



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

**March 16, 2017**

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, March 16, 2017**, 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.

Board member Maria Leon-Vazquez will participate in closed session and open session via teleconference, located at Majestic Yosemite Hotel: 1 Ahwanhee Dr., Yosemite National Park, CA 95389. Persons may address the Board of Education regarding a scheduled agenda item at the teleconference location.

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

**Meeting Format “B”:** The first board meeting in a month will follow Format A, the second meeting in a month will follow Format B, and in a month in which there is only one meeting, the Hybrid Format will be followed. The order of items in a Format B meeting are: 1) closed session, 2) consent calendar, 3) study session, 4) discussion items, 5) major items (as needed), and 6) general public comments.

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

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

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

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

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

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

- Government Code §54956.8 (20)  
CONFERENCE WITH REAL PROPERTY NEGOTIATORS
  - Property: 1707 4<sup>th</sup> Street, Santa Monica, CA
  - Agency Negotiator: Dr. Ben Drati
  - Negotiating Parties: Santa Monica-Malibu Unified School District (SMMUSD), PCA I, L.P.
  - Under Negotiation: Price and terms of payment

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the board meeting room, to access written documents being discussed at the board meeting, or to otherwise participate at board meetings, please contact the superintendent’s office at 310.450.8338 for assistance. Notification at least 48 hours before the meeting will enable the district to make reasonable arrangements to ensure accessibility to the board meeting and to provide required accommodations, auxiliary aids or services.

- Government Code §54957.6 (5)  
CONFERENCE WITH LABOR NEGOTIATORS
  - Agency designated representative: Dr. Ben Drati
  - Employee Organizations: SEIU
- Government Code §54956.9(d)(2) (15)  
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – SIGNIFICANT EXPOSURE TO LITIGATION
  - DN-1012-16/17 (Special Education)
- Government Code §54957 (10)  
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
  - Principal

**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 March 2, 2017 ..... 1
- March 7, 2017

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

- Malibu Boys’ and Girls’ Club Youth of the Year (Brianna Galeas) and Youth Ambassador for Wellness (Ariana Farrahi) (5)
- Malibu Times Dolphin Award Recipients (Dillon Eisman, Ife Houzell, Cooper de Nicola, & Mike Mulligan) (10)

**VII. 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 .....2-3
- A.03 Conference and Travel Approval / Ratification .....4-6
- A.04 Head Start One-Time Funding ..... 7
- A.05 Self-Assessment for State Preschool / Head Start .....8-8d
- A.06 Adoption of English Elementary Language Arts-English  
Language Development Textbooks .....9-10
- A.07 Approval of Special Education Contracts – 2016-2017 .....11-13

**Business and Fiscal**

- A.08 Award of Purchase Orders – 2016-2017 ..... 14-14d
- A.09 Acceptance of Gifts – 2015/2016 .....15-16
- A.10 Approval for Disposal/Recycle of Surplus Equipment.....17-19
- A.11 Approval of 2015-16 Annual Measure “R,” Measure “BB,” and  
Measure “ES” Audit Reports .....20-20

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A.12	Memorandum of Understanding (MOU) between the Santa Monica-Malibu Unified School District (SMMUSD) and the City of Santa Monica regarding Water Use Audits and Retrofits.....	21-23j
A.13	Award of Contract to IVS Computer Technology for Installation of Classroom Audio Visual Technologies, Single Projection System, Audio Enhancement Speakers, A/V Controllers, and Electrical Upgrades for Preschool Classrooms Technology Upgrades – And to Approve the Piggyback onto Bakersfield City School District Bid #1507-1 – Phase I Technology, Measure ES .....	24

**Facilities Improvement Projects**

A.14	Amendment to Agreement – Architectural Services – Santa Monica High School – Science & Technology Building and Site Improvements, phase II Project – Chan Young Architects – Measure BB .....	25
A.15	Amendment to Agreement – professional Geotechnical Services – Santa Monica High School – Stairway and sidewalk Improvement Project – Leighton Consulting, Inc. – Measure ES .....	26
A.16	Change Order – Enviroplex, Inc. – Malibu Middle and High School – Campus Improvement Project – Measure BB .....	27-28
A.17	Award of Contract – Malibu Middle and High School – Campus Improvements Project – Bid #17.07.BB – Angeles Contractors, Inc. – Measure BB .....	29
A.18	Adopt Resolution No. 16-26 – Standardize District Sports Field Lighting – Musco Lighting.....	30-34
A.19	Accept Work as Completed – Multiple Purchase Orders – Various Projects – Measure BB & ES.....	35

**Personnel**

A.20	Certificated Personnel – Elections, Separations.....	36-38
A.21	Classified Personnel – Merit .....	39-41
A.22	Classified Personnel – Non-Merit.....	42-43
A.23	Increase in Staffing (FTE) – Special Education .....	44

**IX. STUDY SESSION (75 min)**

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

S.01	Malibu High School Measures BB & ES Construction Update and Public Presentation on Middle School Building Replacement (75).....	45-48
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**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.*

**X. DISCUSSION ITEMS (15 mins)**

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	Summer School Reading for All Secondary Schools (15).....	49-50L
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6:30 pm

