.40  | R  |
| 161755 | HANDWRITING WITHOUT TEARS INC | SPEECH LANGUAGE PATHOLOGY      | SPECIAL EDUCATION REGULAR YEAR | 764.80    | R  |
| 161780 | HEINEMANN                     | TEACHER RESOURCES              | EDISON ELEMENTARY SCHOOL       | 3,525.38  | R  |
| 161810 | HEINEMANN                     | UNITS OF STUDY                 | GRANT ELEMENTARY SCHOOL        | 1,770.99  | U  |
| 161903 | HEINEMANN                     | LITERACY PRO DEVELOPMNET       | STATE AND FEDERAL PROJECTS     | 18,000.00 | R  |
| 161555 | HEINEMANN EDUCATIONAL         | BOOKS FOR TEACHER PD           | MCKINLEY ELEMENTARY SCHOOL     | 732.80    | U  |
| 161822 | HENRY RADIO INC               | OPEN ORDER/SECURITY RADIO SUP  | JOHN ADAMS MIDDLE SCHOOL       | 100.00    | R  |
| 161831 | HOME DEPOT- L.A.              | PINE ST PRE K STORAGE          | SPECIAL EDUCATION REGULAR YEAR | 984.41    | R  |
| 161862 | HOME DEPOT- L.A.              | OPEN ORDER/SCIENCE             | CHILD DEVELOPMENT CENTER       | 100.00    | CD |
| 161938 | HOME DEPOT- L.A.              | OPEN ORDER/SCIENCE             | CHILD DEVELOPMENT CENTER       | 75.00     | CD |
| 161974 | HOME DEPOT- L.A.              | OPEN ORDER/SCIENCE             | CHILD DEVELOPMENT CENTER       | 50.00     | CD |
| 161979 | HOME DEPOT- L.A.              | OPEN ORDER/SCIENCE             | CHILD DEVELOPMENT CENTER       | 50.00     | CD |
| 161632 | INTELLI-TECH                  | DESKTOP & ACCESSORIES          | CURRICULUM AND IMC             | 47,539.62 | R  |
| 161898 | INTERNATIONAL PAPER           | COPY PAPER                     | PT DUME ELEMENTARY SCHOOL      | 1,464.85  | R  |
| 161286 | JENNIFER LUI                  | Reimb Jennifer Lui PS1 teacher | PLURALISTIC PRIVATE SCHOOL     | 3,072.09  | R  |
| 161772 | JOHNSON, SHANEES              | SCHOLARSHIP                    | OLYMPIC CONTINUATION SCHOOL    | 100.00    | R  |
| 161749 | JUNIOR LIBRARY GUILD          | LIBRARY BOOKS                  | JOHN MUIR ELEMENTARY SCHOOL    | .00       | R  |
| 161797 | JW PEPPER OF LOS ANGELES      | OPEN ORDER/INST SUP/INST MUSIC | JOHN ADAMS MIDDLE SCHOOL       | 3,000.00  | R  |
| 161821 | JW PEPPER OF LOS ANGELES      | OPEN ORDER/INST SUP/INST MUSIC | JOHN ADAMS MIDDLE SCHOOL       | 2,830.00  | R  |
| 161825 | JW PEPPER OF LOS ANGELES      | OPEN ORDER/VOCAL MUSIC SUP     | JOHN ADAMS MIDDLE SCHOOL       | 1,000.00  | R  |
| 161769 | KAPLAN EARLY LEARNING CO.     | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 186.69    | CD |
| 161922 | KIMBALL OFFICE                | FURNITURE FOR SUP'S OFFICE     | BOE/SUPERINTENDENT             | 2,638.95  | U  |
| 161837 | KOALA TEE                     | T-SHIRTS                       | CHILD DEVELOPMENT CENTER       | 301.73    | CD |
| 161880 | KORADE & ASSOCIATE BUILDERS   | SHED INSTALLATION              | SPECIAL EDUCATION REGULAR YEAR | 753.36    | R  |
| 161904 | KORADE & ASSOCIATE BUILDERS   | ROLLER SHADES FOR CLASSROOMS   | JOHN ADAMS MIDDLE SCHOOL       | 10,842.00 | R  |
| 161840 | LAKESHORE                     | OPEN ORDER/INSTRUCTIONAL       | CHILD DEVELOPMENT CENTER       | 300.00    | CD |
| 161855 | LAKESHORE                     | OPEN ORDER/INSTRUCIONAL        | CHILD DEVELOPMENT CENTER       | 300.00    | CD |
| 161859 | LAKESHORE                     | OPEN ORDER/INSTRUCTIONAL       | CHILD DEVELOPMENT CENTER       | 300.00    | CD |
| 161863 | LAKESHORE                     | OPEN ORDER/INSTRUCTIONAL       | CHILD DEVELOPMENT CENTER       | 150.00    | CD |
| 161985 | LAKESHORE                     | OPEN ORDER/INSTRUCTIONAL       | CHILD DEVELOPMENT CENTER       | 250.00    | CD |
| 161748 | LAKESHORE CURRICULUM          | SPED PRESCHOOL STORAGE         | SPECIAL EDUCATION REGULAR YEAR | 513.62    | R  |
| 161876 | LAKESHORE CURRICULUM          | INSTRUCIONAL                   | CHILD DEVELOPMENT CENTER       | 135.75    | CD |
| 161937 | LAKESHORE CURRICULUM          | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 140.37    | CD |
| 161969 | LAKESHORE CURRICULUM          | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 96.17     | CD |
| 161988 | LAKESHORE CURRICULUM          | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 45.27     | CD |
| 161907 | LAMINATING DEPOT INC          | LAMINATING FILM                | PT DUME ELEMENTARY SCHOOL      | 289.74    | R  |
| 161951 | LYNTON'S UNIFORMS INC         | Uniform Purchase / Transp.     | TRANSPORTATION                 | 502.08    | U  |
| 161820 | MAKE MUSIC INC                | OPEN ORDER/INST SUP/MUSIC-GIFT | JOHN ADAMS MIDDLE SCHOOL       | 1,000.00  | R  |
| 161816 | MALIBU CHAMBER OF COMMERCE    | DUES & MEMBERSHIP              | BOE/SUPERINTENDENT             | 188.50    | U  |
| 161815 | MEDCO SUPPLY CO               | HEALTH/SAFETY                  | CHILD DEVELOPMENT CENTER       | 498.84    | CD |
| 161917 | MEDCO SUPPLY CO               | HEALTH/SAFETY                  | CHILD DEVELOPMENT CENTER       | 284.93    | CD |
| 161757 | NEWS 2 YOU INC                | ONLINE SUBSCRIPTION SOC.SKILLS | SPECIAL EDUCATION REGULAR YEAR | 293.46    | R  |
| 161764 | ORIENTAL TRADING CO INC       | INSTRUCTIONAL                  | CHILD DEVELOPMENT CENTER       | 178.05    | CD |
| 161942 | ORTEGA, PEDRO                 | Reimb for Pedro Ortega PS1     | PLURALISTIC PRIVATE SCHOOL     | 1,121.91  | R  |
| 161428 | PACIFIC LEARNING              | INSTRUCTIONAL SUPPLIES         | STATE AND FEDERAL PROJECTS     | 686.57    | R  |
| 161857 | PATTONS PHARMACY              | EPI PENS & TB SERUM, SYRINGES  | HEALTH SERVICES                | 2,038.13  | U  |
| 161372 | PLANETBRAVO LLC               | COMPUTER INSTRUCTION K-5       | PT DUME ELEMENTARY SCHOOL      | 12,000.00 | U  |
| 161714 | POSITIVE PROMOTIONS           | POSTCARDS                      | MCKINLEY ELEMENTARY SCHOOL     | 217.83    | R  |
| 161790 | PRO-ED                        | AUDITORY COMPREHENSION         | SPECIAL EDUCATION REGULAR YEAR | 733.61    | R  |
| 161788 | PROJECT LEAD THE WAY          | PLTW ENGINEERING MATERIALS     | SMASH SCHOOL                   | 3,531.38  | R  |
| 161955 | PYRAMID EDUCATIONAL PRODUCTS  | ASSISTIVE TECHNOLOGY           | SPECIAL EDUCATION REGULAR YEAR | 79.27     | R  |

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER, 2015

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

| PO NO. | VENDOR                        | DESCRIPTION                    | LOCATION                       | AMOUNT    |    |
|--------|-------------------------------|--------------------------------|--------------------------------|-----------|----|
| 161953 | RANJOEL INC                   | Body Shop Repairs              | TRANSPORTATION                 | 2,207.21  | U  |
| 161744 | RICOH USA INC.                | COPY OVERAGES                  | MCKINLEY ELEMENTARY SCHOOL     | 522.95    | R  |
| 161778 | RICOH USA INC.                | COPIER SERVICE REPAIR          | EDISON ELEMENTARY SCHOOL       | 227.16    | U  |
| 161901 | RICOH USA INC.                | COPIER SERVICE AGREEMENT       | SPECIAL EDUCATION REGULAR YEAR | 1,061.41  | R  |
| 161939 | RICOH USA INC.                | RICOH CONTRACT RENEWAL         | SAINT ANNE'S PRIVATE SCHOOL    | 219.80    | R  |
| 161787 | ROSSI, KAREN K                | LANGUAGE DEVELOPMENT FOR 0-3   | SPECIAL EDUCATION REGULAR YEAR | 243.71    | R  |
| 161949 | SAFETY-KLEEN CORP.            | Parts - Transportation Dept.   | TRANSPORTATION                 | 207.81    | U  |
| 161883 | SANTA MONICA MUSIC CTR        | OPEN ORDER/INSTUM MUSIC SUP    | JOHN ADAMS MIDDLE SCHOOL       | 500.00    | R  |
| 161765 | SCHOOL NUTRITION SERVICES     | CLEANING PRODUCTS              | CHILD DEVELOPMENT CENTER       | 243.31    | CD |
| 161753 | SCHOOL SPECIALTY INC          | SOCIAL SKILLS SUPPLIES         | SPECIAL EDUCATION REGULAR YEAR | 1,017.65  | R  |
| 161950 | SCHOOL SPECIALTY INC          | OCC THERAPY/LIFE SKILLS        | SPECIAL EDUCATION REGULAR YEAR | 448.05    | R  |
| 161865 | SEACOAST MEDICAL LLC          | FLU VACCIN                     | HEALTH SERVICES                | 2,014.00  | U  |
| 161474 | SEHI COMPUTER PRODUCTS        | B/W PRINTER                    | MCKINLEY ELEMENTARY SCHOOL     | 922.15    | R  |
| 161771 | SEHI COMPUTER PRODUCTS        | INK CARTRIDGE                  | OLYMPIC CONTINUATION SCHOOL    | 101.64    | U  |
| 161807 | SEHI COMPUTER PRODUCTS        | PRINTERS                       | CABRILLO ELEMENTARY SCHOOL     | 1,281.22  | R  |
| 161943 | SEHI COMPUTER PRODUCTS        | LIFE SKILLS PRINTER SUPPLIES   | SPECIAL EDUCATION REGULAR YEAR | 1,180.37  | R  |
| 162004 | SETON IDENTIFICATION PRODUCTS | FIXED ASSET BAR CODE LABELS    | PURCHASING/WAREHOUSE           | 1,890.05  | U  |
| 161798 | SHAKESPEARE ENGRAVING         | OPEN ORDER/MUSIC AWARDS        | JOHN ADAMS MIDDLE SCHOOL       | 600.00    | R  |
| 161827 | SHAKESPEARE ENGRAVING         | OPEN ORDER/VOCAL MUSIC AWARDS  | JOHN ADAMS MIDDLE SCHOOL       | 500.00    | R  |
| 161963 | SHAR PRODUCTS COMPANY         | MUSIC INSTRUMENTS-BERGMANNFUND | CURRICULUM AND IMC             | 197.10    | R  |
| 161989 | SIMON, MONICA                 | REIMBURSEMENT                  | CHILD DEVELOPMENT CENTER       | 200.00    | CD |
| 161761 | SIMPLEXGRINNELL               | MODIFY 2 PA SYSTEMS            | FACILITY MAINTENANCE           | 1,472.82  | R  |
| 161881 | SIMPLEXGRINNELL               | ADD'L HRS TO REPAIR SAMOHI PA  | FACILITY MAINTENANCE           | 7,014.00  | R  |
| 161796 | SIR SPEEDY PRINTING #0245     | OPEN ORDER/PRINTING/GIFT/MUSIC | JOHN ADAMS MIDDLE SCHOOL       | 3,000.00  | R  |
| 161803 | SIR SPEEDY PRINTING #0245     | BUSINESS CARDS                 | PERSONNEL COMMISION            | 54.75     | U  |
| 161811 | SIR SPEEDY PRINTING #0245     | BUSINESS CARDS                 | GRANT ELEMENTARY SCHOOL        | 54.75     | U  |
| 161824 | SIR SPEEDY PRINTING #0245     | OPEN ORDER/PRINTING/VOCAL MUS  | JOHN ADAMS MIDDLE SCHOOL       | 1,000.00  | R  |
| 161959 | SIR SPEEDY PRINTING #0245     | Sir Speedy Envelopes title I   | STATE AND FEDERAL PROJECTS     | 1,068.72  | R  |
| 161960 | SIR SPEEDY PRINTING #0245     | Sir Speedy title I project     | STATE AND FEDERAL PROJECTS     | 1,000.00  | R  |
| 161723 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 50.00     | CD |
| 161766 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 85.00     | CD |
| 161843 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 80.00     | CD |
| 161844 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 150.00    | CD |
| 161858 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 75.00     | CD |
| 161860 | SMART & FINAL                 | OPEN ORDER/COOKING AND SCIENCE | CHILD DEVELOPMENT CENTER       | 100.00    | CD |
| 161861 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIECE    | CHILD DEVELOPMENT CENTER       | 225.00    | CD |
| 161864 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 150.00    | CD |
| 161916 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 75.00     | CD |
| 161945 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 50.00     | CD |
| 161973 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 50.00     | CD |
| 161977 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 100.00    | CD |
| 161981 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 50.00     | CD |
| 161984 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 100.00    | CD |
| 161986 | SMART & FINAL                 | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 170.00    | CD |
| 161961 | SMART & FINAL #315            | SUPPLIES                       | MCKINLEY ELEMENTARY SCHOOL     | 400.00    | R  |
| 161983 | SMART & FINAL #315            | OPEN ORDER/COOKING & SCIENCE   | CHILD DEVELOPMENT CENTER       | 100.00    | CD |
| 161906 | STANLEY PEST CONTROL          | Open PO for Pest Control       | GROUNDS MAINTENANCE            | 10,000.00 | R  |
| 161746 | STAPLES BUSINESS ADVANTAGE    | SPED PREK CLASS EQUIPMENT      | SPECIAL EDUCATION REGULAR YEAR | 181.98    | R  |
| 161754 | STAPLES BUSINESS ADVANTAGE    | SPED OFFICE PRINTER SUPPLIES   | SPECIAL EDUCATION REGULAR YEAR | 725.73    | R  |
| 161910 | STAPLES BUSINESS ADVANTAGE    | CLASSROOM SUPPLIES             | SPECIAL EDUCATION REGULAR YEAR | 341.97    | R  |
| 161930 | STAPLES BUSINESS ADVANTAGE    | Staples for assessment         | CURRICULUM AND IMC             | 500.00    | U  |

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER, 2015

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                 |            |
|--------|--------------------------------|--------------------------------|--------------------------------|------------------------|------------|
| 161958 | STAPLES BUSINESS ADVANTAGE     | Staples for Title I            | STATE AND FEDERAL PROJECTS     | 1,000.00               | R          |
| 161964 | STAPLES BUSINESS ADVANTAGE     | Open PO for supplies           | FRANKLIN ELEMENTARY SCHOOL     | 2,000.00               | R          |
| 161799 | STAPLES/P-U/SANTA MONICA/WILSH | OPEN ORDER/INST SUP/MUSIC      | JOHN ADAMS MIDDLE SCHOOL       | 2,500.00               | R          |
| 161722 | STAPLES/P-U/VENICE/LINCOLN BL  | OPEN ORDER/SUPPLIES            | CDC: CCTR                      | 50.00                  | CD         |
| 161724 | STAPLES/P-U/VENICE/LINCOLN BL  | OPEN ORDER/SUPPLIES            | CHILD DEVELOPMENT CENTER       | 50.00                  | CD         |
| 161826 | STAPLES/P-U/VENICE/LINCOLN BL  | OPEN ORDER/VOCAL MUSIC SUP     | JOHN ADAMS MIDDLE SCHOOL       | 1,000.00               | R          |
| 161839 | STAPLES/P-U/VENICE/LINCOLN BL  | OPEN ORDER/SUPPLIES            | CHILD DEVELOPMENT CENTER       | 50.00                  | CD         |
| 161841 | STAPLES/P-U/VENICE/LINCOLN BL  | OPEN ORDER/SUPPLIES            | CHILD DEVELOPMENT CENTER       | 50.00                  | CD         |
| 161866 | STAPLES/P-U/VENICE/LINCOLN BL  | OPEN ORDER/CONSUMABLES         | CHILD DEVELOPMENT CENTER       | 100.00                 | CD         |
| 161976 | STAPLES/P-U/VENICE/LINCOLN BL  | OPEN ORDER/CLASSROOM SUPPLIES  | CHILD DEVELOPMENT CENTER       | 50.00                  | CD         |
| 161982 | STAPLES/P-U/VENICE/LINCOLN BL  | OPEN ORDER/CLASSROOM SUPPLIES  | CHILD DEVELOPMENT CENTER       | 50.00                  | CD         |
| 161987 | STAPLES/P-U/VENICE/LINCOLN BL  | OPEN ORDER/CLASSROOM SUPPLIES  | CHILD DEVELOPMENT CENTER       | 50.00                  | CD         |
| 161967 | STUDENT TRANSPORTATION OF AMER | Field Trip 9/11/15             | TRANSPORTATION                 | 395.00                 | U          |
| 161890 | TEACHERS' CURRICULUM INSTITUTE | INSTRUCTIONAL SUPPLIES/FORMULA | JOHN ADAMS MIDDLE SCHOOL       | 975.00                 | U          |
| 161952 | THERAPY SHOPPE INC             | OCC THERAPY/LIFE SKILLS        | SPECIAL EDUCATION REGULAR YEAR | 146.92                 | R          |
| 161867 | TOSHIBA                        | OFFICE SUPPLY                  | PERSONNEL COMMISION            | 310.00                 | U          |
| 161720 | TOYS R US                      | OPEN ORDER/INSTRUCTIONAL       | CDC: CCTR                      | 400.00                 | CD         |
| 161721 | TOYS R US                      | OPEN ORDER/INSTRUCTIONAL       | CDC: CCTR                      | 400.00                 | CD         |
| 161980 | TOYS R US                      | OPEN ORDER/INSTRUCTIONAL       | CHILD DEVELOPMENT CENTER       | 250.00                 | CD         |
| 161806 | TUMBLEWEED TRANSPORTATION      | TUMBLEWEED TRANS. SKIRBALL     | SMASH SCHOOL                   | 416.10                 | R          |
| 161896 | U S BANK (GOVT CARD SERVICES)  | LIFETIME 7x7 SHED              | SPECIAL EDUCATION REGULAR YEAR | 984.41                 | R          |
| 161818 | U.S. BANK                      | PAYMENT                        | BUSINESS SERVICES              | 250.00                 | U          |
| 161647 | UCLA CENTER X                  | CONSULTANT - PROF DEV'T        | CURRICULUM AND IMC             | 13,680.00              | U          |
| 161905 | UNIT CHEMICAL CORP             | Floor Cleaner for BMP          | FACILITY OPERATIONS            | 1,344.75               | U          |
| 161936 | UNITED RIBBON CO INC           | FURNITURE FOR SUP'S OFFICE     | BOE/SUPERINTENDENT             | 275.00                 | U          |
| 161933 | VIRCO MFG CORP                 | Kidney Table                   | FRANKLIN ELEMENTARY SCHOOL     | 199.85                 | U          |
| 161742 | VISION COMMUNICATIONS          | RADIOS FOR MALIBU              | MALIBU HIGH SCHOOL             | 2,710.83               | R          |
| 161823 | VISION COMMUNICATIONS          | SECURITY RADIO BATTERY/PERMIT  | JOHN ADAMS MIDDLE SCHOOL       | 103.98                 | R          |
| 161894 | W.A.S.T.E.C.                   | DISPOSAL OF 450 GAL AT MHS     | BUSINESS SERVICES              | 525.00                 | D          |
| 161892 | WASTE MGMT OF CALIF INC        | EXTRA TRASH PICK UPS           | GROUNDS MAINTENANCE            | 3,000.00               | R          |
| 161791 | WAXIE SANITARY SUPPLY          | VACUUMS FOR DISTRICT           | FACILITY OPERATIONS            | 6,165.21               | U          |
| 161991 | WITT COMPANY                   | COPY MACHINE SUPPLIES          | WILL ROGERS ELEMENTARY SCHOOL  | 1,475.22               | U          |
|        |                                |                                |                                | ** NEW PURCHASE ORDERS | 381,322.57 |

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

|        |                             |                                |                             |           |    |
|--------|-----------------------------|--------------------------------|-----------------------------|-----------|----|
| 161874 | CDW-G COMPUTING SOLUTIONS   | BELKIN HDMI ADAPTER            | CURRICULUM AND IMC          | 1,710.39  | ES |
| 161784 | ENVIRON INTERNATIONAL CORP. | SAMPLING REQUIREMENTS          | OLYMPIC CONTINUATION SCHOOL | 36,800.00 | BB |
| 161915 | IPEVO INC                   | DUAL MODE DOCUMENT CAMERAS     | CURRICULUM AND IMC          | 2,739.69  | ES |
| 161962 | MAIN ELECTRIC SUPPLY CO LLC | LIGHT CONTROLS CABRILLO        | MALIBU HIGH SCHOOL          | 1,172.28  | ES |
| 161850 | MERIDIAN IT INC             | DATA CENTER LICENSES           | CURRICULUM AND IMC          | 15,480.00 | ES |
| 161846 | NAPA AUTO PARTS             | SAMOHI FF&E - AIR HOSES        | SANTA MONICA HIGH SCHOOL    | 204.77    | BB |
| 161851 | OLIVER WORLDCLASS LABS INC  | TEACHER DOCUMENT CAMERA        | CURRICULUM AND IMC          | 3,146.55  | ES |
| 161852 | OLIVER WORLDCLASS LABS INC  | TEACHER DOCUMENT CAMERA        | CURRICULUM AND IMC          | 5,034.48  | ES |
| 161853 | OLIVER WORLDCLASS LABS INC  | TEACHER DOCUMENT CAMERA        | CURRICULUM AND IMC          | 3,146.55  | ES |
| 161854 | OLIVER WORLDCLASS LABS INC  | TEACHER DOCUMENT CAMERA        | CURRICULUM AND IMC          | 18,363.15 | ES |
| 161700 | SEHI COMPUTER PRODUCTS      | DESKTOP COMPUTERS              | SANTA MONICA HIGH SCHOOL    | 8,114.26  | BB |
| 161808 | VWR SCIENTIFIC PRODUCTS     | SAMOHI FF&E - SHELVING FOR CAB | SANTA MONICA HIGH SCHOOL    | 492.75    | BB |
| 161794 | WAXIE SANITARY SUPPLY       | SAMOHI FF&E - 32 GAL TRASHCANS | SANTA MONICA HIGH SCHOOL    | 176.16    | BB |

\*\* FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES 96,581.03



TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

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

RE: ACCEPTANCE OF GIFTS – 2015/2016

RECOMMENDATION NO. A.07

It is recommended that the Board of Education accept, with gratitude, checks totaling **\$10,051.84** 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 **\$10,051.84** as described on the attached listing.