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**XIII. MAJOR ACTION ITEMS (30 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.24 Appoint Members to the District Advisory Committees (DACs) (20) .....51-53
- A.25 Adopt Resolution No. 16-27 – Approving the Environmental Impact Report Addendum for the Option of Replacing the Malibu Middle and High School Building E, Amended Mitigation Monitoring and Reporting Program, and the Changes to the Malibu Middle and High School Building E Project (10).....54-57

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

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

- I.01 Revision to AR 6174 – Education for English Learners .....58-64

**XII. GENERAL PUBLIC COMMENTS**

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

**XIII. BOARD MEMBER ITEMS**

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

**XIV. 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.

**XV. 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."

**XVI. 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.

**XVII. CONTINUATION OF CLOSED SESSION**

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

**XVIII. ADJOURNMENT**

This meeting will adjourn to two special meetings scheduled for **5:30 p.m. on Thursday, March 23, 2017**, and **4:00 p.m. on Thursday, March 30, 2017**. Both will be at the district office: 1651 16<sup>th</sup> Street, Santa Monica, CA. The next regular meeting is scheduled for **5:30 p.m. on Thursday, April 20, 2017**, at the district office.

***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.***

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**Board of Education Meeting AGENDA: March 16, 2017**

**SMMUSD Board of Education Meeting Schedule 2016-17**  
**Closed Session begins at 4:30pm      Public Meetings begin at 5:30pm**

Meeting Date	Meeting Location	Meeting Format			Additional Notes
		"A" Format	"B" Format	Hybrid of "A" & "B"	
7/20/16 (W)	DO			X	
8/10/16 (W)	DO			X	
8/24/16 (W)	DO				Special Meeting: Retreat
9/1/16 (Th)	DO	X			
9/20/16 (T)	SMC				Special Mtg: Joint Mtg w/ SMC
9/22/16 (Th)	DO		X		
10/4/16 (T)	DO				Special Closed Session
10/6/16 (Th)	M	X			
10/15-16 (S-S)	DO				Special Closed Session
10/20/16 (Th)	DO		X		
10/27/16 (Th)	SBUSD			X	Special Meeting
11/3/16 (Th)	M	X			
11/17/16 (Th)	DO		X		
11/28/16 (M)	DO				Special Meeting
12/13/16 (T)	DO				Special Meeting: Retreat
12/15/16 (Th)	DO			X	
1/12/17 (Th)	DO				Special Meeting: Retreat
1/19/17 (Th)	DO			X	
1/24/17 (T)	DO				Special Meeting: Budget Wrkshp
2/2/17 (Th)	M	X			
2/16/17 (Th)	DO		X		
3/2/17 (Th)	DO	X			
3/7/17 (T)	DO				Special Meeting
3/16/17 (Th)	M		X		
3/23/17 (Th)	DO				Special Meeting: Budget Wrkshp
3/30/17 (Th)	DO				Special Meeting: Retreat
4/20/17 (Th)	DO			X	
5/4/17 (Th)	M	X			
5/18/17 (Th)	DO		X		
6/1/17 (Th)	DO	X			
6/13/17 (T)	DO				Special Meeting: Retreat
6/22/17 (Th)	DO				Special Meeting: Public Hearings
6/29/17 (Th)	DO		X		

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

**Meeting Format Structures:**

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

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**Board of Education Meeting AGENDA: March 16, 2017**

TO: BOARD OF EDUCATION  
FROM: BEN DRATI  
RE: APPROVAL OF MINUTES

ACTION  
03/16/17

RECOMMENDATION NO. A.01

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

March 2, 2017  
March 7, 2017

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

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## **CONSENT ITEMS**



TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / TERRY DELORIA / JANECE L. MAEZ / CAREY UPTON /  
STEVE MASSETI

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.02

It is recommended that the Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2016-17 budget.

<b>Contractor/ Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding (Measure BB)</b>
Heery International, Inc.  Total Contract Not to Exceed: \$24,212	Commissioning Services	Measure BB/ Capital Improvements	83-90500-0-00000- 85000-5802-015-2600

<b>Contractor/ Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Martha Ramirez Oropeza  3/17/17 – 6/23/17  Not to exceed: \$10,500	Phase II of Completion of the mural painting of the Amphitheater Mural	Edison Language Academy	01-00021-0-11100-10000-5890-001-4010 (Stretch grant)
Jacqueline F. De Gallo  9/12/16 to 5/25/17  Not to exceed: <del>\$12,600</del> <del>\$9,400.00</del> (Increase of \$3,200; originally approved 9/22/16)	Provide two choral music programs in Spanish for Edison students Grades TK, K, 1, and 2.  <i>Contract extension for PK- 2<sup>nd</sup> grade, parent chorus and 5<sup>th</sup> grade promotion.</i>	Edison Language Academy	01-00021-0-11100-10000-5802-001-4010 (Stretch Grant)
California School Boards Association (CSBA)  3/1/17 to 6/30/17  Not to exceed \$3,525	Agenda Online, a web-based service to be used by District to facilitate the development and distribution of Board meeting agendas packets.	Superintendent Office	01-00000-0-00000-71100-5890-020-1200
School Services of California (SSC)  3/1/17 – 6/30/17  Not to exceed \$14,750	Assistance with its Assistant Superintendent, Business & Fiscal Services search and selection process.	Superintendent Office	01-00000-0-00000-71500-5802-020-1200

InnovateEd LLC 03/01/17 - 06/30/17  Not to Exceed: <u>\$70,500</u> <del>\$67,500</del> <i>(Increase of \$3,000; originally approved 3/2/17)</i>	To further develop district-wide capacity to implement a coherent instructional program aligned with the goals of the district strategic plan.	Educational Services	01-00030-0-11100-10000-5802-030-1300 (LCAP)
<u>The Regents of the University of California, Los Angeles</u> <del>UCLA Center X</del> 09/23/16 - 06/30/17  Not to Exceed: \$40,000 <i>(Correction to Contractor name; originally approved 09/22/16)</i>	Provide professional development and coaching for district secondary math teachers in order to strengthen our secondary math pedagogy, math practices, academic talk and engagement for grades 6-12 incorporating coaching with UCLA Center X.	Educational Services	01-62640-0-11100-10000-5802-035-1300
Mark Barnard 02/01/17 – 03/15/17  Not to Exceed: \$1,800	Guest Conductor for the Stairway of the Stars, Orchestra Concert on Wed., March 15. Plus site based rehearsals and dress rehearsals.	Educational Services	01-90120-0-17300-10000-5890-030-1300 (Stairway to the Stars Gift)
Dr. Travis Cross 02/01/17 – 03/21/17  Not to Exceed: \$1,500	Guest Conductor for the Stairway of the Stars, Band Concert on Tues., March 21. Plus site based rehearsals and dress rehearsals.	Educational Services	01-90120-0-17300-10000-5890-030-1300 Stairway to the Stars Gift)
Dr. Ariel Quintana 02/01/17 - 03/17/17  Not to Exceed: \$1,500	Guest Conductor for the Stairway of the Stars, Choir Concert on Fri., March 17. Plus site based rehearsals and dress rehearsals.	Educational Services	01-90120-0-17300-10000-5890-030-1300 Stairway to the Stars Gift)
South West Video, Inc. 02/15/17 - 04/28/17  Not to exceed: \$0.00	Video company has been contracted to perform video services for the Stairway to the Stars concerts on March 15, 17, and 21. South West Video, Inc. will provide DVD copies of the Stairway concerts.	Educational Services	01-90120-0-17300-10000-5890-030-1300 (Stairway to the Stars Gift)

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / PAT HO

RE: CONFERENCE AND TRAVEL APPROVAL / RATIFICATION

RECOMMENDATION NO. A.03

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

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

<u>NAME</u> <u>SITE</u> Account Number Fund – Resource Number	<u>CONFERENCE NAME</u> <u>LOCATION</u> DATE (S)	<u>COST</u> <u>ESTIMATE</u>
<u>DRATI, Ben</u> District Office 01-00000-0-00000-71500-5220-020-1200 General Fund- Function: Superintendent	ACSA: 2017 Superintendents’ Symposium Palm Springs, CA February 8 – 10, 2017	\$2,145
<u>HERNANDEZ, Patricia</u> Adult Education Center 11-63910-0-41100-10000-5220-035-1300 Adult Education Fund- Resource: Adult Ed Block Grant	Technology and Distance Learning Symposium 2017 Anaheim, CA March 10 – 11, 2017	\$200
<u>MCGREGORY, Cynthia</u> Olympic High 01-40350-0-11100-10000-5220-014-4140 General Fund- Resource: Title II Teacher Quality	Los Angeles Gang Prevention and Intervention Conference Carson, CA May 1 – 2, 2017	\$150 +1 SUB
<u>MARTINO, Chelsea</u> District Office 01-65000-0-50010-21000-5220-043-1400 General Fund- Resource: Special Education	Smart Ears Workshop Series Online Webinar 3/15/17 Full day 3/21/17, 3/23/17 & 3/28/17 Half Day	\$386
<u>SIEMER, Deborah</u> Olympic High 01-40350-0-11100-10000-5220-014-4140 General Fund- Resource: Title II Teacher Quality	CA History Social Science Framework Irvine, CA April 19, 2017	\$225 +1 SUB

<b>Adjustments</b> <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>		
<i>* a complete list of conference participants is on file in the Department of Fiscal Services</i>		
<u>AIELLO, Jason</u> +2 Additional Staff Santa Monica High No Cost to District	CA All-State Music Educators Conference San Jose, CA February 16-19, 2017	\$0 +2 SUBS
<u>BERUMEN, Ted</u> <u>MIGUEL, Jayvee</u> Purchasing 01-00000-0-00000-75300-5220-055-2550 General Fund- Function: Purchasing	CASBO Southern Section Spring Workshop Hacienda Heights, CA March 8, 2017	\$250
<u>MANGLE, Ruth</u> +6 Additional Staff District Office 84-90903-0-00000-82000-5220-030-1300 Building Fund- Resource: ES Technology	Cisco CXC San Jose, CA April 2 – 3, 2017	\$6,000
<u>MARTIN, Lorena</u> +2 Additional Staff Adult Education Center 11-63910-0-41100-10000-5220-035-1300 Adult Education Fund- Resource: Adult Ed Block Grant	CASAS National Summer Institute 2017 Garden Grove, CA June 13 – 15, 2017	\$4,000
<u>MARTIN, Lorena</u> +4 Additional Staff Adult Education Center 11-63910-0-41100-10000-5220-035-1300 Adult Education Fund- Resource: Adult Ed Block Grant	2017 CCAE State Conference Long Beach, CA May 4 - 6, 2017	\$3,500
<u>MINCA, Robin</u> +4 Additional Staff Lincoln Middle 01-00021-0-11100-10000-5220-012-4120 General Fund- Resource: SMMEF	Managing the Front Desk Securely and Effectively Torrance, CA March 24, 2017	\$1,100
<u>MORGAN, Alexandra</u> +2 Additional Staff Adult Education Center 11-63910-0-41100-10000-5220-035-1300 Adult Education Fund- Resource: Adult Ed Block Grant	CASAS National Summer Institute 2017 Garden Grove, CA June 13 – 15, 2017	\$3,575