This report details only cash gifts. It includes all contributions made by individuals or companies and some of the contributions made by our PTA's. Contributions made by a PTA in the form of a commitment and then billed are reported in a different resource. A final report that compiles all gift and PTA contributions is prepared and available annually.

COMMENT: The value of all non-cash gifts has been determined by the donors.

NOTE: The list of gifts is available on the District's website, [www.smmusd.org](http://www.smmusd.org).

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

| School/Site<br>Account Number                                      | Cash<br>Amount      | Item<br>Description | Purpose   | Donor  |
|--|---------------------|---------------------|---|--|
| <b>Adams Middle School</b><br>01-90120-0-00000-00000-8699-011-0000 | \$ 5,063.00         |                     | General Supplies<br>and Materials                             | Various                                      |
|  | \$ 520.00           |                     | General Supplies<br>and Materials                             | Various                                      |
|  | \$ 300.00           |                     | General Supplies<br>and Materials                             | Various                                      |
|  | \$ 260.00           |                     | General Supplies<br>and Materials                             | Various                                      |
|  | \$ 238.00           |                     | General Supplies<br>and Materials                             | Various                                      |
|  | \$ 201.25           |                     | Field Trip  | Julie M. McCue                               |
|  | \$ 38.06            | Industrial Fan      | General Supplies<br>and Materials<br>To be used in the<br>gym | Extra Credit, Inc.<br>Tracy & Yariv<br>Levin |
| <b>Malibu High School</b><br>01-90120-0-00000-00000-8699-010-0000  | \$ 383.90           |                     | General Supplies<br>and Materials                             | Various                                      |
| <b>Olympic High School</b><br>01-90120-0-00000-00000-8699-014-0000 | \$ 1,700.00         |                     | General Supplies<br>and Materials                             | Various                                      |
| <b>Rogers Elementary</b><br>01-90120-0-00000-00000-8699-006-0000   | \$ 1,347.63         |                     | General Supplies<br>and Materials                             | Will Rogers PTA                              |
| <b>TOTAL</b>   | <b>\$ 10,051.84</b> |                     |   |  |



TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

FROM: SANDRA LYON / JANECE L. MAEZ

RE: APPROVAL OF A REVISED VOLUNTARY INVESTIGATION AGREEMENT  
BETWEEN THE DEPARTMENT OF TOXIC SUBSTANCES CONTROL (DTSC)  
AND SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT (SMMUSD)

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve a third addendum to the Voluntary Investigation Agreement between the Department of Toxic Substances Control (DTSC) and Santa Monica- Malibu Unified School District (SMMUSD).

COMMENT: At the February 6, 2014, Board of Education meeting, the Board approved a Voluntary Investigation Agreement as provided by the DTSC. On February 7, 2014, the District, via email, asked the DTSC to print, sign and return to SMMUSD three (3) copies of the document approved the evening before. On February 19, 2014, the District received a letter from Mr. Thomas Cota, Branch Chief of DTSC, indicating a need to modify a small portion of the language in the original agreement by deleting the first section of examples in Exhibit C, Scope of Work. At the March 6, 2014, Board of Education meeting, the Board approved the revised Voluntary Investigation Agreement as provided by the DTSC in the amount of \$41,664.

Due to increase scope of work, an addendum to the original agreement was necessary. On August 13, 2014, the Board of Education approved an additional amount of \$70,930 bringing the total agreement amount to \$112,594.

Through the investigation of the property at Malibu High School, it was determined that a removal action was appropriate. ENVIRON, the district's environmental consultants, prepared and submitted a draft Removal Action Workplan (RAW) to DTSC on September 24, 2014. DTSC will provide oversight during the RAW process. At the November 6, 2014, Board of Education meeting, the Board approved a second amendment to the district's Voluntary Investigation Agreement (VIA) to add the cost of this additional project scope in the amount of \$46,353 bringing the total agreement amount to \$158,947.

*(continued on next page)*

The purpose of this third amendment is to modify the original scope of work and cost estimate to reflect additional tasks required for completion of the Land Use Covenant and Agreement of Environmental Restrictions (Land Use Covenant or LUC) and Operation and Maintenance (O&M) requirements for AOI-9. Based on the findings in the PEA and Human Health Risk Screening Evaluation (HHRSE), DTSC has determined the condition of the AOI-9 is not suitable for future unrestricted (residential) use due to the potential for soil-vapor intrusion to indoor air. Prior to DTSC's certification of AOI-9, the District is required to provide a 30-day public notice of the DTSC approved LUC and O&M Agreement, and file the documents with the Los Angeles County Recorder's Office. The purchase of this amendment is also for DTSC to obtain reimbursement from the District for DTSC's oversight costs incurred pursuant to the third amendment. The estimated cost of this additional work is \$9,901 bringing the total agreement amount to \$168,848.

The agreement is available for review at the district office.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

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

RE: ACCEPTANCE OF WORK COMPLETED – AIRTEK INDOOR AIR SOLUTIONS FOR DUCT CLEANING AT MALIBU HIGH AND CABRILLO ELEMENTARY SCHOOLS – BID #15.02 – YEAR 2

RECOMMENDATION NO. A.09

It is recommended that the Board of Education accept as completed all work contracted with AirTek Indoor Air Solutions for duct cleaning at Malibu High and Cabrillo Elementary Schools in an amount not to exceed \$59,980.00, per Bid #15.02 specifications.

Funding Information

Budgeted: Yes  
Fund: 25  
Source: Capital Facilities Fund  
Account Number: 25-90100-0-00000-82000-5890-050-1500

COMMENT: The contract with AirTek has been completed. This cleaning was part of the Best Management Practices (BMP) summer cleaning which approved by Environ and EPA.

In order to facilitate the release of the retention being held by the District, A Notice of Completion must be filed for thirty five (35) days with the County of Los Angeles pending Board approval.

|                                 |                 |
|---------------------------------|-----------------|
| <u>ORIGINAL CONTRACT AMOUNT</u> | <u>\$59,980</u> |
| TOTAL CONTRACT AMOUNT           | \$58,980        |

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

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

RE: AMENDMENT TO CONTRACT FOR LIGHTING FIXTURE REPLACEMENT AND SYSTEM CONTROLS (EQUIPMENT ONLY) – MALIBU HIGH AND CABRILLO ELEMENTARY SCHOOLS – BID #15.08 TO UNITED ELECTRIC-CHINO AND TO APPROVE A BUDGET ALLOCATION FROM MEASURE ES-2 UNALLOCATED FUNDS – CHANGE ORDER #8

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve Change Order #8 for Lighting Fixture Replacement and System Controls, Bid #15.08 to United Electric for additional system controls and fixtures at Cabrillo Elementary School, in amount of \$1,172.28 for a total bid amount not to exceed \$813,258.26. It is also recommended that the Board of Education approve a budget allocation from Measure ES2 unallocated funds for this expenditure.

Funding Information

Budgeted: Yes with Approval of Agenda Item  
Fund: 84  
Source: Measure ES2  
Account Number: 84-90900-0-00002-85000-6400-XXX-2600

COMMENT: Change Order #8 constitutes lighting components for Cabrillo Elementary School which were added to the original material list based on field conditions, final drawings and design modifications to the controllers.

|                              |                     |             |
|------------------------------|---------------------|-------------|
| ORIGINAL CONTRACT AMOUNT     | \$471,619.02        | (Malibu HS) |
| CHANGE ORDER #1              | \$ 97,130.99        | (Cabrillo)  |
| CHANGE ORDER #2              | \$ 10,152.26        | (Cabrillo)  |
| CHANGE ORDER #3              | \$ 41,041.77        | (Cabrillo)  |
| CHANGE ORDER #3              | \$ 8,401.72         | (Malibu HS) |
| CHANGE ORDER #4              | \$ 4,905.00         | (Cabrillo)  |
| CHANGE ORDER #5              | \$103,444.27        | (Malibu HS) |
| CHANGE ORDER #5              | \$ 47,494.57        | (Cabrillo)  |
| CHANGE ORDER #6              | \$ 9,019.73         | (Malibu HS) |
| CHANGE ORDER #6              | \$ 13,415.75        | (Cabrillo)  |
| CHANGE ORDER #7              | \$ 3,311.95         | (Malibu HS) |
| CHANGE ORDER #7              | \$ 2,148.95         | (Cabrillo)  |
| CHANGE ORDER #8              | \$ 1,172.28         | (Cabrillo)  |
| <u>TOTAL CONTRACT AMOUNT</u> | <u>\$813,258.26</u> |             |

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

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

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

RECOMMENDATION NO. A.11

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

Samohi Science & Technology Bldg. and Site Improvements Project

| Vendor Name/Project            | PO Number | Amount      | Substantial Completion Date |
|--------------------------------|-----------|-------------|-----------------------------|
| Southern California Sanitation | 161278    | \$16,045.26 | 8/15/15                     |

Samohi Science & Technology Bldg. and Site Improvements Project

| Vendor Name/Project     | PO Number | Amount   | Substantial Completion Date |
|-------------------------|-----------|----------|-----------------------------|
| Network Solutions, Inc. | 161090    | \$44,400 | 8/31/15                     |

Samohi Science & Technology Bldg. and Site Improvements Project

| Vendor Name/Project     | PO Number | Amount   | Substantial Completion Date |
|-------------------------|-----------|----------|-----------------------------|
| Network Solutions, Inc. | 161091    | \$20,400 | 8/31/15                     |

Samohi Science & Technology Bldg. and Site Improvements Project

| Vendor Name/Project     | PO Number | Amount   | Substantial Completion Date |
|-------------------------|-----------|----------|-----------------------------|
| Network Solutions, Inc. | 155583    | \$20,000 | 5/31/15                     |

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

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





TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

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

RE: PARTIAL RELEASE OF RETENTION – LEASE LEASEBACK – SANTA MONICA  
HIGH SCHOOL – SCIENCE & TECHNOLOGY BUILDING AND SITE  
IMPROVEMENTS PROJECT – SUNDT CONSTRUCTION, INC – MEASURE BB

RECOMMENDATION NO. A.12

It is recommended that the Board of Education approve the release of escrowed lease payments to Sundt Construction, Inc. for the construction of the Santa Monica High School Science and Technology Building pursuant to the Facilities Lease and Memorandum of Commencement Date as outlined below.

Funding Information

Budgeted: Yes  
Fund: 83  
Source: Measure BB  
Account Number: 83-90500-0-00000-85000-6200-015-2600  
Budget Category: Hard Costs/Construction/Construction Contracts

COMMENTS: On December 15, 2011 the Santa Monica-Malibu Unified School District Board of Education awarded Sundt Construction, Inc., the lease leaseback contract for the Santa Monica High School Science & Technology Building and Site improvements in the amount of \$55,000,000.

The District took beneficial occupancy of the Science and Technology Building on August 18, 2015 which resulted in the commencement of the Facilities Lease which requires the District to release to Sundt Construction, Inc., lease payments pursuant to the Memorandum of Commencement Date. The District has paid into escrow the lease payments during the construction of the project in the amount of \$4,977,244 representing approximately 10% of adjusted contract value.

As the scope of work for the project is nearly complete and the District has taken beneficial occupancy of the Science and Technology Building, the District is electing to prepay 50% of the escrowed lease payments. This will permit Sundt Construction, Inc. to pay the subcontractors who have completed the project.

The District will release the balance of the escrowed lease payments to Sundt incrementally as called for in the Facilities Lease, the Memorandum of Commencement Date or as otherwise negotiated between the District and Sundt Construction, Inc.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

FROM: SANDRA LYON / MARK O. KELLY

RE: CERTIFICATED PERSONNEL – Elections, Separations

RECOMMENDATION NO. A.13

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

**ADDITIONAL ASSIGNMENTS**

ADAMS MIDDLE SCHOOL

|              |                 |                          |                         |
|--------------|-----------------|--------------------------|-------------------------|
| Check, Laura | 96 hrs @\$42.08 | 7/1/15-7/23/15           | <u>Est Hrly/\$4,040</u> |
|              |                 | TOTAL ESTABLISHED HOURLY | \$4,040                 |

Comment: Develop Master Schedule  
01-Formula & Old Tier III

ADULT EDUCATION

|                    |                 |                          |                         |
|--------------------|-----------------|--------------------------|-------------------------|
| DeMello, Flavia    | 40 hrs @\$47.15 | 8/20/15-12/18/15         | Est Hrly/\$1,886        |
| McGregory, Cynthia | 40 hrs @\$47.15 | 8/20/15-12/18/15         | Est Hrly/\$1,886        |
| Murphy, Letitia    | 40 hrs @\$47.15 | 8/20/15-12/18/15         | <u>Est Hrly/\$1,886</u> |
|                    |                 | TOTAL ESTABLISHED HOURLY | \$5,658                 |

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

CABRILLO and WEBSTER ELEMENTARY

|                   |                 |                          |                       |
|-------------------|-----------------|--------------------------|-----------------------|
| Berman, Wendy     | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Blair, Susy       | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Green, Christi    | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Jordan, Nancy     | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Levy, Nancy       | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Matthews, Jill    | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| McCollum, Cari    | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Mehring, Patti    | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Murdock, Sheryl   | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Scheer, Susan     | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Siegel, Susan     | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Thorne, Laurel    | 12 hrs @\$42.08 | 8/13/15-8/14/15          | Est Hrly/\$505        |
| Weinstock, Cyndie | 12 hrs @\$42.08 | 8/13/15-8/14/15          | <u>Est Hrly/\$505</u> |
|                   |                 | TOTAL ESTABLISHED HOURLY | \$6,565               |

Comment: Professional Development-Mindfulness Training  
01-City of Malibu - 26.22%  
01-IASA: Title II Teacher Quality- 73.78%

EDISON ELEMENTARY SCHOOL

|             |                 |                          |                       |
|-------------|-----------------|--------------------------|-----------------------|
| Ellis, John | 15 hrs @\$42.08 | 9/8/15-6/9/16            | <u>Est Hrly/\$631</u> |
|             |                 | TOTAL ESTABLISHED HOURLY | \$631                 |

Comment: Parent Education Reading Workshops  
01-IASA: Title I Basic-LW Inc/Neg

EDUCATIONAL SERVICES

|                   |                 |                |                  |
|-------------------|-----------------|----------------|------------------|
| Avitia-Witt, Carl | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$2,651 |
| Calek, Laura      | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$2,651 |
| Carey, Ann        | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$2,651 |
| Cordes, Amy       | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156 |
| Henderson, Luke   | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156 |

|                          |                 |                |                         |
|--------------------------|-----------------|----------------|-------------------------|
| Hodges, Holly            | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156        |
| Ipina, Elizabeth         | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156        |
| McCraw, Renee            | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156        |
| O'Brien, Marianna        | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156        |
| Powell, Chrysta          | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156        |
| Ransom, Barbara          | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156        |
| Scheer, Susan            | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156        |
| Siemer, Deborah          | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156        |
| Thoreson, Bonnie         | 75 hrs @\$42.08 | 9/15/15-6/9/16 | Est Hrly/\$3,156        |
| Verham, Karen            | 75 hrs @\$42.08 | 9/15/15-6/9/16 | <u>Est Hrly/\$3,156</u> |
| TOTAL ESTABLISHED HOURLY |                 |                | \$37,872                |

Comment: Professional Development Leaders  
01-IASA: Title II Teacher Quality

|                          |                 |                  |                         |
|--------------------------|-----------------|------------------|-------------------------|
| Zagor, Maura             | 60 hrs @\$42.08 | 9/10/15-10/30/15 | <u>Est Hrly/\$2,525</u> |
| TOTAL ESTABLISHED HOURLY |                 |                  | \$2,525                 |

Comment: CELDT Testing  
01-Unrestricted Resource

|                          |                 |                 |                       |
|--------------------------|-----------------|-----------------|-----------------------|
| Brown, Kim               | 10 hrs @\$42.08 | 9/28/15-12/4/15 | Est Hrly/\$421        |
| Cannell, Steve           | 10 hrs @\$42.08 | 9/28/15-12/4/15 | Est Hrly/\$421        |
| Griffin, Kim             | 10 hrs @\$42.08 | 9/18/15-12/4/15 | Est Hrly/\$421        |
| Held, Pamela             | 10 hrs @\$42.08 | 9/18/15-12/4/15 | Est Hrly/\$421        |
| Mackey, Tamara           | 10 hrs @\$42.08 | 9/18/15-12/4/15 | Est Hrly/\$421        |
| Powell, Erin             | 10 hrs @\$42.08 | 9/18/15-12/4/15 | Est Hrly/\$421        |
| Roth, Whitney            | 10 hrs @\$42.08 | 9/18/15-12/4/15 | Est Hrly/\$421        |
| Sanschagrin, Marc        | 10 hrs @\$42.08 | 9/18/15-12/4/15 | Est Hrly/\$421        |
| Verham, Karen            | 10 hrs @\$42.08 | 9/18/15-12/4/15 | <u>Est Hrly/\$421</u> |
| TOTAL ESTABLISHED HOURLY |                 |                 | \$3,789               |

Comment: Next Generation Science Standards  
01-LCAP – LCFF Supplemental Grant

|                     |                |                 |                |
|---------------------|----------------|-----------------|----------------|
| Baltrushes, Susan   | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Berman-Baker, Wendy | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Blair, Susy         | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Calek, Laura        | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Campbell, Charlotte | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Carter, Sandy       | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Cronrod, Merryll    | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Cullen, Christine   | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| DiMascio, Lauren    | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Dunn, Margo         | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Ferguson, Joelin    | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Green, Cristi       | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Harris, Kenneth     | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Harris, Stacy       | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Held, Pamela        | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Hernandez, Jessica  | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Heyler, Susan       | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Hovest, Christine   | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Hutchinson, Cathy   | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Johnson, Cindy      | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Jordan, Nancy       | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Kisskalt, Michael   | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Kleiser, Yvette     | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Levy, Nancy         | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| London, Kristina    | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Majewski, Maribeth  | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Matthews, Jill      | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| McCollum, Cari      | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Mehring, Patty      | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |

|                          |                |                 |                |
|--------------------------|----------------|-----------------|----------------|
| Morris, Kelly            | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Murdock, Sheryl          | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Nix, Marcia              | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Paliobagis, Kyra         | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Rose, Lori               | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Ross, Erica              | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Scheer, Susan            | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Siegel, Julie            | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Stark, Amy               | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Thorne, Laurel           | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Tonooka, Janis           | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Verham, Karen            | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Walsh, Lauren            | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Weinstock, Cyndie        | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Whitman, Angela          | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| Wintner, Lisa            | 6 hrs @\$42.08 | 8/18/15-9/30/15 | Est Hrly/\$252 |
| TOTAL ESTABLISHED HOURLY |                |                 | \$11,340       |

Comment: 21<sup>st</sup> Century Teacher Training  
01-Unrestricted Resource

|                          |                 |                 |                  |
|--------------------------|-----------------|-----------------|------------------|
| Bart-Bell, Dana          | 18 hrs @\$42.08 | 8/10/15-9/30/15 | Est Hrly/\$ 757  |
| DiDario, Amy             | 18 hrs @\$42.08 | 8/10/15-9/30/15 | Est Hrly/\$ 757  |
| DiMercurio, Joseph       | 40 hrs @\$42.08 | 8/10/15-9/30/15 | Est Hrly/\$1,683 |
| Grant, Sandy             | 18 hrs @\$42.08 | 8/10/15-9/30/15 | Est Hrly/\$ 757  |
| TOTAL ESTABLISHED HOURLY |                 |                 | \$3,954          |

Comment: Follett Library Software Training  
01-Unrestricted Resource

|                          |                 |                 |                |
|--------------------------|-----------------|-----------------|----------------|
| Stark, Amy               | 18 hrs @\$42.08 | 7/20/15-7/22/15 | Est Hrly/\$757 |
| TOTAL ESTABLISHED HOURLY |                 |                 | \$757          |

Comment: Thinking Maps  
01-IASA: Title II Teacher Quality

FRANKLIN ELEMENTARY SCHOOL

|                          |                 |                 |                  |
|--------------------------|-----------------|-----------------|------------------|
| Caise, Ursula            | 62 hrs @\$42.08 | 9/21/15-5/26/16 | Est Hrly/\$2,609 |
| Fiske, Nikki             | 31 hrs @\$42.08 | 9/21/15-5/26/16 | Est Hrly/\$1,304 |
| Hakomori, Teri           | 31 hrs @\$42.08 | 9/21/15-5/26/16 | Est Hrly/\$1,304 |
| McCance, Wendi           | 62 hrs @\$42.08 | 9/21/15-5/16/16 | Est Hrly/\$2,609 |
| Mowry, Kristen           | 20 hrs @\$42.08 | 9/21/15-5/16/16 | Est Hrly/\$ 842  |
| TOTAL ESTABLISHED HOURLY |                 |                 | \$7,826          |