<b>Out-of-State Conferences: Individual</b>		
<u>CHAVEZ, Dennis</u> Maintenance No Cost to District	Sustainability Symposium for Education Dalton, GA, Chattanooga, TN, Atlanta, CA March 15 – 18, 2017	\$0
<u>GUTIERREZ, Laurie Ann</u> Santa Monica High No Cost to District	Visual Thinking Strategies: Advanced Practicum Seattle, WA March 22 – 24, 2017	\$0 +1 SUB

<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  
 FROM: BEN DRATI / TERRY DELORIA / JANICE ONAMI  
 RE: HEAD START ONE-TIME FUNDING

ACTION/CONSENT  
 03/16/17

RECOMMENDATION NO. A.04

It is recommended that the Board of Education approve the One-Time Supplemental Funds (OTS) from LACOE for the amount not to exceed \$101,600 to improve the facilities at the Head Start Preschool Programs and to cover the increased cost of the Health and Welfare benefits.

Funding Information

Source: Head Start  
 Currently Budgeted: Yes  
 Account Number: 12-52101-0-85000-82000-5640-070-2700  
 Description: One-Time Only Funding

COMMENT: The proposed change in budget is requesting the use of One-Time Supplemental Funds to improve some of the school and to cover the increased cost of the Health and Welfare benefits beginning January 2017. All the budgetary changes meet the fiscal accountability aspects including but not limited to: allowable, necessary, reasonable, and allocable. These improvements were identified through self-assessment monitoring as well as recommended by the Policy Committee board and will impact safety for the children and increase comfort in the school environment.

SITE	IMPROVEMENT	ESTIMATED COST
Muir	-Resurfacing playground asphalt	\$30,000
Woods	-Resurfacing the parking lot asphalt and repainting the parking lot stripes	30,000
	-Restripe tricycle path	4,000
Washington West	-Hatch Computer removal and reinstallation	600
McKinley	-To replace broken balance beam	2,000
	-Health and Welfare Benefits	35,000
	<b>TOTAL AMOUNT</b>	<b>\$101,600</b>

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / TERRY DELORIA / JANICE ONAMI

RE: SELF-ASSESSMENT FOR STATE PRESCHOOL/HEAD START

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the 2016-2017 Head Start Self-Assessment report and approve Program Improvements Plan (PIPs) accordingly.

COMMENT: The self-assessment was conducted during the week of January 30th to February 3rd. The team consisted of staff and parents. The table below reflects the results of the Self-Assessment process and the recommended plan of actions to correct the non-compliance requirements.

<b>Service Area/System: Education and ECD</b>	<b>Outcome</b>
ERS	Refer to ERS Summary of Findings Program Improvement Plan (PIP)
CLASS	Refer to Program Improvement Plan (PIP)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

## Appendix A

### 2016-17 Environment Rating Scale (ERS) Summary of Findings Form

<b>Place an X for the environmental scale used in this summary:</b> <u>  X  </u> ECERS-R    _____ FCCERS-R    _____ ITERS-R	
The following percentage of observations <b><u>must</u></b> be completed:  <i>100% of preschool classrooms (ECERS-R)</i> <i>100% of Family Child Care homes (FCCERS-R)</i> <i>100% of Early Head Start classrooms (ITERS-R)</i>	
<b>Agency:</b> Santa Monica-Malibu Unified School District	<b>Observation Period dates:</b> January 30 <sup>th</sup> to February 3 <sup>rd</sup> 2017
<b>Number of classrooms observed:</b>  7	<b>Total number of classrooms at agency:</b>  7
<b>Recorder's Name(s) and Position(s):</b> <b>Interim Director:</b> Janice Onami <b>Teachers:</b> Norma Baez, Yolanda Gonzalez, Elizabeth Olliff, Patti Sugawara, Pachapor Norodom, Emelita Martinez, Andonetta Theokary.	



<b>Subscale</b>	<b>Average Score per Subscale</b>	<b>Key Findings from Environment Rating Scale</b> (For average scores below a “5.0”)	<b>Improvement Plans</b> (Include materials, training needs, changes to schedules, space, and supervision.)	<b>Expected Completion Date and Persons Responsible</b>	<b>Follow-Up</b> (Changes made, date completed, and time extended.)
Space & Furnishings	6.66				
Personal Care Routines	6.71				
Language-Reasoning (ECERS-R)	6.86				
Listening & Talking (ITERS-R/ FCCERS-R)	N/A				

Use as many sheets as necessary to address key findings and improvement plans for all Subscale Average Scores below “5.0”

Activities	6.54				
Interaction	6.86	The 6.86 score shows discrepancy in the CLASS observation scores for Cognitive Development.	<ul style="list-style-type: none"> <li>• Provide training and discussion on best practice strategies for Cognitive Development.</li> <li>• Follow up coaching ongoing focusing on Cognitive Development.</li> </ul>	TOSA Assistant Director	Changes in CLASS scores for Spring 2018
Program Structure	6.43				
Parents and Staff	6.50				

## Appendix B

### *2016-17 Self-Assessment Program Improvement Plan*

CLASS GIM				
Area of Noncompliance	Description of Key Finding	Improvement Plan	Staff Responsible	Expected Completion Date
Double-Coding	None			
CLASS Certification	One person expired	<ul style="list-style-type: none"> <li>Enroll in LACOE Training</li> <li>Take recertification test</li> <li>Pass recertification process</li> </ul>	TOSA Assistant Director	6/17
CLASS Reporting	Reports not submitted to PC and Board	Plan developed to submit report to PC and Board by the end of fall and spring annually.	Director Administrative Assistant	3/15/17

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / TERRY DELORIA / IRENE GONZALEZ-CASTILLO

RE: ADOPTION OF ELEMENTARY ENGLISH LANGUAGE ARTS/ENGLISH LANGUAGE DEVELOPMENT CORE INSTRUCTIONAL MATERIALS

#### RECOMMENDATION NO. A.06

It is recommended that the Board of Education adopt the Benchmark Advance ELA-ELD Program (K-5). The board discussed this item on March 2, 2017.

#### COMMENTS:

Beginning in February 2016, our elementary staff engaged in a yearlong English Language Arts (ELA)/English Language Development (ELD) program adoption process. In preparation for the adoption, Educational Services staff attended sessions to become well informed about the California Department of Education's (CDE) criteria for evaluating K-8 textbooks and instructional materials.

Publishers seeking California State Approval undergo a rigorous evaluation by a panel of educators from across California. In order to become State-adopted, programs must meet criteria in Five Critical Categories: 1) ELA –ELD Content/Alignment with Standards; 2) Program Organization; 3) Assessment; 4) Universal Access; 5) Instructional Planning and Teacher Support. Additionally the CDE panel of educational experts evaluate submitted materials using the CA Standards for Evaluating Instructional Materials for Social Content. There are ten standards used for the evaluation of materials. The following standards are of particular interest to our district: a) Male and Females Roles; b) Ethnic and Cultural Groups; c) Sexual Orientation and Gender Identity; d) Older Persons and the Aging Process; e) People with Disabilities; f) Entrepreneur and Labor; and g) Religion.

Based on the evaluation criteria described above, the CDE approved ELA-ELD programs and placed them within five categories: *Program 1* Basic ELA; *Program 2* Basic ELA/ELD; *Program 3* Basic Biliteracy; *Program 4* Intensive Intervention; and *Program 5* Specialized ELD. In consideration of the new ELA-ELD framework and our interest in meeting the language and literacy needs of our English Learners through core content and within their classrooms, we considered *Program Two* ELA-ELD instructional materials rather than considering separate ELA and ELD programs. Our district options included five *Program 2* ELA/ELD (K-5) publisher's materials.

An additional district priority in selecting from the list is that the program be available in Spanish to support our Dual-Immersion program. This narrowed our choices to three State-approved publisher's programs.

In March 2016, the three publishers provided an overview of their programs to our elementary ELA-ELD committee, comprised of teachers from every school site. Using an evaluation tool, our teachers further vetted the programs. For example, universal access strategies and materials for diverse student groups including English Learners, students with disabilities and advanced learners were identified and rated. Based on this further vetting, the selection was narrowed down to two ELA-ELD programs- *Benchmark Advance* and *McGraw Hill Wonders*.

In May, our literacy coaches recruited teachers across sites to pilot the two remaining programs. From August through December, 32 pilot teachers received program support from trainers and literacy coaches. Through the five-month pilot, we gained great insight into the strengths and challenges of each program.

In the final phase of the adoption process, the pilot teachers synthesized the strengths and challenges of each program and presented their findings to colleagues at their school sites. Once all teachers submitted their votes, one vote per site was submitted. As a result, it is recommended that the Board consider adopting Benchmark Advance ELA-ELD program for elementary.

In accordance with the Board of Education policy, the textbook(s) listed below were on public display for the past two weeks in the Educational Services Department at 1630-17<sup>th</sup> Street, Santa Monica, CA 90404.

**Benchmark Advance/Adelante, Grades K-5 Classroom Set, California Edition includes print materials with 8 years digital subscription:**

- Benchmark Advance Grades K-2 Phonics
- Benchmark Advance Grades K-5 Whole Group
- Benchmark Advance Grades K-5 Small Group
- Benchmark Advance Grades K-5 Assessment
- Benchmark Advance Grades K-5 English Language Development
- Benchmark Advance Grades K-5 Intervention
- Benchmark Advance Grades K-5 Student Practice

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / TERRY DELORIA / PAMELA KAZEE

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2016-2017

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2016/2017 as follows:

**NPS**

2016/2017 Budget 01-65000-0-57500-11800-5125-043-1400

2016/2017 Budget 01-65120-0-57500-31400-5890-043-1400

Nonpublic School	# of students	Service Description	Contract Number	Cost Not to Exceed
Triumph Academy	2	Basic Ed & Related Services	11	\$10,920