Comment: Homework Club  
01-Reimbursed by PTA

|                          |                 |                 |                |
|--------------------------|-----------------|-----------------|----------------|
| Badt, Amy                | 14 hrs @\$42.08 | 8/18/15-5/13/16 | Est Hrly/\$589 |
| Both, Katherine          | 14 hrs @\$42.08 | 8/18/15-5/13/16 | Est Hrly/\$589 |
| Cannell, Steve           | 14 hrs @\$42.08 | 8/18/15-5/13/16 | Est Hrly/\$589 |
| Flynn, Paula             | 14 hrs @\$42.08 | 8/18/15-5/13/16 | Est Hrly/\$589 |
| Gonzalez, Jeffery        | 14 hrs @\$42.08 | 8/18/15-5/13/16 | Est Hrly/\$589 |
| Hakomori, Teri           | 14 hrs @\$42.08 | 8/18/15-5/13/16 | Est Hrly/\$589 |
| Maynard, Amy             | 14 hrs @\$42.08 | 8/18/15-5/13/16 | Est Hrly/\$589 |
| Mowry, Kristen           | 14 hrs @\$42.08 | 8/18/15-5/13/16 | Est Hrly/\$589 |
| Robinson, Elaine         | 14 hrs @\$42.08 | 8/18/15-5/13/16 | Est Hrly/\$589 |
| TOTAL ESTABLISHED HOURLY |                 |                 | \$5,301        |

Comment: Professional Development Site Committee  
01-IASA: Title II Teacher Quality

LINCOLN MIDDLE SCHOOL

|                  |                 |                |                |
|------------------|-----------------|----------------|----------------|
| Preuss, Jennifer | 20 hrs @\$42.08 | 8/16/15-6/9/16 | Est Hrly/\$842 |
| Stauffer, Aimee  | 20 hrs @\$42.08 | 8/16/15-6/9/16 | Est Hrly/\$842 |

|                   |                 |                          |                       |
|-------------------|-----------------|--------------------------|-----------------------|
| Takahashi, Ashley | 20 hrs @\$42.08 | 8/16/15-6/9/16           | <u>Est Hrly/\$842</u> |
|                   |                 | TOTAL ESTABLISHED HOURLY | \$2,526               |

Comment: Counselor Extended Hours  
01-Formula & Old Tier III

|                     |                    |                          |                        |
|---------------------|--------------------|--------------------------|------------------------|
| O'Brien, Marianna   | \$42.08, as needed | 9/14/15-6/9/16           | Est Hrly/\$----        |
| Oseguera, Christian | \$42.08, as needed | 9/14/15-6/9/16           | <u>Est Hrly/\$----</u> |
|                     |                    | TOTAL ESTABLISHED HOURLY | \$----                 |

Comment: After School Library  
01-Reimbursed by PTA

|                      |                |                          |                       |
|----------------------|----------------|--------------------------|-----------------------|
| Andrew, Vy           | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Catanzano, Linda     | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Cooperband, Paula    | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| DeWig, Kevin         | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Diamond, Renee       | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| DiLeo, Greg          | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Ehrke, Shelly        | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Hirt, Mary           | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Hoffman, Beth        | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Hylind, Amy          | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Johnston, Roe        | 1 hr @\$42.08  | 8/11/15-8/17/15          | Est Hrly/\$ 42        |
| Katz, Jessica        | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Levy, Amanda         | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Marcos, Eric         | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| McLaughlin, Gretchen | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Moazzez, Rozita      | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Moe, Eric            | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Moe, Rose            | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Montanez, Joseph     | 9 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$379        |
| O'Brien, Marianna    | 1 hr @\$42.08  | 8/11/15-8/17/15          | Est Hrly/\$ 42        |
| Oseguera, Christian  | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Palumbus, Elizabeth  | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Sherman, Wynn        | 3 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$126        |
| Stauffer, Nathaniel  | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Underwood, Brian     | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Utzinger, Sara       | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Vieira, Ron          | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Wallace, Theresa     | 6 hrs @\$42.08 | 8/11/15-8/17/15          | Est Hrly/\$252        |
| Wilson, Verian       | 6 hrs @\$42.08 | 8/11/15-8/17/15          | <u>Est Hrly/\$252</u> |
|                      |                | TOTAL ESTABLISHED HOURLY | \$6,889               |

Comment: Department Planning  
01-Formula & Old Tier III

MALIBU HIGH SCHOOL

|              |                  |                  |                          |
|--------------|------------------|------------------|--------------------------|
| Larsen, Mark | 184 hrs @\$70.16 | 8/18/15-6/9/16   | <u>Own Hrly/\$12,909</u> |
|              |                  | TOTAL OWN HOURLY | \$12,909                 |

Comment: 6<sup>th</sup> Period Assignment  
01-Unrestricted Resource

MCKINLEY ELEMENTARY SCHOOL

|                    |                |                  |                |
|--------------------|----------------|------------------|----------------|
| Borenstein, Elayne | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Cervantes, Hayde   | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Dempsey, Bridget   | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Galasso, Steve     | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Herman, Melissa    | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Kim, Jeonghyun     | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Marks, Jamie       | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Marshall, Kim      | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |

|                          |                |                  |                |
|--------------------------|----------------|------------------|----------------|
| Portner, Nikole          | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Salameh, Nahla           | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Snow, Elizabeth          | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Talbott, Deborah         | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| Truenfels, Therese       | 4 hrs @\$42.08 | 9/17/15-12/10/15 | Est Hrly/\$168 |
| TOTAL ESTABLISHED HOURLY |                |                  | \$2,184        |

Comment: Professional Development – Collaboration and Planing  
01- IASA: Title I Basic-LW Inc/Neg

|                          |                  |         |               |
|--------------------------|------------------|---------|---------------|
| Borenstein, Elayne       | 0.5 hrs @\$42.08 | 8/19/15 | Est Hrly/\$43 |
| Curry, Edward            | 0.5 hrs @\$42.08 | 8/19/15 | Est Hrly/\$43 |
| Herman, Melissa          | 0.5 hrs @\$42.08 | 8/19/15 | Est Hrly/\$43 |
| Marks, Jamie             | 0.5 hrs @\$42.08 | 8/19/15 | Est Hrly/\$43 |
| Moore, LaShawn           | 0.5 hrs @\$42.08 | 8/19/15 | Est Hrly/\$43 |
| Plasencia, Rachel        | 0.5 hrs @\$42.08 | 8/19/15 | Est Hrly/\$43 |
| TOTAL ESTABLISHED HOURLY |                  |         | \$258         |

Comment: Meet & Greet Kindergarten Meeting  
01- IASA: Title I Basic-LW Inc/Neg

MUIR ELEMENTARY SCHOOL

|                          |                   |                |                |
|--------------------------|-------------------|----------------|----------------|
| Benitez, Lourdes         | 3.0 hrs @\$42.08  | 8/1/15-8/17/15 | Est Hrly/\$126 |
| Brizuela, Jose           | 3.0 hrs @\$42.08  | 8/1/15-8/17/15 | Est Hrly/\$126 |
| Davis, Skye              | 3.5 hrs @\$42.08  | 8/1/15-8/17/15 | Est Hrly/\$147 |
| Griffin, Kimberly        | 6.0 hrs @\$42.08  | 8/1/15-8/17/15 | Est Hrly/\$252 |
| Hamilton, LaDawna        | 12.5 hrs @\$42.08 | 8/1/15-8/17/15 | Est Hrly/\$526 |
| Hodges, Holly            | 6.5 hrs @\$42.08  | 8/1/15-8/17/15 | Est Hrly/\$274 |
| Hyatt, Lova              | 3.0 hrs @\$42.08  | 8/1/15-8/17/15 | Est Hrly/\$126 |
| Prevett, Amy             | 3.0 hrs @\$42.08  | 8/1/15-8/17/15 | Est Hrly/\$126 |
| Ramirez, Joseph          | 3.0 hrs @\$42.08  | 8/1/15-8/17/15 | Est Hrly/\$126 |
| Sheinbaum, Adriana       | 3.0 hrs @\$42.08  | 8/1/15-8/17/15 | Est Hrly/\$126 |
| Trubo, Melissa           | 3.0 hrs @\$42.08  | 8/1/15-8/17/15 | Est Hrly/\$126 |
| TOTAL ESTABLISHED HOURLY |                   |                | \$2,081        |

Comment: Planning Meeting  
01-IASA: Title II Teacher Quality

SANTA MONICA HIGH SCHOOL

|                          |                   |                |                |
|--------------------------|-------------------|----------------|----------------|
| Cruce, Marae             | 3.5 hrs @\$42.08  | 8/4/15-8/17/15 | Est Hrly/\$147 |
| Faas, Kathleen           | 11.0 hrs @\$42.08 | 8/4/15-8/17/15 | Est Hrly/\$462 |
| Kim, Doug                | 3.5 hrs @\$42.08  | 8/4/15-8/17/15 | Est Hrly/\$147 |
| Lipetz, Sarah            | 2.5 hrs @\$42.08  | 8/4/15-8/17/15 | Est Hrly/\$105 |
| Louria, Meredith         | 13.0 hrs @\$42.08 | 8/4/15-8/17/15 | Est Hrly/\$547 |
| Pust, Jennifer           | 3.5 hrs @\$42.08  | 8/4/15-8/17/15 | Est Hrly/\$147 |
| Staroschak, Christina    | 13.0 hrs @\$42.08 | 8/4/15-8/17/15 | Est Hrly/\$547 |
| Tickler, Brian           | 11.0 hrs @\$42.08 | 8/4/15-8/17/15 | Est Hrly/\$463 |
| Wethern, Heather         | 2.5 hrs @\$42.08  | 8/4/15-8/17/15 | Est Hrly/\$105 |
| TOTAL ESTABLISHED HOURLY |                   |                | \$2,670        |

Comment: New Teacher Orientation  
01-VSS: Stretch Grant

|                   |                    |               |                 |
|-------------------|--------------------|---------------|-----------------|
| Battung, Jason    | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Cierra, Jorge     | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Escalera, Daniel  | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Forrer, Brooke    | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Gonsalves, Diane  | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Gonzalez, Henry   | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Grant, Sandy      | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Gutierrez, Laurie | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Hobkirk, Carl     | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Hoffman, Ryan     | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |

|                          |                    |               |                 |
|--------------------------|--------------------|---------------|-----------------|
| Hongo, Yuriko            | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Huls, Jeffe              | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Johnson, Breanna         | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Ledford, Martin          | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Lipetz, Sarah            | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| McElvain, Nora           | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Salumbides, Rose         | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Sass, Amanda             | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Saunders, Shawn          | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Shafiey, Mariam          | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Sigler, Jessica          | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Topp, Courtney           | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Toppel, Diane            | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| Waul, Maria              | \$42.08, as needed | 9/5/15-6/3/16 | Est Hrly/\$---- |
| TOTAL ESTABLISHED HOURLY |                    |               | \$----          |

Comment: Saturday School  
01-Unrestricted Resource

SPECIAL EDUCATION

|                          |                |                 |                |
|--------------------------|----------------|-----------------|----------------|
| Adams-Hoffman, Brittany  | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Badt, Jonathan           | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Blair, Susy              | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Bolden, Devyn            | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Brady, Sarah             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Bridges, Joy             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Bundy, Erika             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Burns, Jennifer          | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Cammarota, Catherine     | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Canon, Nell              | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Catanzano, Linda         | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Center-Brooks, Cheryl    | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Chavez, Craig            | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Cierra, Jorge            | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Cogan, Lisa              | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Collin, Laura            | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Costalupes, Kim          | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Davies, Michael          | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Davis, Skye              | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Deshautelle, Anna        | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Devincentis-Waul, Ermina | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Dewar, Ruth              | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Dewig, Kevin             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Fazio, Christopher       | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Fliegel, Lois            | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Flowers, Mary Lynne      | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Fynn, Willa              | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Garden, Nathaniel        | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Gardner, Jennifer        | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Gonsalves, Diane         | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Gonzalez, Henry          | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Harrington, Caitlin      | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Hylind, Amy              | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Keith, Kelly             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Kilpatrick, Genevieve    | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Kittel, Gina             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Land, Rachel             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Lee, Paige               | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Levy, Amanda             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| McCabe, Nicole           | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| McCollum, Connie         | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |



|                                 |                |                 |                |
|---------------------------------|----------------|-----------------|----------------|
| Mickelopoulos, George           | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Montanez, Joe                   | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Murphy, Anne                    | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Myers, Jared                    | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| O'Meara, Peggy                  | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Oseguera, Christian             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Oyman, Deniz                    | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Palatucci, Heather              | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Parsons, Tyler                  | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Rajabali, Jahan                 | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Regensburg, Lindsey             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Reilly, Maureen                 | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Rosales, April                  | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Rosen, Maureen                  | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Ruetschle, Valita               | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Russell, Arthur                 | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Saenz, Deborah                  | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Salvayn, Elisa                  | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Sankovsky, Whitney              | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Sass, Amanda                    | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Serapiglia, Anne                | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Sherman, Wynn                   | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Sinfield, Paul                  | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Tarbell, Harlan                 | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Thomas, Kate                    | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Tomita, Karen                   | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Topp, Courtney                  | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Toppel, Diane                   | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Westendorf, Jeffery             | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| Whaley, Joseph                  | 3 hrs @\$42.08 | 8/18/15-8/31/15 | Est Hrly/\$126 |
| <b>TOTAL ESTABLISHED HOURLY</b> |                |                 | <b>\$8,946</b> |

Comment: Professional Development  
01-Special Education

### **HOURLY TEACHERS**

#### **ADULT EDUCATION**

|                                 |                  |                |                          |
|---------------------------------|------------------|----------------|--------------------------|
| DeMello, Flavia                 | 419 hrs @\$47.15 | 8/24/15-6/9/16 | <u>Est Hrly/\$19,756</u> |
| <b>TOTAL ESTABLISHED HOURLY</b> |                  |                | <b>\$19,756</b>          |

Comment: ESL Classes  
11-231: ABE/ESL/ESL Ctn, VESL/VABE -86%  
11-PL105-22 Engl Literacy/Civics - 14%  
[number of hours revised from 9/2/15 Board Agenda]

|                                 |                 |                |                         |
|---------------------------------|-----------------|----------------|-------------------------|
| Hernandez, Patricia             | 67 hrs @\$47.15 | 12/5/15-6/9/16 | <u>Est Hrly/\$3,159</u> |
| <b>TOTAL ESTABLISHED HOURLY</b> |                 |                | <b>\$3,159</b>          |

Comment: ESL/Citizenship Instruction  
11-Unrestricted Resource

|                                 |                    |               |                        |
|---------------------------------|--------------------|---------------|------------------------|
| Gridley, Steven                 | \$47.15, as needed | 9/1/15-6/9/16 | <u>Est Hrly/\$----</u> |
| <b>TOTAL ESTABLISHED HOURLY</b> |                    |               | <b>\$----</b>          |

Comment: Substitute Adult Education Instructor  
11-Unrestricted Resource

**TOTAL ESTABLISHED HOURLY, AND OWN HOURLY = \$ 151,636**

**NEW HIRES**

**SUBSTITUTE TEACHERS**

Effective

**LONG-TERM SUBSTITUTES**

(@\$219.00 Daily Rate)

Blitz, Jane 9/21/15

**REGULAR DAY-TO-DAY SUBSTITUTES**

(@\$144.00 Daily Rate)

Blitz, Jane 9/16/15

Howard, Kimberly 9/17/15

Walling, Cheryl 9/16/15

**CHANGE IN ASSIGNMENT**

Effective

Harris, Mark

8/18/15

Olympic HS/Music

From: 40%

To: 60%

Tran, Anh 8/20/15

Olympic HS/Art

From: 60%

To: 80%

**LEAVE OF ABSENCE (with pay)**

Name/Location

Effective

Flowers, Mary Lynne 9/17/15-11/17/15  
Malibu HS [FMLA/CFRA]

Hartson, Elizabeth 9/21/15-11/6/15  
Lincoln MS [Maternity/FMLA]

Naranjo, Rocio 9/8/15-10/20/15  
Edison Elementary [Medical Maternity/FMLA]

Papale, Jacqueline 8/24/15-10/1/15  
Rogers Elementary [Medical/FMLA/CFRA]

Tickler, Brian 9/3/15-9/22/15  
Santa Monica HS [FMLA/CFRA]

**LEAVE OF ABSENCE (without pay)**

Name/Location

Effective

Hartson, Elizabeth 11/9/15-12/18/15  
Lincoln MS [CFRA]

Naranjo, Rocio 10/21/15-11/27/15  
Edison Elementary [CFRA]

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

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

RE: CLASSIFIED PERSONNEL – MERIT

RECOMMENDATION NO. A.14

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

**NEW HIRES**

|                                |  | <b><u>EFFECTIVE DATE</u></b> |
|--------------------------------|--|------------------------------|
| Arroyo, Alexandra<br>SMASH     | Inst Assistant - Classroom<br>5 Hrs/SY/Range: 18 Step: B | 9/1/15                       |
| Azzariti, Annie<br>McKinley ES | Inst Assistant - Classroom<br>2 Hrs/SY/Range: 18 Step: B | 9/1/15                       |
| Reyes, Marilu<br>Rogers ES     | Inst Assistant - Classroom<br>3 Hrs/SY/Range: 18 Step: B | 9/1/15                       |

**RE-EMPLOYMENT**

|  |  | <b><u>EFFECTIVE DATE</u></b> |
|--|--|------------------------------|
| Yashar, Yazita<br>Special Ed-Cabrillo ES | Paraeducator 1<br>6 Hrs/SY/Range: 20 Step: F | 8/19/15                      |

**SUMMER ASSIGNMENTS**

|  |  | <b><u>EFFECTIVE DATE</u></b> |
|--|--|------------------------------|
| Hunter, Katherine<br>Special Education | Occupational Therapist<br>Not to exceed: 4 Hrs | 7/22/15                      |
| Striff, Jill<br>Special Education      | Occupational Therapist<br>Not to exceed: 4 Hrs | 7/22/15                      |

**TEMP/ADDITIONAL ASSIGNMENTS**

|                                  |   | <b><u>EFFECTIVE DATE</u></b> |
|----------------------------------|---|------------------------------|
| Acevedo, Roger<br>Facility Use   | Gardener<br>[additional hours; Facility Use events] | 7/1/15-6/30/16               |
| Acevedo, Roger<br>Facility Use   | Gardener<br>[overtime; Facility Use events]         | 7/1/15-6/30/16               |
| Adams, Toni<br>Operations        | Custodian<br>[additional hours; custodial support]  | 7/1/15-6/30/16               |
| Adams, Toni<br>Operations        | Custodian<br>[overtime; custodial support]          | 7/1/15-6/30/16               |
| Adeyemi, Latrina<br>Facility Use | Custodian<br>[overtime; Facility Use events]        | 7/1/15-6/30/16               |
| Alonzo, Sergio<br>Facility Use   | Gardener<br>[additional hours; Facility Use events] | 7/1/15-6/30/16               |
| Alonzo, Sergio<br>Facility Use   | Gardener<br>[overtime; Facility Use events]         | 7/1/15-6/30/16               |
| Alvarez, Jose<br>Facility Use    | Gardener<br>[overtime; Facility Use events]         | 7/1/15-6/30/16               |

|                                    |  |                |
|------------------------------------|--|----------------|
| Ausman, Devon<br>Facility Use      | Technical Theater Technician<br>[overtime; Facility Use events]          | 7/1/15-6/30/16 |
| Avina, Fernando<br>Operations      | Sprinkler Repair Technician<br>[overtime; grounds support]               | 7/1/15-6/30/16 |
| Bautista, Julienne<br>Facility Use | Sports Facility Attendant<br>[additional hours; Facility Use events]     | 7/1/15-6/30/16 |
| Bautista, Julienne<br>Facility Use | Sports Facility Attendant<br>[overtime; Facility Use events]             | 7/1/15-6/30/16 |
| Berry, Andrew<br>Facility Use      | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Bolan, Anette<br>Facility Use      | Administrative Assistant<br>[overtime; Facility Use events]              | 7/1/15-6/30/16 |
| Bolan, Anette<br>Facility Use      | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16 |
| Bonilla, Leroy<br>Operations       | Custodian<br>[additional hours; custodial support]                       | 7/1/15-6/30/16 |
| Bonilla, Leroy<br>Operations       | Custodian<br>[overtime; custodial support]                               | 7/1/15-6/30/16 |
| Brown, Edward<br>Facility Use      | Campus Security Officer<br>[additional hours; Facility Use events]       | 7/1/15-6/30/16 |
| Brown, Edward<br>Facility Use      | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16 |
| Burdick, Barton<br>Facility Use    | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16 |
| Burleigh, David<br>Facility Use    | Campus Security Officer<br>[additional hours; Facility Use events]       | 7/1/15-6/30/16 |
| Burleigh, David<br>Facility Use    | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16 |
| Burrell, Catherine<br>Facility Use | Swimming Instructor-Lifeguard<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Burrell, Catherine<br>Facility Use | Swimming Instructor-Lifeguard<br>[overtime; Facility Use events]         | 7/1/15-6/30/16 |
| Burris, Sarah<br>Facility Use      | Swimming Instructor-Lifeguard<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Burris, Sarah<br>Facility Use      | Swimming Instructor-Lifeguard<br>[overtime; Facility Use events]         | 7/1/15-6/30/16 |
| Cage, Ramondo<br>Facility Use      | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Cage, Ramondo<br>Operations        | Custodian<br>[overtime; custodial support]                               | 7/1/15-6/30/16 |

|                                   |  |                 |
|-----------------------------------|--|-----------------|
| Cage, Ramondo<br>Santa Monica HS  | Custodian<br>[overtime; custodial support]                               | 8/24/15-6/30/16 |
| Calderon, Bianca<br>Facility Use  | Swimming Instructor-Lifeguard<br>[additional hours; Facility Use events] | 7/1/15-6/30/16  |
| Capra, Lucas<br>Facility Use      | Technical Theater Technician<br>[additional hours; Facility Use events]  | 7/1/15-6/30/16  |
| Carter, Amber<br>Facility Use     | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16  |
| Ceccarelli, Alan<br>Facility Use  | Technical Theater Coordinator<br>[overtime; Facility Use events]         | 7/1/15-6/30/16  |
| Cervantes, Tracy<br>Facility Use  | Swimming Instructor-Lifeguard<br>[additional hours; Facility Use events] | 7/1/15-6/30/16  |
| Cervantes, Tracy<br>Facility Use  | Swimming Instructor-Lifeguard<br>[overtime; Facility Use events]         | 7/1/15-6/30/16  |
| Cobbs, Rufus<br>Operations        | Custodian<br>[additional hours; custodial support]                       | 7/1/15-6/30/16  |
| Cobbs, Rufus<br>Operations        | Custodian<br>[overtime; custodial support]                               | 7/1/15-6/30/16  |
| Coleman, Brandon<br>Facility Use  | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16  |
| Coleman, Deval<br>Facility Use    | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16  |
| Cooper, Raymond<br>Facility Use   | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16  |
| Cornejo, Natalie<br>Facility Use  | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16  |
| Curtis, Kathleen<br>Facility Use  | Campus Security Officer<br>[additional hours; Facility Use events]       | 7/1/15-6/30/16  |
| Curtis, Kathleen<br>Facility Use  | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16  |
| Davis, Anthony<br>Operations      | Custodian<br>[additional hours; custodial support]                       | 7/1/15-6/30/16  |
| Davis, Anthony<br>Operations      | Custodian<br>[overtime; custodial support]                               | 7/1/15-6/30/16  |
| Day, Wayne<br>Facility Use        | Lead Custodian<br>[overtime; Facility Use events]                        | 7/1/15-6/30/16  |
| De la Rosa, Johanna<br>Lincoln MS | Bilingual Community Liaison<br>[overtime; parent survey translation]     | 8/26/15-8/28/15 |
| Deanda, Richard<br>Facility Use   | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16  |