Amount Budgeted NPS 16/17		\$ 1,145,000
Amount Budgeted Mental Health Services 16/17		\$ 1,155,000
Total Budgeted		\$ 2,300,000
Prior Board Authorization as of 3/2/2017		\$ 2,249,619
	Balance	\$ 50,381
Positive Adjustment (See Below)		\$ 0
		\$ 50,381
Total Amount for these Contracts		\$ 10,920
	Balance	\$ 39,461

Adjustment

NPS Budget 01-65000-0-57500-11800-5125-043-1400

NPS Budget 01-65120-0-57500-31400-5890-043-1400

There has been a reduction in authorized expenditures of NPS contracts for FY 2016/2017 in the amount of \$503,300 as of 3/2/2017.

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

**NPA**

2016/2017 Budget 01-65000-0-57500-11800-5126-043-1400

Nonpublic Agency	# of students / SSIN	Service Description	Contract Number	Cost Not to Exceed
ERA Ed/STAR of California	Various	Behavior Srvcs	29	\$9,352
Center for Applied Behavior Analysis	Various	Behavior Srvcs	16	\$16,075

Amount Budgeted NPA 16/17		\$ 700,000
Prior Board Authorization as of 3/2/2017		\$ 825,633
	Balance	\$ -125,633
Positive Adjustment (See Below)		\$ 0
		\$ -125,633
Total Amount for these Contracts		\$ 25,427
	Balance	\$ -151,061

Adjustment

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

There has been a reduction in authorized expenditures of NPA contracts for FY 2016/2017 in the amount of \$1,800 as of 3/2/2017.

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

**Instructional Consultants**

2016/2017 Budget 01-65000-0-57500-11900-5802-043-1400

2016/2017 Budget 01-33100-0-57500-11900-5802-044-1400

Instructional Consultant	# of students / SSIN	Service Description	Contract Number	Cost Not to Exceed
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Amount Budgeted Instructional Consultants 16/17		\$ 125,000
Amount Budgeted Instructional Consultants (33100) 16/17		\$ 0
Total Budgeted		\$ 125,000
Prior Board Authorization as of 3/2/2017		\$ 158,844
	Balance	\$ -33,844
Positive Adjustment (See Below)		\$ 0
		\$ -33,844
Total Amount for these Contracts		\$ 0
	Balance	\$ -33,844

Adjustment					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400  
 Instructional Consultants Budget 01-33100-0-57500-11900-5802-044-1400

There has been a reduction in authorized expenditures of Instructional Consultants contracts for FY 2016/2017 in the amount of \$0 as of 3/2/2017.

**Non-Instructional Consultants**

2016/2017 Budget 01-65000-0-57500-11900-5890-043-1400

Non-Instructional Consultant	SSIN	Service Description	Contract Number	Cost Not to Exceed
Malibu Yellow Cab	9091761208	Transportation (taxi)	22-SPED17035	\$864
Bell Cab	Various	Transportation (taxi)	9-SPED17011	\$16,830
Parent Reimbursement	Various	AAT/AC IEE	66-SPED17136	\$1,140
Trang Nguyen	9174629891	Vision therapy	68-SPED17138	\$3,400
Pawar Transportation	3183840797	Taxi	67-SPED17137	\$13,430

Amount Budgeted Non-Instructional Consultants 16/17		\$ 260,000
Prior Board Authorization as of 3/2/2017		\$ 285,184
	Balance	\$ -25,184
Positive Adjustment (See Below)		\$ 26,615
		\$ -1,431
Total Amount for these Contracts		\$ 35,664
	Balance	\$ -34,233

Adjustment					
Non- Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Non-Instructional Consultants Budget 01-65000-0-57500-11900-5890-043-1400

There has been a reduction in authorized expenditures of Non-Instructional Consultants contracts for FY 2016/2017 in the amount of \$1,200 as of 3/2/2017.

**LEA**

2016/2017 Budget 01-56400-0-00000-39000-5802-043-1400

2016/2017 Budget 01-56400-0-00000-39000-5890-043-1400

LEA Consultant	# of students	Service Description	Contract Number	Cost Not to Exceed
Paradigm	Various	Consultation	24-SPED17037	\$30,000

Amount Budgeted Instructional Consultants 16/17	\$ 30,000
Amount Budgeted Instructional Consultants (5890) 16/17	\$ 70,000
Total Budgeted	\$ 100,000
Prior Board Authorization as of 3/2/2017	\$ 57,000
Balance	\$ 43,000
Positive Adjustment (See Below)	\$ 0
	\$ 43,000
Total Amount for these Contracts	\$ 30,000
Balance	\$ 13,000

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 2016/2017 in the amount of \$0 as of 3/2/2017.					
LEA Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

COMMENT: According to the Education Code SEC.21 Section 56342, prior to recommending a new or continued placement in a non-public, non-sectarian school, the Individualized Education Program (IEP) Team must submit the proposed recommendation to the local governing board for its review and recommendation regarding the cost of such placement.

The recommendations for these severely handicapped students are made by the District IEP Teams in accordance with State and Federal laws. The mandates of IDEA require non-public school services be provided at no expense to parents if there is not an appropriate public school program available. Funding to come from a SELPA-wide non-public school/non-public agency reserve account.