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| Delgadillo, Christina<br>Roosevelt ES            | Senior Office Specialist<br>[additional hours; clerical support]         | 8/13/15-6/5/16 |
| Dilworth, Shunise<br>Food and Nutrition Services | Cafeteria Worker I<br>[additional hours; cafeteria support]              | 8/19/15-6/9/16 |
| Dominguez, Cheny<br>Facility Use                 | Swimming Instructor-Lifeguard<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Dominguez, Cheny<br>Facility Use                 | Swimming Instructor-Lifeguard<br>[overtime; Facility Use events]         | 7/1/15-6/30/16 |
| Etchison, Chauncey<br>Facility Use               | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Flores, Maria<br>Roosevelt ES                    | Senior Office Specialist<br>[overtime; clerical support]                 | 8/13/15-6/5/16 |
| Frazier, Ashley<br>Operations                    | Custodian<br>[additional hours; custodial support]                       | 7/1/15-6/30/16 |
| Frazier, Ashley<br>Operations                    | Custodian<br>[overtime; custodial support]                               | 7/1/15-6/30/16 |
| Frias, Angel<br>Facility Use                     | Gardener<br>[additional hours; Facility Use events]                      | 7/1/15-6/30/16 |
| Frias, Angel<br>Facility Use                     | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16 |
| Fuentes, Mario<br>Facility Use                   | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16 |
| Fuentes, Mario<br>Operations                     | Gardener<br>[additional hours; grounds support]                          | 7/1/15-6/30/16 |
| Fuller, Charesse<br>Operations                   | Custodian<br>[overtime; custodial support]                               | 7/1/15-6/30/16 |
| Fuller, Charesse<br>Lincoln MS                   | Custodian<br>[overtime; custodial support]                               | 9/1/15-6/30/16 |
| Gaylor, Amanda<br>Fiscal Services                | Office Specialist<br>[additional hours; clerical support]                | 9/8/15-6/30/16 |
| Godinez, Octavio<br>Facility Use                 | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16 |
| Goldberg, Hayden<br>Facility Use                 | Swimming Instructor-Lifeguard<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Gomez, Jack<br>Operations                        | Custodian<br>[additional hours; custodial support]                       | 7/1/15-6/30/16 |
| Gonzalez, Arturo<br>Facility Use                 | Gardener<br>[additional hours; Facility Use events]                      | 7/1/15-6/30/16 |
| Gonzalez, Arturo<br>Facility Use                 | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16 |

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| Gonzalez, Hector<br>Operations                  | Sprinkler Repair Technician<br>[overtime; grounds support]         | 7/1/15-6/30/16 |
| Gonzalez, Jose<br>Facility Use                  | Campus Security Officer<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Gonzalez, Jose<br>Facility Use                  | Campus Security Officer<br>[overtime; Facility Use events]         | 7/1/15-6/30/16 |
| Gonzalez, Jose<br>Operations                    | Custodian<br>[additional hours; custodial support]                 | 7/1/15-6/30/16 |
| Gonzalez, Jose<br>Operations                    | Custodian<br>[overtime; custodial support]                         | 7/1/15-6/30/16 |
| Gonzalez, Martha<br>Food and Nutrition Services | Cafeteria Worker I<br>[additional hours; cafeteria support]        | 8/19/15-6/9/16 |
| Gonzalez, Xavier<br>Operations                  | Custodian<br>[additional hours; custodial support]                 | 7/1/15-6/30/16 |
| Gonzalez, Xavier<br>Operations                  | Custodian<br>[overtime; custodial support]                         | 7/1/15-6/30/16 |
| Green, Doshawn<br>Facility Use                  | Custodian<br>[overtime; Facility Use events]                       | 7/1/15-6/30/16 |
| Greene, Milton<br>Facility Use                  | Campus Security Officer<br>[overtime; Facility Use events]         | 7/1/15-6/30/16 |
| Guardado, Francisco<br>Facility Use             | Custodian<br>[overtime; Facility Use events]                       | 7/1/15-6/30/16 |
| Guardado, Francisco<br>Facility Use             | Gardener<br>[additional hours; Facility Use events]                | 7/1/15-6/30/16 |
| Guardado, Francisco<br>Facility Use             | Gardener<br>[overtime; Facility Use events]                        | 7/1/15-6/30/16 |
| Haro, Frank<br>Facility Use                     | Custodian<br>[overtime; Facility Use events]                       | 7/1/15-6/30/16 |
| Harris, Eddie<br>Facility Use                   | Custodian<br>[overtime; Facility Use events]                       | 7/1/15-6/30/16 |
| Harris, Richard<br>Facility Use                 | Campus Security Officer<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Harris, Richard<br>Facility Use                 | Campus Security Officer<br>[overtime; Facility Use events]         | 7/1/15-6/30/16 |
| Hart, Walter<br>Facility Use                    | Custodian<br>[overtime; Facility Use events]                       | 7/1/15-6/30/16 |
| Haywood, Chanel<br>Facility Use                 | Custodian<br>[overtime; Facility Use events]                       | 7/1/15-6/30/16 |
| Heiderman, Daniel<br>Facility Use               | Utility Worker<br>[overtime; Facility Use events]                  | 7/1/15-6/30/16 |

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| Hernandez, Johnny<br>Facility Use                | Technical Theater Technician<br>[additional hours; Facility Use events]  | 7/1/15-6/30/16 |
| Hernandez, Yolanda<br>Health Services-Webster ES | Health Office Specialist<br>[additional hours; health office support]    | 8/20/15-6/9/16 |
| Honore, Crystal<br>Facility Use                  | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16 |
| Hughes, Michael<br>Facility Use                  | Campus Security Officer<br>[additional hours; Facility Use events]       | 7/1/15-6/30/16 |
| Hughes, Michael<br>Facility Use                  | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16 |
| Isaac, Arthur<br>Facility Use                    | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Jackson, Michael<br>Facility Use                 | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16 |
| Jala, Ariel<br>Facility Use                      | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Jimenez, Paul<br>Facility Use                    | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16 |
| Johnson, Joel<br>Facility Use                    | Technical Theater Technician<br>[overtime; Facility Use events]          | 7/1/15-6/30/16 |
| Jones, Bronden<br>Facility Use                   | Gardener<br>[additional hours; Facility Use events]                      | 7/1/15-6/30/16 |
| Jones, Bronden<br>Facility Use                   | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16 |
| Jones, Chancy<br>Facility Use                    | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16 |
| Jones, Mashawnda<br>Health Services-McKinley ES  | Health Office Specialist<br>[additional hours; health office support]    | 8/20/15-9/2/15 |
| Joseph, Stephen<br>Facility Use                  | Campus Security Officer<br>[additional hours; Facility Use events]       | 7/1/15-6/30/16 |
| Joseph, Stephen<br>Facility Use                  | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16 |
| Klee, Hilary<br>Lincoln MS                       | Instructional Assistant – Music<br>[additional hours; orchestra support] | 8/20/15-6/9/16 |
| Klenk, Heather<br>Lincoln MS                     | Instructional Assistant – Music<br>[additional hours; band support]      | 8/20/15-6/9/16 |
| Lampley, Keyona<br>Facility Use                  | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Lew, Shawn<br>Facility Use                       | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |



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| Lindsey, Gary<br>Operations        | Custodian<br>[additional hours; custodial support]                       | 7/1/15-6/30/16  |
| Lindsey, Gary<br>Operations        | Custodian<br>[overtime; custodial support]                               | 7/1/15-6/30/16  |
| Longstreet, Willie<br>Facility Use | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16  |
| Lopez, Manuel<br>Facility Use      | Campus Security Officer<br>[additional hours; Facility Use events]       | 7/1/15-6/30/16  |
| Lopez, Manuel<br>Facility Use      | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16  |
| Lopez, Manuel<br>Facility Use      | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16  |
| Lyons, Robert<br>Facility Use      | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16  |
| Mamon, Stephaniee<br>Facility Use  | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16  |
| Mangum, Don<br>Facility Use        | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16  |
| Martin, Charles<br>Facility Use    | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16  |
| Martinez, Angelina<br>Facility Use | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16  |
| Martinez, Santiago<br>Facility Use | Technology Support Assistant<br>[overtime; Facility Use events]          | 7/1/15-6/30/16  |
| McKeever, Devon<br>Facility Use    | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16  |
| McKinley, Tyrone<br>Facility Use   | Swimming Instructor-Lifeguard<br>[additional hours; Facility Use events] | 7/1/15-6/30/16  |
| McKinley, Tyrone<br>Facility Use   | Swimming Instructor-Lifeguard<br>[overtime; Facility Use events]         | 7/1/15-6/30/16  |
| Miller, Maurice<br>Facility Use    | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16  |
| Miller, Maurice<br>Operations      | Custodian<br>[overtime; custodial support]                               | 7/1/15-6/30/16  |
| Miller, Maurice<br>Santa Monica HS | Custodian<br>[overtime; custodial support]                               | 8/24/15-6/30/16 |
| Miller, Melvyn<br>Facility Use     | Campus Security Officer<br>[additional hours; Facility Use events]       | 7/1/15-6/30/16  |
| Miller, Melvyn<br>Facility Use     | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16  |

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| Montes, Julio<br>Facility Use                  | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Mora, Vicente<br>Facility Use                  | Gardener<br>[additional hours; Facility Use events]                      | 7/1/15-6/30/16 |
| Mora, Vicente<br>Facility Use                  | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16 |
| Morales, Steve<br>Operations                   | Custodian<br>[additional hours; custodial support]                       | 7/1/15-6/30/16 |
| Morales, Steve<br>Operations                   | Custodian<br>[overtime; custodial support]                               | 7/1/15-6/30/16 |
| Morrison, Robert<br>Facility Use               | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Murray, April<br>Facility Use                  | Swimming Instructor-Lifeguard<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Nixon, Robert<br>Facility Use                  | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Noh, Josephine<br>Facility Use                 | Swimming Instructor-Lifeguard<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Nunez, Sherry<br>Facility Use                  | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16 |
| Orozco, Abel<br>Facility Use                   | Gardener<br>[overtime; Facility Use events]                              | 7/1/15-6/30/16 |
| Orozco, Cecilia<br>Food and Nutrition Services | Cafeteria Worker I<br>[additional hours; cafeteria support]              | 8/19/15-6/9/16 |
| Orozco, Eugene<br>Facility Use                 | Custodian<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Ortiz, Alma<br>Food and Nutrition Services     | Cafeteria Worker I<br>[additional hours; cafeteria support]              | 8/19/15-6/9/16 |
| Part, Brian<br>Facility Use                    | Sports Facility Coordinator<br>[overtime; Facility Use events]           | 7/1/15-6/30/16 |
| Patterson, Pete<br>Facility Use                | Technology Support Assistant<br>[overtime; Facility Use events]          | 7/1/15-6/30/16 |
| Perchlak, James<br>Facility Use                | Campus Security Officer<br>[additional hours; Facility Use events]       | 7/1/15-6/30/16 |
| Perchlak, James<br>Facility Use                | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16 |
| Plascencia, Henry<br>Facility Use              | Campus Security Officer<br>[overtime; Facility Use events]               | 7/1/15-6/30/16 |
| Plascencia, Henry<br>Facility Use              | Lead Custodian<br>[overtime; Facility Use events]                        | 7/1/15-6/30/16 |

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| Preciado, Daniel<br>Facility Use          | Campus Security Officer<br>[additional hours; Facility Use events]      | 7/1/15-6/30/16 |
| Preciado, Daniel<br>Facility Use          | Campus Security Officer<br>[overtime; Facility Use events]              | 7/1/15-6/30/16 |
| Quintana, Anthony<br>Facility Use         | Custodian<br>[overtime; Facility Use events]                            | 7/1/15-6/30/16 |
| Quintero Alvarado, Hector<br>Facility Use | Technical Theater Technician<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Rangel Ramirez, Eduardo<br>Facility Use   | Gardener<br>[additional hours; Facility Use events]                     | 7/1/15-6/30/16 |
| Rangel Ramirez, Eduardo<br>Facility Use   | Gardener<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Rascon, Jesse<br>Facility Use             | Custodian<br>[overtime; Facility Use events]                            | 7/1/15-6/30/16 |
| Reyes, Marybel<br>Facility Use            | Campus Security Officer<br>[additional hours; Facility Use events]      | 7/1/15-6/30/16 |
| Reyes, Marybel<br>Facility Use            | Campus Security Officer<br>[overtime; Facility Use events]              | 7/1/15-6/30/16 |
| Reynoso, Ivan<br>Facility Use             | Custodian<br>[overtime; Facility Use events]                            | 7/1/15-6/30/16 |
| Rodriguez, Sergio<br>Facility Use         | Custodian<br>[overtime; Facility Use events]                            | 7/1/15-6/30/16 |
| Rugamas Castro, Angel<br>Facility Use     | Gardener<br>[additional hours; Facility Use events]                     | 7/1/15-6/30/16 |
| Rugamas Castro, Angel<br>Facility Use     | Gardener<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Sargent, Darren<br>Facility Use           | Campus Security Officer<br>[additional hours; Facility Use events]      | 7/1/15-6/30/16 |
| Sargent, Darren<br>Facility Use           | Campus Security Officer<br>[overtime; Facility Use events]              | 7/1/15-6/30/16 |
| Schenker, Allison<br>Facility Use         | Technical Theater Technician<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Sebastiani, Guido<br>Facility Use         | Gardener<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Sebastiani Pozu, Juan<br>Facility Use     | Gardener<br>[overtime; Facility Use events]                             | 7/1/15-6/30/16 |
| Selva, Marco<br>Facility Use              | Technical Theater Technician<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Sheppard, Billy<br>Facility Use           | Sports Facility Attendant<br>[additional hours; Facility Use events]    | 7/1/15-6/30/16 |

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| Sheppard, Billy<br>Facility Use    | Sports Facility Attendant<br>[overtime; Facility Use events]       | 7/1/15-6/30/16  |
| Sinai, Farimah<br>Facility Use     | Accounting Assistant II<br>[overtime; Facility Use events]         | 7/1/15-6/30/16  |
| Smith, Christopher<br>Facility Use | Custodian<br>[overtime; Facility Use events]                       | 7/1/15-6/30/16  |
| Smith, Dunell<br>Facility Use      | Campus Security Officer<br>[overtime; Facility Use events]         | 7/1/15-6/30/16  |
| Smith, Terry<br>Facility Use       | Custodian<br>[overtime; Facility Use events]                       | 7/1/15-6/30/16  |
| Solis, Robert<br>Facility Use      | Custodian<br>[overtime; Facility Use events]                       | 7/1/15-6/30/16  |
| Soto, Sara<br>Facility Use         | Gardener<br>[overtime; Facility Use events]                        | 7/1/15-6/30/16  |
| Suaste, Eduardo<br>Facility Use    | Lead Custodian<br>[overtime; Facility Use events]                  | 7/1/15-6/30/16  |
| Tangum, Cathy<br>Facility Use      | Campus Security Officer<br>[overtime; Facility Use events]         | 7/1/15-6/30/16  |
| Tapia, Giovanni<br>Facility Use    | Campus Security Officer<br>[additional hours; Facility Use events] | 7/1/15-6/30/16  |
| Tapia, Giovanni<br>Facility Use    | Campus Security Officer<br>[overtime; Facility Use events]         | 7/1/15-6/30/16  |
| Tate, Jarell<br>Operations         | Custodian<br>[additional hours; custodial support]                 | 7/1/15-6/30/16  |
| Tate, Jarell<br>Operations         | Custodian<br>[overtime; custodial support]                         | 7/1/15-6/30/16  |
| Tate, Wiley<br>Facility Use        | Custodian<br>[overtime; Facility Use events]                       | 7/1/15-6/30/16  |
| Tate, Wiley<br>Operations          | Custodian<br>[overtime; custodial support]                         | 7/1/15-6/30/16  |
| Tate, Wiley<br>Malibu HS           | Custodian<br>[overtime; custodial support]                         | 8/24/15-6/30/16 |
| Taylor, Inelle<br>Facility Use     | Campus Security Officer<br>[additional hours; Facility Use events] | 7/1/15-6/30/16  |
| Taylor, Inelle<br>Facility Use     | Campus Security Officer<br>[overtime; Facility Use events]         | 7/1/15-6/30/16  |
| Tjaden, Jeremy<br>Facility Use     | Gardener<br>[additional hours; Facility Use events]                | 7/1/15-6/30/16  |
| Tjaden, Jeremy<br>Facility Use     | Gardener<br>[overtime; Facility Use events]                        | 7/1/15-6/30/16  |

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| Torres, Jose<br>Facility Use       | Utility Worker<br>[overtime; Facility Use events]                    | 7/1/15-6/30/16 |
| Vasquez, Graciela<br>Facility Use  | Campus Security Officer<br>[overtime; Facility Use events]           | 7/1/15-6/30/16 |
| Venable, Mark<br>Rogers ES         | Custodian<br>[overtime; Facility Use events]                         | 8/19/15        |
| Venable, Shelton<br>Facility Use   | Custodian<br>[overtime; Facility Use events]                         | 7/1/15-6/30/16 |
| Venable, Terance<br>Facility Use   | Custodian<br>[overtime; Facility Use events]                         | 7/1/15-6/30/16 |
| Viesca, Joseph<br>Operations       | Custodian<br>[additional hours; custodial support]                   | 7/1/15-6/30/16 |
| Viesca, Joseph<br>Operations       | Custodian<br>[overtime; custodial support]                           | 7/1/15-6/30/16 |
| Villasenor, Luis<br>Facility Use   | Custodian<br>[overtime; Facility Use events]                         | 7/1/15-6/30/16 |
| Wakefield, Donita<br>Facility Use  | Campus Security Officer<br>[additional hours; Facility Use events]   | 7/1/15-6/30/16 |
| Wakefield, Donita<br>Facility Use  | Campus Security Officer<br>[overtime; Facility Use events]           | 7/1/15-6/30/16 |
| Walton, James<br>Facility Use      | Sports Facility Attendant<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Walton, James<br>Facility Use      | Sports Facility Attendant<br>[overtime; Facility Use events]         | 7/1/15-6/30/16 |
| Washington, Chanee<br>Facility Use | Campus Security Officer<br>[overtime; Facility Use events]           | 7/1/15-6/30/16 |
| Webber, Walter<br>Facility Use     | Sports Facility Attendant<br>[additional hours; Facility Use events] | 7/1/15-6/30/16 |
| Webber, Walter<br>Facility Use     | Sports Facility Attendant<br>[overtime; Facility Use events]         | 7/1/15-6/30/16 |
| White, Robert<br>Facility Use      | Sports Facility Attendant<br>[overtime; Facility Use events]         | 7/1/15-6/30/16 |
| Wilson, Stanley<br>Facility Use    | Campus Security Officer<br>[overtime; Facility Use events]           | 7/1/15-6/30/16 |
| Wilson, Terry<br>Facility Use      | Campus Security Officer<br>[additional hours; Facility Use events]   | 7/1/15-6/30/16 |
| Wilson, Terry<br>Facility Use      | Campus Security Officer<br>[overtime; Facility Use events]           | 7/1/15-6/30/16 |
| Wishart, William<br>Facility Use   | Media Services Coordinator<br>[overtime; Facility Use events]        | 7/1/15-6/30/16 |

| <b><u>SUBSTITUTES</u></b>                    |                                     | <b><u>EFFECTIVE DATE</u></b> |
|--|-------------------------------------|------------------------------|
| Alvarez, Amanda<br>Special Education         | Paraeducator 1                      | 8/20/15-6/9/16               |
| Arreda, Kenia<br>Food and Nutrition Services | Cafeteria Worker I                  | 8/20/15-6/9/16               |
| Atashbar, Molouk<br>Special Education        | Paraeducator 1                      | 8/20/15-6/9/16               |
| Boradeh, Fattaneh<br>Special Education       | Paraeducator 1                      | 8/20/15-6/9/16               |
| Chang, Soyun<br>Special Education            | Paraeducator 1                      | 8/20/15-6/9/16               |
| Coleman, Daniel<br>Webster ES                | Instructional Assistant - Classroom | 8/20/15-6/9/16               |
| Colula, Moncada<br>Special Education         | Paraeducator 3                      | 8/20/15-6/9/16               |
| Cruz, Stephen<br>Special Education           | Paraeducator 1                      | 8/20/15-6/9/16               |
| Escobar, Evanny<br>Special Education         | Paraeducator 1                      | 8/20/15-6/9/16               |
| Gardner, Rodney<br>Special Education         | Paraeducator 1                      | 8/20/15-6/9/16               |
| Gomes, Qiseana<br>Special Education          | Paraeducator 2                      | 8/20/15-6/9/16               |
| Gonzales, Rosalinda<br>Special Education     | Paraeducator 1                      | 8/20/15-6/9/16               |
| Gonzalez, Diane<br>Special Education         | Paraeducator 1                      | 8/20/15-6/9/16               |
| Gonzalez, Diane<br>Special Education         | Paraeducator 2                      | 8/20/15-6/9/16               |
| Gorte, Lazaro<br>Special Education           | Paraeducator 1                      | 8/20/15-6/9/16               |
| Guzman, Yelena<br>Special Education          | Paraeducator 1                      | 8/20/15-6/9/16               |
| Hansberry, Felicia<br>Special Education      | Paraeducator 1                      | 8/20/15-6/9/16               |
| Hong, Grace<br>McKinley ES                   | Instructional Assistant - Classroom | 8/26/15-6/9/16               |
| Hutchinson, Joan<br>Special Education        | Paraeducator 1                      | 8/20/15-6/9/16               |
| Klinger, Evan<br>Special Education           | Paraeducator 1                      | 8/20/15-6/9/16               |

|  |                                     |                |
|--|-------------------------------------|----------------|
| Navarrete, Tonantzin<br>Special Education  | Paraeducator 1                      | 8/20/15-6/9/16 |
| Pineda, Balbuena<br>Special Education      | Paraeducator 1                      | 8/20/15-6/9/16 |
| Pineda, Balbuena<br>Special Education      | Paraeducator 2                      | 8/20/15-6/9/16 |
| Rabbani, Susan<br>Special Education        | Paraeducator 1                      | 8/20/15-6/9/16 |
| Sadjadpour, Sarah<br>Special Education     | Paraeducator 1                      | 8/20/15-6/9/16 |
| Shamsian, Dalia<br>Special Education       | Paraeducator 1                      | 8/20/15-6/9/16 |
| Simonian, Patricia<br>Special Education    | Paraeducator 1                      | 8/20/15-6/9/16 |
| Stephens, Joe<br>Special Education         | Paraeducator 1                      | 8/20/15-6/9/16 |
| Vandermeijden, Marike<br>Special Education | Paraeducator 1                      | 8/20/15-6/9/16 |
| Vandermeijden, Marike<br>Special Education | Paraeducator 2                      | 8/20/15-6/9/16 |
| Ward, Allison<br>Special Education         | Paraeducator 1                      | 8/20/15-6/9/16 |
| Williams, Sherrevia<br>McKinley ES         | Instructional Assistant - Classroom | 8/26/15-6/9/16 |
| Zavala, Kristen<br>Special Education       | Paraeducator 1                      | 8/20/15-6/9/16 |