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



TO: BOARD OF EDUCATION

ACTION/CONSENT

02/16/17

FROM: BEN DRATI / JANECE L. MAEZ /

RE: AWARD OF PURCHASE ORDERS – 2016-17

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from February 22, 2017, through March 9, 2017, for fiscal year 2016-17.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MARCH 16, 2017

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
*** NEW PURCHASE ORDERS ***					
178767	ABF CHEMICAL EXTERMINATORS INC	TENT FUMIGATION OF 3 SCHOOLS	FACILITY MAINTENANCE	83,895.00	DF
178714	ADVANCE LANDAU TOPS	BUS SEAT REPAIRS	TRANSPORTATION	850.00	U
178766	ADVANCE LANDAU TOPS	REUPHOLSTER BUS CUSHIONS	TRANSPORTATION	175.00	U
178793	ADVANCE LANDAU TOPS	VEHICLE SEAT REPAIRS	FACILITY MAINTENANCE	575.00	R
178711	ALLIANCE PUBLISHING &	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	805.33	R
178935	AMERICAN TIME	CLOCK ORDER	FACILITY MAINTENANCE	2,831.60	R
178741	APPLE STORE	COMPUTER REPAIR	JOHN ADAMS MIDDLE SCHOOL	509.69	R
178764	ARNELLO, GINA	REIMBURSEMENT FOR MATERIALS	SPECIAL EDUCATION REGULAR YEAR	291.46	R
178626	ASCD	MEMBERSHIP RENEWAL	LINCOLN MIDDLE SCHOOL	1,085.00	U
178903	B & H PHOTO VIDEO	EGOTRON WORKFIT DESK	SPECIAL EDUCATION REGULAR YEAR	589.90	R
178723	BARNES & NOBLE/SANTA MONICA	PROFESSIONAL DEVELOPMENT BOOKS	ROOSEVELT ELEMENTARY SCHOOL	1,450.84	U
178715	BOOKSOURCE, THE	SUPPLEMENTAL BOOKS	ROOSEVELT ELEMENTARY SCHOOL	3,762.15	U
178725	BSN SPORTS/SPORT SUPPLY GROUP	ATHLETIC SUPPLIES	SANTA MONICA HIGH SCHOOL	47.82	U
178743	BSN SPORTS/SPORT SUPPLY GROUP	Backboards Installation	THEATER OPERATIONS&FACILITY PR	853.41	U
178947	CAL STATE DEPT OF JUSTICE	EMPLOYEE FINGERRINTING	PERSONNEL SERVICES	8,000.00	U
178851	CALIFORNIA DEPT OF EDUCATION	PROFESSIONAL DEV.BOOKS	EDISON ELEMENTARY SCHOOL	1,396.52	R
178818	CANON SOLUTIONS AMERICA INC	STAPLES FOR IR 8285	LINCOLN MIDDLE SCHOOL	866.60	U
178724	CDW-G COMPUTING SOLUTIONS	APPLE KEYBOARDS	SPECIAL ED SPECIAL PROJECTS	248.93	R
178699	CENTER FOR RESPONSIVE SCHOOLS	TEACHER RESOURCE MATERIALS	MCKINLEY ELEMENTARY SCHOOL	1,121.32	R
178863	CENTER FOR THE COLLABORATIVE	BOOKS FOR FLUENCY LIBRARY	WILL ROGERS ELEMENTARY SCHOOL	931.06	R
178696	CHEFS TOYS	CRES COR WARMER FOR MUIR	FOOD SERVICES	4,089.81	F
178838	CHEVRON/TEXACO BUSINESS CARD	GAS	SANTA MONICA HIGH SCHOOL	500.00	R
178759	CITY OF MALIBU	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	180.00	U
178675	CLASSROOM DIRECT	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	330.19	U
178676	CLASSROOM DIRECT	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	397.05	U
178824	CLEAN DIESEL SPECIALISTS	BUS REPAIRS #23	TRANSPORTATION	711.38	U
178827	COASTAL ENTERPRISES	REORDER PE UNIFORMS	SAMOHI STUDENT STORE	522.00	U
178704	COMPLETE BUSINESS SYSTEMS	INK AND MASTERS	GRANT ELEMENTARY SCHOOL	636.97	U
178597	COMPLETE OFFICE OF CA	2 CHAIRS FOR OFFICE LADIES	JOHN MUIR ELEMENTARY SCHOOL	1,026.95	R
178707	COMPLETE OFFICE OF CA	OFFICE SUPPLIES	OLYMPIC CONTINUATION SCHOOL	500.00	U
178716	COMPLETE OFFICE OF CA	OPEN ORDER/CLASSROOM SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	50.00	R
178740	COMPLETE OFFICE OF CA	OPEN ORDER/CLASSROOM SUP	JOHN ADAMS MIDDLE SCHOOL	200.00	R
178770	COMPLETE OFFICE OF CA	LIBRARY SUPPLIES	SANTA MONICA HIGH SCHOOL	105.39	U
178842	COMPLETE OFFICE OF CA	OFFICE MASTER CHAIR	SPECIAL EDUCATION REGULAR YEAR	513.48	R
178893	COMPLETE OFFICE OF CA	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	511.88	U
178904	COMPLETE OFFICE OF CA	OPEN ORDER/CLASSROOM SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	70.00	R
178932	COMPLETE OFFICE OF CA	OPEN ORDER/INST SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	69.00	R
178865	CRE OUTREACH FOUNDATION INC	SEMI-PRIVATE MUSIC LESSONS	CURRICULUM AND IMC	40,573.00	R
178924	CREW PROTECTION INC	FIRE WATCH SERVICES	FACILITY MAINTENANCE	2,000.00	R
178872	CROSS, TRAVIS J	SCORE AND SET OF PARTS STAIRWY	CURRICULUM AND IMC	75.00	R
178839	CRUZ, CONNY SANTA	OPEN PO FOR PROMO ITEMS	SAMOHI STUDENT STORE	5,000.00	U
178876	DECKER INC	COARBOARD	FACILITY MAINTENANCE	222.47	R
178588	DEMCO INC	library supplies	JOHN MUIR ELEMENTARY SCHOOL	180.31	R
178807	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CDC: CCTR	179.15	CD
178808	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	118.57	CD
178809	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	113.67	CD
178810	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	534.18	CD
178811	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	288.38	CD
178826	ELECTRIC SUPPLY CONNECTION	LIGHTING SUPPLIES	FACILITY MAINTENANCE	14,000.00	R