**CHANGE IN ASSIGNMENT**

**EFFECTIVE DATE**

|   |  |         |
|---|--|---------|
| Berman, Terri<br>Franklin ES                  | Instructional Assistant - Classroom<br>3.75 Hrs/SY<br>From: 3 Hrs/SY/Franklin ES | 9/2/15  |
| Butler, Tamara<br>Special Ed-Muir ES          | Paraeducator 3<br>4 Hrs/SY<br>From: 3.5 Hrs/SY/Special Ed-Muir ES                | 8/19/15 |
| Fuller, Charesse<br>Operations                | Custodian<br>8 Hrs/12 Mo<br>From: 5 Hrs/12 Mo/Operations                         | 9/1/15  |
| Gauntt, Deborah<br>Transportation             | Bus Driver<br>8 Hrs/10 Mo<br>From: 7.75 Hrs/10 Mo/Transportation                 | 8/31/15 |
| Gonzalez, April<br>Special Ed-Santa Monica HS | Paraeducator 1<br>6.26 Hrs/SY<br>From: 6 Hrs/SY/Special Ed-Santa Monica HS       | 8/19/15 |

|   |   |         |
|---|---|---------|
| Hernandez, Steven<br>Special Ed-Santa Monica HS | Paraeducator 1<br>6.33 Hrs/SY<br>From: 6.2 Hrs/SY/Special Ed-Santa Monica HS  | 8/19/15 |
| Johnson, Keri<br>Special Ed-Santa Monica HS     | Paraeducator 3<br>6.4 Hrs/SY<br>From: 6.2 Hrs/SY/Special Ed-Santa Monica HS   | 8/19/15 |
| Payton, Tawny<br>Special Ed-Santa Monica HS     | Paraeducator 3<br>6.33 Hrs/SY<br>From: 6.2 Hrs/SY/Special Ed-Santa Monica HS  | 8/19/15 |
| Reid, Shuntoria<br>Special Ed-Santa Monica HS   | Paraeducator 3<br>6.33 Hrs/SY<br>From: 6.2 Hrs/SY/Special Ed-Santa Monica HS  | 8/19/15 |
| Stucchi, Juanita<br>Edison ES                   | Instructional Assistant - Bilingual<br>3.5 Hrs/SY<br>From: 3 Hrs/SY/Edison ES | 8/19/15 |
| Wade, Byron<br>Special Ed-Santa Monica HS       | Paraeducator 3<br>6.33 Hrs/SY<br>From: 6.2 Hrs/SY/Special Ed-Santa Monica HS  | 8/19/15 |

**INVOLUNTARY TRANSFER**

**EFFECTIVE DATE**

|  |   |         |
|--|---|---------|
| Capitano, Carol<br>Special Ed-Lincoln CDS      | Paraeducator 1<br>6 Hrs/SY<br>From: 6 Hrs/SY/Special Education-Floater    | 8/19/15 |
| Dixon, Crystal<br>Special Ed-Adams MS          | Paraeducator 1<br>6 Hrs/SY<br>From: 6 Hrs/SY/Special Ed-Grant ES          | 8/19/15 |
| Gonzalez, Monica<br>Special Ed-Santa Monica HS | Paraeducator 3<br>7.2 Hrs/SY<br>From: 7.2 Hrs/SY/Special Ed-Lincoln MS    | 8/19/15 |
| Griego, Nicholas<br>Special Ed-McKinley ES     | Paraeducator 3<br>6 Hrs/SY<br>From: 6 Hrs/SY/Special Ed-Franklin ES       | 8/19/15 |
| Hills, Kevin<br>Special Ed-Lincoln MS          | Paraeducator 1<br>6 Hrs/SY<br>From: 6 Hrs/SY/Special Ed-SMASH             | 8/19/15 |
| Howard, Leslie<br>Special Ed-Rogers ES         | Paraeducator 1<br>6 Hrs/SY<br>From: 6 Hrs/SY/Special Ed-Webster ES        | 8/19/15 |
| Licassi, Juliana<br>Special Ed-Pine Street     | Paraeducator 1<br>5.75 Hrs/SY<br>From: 5.75 Hrs/SY/Special Ed-Lincoln CDS | 8/19/15 |
| Mena, Mariam<br>Special Ed-SMASH               | Paraeducator 1<br>6 Hrs/SY<br>From: 6 Hrs/SY/Special Ed-Lincoln MS        | 8/19/15 |



**LEAVE OF ABSENCE (PAID)**

|  |  | <b><u>EFFECTIVE DATE</u></b> |
|--|--|------------------------------|
| Badillo, Abraham<br>Edison ES                  | Physical Activities Specialist<br>Child Care       | 9/15/15-10/9/15              |
| Bravo, Richard<br>Roosevelt ES                 | Custodian<br>CFRA Leave                            | 9/15/15-10/5/15              |
| Calvert, Cheryl<br>Pt. Dume ES                 | Instructional Assistant - Classroom<br>Medical     | 9/1/15-10/1/15               |
| Gevorkyan, Arutyun<br>Transportation           | Vehicle and Equipment Mechanic<br>CFRA Leave       | 8/24/15-9/15/15              |
| Gutierrez, Adriana<br>McKinley ES              | Physical Activities Specialist<br>Medical          | 9/4/15-11/1/15               |
| Hurtado, Renee<br>Special Ed-McKinley ES       | Paraeducator 2<br>Medical                          | 8/19/15-2/23/16              |
| Korduner, Justin<br>Special Ed-Santa Monica HS | Paraeducator 1<br>Medical                          | 8/19/15-9/23/15              |
| Mena, Mariam<br>Special Ed-SMASH               | Paraeducator 1<br>Medical                          | 9/4/15-10/5/15               |
| Padilla, Gloria<br>Special Ed-Santa Monica HS  | Paraeducator 1<br>Medical                          | 8/19/15-1/2/16               |
| Perez, Maria<br>Olympic HS                     | Custodian<br>Medical                               | 9/4/15-9/18/15               |
| Shafiey, Mahvash<br>Santa Monica HS            | Job Development Placement Specialist<br>FMLA Leave | 9/24/15-9/30/15              |
| Stewart, April<br>Special Education            | Paraeducator 3<br>Medical                          | 8/19/15-2/18/16              |
| Ward, Melvin<br>Special Ed-Roosevelt ES        | Paraeducator 1<br>Medical                          | 8/19/15-10/31/15             |
| Yi, Renee<br>Special Ed-Malibu HS              | Paraeducator 3<br>Maternity                        | 12/4/15-1/17/16              |

**LEAVE OF ABSENCE (UNPAID)**

|   |                                      | <b><u>EFFECTIVE DATE</u></b> |
|---|--------------------------------------|------------------------------|
| Mock, Christopher<br>Special Ed-Franklin ES | Paraeducator 3<br>CFRA Leave         | 9/9/15-9/22/15               |
| Perchlak, Stanley<br>Maintenance            | Carpenter<br>Intermittent FMLA Leave | 7/1/15-6/30/16               |
| Yi, Renee<br>Special Ed-Malibu HS           | Paraeducator 3<br>CFRA Leave         | 1/18/16-3/28/16              |

**PROFESSIONAL GROWTH**

|  |                          | <b><u>EFFECTIVE DATE</u></b> |
|--|--------------------------|------------------------------|
| Chew, Jenny<br>Santa Monica HS                   | Administrative Assistant | 9/1/15                       |
| Lampert, Elizabeth<br>Child Development Services | Accountant               | 10/1/15                      |

|  |                          |         |
|--|--------------------------|---------|
| Matos, Lorena<br>Facility Improvement Projects | Facility Technician      | 10/1/15 |
| Soloway, Beth<br>Malibu HS                     | Senior Office Specialist | 10/1/15 |

**WORKING OUT OF CLASS**

|                                   |  |  |
|-----------------------------------|--|--|
| Upton, Carey<br>Business Services | Executive Director of FMO<br>From: Director of Theater Operations and Facility Permits | <b><u>EFFECTIVE DATE</u></b><br>8/14/15-11/14/15 |
|-----------------------------------|--|--|

**RESIGNATION**

|   |                                     |   |
|---|-------------------------------------|---|
| Lindsey, Gary<br>Operations                       | Custodian                           | <b><u>EFFECTIVE DATE</u></b><br>9/18/15 |
| Lucero, Amy<br>Child Develop Svcs-Washington West | Children's Center Assistant 2       | 9/25/15                                 |
| Murillo, Joel<br>Operations                       | Custodian                           | 9/18/15                                 |
| Nishi, Alexandra<br>Special Education             | Occupational Therapist              | 9/15/15                                 |
| Valadez, Johanna<br>Rogers ES                     | Instructional Assistant - Classroom | 9/9/15                                  |

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

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

RE: CLASSIFIED PERSONNEL – NON-MERIT

RECOMMENDATION NO. A.15

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

**COACHING ASSISTANT**

|                 |           |        |
|-----------------|-----------|--------|
| Canales, Carrie | Malibu HS | 7/1/15 |
| Hillman, Heidi  | Malibu HS | 7/1/15 |
| Young, Bruce    | Malibu HS | 7/1/15 |

**NOON SUPERVISION AIDE**

|                            |              |                |
|----------------------------|--------------|----------------|
| Chavez, Luis               | Rogers ES    | 8/20/15-6/9/16 |
| Dixon, Gregory             | Webster ES   | 8/20/15-6/9/16 |
| Giroux, Sharon             | Edison ES    | 8/20/15-6/9/16 |
| Grant, Carolyn             | Rogers ES    | 8/20/15-6/9/16 |
| Gunasekara, Chandra        | Rogers ES    | 8/20/15-6/9/16 |
| Hernandez, Beatrice        | Rogers ES    | 8/20/15-6/9/16 |
| Hernandez, Christopher     | Rogers ES    | 8/20/15-6/9/16 |
| Hernandez, Yesenia         | Rogers ES    | 8/20/15-6/9/16 |
| Llosa, Sylvia              | Rogers ES    | 8/20/15-6/9/16 |
| Moore, Tenisha             | Rogers ES    | 8/20/15-6/9/16 |
| Olivia, Rufugio            | Rogers ES    | 8/20/15-6/9/16 |
| Pollack, Bridgette         | Rogers ES    | 8/20/15-6/9/16 |
| Rivas de Hernandez, Gladis | Rogers ES    | 8/20/15-6/9/16 |
| Rodriguez, Ofelia          | Edison ES    | 8/20/15-6/9/16 |
| Scott, Lydia               | Rogers ES    | 8/20/15-6/9/16 |
| Sencio, Heidi              | Rogers ES    | 8/20/15-6/9/16 |
| Shandalov, Lisa            | Roosevelt ES | 8/20/15-6/9/16 |
| Silvern, Zack              | Rogers ES    | 8/20/15-6/9/16 |
| Viviani, Vhalia            | Adams MS     | 8/20/15-6/9/16 |

**TECHNICAL SPECIALIST – LEVEL I**

|                 |  |                 |
|-----------------|--|-----------------|
| Brown, Kimberly | Cabrillo ES<br>[Mindfulness Training]<br>- Funding: City of Malibu                                 | 8/13/15-8/15/15 |
| Brown, Kimberly | Cabrillo ES<br>[Science Specialist]<br>- Funding: VSS: Stretch Grant<br>Gifts – Malibu Bay Company | 9/1/15-6/9/16   |
| Fisher, Nicole  | Cabrillo ES<br>[Mindfulness Training]<br>- Funding: City of Malibu                                 | 8/13/15-8/15/15 |

Guthrie, Stephanie                      Cabrillo ES                      8/13/15-8/15/15  
[Mindfulness Training]  
- Funding: City of Malibu

Guthrie, Stephanie                      Cabrillo ES                      9/1/15-6/9/16  
[Computer Lab Support]  
- Funding: Formula & Old Tier III

**TECHNICAL SPECIALIST – LEVEL II**

Stout, Larry                      Facility Use                      7/1/15-6/30/16  
[Technical Services]  
- Funding: Permits

**TECHNICAL SPECIALIST – LEVEL III**

Senchuk, Peter                      Lincoln MS                      8/20/15-6/9/16  
[Brass Instructor]  
- Funding: Gifts – Band and Orchestra Fund

Weaver, Kelly                      Lincoln MS                      8/20/15-6/9/16  
[Percussion Instructor]  
- Funding: Gifts – Band and Orchestra Fund

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

TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / MARK O. KELLY  
RE: STUDENT TEACHING AGREEMENT

ACTION/CONSENT  
10/01/15

RECOMMENDATION NO. A.16

It is recommended that the Board of Education enter into the following Student Teaching Agreement between California State University, Northridge and the Santa Monica-Malibu Unified School District.

INSTITUTION: California State University, Northridge  
EFFECTIVE: July 1, 2014 to June 30, 2019  
PAYMENT: The University shall pay the District \$25 per semester unit,  
not to exceed \$5,000

COMMENT: The District participates with university teacher training institutions in providing classroom teaching situations under the supervision of a master teacher.

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



TO: BOARD OF EDUCATION  
FROM: SANDRA LYON / MARK O. KELLY  
RE: REDUCED WORKLOAD AGREEMENT

ACTION/CONSENT  
10/01/15

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve a Reduced Workload Program Agreement with Susan Baltrushes, for a 60% teaching assignment effective October 1 to June 9, 2015.

COMMENT: Per Education Code sections 22713 and 44922, and Article XXVII.B of the SMMCTA-SMMUSD Collective Bargaining Agreement, a certificated employee who has attained age 55 and has at least 10 years of service with the District may request a pre-retirement reduction in workload. The District recommends approval as the employee's request meets the requirement of being in the best interest of the District.

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





TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

FROM: SANDRA LYON / MARK O. KELLY

RE: ADOPT RESOLUTION NO. 15-06– WEEK OF THE SCHOOL  
ADMINISTRATOR: OCTOBER 11-17, 2015

RECOMMENDATION NO. A.18

It is recommended that the Board of Education adopt Resolution No. 15-06 in recognition of Week of the School Administrator: October 11-17, 2015.

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

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
RESOLUTION NUMBER 15-06  
WEEK OF THE SCHOOL ADMINISTRATOR**

**WHEREAS**, leadership matters for California’s public education system and the more than 6 million students it serves;

**WHEREAS**, School Administrators are passionate, lifelong learners who believe in the value of quality public education;

**WHEREAS**, the title “School Administrator” is a broad term used to define many educational leadership posts, including superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school business officials, classified educational leaders, and other school district employees; and

**WHEREAS**, providing quality service for student success is paramount for the profession; and

**WHEREAS**, research shows great schools are led by great principals, and great districts are led by great superintendents. These site leaders are supported by extensive administrative networks throughout the state; and

**WHEREAS**, the State of California has authorized the “Week of the School Administrator” in Education Code 44015.1; and

**WHEREAS**, the future of California’s public education system depends upon the quality of its leadership; now therefore

**BE IT RESOLVED**, by the governing board of the Santa Monica-Malibu Unified School District that all school leaders in the Santa Monica-Malibu Unified School District be commended for the contributions they make to successful student achievement, and declare the week of October 11-17, 2015, *Week of the School Administrator* in the Santa Monica-Malibu Unified School District.

**PASSED AND ADOPTED** this 1st day of October 2015, at the regular meeting of the Santa Monica-Malibu Unified School District Board of Education.

\_\_\_\_\_  
Laurie Lieberman, President

\_\_\_\_\_  
Jose Escarce, Vice-President

\_\_\_\_\_  
Oscar de la Torre, Member

\_\_\_\_\_  
Craig Foster, Member

\_\_\_\_\_  
Maria Leon-Vazquez, Member

\_\_\_\_\_  
Ralph Mechur, Member

\_\_\_\_\_  
Richard Tahvildaran-Jesswein, Member

\_\_\_\_\_  
Sandra Lyon, Superintendent

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/15

FROM: SANDRA LYON

RE: ADOPT RESOLUTION NO. 15-07– BOARD MEMBERS ABSENCE ON  
SEPTEMBER 19, 2015

RECOMMENDATION NO. A.19

It is recommended that the Board of Education adopt Resolution No. 15-07 – Board Members Absence on September 19, 2015.

COMMENTS: Board Members Oscar de la Torre and Ralph Mechur were absent from the September 19, 2015, special 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. 15-07  
BOARD MEMBER ABSENCE ON SEPTEMBER 19, 2015**

**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 Oscar de la Torre did not attend the Board meeting on September 19, 2015, 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

**WHEREAS**, the Board finds that Ralph Mechur did not attend the Board meeting on September 19, 2015, 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 members for the board meeting of September 19, 2015.

**PASSED AND ADOPTED** this 1<sup>st</sup> day of October 2015 at a regular meeting, by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

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## **DISCUSSION ITEMS**



TO: BOARD OF EDUCATION

DISCUSSION

10/01/15

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

RE: CONSIDER REVISING BP/AR 3514 – ENVIRONMENTAL SAFETY AND BP/AR 3514.1 – HAZARDOUS SUBSTANCES AND ADOPTING AR/E 3514.2 – INTEGRATED PEST MANAGEMENT

DISCUSSION ITEM NO. D.01

It is recommended that the Board of Education consider revising BP/AR 3514 – Environmental Safety and BP/AR 3514.1 – Hazardous Substances and adopting AR/E 3514.2 – Integrated Pest Management.

COMMENTS: Below is a summary of the changes being proposed:

BP 3514 – Environmental Safety

- The updates bring our policy in line with CSBA's corresponding BP.
- Additionally, staff recommends adding bullet point #8 to address the management/remediation of polychlorinated biphenyl (PCBs) at district sites.

AR 3514 – Environmental Safety

- The updates bring our policy in line with CSBA's corresponding AR.
- Additionally, staff recommends adding a section to address polychlorinated biphenyl (PCBs) at district sites.

BP 3514.1 – Hazardous Substances

- The updates bring our policy in line with CSBA's corresponding BP.

AR 3514.1 – Hazardous Substances

- The updates bring our policy in line with CSBA's corresponding AR.

AR 3514.2 – Integrated Pest Management

- Adopting CSBA's regulation.

E 3514.2 – Integrated Pest Management

- Our School District Integrated Pest Management Plan (Dept. of Pesticide Regulation document) will be adopted as the exhibit.
- Our Integrated Pest Management Program from May 2011 will be a supplement to the DPR plan.

**ENVIRONMENTAL SAFETY**

The Board of Education recognizes its obligation to provide a safe and healthy environment at school facilities for students, staff and community members. The Superintendent or designee shall regularly assess school facilities to identify environmental health risks. He/she shall establish a comprehensive plan to prevent and/or mitigate environmental hazards based on a consideration of the proven effectiveness of various options, anticipated short-term and long-term costs and/or savings to the district, and the potential impact on staff attendance, student attendance, and student achievement. ~~The Board shall identify and address potential risks to health and the environment and shall ensure that environmental resources are used in a responsible manner.~~

~~The Superintendent or designee shall establish regulations to prevent and/or reduce environmental hazards in accordance with law and state guidelines.~~ Strategies addressed in the district's plan shall include but not necessarily be limited to, the following:

1. Ensuring good indoor air quality by maintaining adequate ventilation; using effective maintenance operations to reduce dust, mold, mildew, and other indoor air contaminants; and considering air quality in the site selection, design, and furnishing of new or remodeled facilities ~~Considering air quality in the siting and architectural design of new or remodeled facilities and in the selection of building materials and furnishings, and taking steps to reduce indoor air contaminants in maintenance operations~~
2. Limiting outdoor activities when necessary due to poor outdoor air quality, including excessive smog, smoke, or ozone, or when ultraviolet radiation levels indicate a high risk of harm
3. Reducing exposure to diesel exhaust and other air contaminants by limiting unnecessary idling of school buses and other commercial motor vehicles
4. Minimizing exposure to lead in paint, soil, and drinking water, especially in areas accessible to very young children
3. ~~Minimizing the exposure to lead in paint, soil or drinking water, especially in areas accessible to very young children~~
5. Inspecting facilities for naturally occurring asbestos and asbestos-containing building materials that pose a health hazard due to damage or deterioration and safely removing, encapsulating, enclosing, or repairing such materials
4. ~~Inspecting and testing facilities for asbestos-containing materials and protecting persons during encapsulation and removal of any asbestos~~
6. Ensuring the proper storage, use, and disposal of potentially hazardous substances
7. Ensuring the use of effective least toxic pest management practices
2. ~~Ensuring the use of effective least toxic pest and weed/plant management practices at all district schools~~
8. Abiding by the EPA guidelines in the management and removal of PCBs at school sites
9. Instituting a food safety program for the storage, preparation, delivery, and service of school meals in order to reduce the risk of foodborne illnesses



105. District employees will comply with all local ordinances, state laws and federal regulations as they apply to environmental safety ~~(e.g. leaf blowers)~~.

In developing strategies to promote healthy school environments, the Superintendent or designee may consult and collaborate with local environmental protection agencies, health agencies, and other community organizations.

The Superintendent or designee shall provide the district's maintenance and facilities staff, bus drivers, food services staff, teachers, and other staff as appropriate with professional development regarding their responsibilities in implementing strategies to improve and maintain environmental safety at the schools.

The Superintendent or designee shall notify the Board, staff, parents/guardians, students, and/or governmental agencies, as appropriate, if an environmental hazard is discovered at a school site. The notification shall provide information about the district's actions ~~detail the district's efforts~~ to remedy the hazard and may recommend health screening of staff and students.

Legal Reference:

EDUCATION CODE

17002 Definition of "good repair"

17070.75 Facilities inspection

17582 Deferred maintenance fund

17590 Asbestos abatement fund

17608-17613 Healthy Schools Act of 2000, least toxic pest management practices

32240-32245 Lead-Safe Schools Protection Act

48980.3 Notification of pesticides

49410-49410.7 Asbestos materials containment or removal

FOOD AND AGRICULTURAL CODE

11401-12408 Pest control operations and agricultural chemicals

13180-13188 Healthy Schools Act of 2000, least toxic pest management practices

GOVERNMENT CODE

3543.2 Scope of representation; right to negotiate safety conditions

HEALTH AND SAFETY CODE

105400-105430 Indoor environmental quality

113700-114437 California Retail Food Code, sanitation and safety requirements

CODE OF REGULATIONS, TITLE 5

14010 Standards for school site selection

CODE OF REGULATIONS, TITLE 8

337-339 Hazardous substances list

340-340.2 Occupational safety and health, rights of employees

1528-1533 Construction safety orders; exposure to hazards

5139-5223 Control of hazardous substances

CODE OF REGULATIONS, TITLE 13

2025 Retrofitting of diesel school buses

2480 Vehicle idling

CODE OF REGULATIONS, TITLE 17

35001-36100 Lead abatement services

CODE OF REGULATIONS, TITLE 22

64670-64679 Lead and copper in drinking water

UNITED STATES CODE, TITLE 7

136-136y Use of pesticides

UNITED STATES CODE, TITLE 15

2601-2629 Control of toxic substances

2641-2656 Asbestos Hazard Emergency Response Act

UNITED STATES CODE, TITLE 42

1758 Food safety and inspections

CODE OF FEDERAL REGULATIONS, TITLE 40

141.1-141.723 Drinking water standards

745.61-745.339 Lead-based paint standards

763.80-763.99 Asbestos-containing materials in schools

763.120-763.123 Asbestos worker protections

Management Resources:

**CSBA PUBLICATIONS**

*Indoor Air Quality: Governing Board Actions for Creating Healthy School Environments, Policy Brief, July 2008*

*Asthma Management in the Schools, Policy Brief, March 2008*

*Food Safety Requirements, Fact Sheet, October 2007*

*Sun Safety in Schools, Policy Brief, July 2006*

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

*School Site Selection and Approval Guide, 2000*

*Indoor Air Quality, A Guide for Educators, 1995*

**CALIFORNIA DEPARTMENT OF HEALTH SERVICES PUBLICATIONS**

*Report to the Legislature: Lead Hazards in California's Public Elementary Schools and Child Care Facilities, April 1998*

**U.S. ENVIRONMENTAL PROTECTION AGENCY PUBLICATIONS**

*Indoor Air Quality Tools for Schools, rev. 2007*

*Healthy School Environments Assessment Tool, 2007*

*The ABCs of Asbestos in Schools, rev. August 2003*

*Mold Remediation in Schools and Commercial Buildings, March 2001*

*How to Manage Asbestos in School Buildings: AHERA Designated Person's Self-Study Guide, 1996*

**WEB SITES**

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

AirNow: <http://www.airnow.gov>

American Association of School Administrators: <http://www.aasa.org>

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

California Department of Education, Health and Safety: <http://www.cde.ca.gov/ls/fa/hs>

California Department of Pesticide Regulation: <http://www.cdpr.ca.gov>

California Department of Public Health: <http://www.cdph.ca.gov>

California Indoor Air Quality Program: <http://www.cal-iaq.org>

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

Consumer Product Safety Commission: <http://www.cpsc.gov>

National Center for Environmental Health: <http://www.cdc.gov/nceh>

Occupational Safety and Health Administration: <http://www.osha.gov>

U.S. Environmental Protection Agency: <http://www.epa.gov>

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

**ENVIRONMENTAL SAFETY**

The Superintendent may designate one or more employees to oversee and coordinate the district's environmental safety program(s). The responsibilities of the coordinator(s) shall include, but not be limited to, overseeing assessments of district facilities, recommending strategies for the prevention and mitigation of environmental health risks, ensuring effective implementation of environmental safety strategies, and reporting to the Superintendent regarding the district's progress in addressing environmental safety concerns.

**Indoor Air Quality**

In order to provide proper ventilation, humidity, and temperature in school facilities and to reduce indoor air contaminants, the Superintendent or designee shall ensure that the following strategies are implemented:

~~The Superintendent or designee shall ensure that the following strategies are implemented in order to provide proper ventilation, humidity, and temperature in school facilities and to reduce indoor air contaminants:~~

1. Mechanically driven heating, ventilation, and air conditioning systems shall be operated continuously during working hours except under the circumstances specified in 8 CCR 5142. The systems shall be inspected at least annually and problems corrected within a reasonable time. Where the air supply is filtered, the filters shall be replaced or cleaned regularly to prevent significant reductions in airflow. Documentation of inspections, tests of ventilation rates, and maintenance shall be retained for at least five years. (8 CCR 5142-5143)

Staff shall ensure that airflow is not obstructed by the ~~not obstruct airflow by covering or blocking of~~ ventilators with posters, furniture, books, or other obstacles.

2. School facilities shall ~~buildings may~~ be regularly inspected for water damage, spills, leaks in plumbing and roofs, poor drainage, and improper ventilation so as to preclude the buildup of mold and mildew. Wet building materials and furnishings shall be dried within 48 hours if possible to prevent mold growth. When evidence of mold or mildew is found, maintenance staff shall locate and repair the source of water intrusion and remove or clean moldy materials.
3. Exterior wall and foundation cracks and openings shall be sealed as soon as possible to minimize seepage of radon into buildings from surrounding soils.
4. Least toxic pest management practices shall be used to control and manage pests at school sites.
5. In any new school construction, and in all existing schools when feasible, the Superintendent or designee shall install a carbon monoxide detector in each school building that contains a fossil fuel burning furnace. The device shall be placed in close proximity to the furnace in order to accurately detect any leakage of carbon monoxide.
65. Schedules and practices for R ~~outine~~ housekeeping and maintenance ~~schedules and practices~~ shall be designed to effectively reduce levels of dust, dirt, and debris. Plain water, soap and water, or low-emission cleaning products shall be used whenever possible. Aerosols, including air fresheners and other products containing ozone, shall be avoided to the extent possible.

7. Painting of school facilities and maintenance or repair duties that require the use of potentially harmful substances shall be limited to those times when school is not in session. Following any such activity, the facility shall be properly ventilated with adequate time allowed prior to reopening for use by any person.
86. Paints, adhesives, and solvents shall be used and stored in well-ventilated areas. These items shall be purchased in small quantities to avoid storage exposure.
97. To the extent possible, printing and duplicating equipment that may generate indoor air pollutants, such as methyl alcohol or ammonia, shall be placed in a well-ventilated area with minimal exposure of students and staff.
98. The district's tobacco-free schools policy shall be consistently enforced in order to reduce the health risks caused by second-hand smoke.
109. Staff and students shall be asked to refrain from bringing common irritants ~~into the classroom, including, but not limited to,~~ such as furred or feathered animals, stuffed toys that may collect dust mites, and from using ~~or~~ perfumes or cologne, scented lotions, or hair spray, nail polish or nail polish remover, or other personal care products that are not fragrance-free in classrooms or other enclosed areas or buildings. ~~when students in the class are known to have allergies, asthma, or other sensitivities to odors.~~

### **Outdoor Air Quality**

The Superintendent or designee may monitor local health advisories and outdoor air quality alerts, including forecasts of ozone levels, particle pollution, and/or ultraviolet radiation levels.

Whenever these measures indicate a significant health risk, the Superintendent or designee shall communicate with each principal so that outdoor activities, especially those requiring prolonged or heavy exertion, may be avoided, limited in duration, or modified as necessary for all persons or for persons who may be particularly susceptible to the health risk involved sensitive.

### **Vehicle Emissions ~~Idling~~**

Except under the conditions specified in 13 CCR 2480 for which vehicle idling may be necessary, the driver of a school bus, student activity bus, or commercial motor vehicle shall: (13 CCR 2480)

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

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

Any diesel-fueled school bus with a gross vehicle weight rating over 14,000 pounds manufactured on or after April 1, 1977 shall be equipped with a particulate filter designed to

reduce particulate matter emissions, oxides of nitrogen emissions, and other pollutants. (13 CCR 2025)

### **Drinking Water**

The quality and safety of the district's drinking water sources shall be regularly assessed.

Whenever testing of drinking water finds concentrations of lead that exceed federal and state standards in 40 CFR 141.80 and 22 CCR 64678, water outlets shall be flushed thoroughly each day before use or made inoperable until a plan for remediation can be implemented.

Whenever levels of arsenic, bacteria, or other contaminants in the drinking water are determined to be a concern, the Superintendent or designee may recommend basic filtration or pipe flushing when feasible.

Until drinking water is assured to be safe, the Superintendent or designee may explore alternatives, such as bottled water, to ensure that students have access to fresh drinking water at mealtimes and at other times throughout the day. As needed, he/she also may encourage appropriate governmental agencies to conduct regular testing of the water quality in district schools and to implement strategies to improve water quality in the community.

Drinking fountains in district schools shall be regularly cleaned and maintained to avoid the presence of dirt, mold, or other impurities or health concerns.

### **Lead Exposure Reduction**

In addition to keeping school facilities as dust-free and clean as possible, the following steps shall be taken to minimize potential exposure to lead in school facilities:

1. Lead-based paint, lead plumbing and solders, or other potential sources of lead contamination shall not be used in the construction of any new school facility or the modernization or renovation of any existing school facility. (Education Code 32244)
2. Lead exposure hazards shall be evaluated before any renovation or remodeling is begun, and children shall not be allowed in or near buildings in which these activities may create lead dust. Contractors and workers shall comply with state and federal standards related to the handling and disposal of lead debris and the clean-up and containment of dust within the construction area.
3. Lead-based painted surfaces that are in good condition shall be kept intact. If lead-based paint is peeling, flaking, or chalking, contractors or workers shall follow state and federal standards for safe work practices to minimize contamination when removing the paint.
4. Soil with high lead content may be covered with grass, other plantings, concrete, or asphalt.
5. Whenever testing of drinking water finds concentrations of lead that exceed federal and state standards in 40 CFR 141.80 and 22 CCR 64678, water outlets shall be flushed thoroughly each day before use or made inoperable until a plan for remediation can be implemented. The Superintendent or designee may supply alternative sources of drinking water as appropriate.

Any action to abate existing lead hazards, excluding containment or cleaning, shall be taken only by contractors, inspectors, and workers certified by the California Department of Public

Health in accordance with 17 CCR 35001-35099. (Education Code 32243)

### **Mercury Exposure**

The Superintendent or designee shall identify any products containing mercury that are present in district facilities and, to the extent possible, shall replace them with mercury-free alternatives.

Staff shall receive information about proper procedures to follow in the event of a mercury spill. Clean-up instructions, a clearly labeled kit with necessary clean-up supplies, and a list of local resources shall be readily accessible.

In the event of a spill, staff shall evacuate all students from the immediate area of the spill, ensure that any clothing or other items with mercury on them remain in the room, open windows to the outside, and close doors to other parts of the school. Staff who are trained in proper clean-up procedures may carefully clean a small spill. As needed for larger or difficult-to-clean spills, the Superintendent or designee shall use an experienced professional referred by the local health department or environmental agency.

Any products containing mercury shall be properly disposed at an appropriate hazardous waste collection facility.

### **Asbestos Management**

The Superintendent shall designate an employee who shall ensure that the district's responsibilities related to asbestos inspection and abatement are implemented in accordance with federal and state regulations. This employee shall receive adequate training to perform these duties, including, as necessary, basic knowledge of the health effects of asbestos; detection, identification, and assessment of asbestos-containing materials; options for controlling asbestos-containing building materials; and relevant federal and state regulations. (40 CFR 763.84)

The designated employee shall ensure that the district complies with the following requirements:

1. School facilities shall be inspected for asbestos-containing materials as necessary in accordance with the following:
  - a. Any school building that is leased or acquired by the district shall be inspected for asbestos-containing materials prior to its use as a school building, unless exempted by federal regulations. (40 CFR 763.85, 763.99)
  - b. At least once every three years, the district shall conduct a re-inspection of all known or assumed asbestos-containing building materials in each school building. (40 CFR 763.85)
  - c. At least once every six months, the district shall conduct a periodic surveillance consisting of a visual inspection of each school building that contains or is assumed to contain asbestos-containing building materials. (40 CFR 763.92)
2. Based on the results of the inspection, an appropriate response, which is sufficient to protect human health and the environment, shall be determined from among the options specified in 40 CFR 763.90. (40 CFR 763.90)

The district may select the least burdensome response, taking into consideration local circumstances, including occupancy and use patterns within the school building and economic concerns such as short-term and long-term costs. (40 CFR 763.90)

3. An asbestos management plan for each school site shall be maintained and regularly updated to keep it current with ongoing operations and maintenance, periodic surveillance, inspection, re-inspection, and response action activities. (15 USC 2643; 40 CFR 763.93)

The asbestos management plan shall be available for inspection in district and school offices during normal business hours and parent/guardian, teacher, and employee organizations are annually informed of the availability of these plans. (40 CFR 763.84)

4. Staff, students, and parents/guardians shall be informed at least once each school year about any inspections, response actions, and post-response actions, including periodic re-inspection and surveillance activities, that are planned or in progress. (40 CFR 763.84)
5. Inspections, re-inspections, periodic surveillance, and response actions, including operations and maintenance, shall be conducted in compliance with state and federal regulations for the protection and safety of workers and all other individuals. (40 CFR 763.84; Education Code 49410.5)

Asbestos inspection and abatement work and any maintenance activities that may disturb asbestos-containing building materials, except for emergency repairs or small-scale, short-duration maintenance activities, shall be completed by state-certified asbestos inspectors or contractors. (15 USC 2646; 40 CFR 763.84, 763.85, 763.91)

6. All custodial and maintenance employees shall be properly trained in accordance with applicable federal and/or state regulations. (40 CFR 763.84)

All district maintenance and custodial staff who may work in a building that contains asbestos-containing building materials, regardless of whether they are required to work with such materials, shall receive at least two hours of related asbestos awareness training. New maintenance and custodial staff shall receive such training within 60 days after beginning employment. Any maintenance or custodial staff who conduct activities that will disturb asbestos-containing materials shall receive 14 hours of additional training. The trainings shall address the topics specified in 40 CFR 763.92. (15 USC 2655; 40 CFR 763.84, 763.92)

7. Short-term workers, such as telephone repair workers, utility workers, or exterminators, who may come in contact with asbestos in a school shall be provided information regarding the locations of known or suspected asbestos-containing building materials. (40 CFR 763.84)
8. Warning labels shall be posted immediately adjacent to any known or suspected asbestos-containing building material located in routine maintenance areas in accordance with 40 CFR 763.95. (40 CFR 763.84)

### **Polychlorinated Biphenyls (PCBs)**

The Superintendent and designee shall follow the U.S. Environmental Protection Agency's direction for reducing exposure to PCBs in schools:  
[http://www.epa.gov/pcbsincaulk/pdf/pcb\\_fs\\_v7.pdf](http://www.epa.gov/pcbsincaulk/pdf/pcb_fs_v7.pdf)

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

**HAZARDOUS SUBSTANCES**

The Board of Education desires to provide a safe school environment that protects students and employees from exposure to potentially hazardous substances that may be used in the district's educational program and in the maintenance and operation of district facilities and equipment.

~~The Board of Education recognizes that potentially hazardous substances are used in the daily operations of our schools. The Superintendent or designee shall ensure these substances are inventoried, used, stored and regularly disposed of in a safe and legal manner.~~

Insofar as possible, the Superintendent or designee shall minimize the quantities of hazardous substances stored on school property ~~and shall substitute less dangerous materials for hazardous substances.~~ When hazardous substances must be used, the Superintendent or designee shall give preference to materials that cause the least risk to people and the environment.

Specifically, the district will procure and use "green" environmentally friendly products (as defined by the most current City of Santa Monica environmentally preferable purchasing criteria) whenever possible, to reduce harm to the environment and contribute to the sustainable city effort in Santa Monica.

The Superintendent or designee shall ensure that all potentially hazardous substances on district properties are inventoried, used, stored, and regularly disposed of in a safe and legal manner.

As a priority, the district will focus on identifying and reducing the amounts of hazardous and toxic materials found its operations, including janitorial services, pest control, fleet maintenance and building maintenance. Furthermore, the district will seek to identify the most hazardous and toxic materials used and the highest volume products used in order to target these products for reduction and elimination, if possible.

The Superintendent or designee shall develop specific measures to ensure the safety of students and staff in school laboratories where hazardous chemicals are used. Such measures shall include the development and implementation of a chemical hygiene plan in accordance with 8 CCR 5191 and instruction to students about proper handling of hazardous substances.

**Hazard Communication Program**

The Superintendent or designee shall develop, implement and monitor a written hazard communication program in accordance with state law. As part of this program, he/she shall ensure that employees are fully informed about the properties and potential hazards of substances to which they may be exposed and that material safety data sheets are readily accessible to them.

Teachers shall instruct students about the importance of proper handling, storage, disposal and protection when using any potentially hazardous substance.



Legal Reference:

**EDUCATION CODE**

49340-49341 Hazardous substances education

49401.5 Legislative intent; consultation services

49411 Chemical listing; compounds used in school programs; determination of shelf life; disposal

**FOOD AND AGRICULTURAL CODE**

12981 Regulations re pesticides and worker safety

**HEALTH AND SAFETY CODE**

25163 Transportation of hazardous wastes; registration; exemptions; inspection

25500-25520 Hazardous materials release response plans; inventory

**LABOR CODE**

6360-6363 Hazardous Substances Information and Training Act

6380-6386 List of hazardous substances

**CODE OF REGULATIONS, TITLE 8**

339 List of hazardous substances

3203 Illness and injury prevention program

3204 Records of employee exposure to toxic or harmful substances

5139-5230 Control of hazardous substances, especially

5154.1-5154.2 Ventilation

5161 Definitions

5162 Emergency eyewash and shower equipment

5163 Control of spills

5164 Storage of hazardous substances

5191 Occupational exposure to hazardous chemicals in laboratories; chemical hygiene plan

5194 Hazard communication

**CODE OF REGULATIONS, TITLE 22**

67450.40-67450.49 School hazardous waste collection, consolidation, and accumulation facilities

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Science Safety Handbook for California Public Schools, 2012

**WEB SITES**

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

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

Department of Industrial Relations, Cal/OSHA: <http://www.dir.ca.gov/dosh>

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

**HAZARDOUS SUBSTANCES**

Hazardous substance means a substance, material, or mixture which is likely to cause illness or injury by reason of being explosive, flammable, poisonous, corrosive, oxidizing, an irritant, or otherwise harmful. Hazardous substances, as identified by the Department of Industrial Relations, are listed in 8 CCR 339. (8 CCR 339, 5161)

**Storage and Disposal of Chemicals**

The Superintendent or designee shall adopt measures to ensure that hazardous substances on any district property are stored and disposed of properly in accordance with law. Such measures shall include, but are not limited to, the following: (8 CCR 5164)

1. Substances which react violently or evolve toxic vapors or gases when mixed, or which in combination become toxic, flammable, explosive, or otherwise hazardous, shall be separated from each other in storage by distance, partitions, secondary containment, or otherwise so as to preclude accidental contact between them.
2. Hazardous substances shall be stored in containers which are chemically inert to and appropriate for the type and quantity of the hazardous substance.
3. Containers of hazardous substances shall not be stored in such locations or manner as to result in physical damage to or deterioration of the container or where they are exposed to heat sufficient to rupture the container or to cause leakage.
4. Containers used to package a substance which gives off toxic, poisonous, corrosive, asphyxiant, suffocant, or anesthetic fumes, gases, or vapors in hazardous amounts, excluding small quantities of such materials kept in closed containers or materials kept in tank cars or trucks, shall not be stored in locations where it could be reasonably anticipated that persons would be exposed.

The Superintendent or designee shall regularly remove and dispose of all chemicals whose estimated shelf life has elapsed. (Education Code 49411)

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

~~The disposal of chemicals may be accomplished in accordance with removal and disposal systems established by the County Office of Education or by permission of the County Superintendent of Schools. (Education Code 49411)~~

**Hazard Communication Program**

The district's written hazard communication program shall include at least the components listed below and shall be available upon request to all employees and their designated representatives. The program shall apply to any hazardous substance which is known to be present in the workplace in such a manner that employees may be exposed under normal conditions of use or in a reasonably foreseeable emergency resulting from workplace operations. (8 CCR 5194)

The following materials are exempted from the hazard communication program and this district regulation: hazardous wastes; tobacco products; wood and wood products; manufactured articles; food, drugs and cosmetics intended for personal consumption by employees while in the workplace; and substances used in compliance with regulations issued by the Department of Pesticide Regulation pursuant to Food and Agricultural Code 12981.

### 1. Container Labeling

No container of hazardous substance, unless exempted by law, shall be accepted by the district or any district school unless labeled, tagged, or marked by the supplier with the identity of the hazardous substance, hazard warning statements, and the name and address of the chemical manufacturer or importer. No label on an incoming container shall be removed or intentionally defaced unless the container is immediately marked with the required information.

~~Except for consumer products, pesticides, alcoholic beverages, and food, drug and additive products which are already labeled in compliance with federal law, no container of hazardous substance shall be accepted by schools or the district unless labeled by the supplier with the following information:~~

- ~~a. Identity of the hazardous substance(s)~~
- ~~b. Hazard warning statements~~
- ~~c. Name and address of the chemical manufacturer or importer~~

Whenever hazardous substances are transferred from their original containers to other containers, the secondary containers shall likewise be labeled with the identity and hazard warning statement, unless the substances are intended only for the immediate use of the employee who performs the transfer.

### 2. ~~Material~~ Safety Data Sheets

Upon receiving a hazardous substance or mixture, the Superintendent or designee shall ensure that the manufacturer or importer has ~~also~~ furnished a ~~Material~~ Safety Data Sheet (MSDS) as required by law. If the MSDS is missing or obviously incomplete, the Superintendent or designee shall, within seven working days of noting the missing or incomplete information, request a new MSDS from the manufacturer or importer. If a response is not received within 25 working days, the Superintendent or designee shall send a copy of the district's written inquiry to and shall notify the California Occupational Safety and Health Division (Cal/OSHA) if a complete MSDS is not received.

The Superintendent or designee shall maintain the required copies of the MSDS for each all hazardous substances in the workplace and shall ensure it is readily accessible to that they are kept up to date and available to all affected employees in their work area during working hours. The SDS may be maintained in paper copy, electronically, or through other means, provided that employees have immediate access and understand how to use the alternative system. ~~He/she shall review each incoming MSDS for new and significant health or safety information and shall disseminate this information to affected employees.~~

### 3. Employee Information and Training

Employees shall receive information and ~~in service~~ training on hazardous substances in their work area at the time of their initial assignment and whenever a new hazard is introduced into their work area. This information and training shall include, but are ~~is~~ not limited to, the following topics: (8 CCR 5194)

- a. ~~An overview of t~~The requirements of California's Hazard Communication Regulation (8 CCR 5194), including employee rights described therein
- b. The location, availability and content of the district's written hazard communication program, including the list of hazardous materials and all SDS
- c. Information as to any operations in the employees' work area where hazardous substances are present
- d. The physical and health effects of the hazardous substances in the work area
- e. Methods and observations that may be used to detect the presence or release of hazardous substances in the work area ~~Techniques and methods of observation that may determine the presence or release of hazardous substances in the work area~~
- f. Measures that employees can take to protect themselves from exposure to hazardous substances, including specific procedures the district has implemented to protect employees, such as appropriate work practices, emergency procedures, and personal protective equipment to be used ~~Methods by which employees can lessen or prevent exposure to these hazardous substances, such as appropriate work practices, use of personal protective equipment and engineering controls~~
- g. Steps the district has taken to lessen or prevent exposure to these substances
- h. Instruction on how to read labels and review the MSDS for appropriate information
- i. Emergency and first aid procedures to follow if exposed to the hazardous substance(s)

In addition, employees shall receive training on how to operate the computers or fax machines that provide access to MSDS files

#### 4. List of Hazardous Substances

The written hazard communication program shall include a list of the hazardous substances known to be present in the workplace as a whole or for individual work areas. (8 CCR 5194)

~~For specific information about the hazardous substances known to be present in the district and schools, employees may consult the MSDS.~~

#### 5. Hazardous Nonroutine Tasks

When employees are required to perform hazardous nonroutine tasks or to work on unlabeled pipes that contain hazards, they shall first receive information about the specific hazards to which they may be exposed during this activity and the protective/safety measures which must be used, such as ventilation, respirators, other personal protective equipment, and/or the presence of another employee. They shall also receive information about emergency procedures to follow if accidentally exposed to the hazardous substance ~~and the measures the district has taken to lessen the hazards, including ventilation, respirators, and the presence of another employee.~~

#### 6. Hazardous Substances in Unlabeled Pipes

Before starting to work on unlabeled pipes, employees shall contact their supervisors for information as to the hazardous substance(s) contained in the pipes, the potential hazards, and safety precautions which must be taken.

7. Informing Contractors

To ensure that outside contractors and their employees work safely in district facilities ~~buildings and schools~~, the Superintendent or designee shall inform ~~these~~ contractors of hazardous substances which are present on the site and precautions that they ~~employees~~ may take to lessen the possibility of exposure. It shall be the contractor's responsibility to disseminate this information to his/her employees and subcontractors.

**Chemical Hygiene Plan**

The district's chemical hygiene plan shall address exposure to hazardous chemicals in school laboratories and shall include the following components: (8 CCR 5191)

1. Standard operating procedures relevant to safety and health considerations to be followed when laboratory work involves the use of hazardous chemicals
2. Criteria that the district will use to determine and implement control measures to reduce exposure to hazardous chemicals, including engineering controls, the use of personal protective equipment, and hygiene practices
3. A requirement that protective equipment comply with state regulations and that specific measures be taken to ensure proper and adequate performance of such equipment
4. Provision of specified information at the time of an employee's initial assignment to a work area where hazardous chemicals are present and prior to assignments involving new exposure situations
5. Provision of specified employee training in accordance with the schedule determined by the Superintendent or designee
6. The circumstances under which a particular laboratory operation, procedure, or activity shall require prior approval of the Superintendent or designee before implementation
7. Provisions for medical consultations and examinations whenever there is evidence, as specified, that the employee may have been exposed to a hazardous chemical
8. Designation of an employee, who is qualified by training or experience, to serve as the district's chemical hygiene officer to provide technical guidance in the development and implementation of the chemical hygiene plan
9. Provisions for additional employee protection for work with particularly hazardous substances, as specified

The plan shall be readily available to employees and employee representatives, and, upon request, to Cal/OSHA. (8 CCR 5191)

The Superintendent or designee shall review and evaluate the effectiveness of the chemical hygiene plan at least annually and shall update it as necessary. (8 CCR 5191)

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

**Integrated Pest Management**

The Superintendent or designee shall designate an employee at the district office and/or school site to develop, implement, and coordinate an integrated pest management (IPM) program that incorporates effective, least toxic pest management practices. The IPM coordinator shall prepare and regularly update a districtwide or school site IPM plan based on the template provided by the California Department of Pesticide Regulation (DPR).

Integrated pest management means a strategy that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using nonchemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment are used only after careful monitoring indicates they are needed according to pre-established guidelines and treatment thresholds. (Education Code 17609; Food and Agricultural Code 13181)

The IPM plan and this administrative regulation shall not apply to reduced-risk pesticides, including self-contained baits or traps, gels or pastes used for crack and crevice treatments, antimicrobials, and pesticides exempt from registration by law. (Education Code 17610.5; 3 CCR 6147)

The IPM coordinator shall not use any pesticide that is prohibited by DPR or the U.S. Environmental Protection Agency, as listed on the DPR web site. (Education Code 17610.1)

**Program Components**

The district's program shall include, but not necessarily be limited to, the following components:

1. Identifying and monitoring pest population levels and identifying practices that could affect pest populations. Strategies for managing the pest shall be influenced by the pest species and whether that species poses a threat to people, property, or the environment.
2. Setting action threshold levels to determine when pest populations or vegetation at a specific location might cause unacceptable health or economic hazards that would indicate corrective action should be taken.
3. Modifying or eliminating pest habitats to deter pest populations and minimize pest infestations.
4. Considering a full range of possible alternative cost-effective treatments. Such alternative treatments may include taking no action or controlling the pest by physical, horticultural, or biological methods. Cost or staffing considerations alone will not be adequate justification for the use of chemical control agents.
5. Selecting nonchemical pest management methods over chemical methods whenever such methods are effective in providing the desired control or, when it is determined that chemical methods must be used, giving preference to those chemicals that pose the least hazardous effects to people and the environment.
6. Limiting pesticide purchases to amounts needed for the year. Pesticides shall be stored at a secure location that is not accessible to students and unauthorized staff. They shall

be stored and disposed of in accordance with state regulations and label directions registered with the EPA as well as any disposal requirements indicated on the product label.

7. Informing parents/guardians and employees regarding pesticide use as described in the sections "Notifications" and "Warning Signs" below.
8. Ensuring that persons applying pesticides follow label precautions and are sufficiently trained in the principles and practices of IPM.

Beginning July 1, 2016, the IPM coordinator and any employee or contractor who intends to apply a pesticide at a school site shall annually complete a DPR-approved training course on IPM and the safe use of pesticides in relation to the unique nature of school sites and children's health. (Education Code 17614; Food and Agricultural Code 13186.5)

### **Notifications**

Staff and parents/guardians of students enrolled at a school site shall be annually notified, in writing, regarding pesticide products expected to be applied at the school site in the upcoming year. The notification shall include at least the following: (Education Code 17612)

1. The name of each pesticide product expected to be applied in the upcoming year and the active ingredient(s) in it
2. The Internet address (<https://www.cdpr.ca.gov/schoolipm>) used to access information on pesticides and pesticide use reduction developed by the DPR pursuant to Food and Agricultural Code 13184
3. If the school has posted its IPM plan, the Internet address where the plan may be found
4. The opportunity to view a copy of the IPM plan in the school office
5. An opportunity for interested persons to register to receive prior notification of each application of a pesticide at the school site
6. Other information deemed necessary by the IPM coordinator

Whenever a person registers to receive notice of individual pesticide application pursuant to item #5 above, the IPM coordinator shall notify such registered persons of individual pesticide applications at least 72 hours prior to the application. The notice shall include the product name, the active ingredient(s) in the product, and the intended date of application. (Education Code 17612)

If a pesticide product not included in the annual notification is subsequently intended for use at a school site, the IPM coordinator shall provide written notification of its intended use to staff and parents/guardians of students enrolled at the school, at least 72 hours prior to the application. (Education Code 17612)

If a school chooses to use a pesticide not exempted pursuant to Education Code 17610.5, it shall post the school or district IPM plan on the school's web site or, if the school does not have a web site, then on the district web site. If neither the school nor district has a web site, then the IPM plan shall be included with the annual notification sent to staff and parents/guardians pursuant to Education Code 17612 as described above. The plan shall include the name of the school designee or IPM coordinator, the pesticides applied at the school site by school or district

employees and hired pest control applicators, and a date when the plan shall be reviewed and updated as necessary. When not required, the IPM coordinator may post or distribute the IPM plan at his/her discretion. (Education Code 17611.5)

Whenever the IPM coordinator deems that the immediate use of a pesticide is necessary to protect the health and safety of students, staff, or other persons at the school site, he/she shall make every effort to provide the required notifications prior to the application of the pesticide. (Education Code 17612)

### **Warning Signs**

The IPM coordinator shall post a warning sign at each area of the school site where pesticides will be applied that shall be visible to all persons entering the treated area. The sign shall be posted at least 24 hours prior to the application and shall remain posted until 72 hours after the application. The warning sign shall prominently display the following information: (Education Code 17612)

1. The term "Warning/Pesticide Treated Area"
2. The product name, manufacturer's name, and the EPA's product registration number
3. Intended areas and dates of application
4. Reason for the pesticide application

When advance posting is not possible due to an emergency condition requiring immediate use of a pesticide, the warning sign shall be posted immediately upon application and shall remain posted until 72 hours after the application. (Education Code 17609, 17612)

### **Records**

At the end of each calendar year, the IPM coordinator shall submit to the DPR, on a form provided by the DPR, a copy of the records of all pesticide use at the school site for that year, excluding any pesticides exempted by law and any pesticide use reported by the pest control operator pursuant to Food and Agricultural Code 13186. The IPM coordinator may submit more frequent reports at his/her discretion. (Education Code 17611)

Each school site shall maintain records of all pesticide use at the school for four years, and shall make the information available to the public, upon request, in accordance with the California Public Records Act. Such records may be maintained by retaining a copy of the warning sign posted for each pesticide application with a recording on that copy of the amount of the pesticide used. (Education Code 17611)

#### *Legal Reference:*

*BUSINESS AND PROFESSIONS CODE*

*8593.2 Licensed pest control operators; training requirements*

*EDUCATION CODE*

*17366 Legislative intent (fitness of buildings for occupancy)*

*17608-17614 Healthy Schools Act of 2000*

*48980 Notice at beginning of term*

*48980.3 Notification of pesticides*

*FOOD AND AGRICULTURAL CODE*

*11401-12408 Pest control operations and agricultural chemicals*

*13180-13188 Healthy Schools Act of 2000*

*GOVERNMENT CODE*

*3543.2 Scope of representation; right to negotiate safety conditions*

*6250-6270 California Public Records Act*



CODE OF REGULATIONS, TITLE 3  
6147 Pesticides exempted from registration requirements  
CODE OF REGULATIONS, TITLE 8  
340-340.2 Employer's obligation to provide safety information  
UNITED STATES CODE, TITLE 7  
136-136y Insecticide, Fungicide and Rodenticide Act

Management Resources:

CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION PUBLICATIONS  
California School IPM Model Program Guidebook  
U.S. ENVIRONMENTAL PROTECTION AGENCY  
Protecting Children in Schools from Pests and Pesticides, 2002  
Pest Control in the School Environment: Adopting Integrated Pest Management, 1993

WEB SITES

California Department of Education: <http://www.cde.ca.gov>  
California Department of Pesticide Regulation, School IPM: <http://www.cdpr.ca.gov/schoolipm>  
U.S. Environmental Protection Agency, Integrated Pest Management at Schools: <http://www.epa.gov/pesticides/ipm>

**CSBA (7/01 3/06) 4/15**

# School District Integrated Pest Management Plan

When completed, this template meets the Healthy Schools Act requirement for an integrated pest management (IPM) plan. An IPM plan is required if a school district uses pesticides<sup>1</sup>.

## Contacts

|   |   |
|---|---|
| Santa Monica-Malibu Unified School District | 1651 Sixteenth St., Santa Monica CA 90066 |
| School District Name                        | Address                                   |
| Terance Venable                             | 310-450-8338 x70267                       |
| District IPM Coordinator                    | IPM Coordinator's Phone Number            |
|   | tvenable@smmusd.org                       |
|   | Email Address                             |

## IPM statement

It is the goal of Santa Monica-Malibu Unified School District to implement IPM by focusing on long-term prevention or suppression of pests through accurate pest identification, by frequent monitoring for pest presence, by applying appropriate action levels, and by making the habitat less conducive to pests using sanitation and mechanical and physical controls. Pesticides that are effective will be used in a manner that minimizes risks to people, property, and the environment, and only after other options have been shown ineffective.

Our pest management objectives are to: *(Example: Focus on long-term pest prevention)*

- \*Reduce any potential human health hazard or to protect against a significant threat to public safety; \* Prevent loss of or damage to school structures; \*Prevent pests from spreading into the community, or to plant and animal populations beyond the site; \* Enhance the quality of life for students, staff and others.

## IPM team

In addition to the IPM Coordinator, other individuals who are involved in purchasing, making IPM decisions, applying pesticides, and complying with the Healthy Schools Act requirements, include:

| Name and/or Title | Role in IPM program                     |
|-------------------|---|
| Terance Venable   | IPM Coordinator                         |
| Virginia Hyatt    | Director of Purchasing                  |
| Carey Upton       | Acting Executive Director of Facilities |
| Gary Bradbury     | Risk Manager                            |
|                   |   |

## Pest management contracting

- Pest management services are contracted to a licensed pest control business.  
Pest Control Business name(s): Stanley Pest Control and AIPM
- Prior to entering into a contract, the school district has confirmed that the pest control business understands the training requirement and other requirements of the Healthy Schools Act.

## Pest identification, monitoring and inspection

Pest Identification is done by: Pest Management Services  
*(Example: College/University staff, Pest Control Business, etc.)*

Monitoring and inspecting for pests and conditions that lead to pest problems are done regularly by Operations Staff and results are communicated to the IPM Coordinator.  
*(Example: District staff title, e.g. Maintenance staff)*

Specific information about monitoring and inspecting for pests, such as locations, times, or techniques include:  
*(Example: Sticky monitoring boards are placed in the kitchen and are checked weekly by custodial staff.)*

Regular Pest Monitoring will occur twice monthly by the Stanley Pest Control. District Staff will daily monitor and report sightings and evidence of pests. Additional inspections will be added as needed. When rodents are discovered in a building, glues and snap traps will be used prior to bait boxes or other poisons. The District will work to exclude access and remove food, water and shelter. Insects will initially be treated with organic treatments exterior working to interior, bait boxes will be used prior to use of pesticides. On playfields and exterior areas, trapping and non-toxic measures will be used to reduce populations prior to the use of rodenticides.

**Pests and non-chemical management practices**

This school district has identified the following pests and routinely uses the following non-chemical practices to prevent pests from reaching the action level:

| Pest             | Remove food                         | Fix leaks                           | Seal cracks                         | Install barriers                    | Physical removal                    | Traps                               | Manage irrigation                   | Other |
|------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------|
| mice             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |       |
| rats             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |       |
| ants             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |       |
| roaches          | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |       |
| ground squirrels | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |       |
| gophers          | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |       |

**Chemical pest management practices**

If non-chemical methods are ineffective, the school district will consider pesticides only after careful monitoring indicates that they are needed according to pre-established action levels and will use pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property and the environment.

This school district expects the following pesticides (pesticide products and active ingredients) to be applied during the year. (This list includes pesticides that will be applied by school district staff or licensed pest control businesses.):

Permethrin, Phenethyl Propionate, Piperonyl butoxide, Pyrethins (Thyme Oil), Eugenol (Clove Oil), Bifenthrin, Boric Acid, Bromadiolone, Amorphous Silica Gel, Deltamethrin, Difethialone, Bromethalin non-anticoagulant, Cholecalciferol non-anticoagulant, Diphacinone, Hydramethylnon, Fipronyl, Chlorfenapyr, Ccfluthrin, Imidachloprid, Aluminum Phosphide, Zinc Phosphide, Strychnine Alkaloid, Glyphosate

**Healthy Schools Act**

- This school district complies with the notification, posting, recordkeeping, and all other requirements of the Healthy Schools Act. (Education Code Sections 17608 – 17613, 48980.3; Food & Agricultural Code Sections 13180 – 13188)

**Training**

Every year school district employees who make pesticide applications receive the following training prior to pesticide use:

- Pesticide specific safety training (Title 3 California Code of Regulations 6724)
- School IPM training course approved by the Department of Pesticide Regulation (Education Code Section 16714; Food & Agricultural Code Section 13186.5).

**Submittal of pesticide use reports**

- Reports of all pesticides applied by school district staff during the calendar year, except pesticides exempt<sup>1</sup> from HSA recordkeeping, are submitted to the Department of Pesticide Regulation at least annually, by January 30 of the following year, using the form provided at [www.cdpr.ca.gov/schoolipm](http://www.cdpr.ca.gov/schoolipm). (Education Code Section 16711)

**Notification**

This school district has made this IPM plan publicly available by the following methods (check at least one):

- This IPM plan can be found online at the following web address: [www.smmusd.org](http://www.smmusd.org)
- This IPM plan is sent out to all parents, guardians and staff annually.

**Review**

- This IPM plan will be reviewed (and revised, if needed) at least annually to ensure that the information provided is still true and correct.

Date of next review: 08/01/16

I acknowledge that I have reviewed this school district's IPM Plan and it is true and correct.

Signature: 

Date: 9/24/15

# Santa Monica-Malibu Unified School District

## Integrated Pest Management Program

Revised  
May 2011



## **Introduction**

The Santa Monica-Malibu Unified School District recognizes that maintenance of a safe, clean and healthful environment for students and staff is essential to learning. It is the goal of the District to provide safe and effective, pest control while protecting students, staff, the environment, and District properties and assets.

The District adopts a Least-Hazardous Integrated Pest Management (IPM) Policy. It is the policy of the District to focus and develop long-term pest prevention methods and give “non-chemical” methods first consideration when selecting appropriate control measures. The full range of alternatives will be considered, giving preference to non-chemical methods, and then chemicals that pose the least hazard to people and the environment.

## **Pest Management Policy**

Structural and landscape pests can pose significant problems to people, property, and the environment; however, the pesticides used to solve these problems carry their own risks. It is therefore the policy of Santa Monica-Malibu Unified School District to use Integrated Pest Management (IBM) programs and procedures for control of structural and landscape pests.

## **Pests**

Pests are populations of living organisms (animals, plants, or microorganisms) that interfere with use of the school site for human purposes. Strategies for managing pest populations will be influenced by the pest species and whether that species poses a threat to people, property, or the environment.

## **Pest Management**

Approved pest management plans should be developed for the site and should include any proposed pest management measures.

Pests will be managed to:

- Reduce any potential human health hazard or to protect against a significant threat to public safety.
- Prevent loss of or damage to school structures or property.
- Prevent pests from spreading into the community, or to plant and animal populations beyond the site.
- Enhance the quality of life for students, staff, and others.

## **Integrated Pest Management Procedures**

IPM procedures will determine when to control pests and whether to use mechanical, physical, chemical, cultural, or biological means. IPM practitioners depend on current, comprehensive information on the pest and its environment and the best available pest control methods.

Applying IPM principles prevents unacceptable levels of pest activity and damage by the most economical means and with the least possible hazard to people, property, and the environment.

The choice of using a pesticide will be based on a review of all other available options and a determination that these options are not acceptable or are not feasible. Cost or staffing considerations alone will not be adequate justification for use of chemical control agents, and selected non-chemical pest management methods will be implemented whenever possible to provide the desired control. It is the policy of this School District to utilize IPM principles to manage pest populations adequately. The full range of alternatives, including no action, will be considered.

When it is determined that a pesticide must be used in order to meet important management goals, the least hazardous\* material will be chosen. The application of pesticides is subject to the Federal Insecticide, Fungicide and Rodenticide Act (7 United States Code 136 et seq.), School District policies and procedures, Environmental Protection Agency regulations in 40 Code of Federal Regulations, Occupational Safety and Health Administration regulations, and state and local regulations.

### **Education**

Staff, students, pest managers, and the public will be educated about potential school pest problems and the IPM policies and procedures to be used to achieve the desired pest management objectives.

### **Record Keeping**

Records will be kept on the number of pests or other indicators of pest populations both before and after any treatments. Records must be current and accurate if IPM is to work. Records of pesticide use shall be maintained on site for at least four years to meet the requirements of the state regulatory agency and School Board, and records will also document any non-toxic treatment methods being used. The objective is to create records from which programs and practices can be evaluated in order to improve the system and to eliminate ineffective and unnecessary treatments.

### **Notification**

This School District takes the responsibility to notify the school staff and students of upcoming pesticide treatments. Notices will be posted in designated areas at school and sent home to parents who wish to be informed in advance of pesticide applications. Warning signs will be posted at each area of the school where pesticides will be applied 24 hours before and 72 hours after applications. Annual written notification will be provided to all school staff and parents identifying all pesticidal products (except excluded products) expected to be applied in the upcoming year.

### **Pesticide Storage and Purchase**

Pesticide purchases will be limited to the amount authorized for use during the year. Pesticides will be stored and disposed of in accordance with the EPA-registered label directions and state

regulations. Pesticide must be stored in an appropriate, secure site not accessible to students or unauthorized personnel.

### **Pesticide Applicators**

Pesticide applicators must be educated and trained in the principles and practices of IPM and the use of pesticides approved by this School District, and they must follow regulations and label precautions. Applicators should be certified and comply with this School District IPM policy and Pest Management Plan.

## **INTEGRATED PEST MANAGENT (IPM) CONTRACT PERFORMANCE SPECIFICATIONS**

### **General Program Description**

It is the intent of this contract to provide a comprehensive Integrated Pest Management (IPM) program for the property listed herein. IPM is a relatively new concept in urban areas.

Traditional structural pest control is largely reactive to pest infestations and bases much of its response on routinely scheduled applications of pesticides. Routine applications are probably unnecessary, and have limited effectiveness in providing adequate long-term control. Conversely, IPM is a decision-making process for achieving long term pest suppression. In the IPM process, monitoring and the interpretation of data gathered provide estimates of the pest population in a given area. This monitoring allows accurate decisions to be made about when intervention measures are needed, the type of control measure selected, and the method of application. Pest management practices in an IPM program extend beyond the application of pesticides to include structural, procedural, and landscape modifications. These practices establish landscape plants and designs which require less maintenance. The Contractor shall furnish all labor, materials and equipment to implement the monitoring, trapping, and pesticide application aspects of the IPM program. The contractor shall also make detailed, site-specific recommendations for structural and procedural modifications to achieve pest suppression. The Contractor shall provide evidence in his\her proposal of sufficient expertise in pest control, and IPM principles and practices to effectively carry out these responsibilities.

The Santa Monica-Malibu Unified School District Manager of Facilities and Grounds will act as the manager of the IPM program, which will include overseeing and monitoring contract performance.

### **Pests Included**

The IPM program specified by this contract is intended to suppress the population of rats, mice, cockroaches, ants, silverfish, and any other pest included in the contract. Populations of these pests which are located outside the building listed herein, but within the property boundaries of the buildings, are included.

### **General Program Requirements**

General requirements of the IPM program shall include the following for each site specified in this contract:

### **1. Initial Inspection**

A thorough, initial inspection shall be conducted during the first month of this contract by the Contractor's representative, and the Manager of Facilities and Grounds. The purpose of this initial inspection is to allow the contractor to evaluate the pest management needs of the property and to discuss these needs with the Manager of Facilities and Grounds. The following specific points should be addressed:

- Identification of problem areas in and around the building
- Identification of structural features or personnel practices that are contributing to pest infestations
- Discussion of the effectiveness of previous control efforts
- Facilitation of Contractor access to all necessary areas
- Informing the Contractor of any restrictions of special safety precautions, or other constraints.

### **2. Submission of Plan**

Following the initial inspection, the Contractor will develop a detailed Pest Management Plan and Service Schedule for each property. This written plan and schedule must be submitted to the Manager of Facilities and Grounds Operations for approval prior to initiation. The plan and schedule must address the following:

- The structural and operational actions to inhibit pests
- The Contractor's means for monitoring pest populations in and around the buildings
- The proposed primary pesticides (accepted common name and generic name) and alternatives approved by the Environmental Protection Agency (EPA)
- The conditions requiring application
- The method(s) of application proposed
- The rationale for each type of use
- The proposed trapping devices for rodents, if any

Frequency of inspections, monitoring, and treatment by Contractor shall depend on the specific pest management and needs of the premises. At the minimum, inspections and monitoring shall be done monthly. The Plan and Schedule shall be submitted not more than 10 working days following the initial inspection of the premises. The Manager of Facilities and Grounds Operations will render a decision regarding the acceptability of the Plan and Schedule within 10 working days following receipt. The Contractor shall be on site to implement the Plan and Schedule within 5 working days following notice of approval of the plan. If the Plan is disapproved, the Contractor shall have 3 working days to submit a revised Plan and Schedule. Any subsequent changes in the Plan and Schedule must receive the concurrence of the Manager of Facilities and Grounds Operations.

The Contractor shall describe, in the proposal, the capability of meeting emergency and special service requests (e.g., radio dispatched service, names of office personnel handling the account, availability of trucks and personnel, etc.).

### **3. Monitoring and Inspection**

A critical aspect of the Pest Management Plan shall be the establishment of a monitoring and inspection program to identify infested zones and allow an objective assessment of pest population levels. Monitoring and inspection shall be continued throughout the duration of this contract. The contractor shall describe in the proposal the approach to meet this requirement.



Where appropriate, glue traps shall be employed to monitor cockroach populations in selected areas.

#### **4. Pesticide Treatment**

The Contractor shall not apply any pesticide which has not been specifically approved by the Manager of Facilities and Grounds. In cooperation with the Manager of Facilities and Grounds, the Contractor shall develop action thresholds specific to each pest and to site zones. As a general rule, application of pesticides in any area inside or outside the premises, in any room, closet, hallway, stairway, court, driveway, planting bed, and similar locations shall not occur unless inspections or monitoring indicate the presence of pests that exceed action thresholds in that specific area. Signs of pest activity must be seen and identified. For instance, a relatively fresh rodent dropping or an active burrow or runway is sufficient to indicate the presence of rodents in an area. Use and effectiveness of alternative non-pesticidal pest management methods must be documented in monitoring records prior to requesting the use of pesticides.

Preventive pesticide treatments of inside and outside areas where inspections indicate a potential insect or rodent infestation are generally unacceptable. In exceptional circumstances, however, preventive pesticide treatment may be allowed on a case-by-case basis. The contractor must substantiate the need, indicating areas for preventive treatment in the Pest Management Plan for the school and listing the preventive treatment methods of application. Each preventive treatment is subject to approval by the Manager of Facilities and Grounds and can be eliminated by him\her at any time.

#### **5. Structural Modifications**

Structural modifications for pest suppression shall not be the responsibility of the Contractor. However, the Contractor is responsible for notifying the Manager of Facilities and Grounds about structural modifications necessary to prevent access by pest populations, or for safety reasons.

#### **6. Record Keeping**

The Contractor shall be responsible for maintaining a complete and accurate Pest Management Log Book. Each school specified in this contract shall have its own Log Book which will be kept in the Principles office and maintained on each visit by the Contractor.

The Log Book shall contain the following items:

- A copy of the Pest Management Plan and Service Schedule for the property.
- A copy of the current label and EPA registration number for each pesticide used in the building, including the Material Safety Data Sheet.
- Pest monitoring data sheets which record, in a systematic fashion, the number of pests or other indicators of pest population levels revealed by the Contractor's monitoring program for the building, e.g., number and location of cockroaches trapped, number and location of rodents trapped or carcasses removed, number and location of new rat burrows observed, etc. The Contractor shall provide, in the proposal, a sample of the format for the data sheets and an explanation of all information to be recorded on them.
- The location of all traps, trapping devices, and bait stations in or around the property. This information can be in either tabular or in list format, and should be accompanied by a map for each pest.

- The Manager of Facilities and Grounds copies of a Pest Control Work and Inspection Report Form. These forms will be supplied to the Contractor to advise the Contractor of routine service requests and to document the performance of all work, including emergency work. Upon completion of a service visit to the building, the Contractor's representative performing the service shall complete, sign, and date the Form and return it to the Manager of Facilities and Grounds office on the same or succeeding day of the performance of the service.

## **7. Reporting**

The Contractor must report all pesticides used on any school or child day care site to the Department of Pesticide Regulation using the attached form. A copy of this form must be provided to the IPM Coordinator. The Healthy Schools Act requires pest control businesses to report all pesticide applications made at a school or child day care facility site to DPR, unless the pesticides are exempted from registration in California. Records of these applications must be submitted to DPR on the School Site and Child Day Care Facility Pesticide Use Reporting form. The forms must be submitted annually by January 30th and may be submitted more often at the discretion of the pest control business. This requirement is in addition to the existing, monthly pesticide use reporting requirements that must be submitted to the County Agricultural Commissioner of the county where the work was performed.

## **8. Special Requests and Emergency Service**

The regular service shall consist of performing all components of an IPM program other than structural modifications, as described in the Contractor's detailed Plan and Schedule for each property, during the period of the contract. Occasional request for corrective action, special services beyond the routine request for emergency service shall be placed with the Contractor. The Contractor shall respond to requests for emergency service on the day of the request. The Contractor shall respond to special' service request. within one (1) working day after receipt of request. In the event that such services cannot be completed within their time frames, the Contractor shall immediately notify the Manager of. Facilities and Grounds and indicate an anticipated completion date.

## **Specific Program Requirements and Restrictions**

### **Personnel**

The Contractor shall provide only qualified pest management personnel with adequate experience in the conduct of IPM programs. All personnel must understand current practices in this field and be able to make judgments regarding IPM techniques.

Training and experience in IPM must be demonstrated. Any proposed deletions, additions, or replacement of personnel from those cited in the Contractor's original proposal must be submitted, in writing, to the Manager of Facilities and Grounds and approved prior to their becoming a part of this contract.

### **Entomologist**

The Contractor shall have a staff Entomologist, or access to one, available for routine and emergency consultation. Evidence of the following documentation regarding this individual's experience and training shall be provided in the proposal:

- Bachelor's degree in entomology from an accredited University; or a Bachelor's degree in biology, chemistry, or other life science and proof of membership in the American Registry of Professional Entomologists (ARPE).
- Current certification in the appropriate jurisdictions as a Commercial Pesticide Applicator in the category of Industrial, Structural, and Health Related Pest Control with a minimum of subcategories to include General Pest Control, Rodent Control, and Turf and Ornamental.

### **Supervisor**

A Supervisor and an alternate must be identified in the proposal. The on-site Supervisor shall have the Contractor's authority to act on matters pertaining to the performance of services required under this contract. This individual shall assure safety and carry out coordination and continuity of the program routine. The Supervisor and alternate shall both have a working knowledge of this contract and the detailed Pest Management Plan and Schedule for each school. The Supervisor and alternate must both meet the qualifications identified below under Pest Management Technicians.

### **Pest Management Technicians**

The Contractor shall provide, in the proposal, the names of all pest management personnel assigned to this contract, and pertinent information regarding their qualifications, experience, and training. Throughout the life of this contract, all personnel providing on-site pest management services must be certified in the appropriate jurisdictions as Commercial Pesticide Applicators in the category of Industrial, Institution, Structural, and Health Related Pest Control. No uncertified personnel will be permitted to work on-site under this contract unless under the supervision of a certified applicator.

### **Manner and Time to Conduct Services**

It shall be the Contractor's responsibility to carry out work according to the detailed Pest Management Plan and Schedule development for each school. The Contractor's on-site Supervision shall be responsible for coordination with the school principal or representative at the beginning of each visit. The purpose of this coordination is to review the plan and schedule, and to receive information on problem areas needing corrective action.

Services which are not likely to adversely effect tenant health or productivity may be performed during the regular hours of operation in the various schools. Pesticide applications (except bait placement), however, shall not be made during school hours, or during normal work hours of school staff. When it is necessary to perform work on weekends or outside the regular schedule hours set in the Contractor's Plan and Schedule, the Contractor shall notify the Manager of Facilities and Grounds and the School Principal at least 2 days in advance and all arrangements will be coordinated between, the School Principal, and the Supervisor.

The Contractor's shall observe all safety precautions throughout the performance of this contract. Certain areas within some buildings may require special instructions for persons entering the building. Any restrictions associated with these special rates will be explained, in writing, to the Contractor by the Manager of Facilities and Grounds. These restrictions shall be adhered to and incorporated into the Contractor's detailed plan and schedule for the property.

All Contractor personnel, working in or on properties designated under this contract, shall wear distinctive uniform clothing. The uniform shall have the Contractor's name easily identifiable, affixed thereon in a permanent or semi-permanent manner. Additional protective equipment required for the safe performance of work must be determined and provided by the Contractor. Protective clothing, equipment, and devices shall as a minimum, conform to occupational Safety and Health Administration (OSHA) standards for the products being used. Vehicles used by the Contractor's must be identified in accordance with State and local regulations.

### **Posting**

The Contractor shall post warning signs at each area of the school where pesticides will be applied 24 hours before and 72 hours after applications. The information contained on the warning signs shall conform to sample sign included with these specifications.

Where service to vacated areas is required, it shall be Contractor's responsibility to notify the Manager of Facilities and Grounds at least 2 days in advance of the treatment, provide and post all necessary signs (such as when an area may be reentered-in case of pesticide use, according to the product's label directions) and remove signs when the area is safe for entry.

### **Pesticide Products and Use**

The Contractor shall be responsible for the proper use of pesticides. All pesticides used by the Contractor must be registered with the EPA and the State and/or local jurisdiction. Transport, handling, and use of all pesticides shall be in strict accordance with the manufacturer's label instructions and all applicable Federal, State, and local laws and regulations.

The contractor shall not use any product specified on the current List of Pesticide Products Prohibited from Use in Schools and Child Care Facilities. (See attached list current as of January 1, 2011)

The Contractor will follow all notification and warning procedures required by the Manager of Facilities and

Grounds prior to the application of a pesticide. The environment and the public shall be protected at all times.

The Contractor shall minimize the use of synthetic organic pesticides wherever possible.

Alternatives are:

- The use of crack and crevice application of pesticide to pest harborage areas rather than fan spraying exposed surfaces in the general vicinity of harborage areas.
- The use of containerized bait such as boric acid, for cockroaches, rather than sprays, wherever appropriate.

Pesticide fogs and sprays (including mists and ultra-low volume applications) will be restricted to unique situations where no alternative measures are available or practical.

In the unusual event that a space spray application is required, and prior to performing a space spray treatment, the Contractor shall submit a written request for approval to the Manager of

Facilities and Grounds at least 2 days prior to the proposed treatment time. The request must identify the target pest; document the need for such treatment, the time (when site is not occupied) and specific place(s) or treatment, the pesticide(s) to be used, the method of application, what precautions should be taken to ensure the containment of the spray to the site of application. No space application of pesticides shall be made without the written approval of the Manager of Facilities and Grounds. No space application of pesticide shall be made while tenant personnel are present. Products identifiable as fumigants shall be considered inappropriate for use and shall not be used in any space for any purpose, unless it is determined that an emergency exists by the School District Facilities Manager.

### **Rodent Control**

Snap traps and trapping devices (including glueboards) used in rodent control must be checked daily. The Site Custodian shall dispose of rodents killed or trapped within 24 hours. Trapping shall not be placed out of the general view and located so as not to be affected by routine cleaning procedures.

All rodenticides, regardless of packaging, shall be placed either in locations not accessible to children, pets, wildlife, and domestic animals, or in EPA-approved tamper-resistant (often termed "tamper-proof") bait boxes. Frequency of bait box servicing shall depend upon the level of rodent infestation. All bait boxes shall be labeled, and dated at the time of installation and each servicing. All bait boxes shall be maintained in accordance with EPA regulations, with an emphasis on the safety of non-target organisms. The following points shall be strictly adhered to:

- The lids of all bait boxes must be securely locked or fastened shut.
- Bait must always be placed in the baffle-protected feeding chamber of the box and never in the~ runway of the box. Bait may be placed inside an active rodent burrow if the burrow entrance (and the bait) is then buried or caved in to avoid non-target access to the bait.
- All bait boxes must be securely attached or anchored to the floor, ground, wall, etc., so that the box cannot be picked up or moved.
- Baits, bait boxes, and stations should only be considered as a last option for use inside buildings or school structures.

All traps, trapping devices, and bait boxes shall be accounted for, and their location recorded in the property Log Book; all shall be removed from the premises covered by this contract at its conclusion.

### **Inspection**

Throughout the duration of this contract, the premises covered will be inspected periodically by the Manager of Facilities and Grounds to determine the effectiveness of the program and contractor compliance with the contract. Inspection results will be documented in writing. The Contractor shall promptly initiate actions within 5 working days to correct all contract performance deficiencies found by the Manager of Facilities and Grounds.

It shall be the Contractor's responsibility to furnish an adequate supply of materials necessary to inspect the interior of all rodent bait stations. These materials may include wrenches to loosen and tighten fasteners, keys to open locks, or replacement self-locking plastic ties. Implements to cut plastic ties or seals are not included under this provision.

**Related Services**

Santa Monica-Malibu Unified School District reserves the right to negotiate with the purpose of related pest control services not specifically covered herein, such as subterranean and structural management of termites and other wood-boring insects, or bird control, and to add (or delete) properties or parts of properties to the contract.

**Bid Submittal****Pre-Bid Building Inspection**

All prospective bidders shall conduct a thorough and complete investigation of each property prior to submitting their proposal.

**Selection for Award**

Bidders should be aware that the School District will perform a "best-buy analysis" and the selection for award shall be made to the bidder whose proposal is most advantageous to the School District, taking into consideration the technical factors listed below and the total proposed cost across all contract periods.

**Technical Evaluation Criteria**

The technical portion of the proposal will be the most important consideration in making the award; therefore, the proposal should be as complete and as specific as possible.

The merits of each proposal will be carefully evaluated in terms of the requirements and in relation to the criteria established. The evaluation will take into consideration the technical and administrative capabilities of the bidders in relation to the needs of the program and reasonableness of costs shown in relation to the work to be done.

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## **MAJOR ITEMS**





TO: BOARD OF EDUCATION

ACTION/MAJOR  
10/01/15

FROM: SANDRA LYON / TERRY DELORIA / EVAN BARTELHEIM

RE: ANNUAL PUBLIC HEARING AND ADOPTION OF RESOLUTION NO. 15-08 ON SUFFICIENCY OF INSTRUCTIONAL MATERIALS AND WILLIAMS SETTLEMENT INSTRUCTIONAL MATERIALS FUNDS

RECOMMENDATION NO. A.20

In May 2000, the American Civil Liberties Union filed a lawsuit against the State of California claiming that the state had failed in its duty to provide students with equal educational opportunity. That lawsuit, known as Williams v. State of California, was settled in August 2004. SMMUSD has engaged in several accountability measures in order to comply with the Williams lawsuit settlement. Among the measures is the requirement to inventory all Board of Education-adopted core materials, including: English, Mathematics, Social Studies, Science, Foreign Languages, Health, and laboratory science materials.

Assembly Bill 831, Chapter 118, Statutes of 2005, took effect July 25, 2005. AB 831 modified the annual public hearing requirement in Education Code (EC) Section 60119 and modified the expenditure requirements related to Williams instructional materials funds. Under EC Section 60119, the governing board of every local educational agency (LEA) that receives state instructional materials funds must hold an annual public hearing before the end of the eighth week from the first day pupils attend school for that year. At the public hearing, the governing board must make a determination as to whether each pupil in each school has sufficient textbooks or instructional materials, or both, that are aligned to the content standards and are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education in reading/language arts, mathematics, science, and history-social science. In addition, the definition of sufficiency now provides that each pupil, including each English learner, must have a standards-aligned textbook or instructional materials, or both, to use in class and to take home.

Tonight we will hold the annual public hearing of sufficiency, present our resolution on the adequacy of materials for all students, which includes our compliance and non-compliance with legal guidelines, and propose remedies for our areas of non-compliance. We request that the Board of Education adopt the resolution on the adequacy of materials for all students in the Santa Monica-Malibu Unified School District.

Open Hearing:

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Close Hearing:

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Adoption of Resolution No. 15-08 on the adequacy of instructional materials and endorsement of the remedies proposed within the Resolution.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

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

**Education Code Section 60119**

**Certification of Provision of Standards-Aligned Instructional Materials  
Resolution No. 15-08 Regarding Sufficiency or Insufficiency of Instructional Materials:**

**WHEREAS**, the governing board of Santa Monica-Malibu Unified School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on October 1, 2015, at 5:30 p.m., which is on or before the end of the eighth week of school and which did not take place during or immediately following school hours, and;

**WHEREAS**, the governing board provided at least 10 days' notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

**WHEREAS**, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders (if the district or county office has a bargaining unit) in the public hearing, and;

**WHEREAS**, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments, and;

**WHEREAS**, all elementary students have sufficient textbooks and/or instructional materials in the following areas of study: English Language Arts, Mathematics, Social Studies, Science, and Health.

**WHEREAS**, secondary students at John Adams Middle School, Lincoln Middle School, Olympic High School and Malibu High School have sufficient textbooks and/or instructional materials in the following areas of study: English Language Arts, Mathematics, Social Studies, Science, Foreign Language, and Health.

**WHEREAS**, sufficient laboratory science equipment was provided for science laboratory classes offered in grades 9-12, inclusive, and;

**THEREFORE**, it is resolved that for the 2015-2016 school year, the Santa Monica-Malibu Unified School District has provided each pupil with sufficient textbooks and instructional materials consistent with the cycles and content of the curriculum framework, as specified in Education Code section 60119.

**PASSED AND ADOPTED** by the Board of Education on this 1<sup>st</sup> day of October 2015 by the following vote:

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_

\_\_\_\_\_  
Laurie Lieberman, President

\_\_\_\_\_  
Jose Escarce, Vice President

\_\_\_\_\_  
Oscar de la Torre, Member

\_\_\_\_\_  
Craig Foster, Member

\_\_\_\_\_  
Maria Leon-Vazquez, Member

\_\_\_\_\_  
Ralph Mechur, Member

\_\_\_\_\_  
Richard Tahvildaran-Jesswein, Member

\_\_\_\_\_  
Sandra Lyon, Superintendent