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MARCH 16, 2017

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	
178862	ELEMENTAL STRINGS	SEMI-PRIVATE MUSIC LESSONS	CURRICULUM AND IMC	30,655.00	R
178844	EWING IRRIGATION PRODUCTS	GROUNDS/IRRIGATION SUPPLIES	GROUNDS MAINTENANCE	10,000.00	R
178830	FAST DEER BUS CHARTER INC	PALI CAMP TRANSPORTATION	SMASH SCHOOL	2,185.00	R
178659	FOLLETT SCHOOL SOLUTIONS INC	LIBRARY BOOKS	GRANT ELEMENTARY SCHOOL	2,000.00	U
178665	FOLLETT SCHOOL SOLUTIONS INC	REPLACEMENT BOOKS	WEBSTER ELEMENTARY SCHOOL	677.40	R
178769	FOLLETT SCHOOL SOLUTIONS INC	LIBRARY BOOKS	ROOSEVELT ELEMENTARY SCHOOL	2,529.55	U
178877	FORENSIC ANALYTICAL CONSULTING	NONVIABLE AIR SAMPLES	FACILITY MAINTENANCE	550.00	R
178946	G2SOLUTIONS INC	FINGERPRINT TRANSMISSION	PERSONNEL SERVICES	300.00	U
178671	GALE SUPPLY CO	HAND SANITIZER	GRANT ELEMENTARY SCHOOL	419.78	R
178748	GALE SUPPLY CO	KLEENEX FACIAL TISSUE FOR CLAS	EDISON ELEMENTARY SCHOOL	106.74	U
178886	GALLS/QUARTERMASTER	SECURITY OFFICER SUPPLIES	ADULT EDUCATION CENTER	188.85	A
178861	GRISKEVICIUS, DANA	SEMI-PRIVATE MUSIC LESSONS	CURRICULUM AND IMC	7,213.00	R
178941	HEADSETS.COM INC	HEADSET BATTERY	PERSONNEL SERVICES	25.28	U
178753	HEINEMANN	Benchmark Assessment Kits	FRANKLIN ELEMENTARY SCHOOL	7,764.69	U
178786	HEINEMANN	BOOKS FOR LITERACY COACH	ROOSEVELT ELEMENTARY SCHOOL	593.61	R
178899	HENRY RADIO INC	SECURITY SUPPLIES FOR RADIOS	SANTA MONICA HIGH SCHOOL	500.00	U
178788	HIRSCH PIPE & SUPPLY	PLUMBING SUPPLIES	FACILITY MAINTENANCE	12,000.00	R
178928	HOME DEPOT CREDIT SERVICE	GROUNDS & IRRIGATION SUPPLIES	GROUNDS MAINTENANCE	300.00	R
178930	HOME DEPOT CREDIT SERVICE	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	600.00	U
178911	HOUGHTON MIFFLEN HARCOURT	WEB SUBSCRIPTION	JOHN MUIR ELEMENTARY SCHOOL	600.00	R
178880	INDCO INC	PAINT SHAKER PAINTSHOP	FACILITY MAINTENANCE	573.49	R
178719	INTELLI-TECH	INTELLITECH-CHROMEBOOK UPDATE	CURRICULUM AND IMC	1,440.00	R
178736	INTELLI-TECH	CHROMEBOOKS FOR ROOM 24	ROOSEVELT ELEMENTARY SCHOOL	1,138.49	R
178746	INTELLI-TECH	TONER CARTRIDGE - FAX MACHINE	LINCOLN MIDDLE SCHOOL	222.87	R
178784	INTELLI-TECH	Open Supplies etc	INFORMATION SERVICES	1,000.00	U
178796	INTERMOUNTAIN LOCK & SECURITY	LOCKSMITH	FACILITY MAINTENANCE	3,000.00	R
178799	INTERMOUNTAIN LOCK & SECURITY	LOCKSMITH EQUIPMENT	FACILITY MAINTENANCE	5,504.63	R
177144	INTERNATIONAL PAPER	COPY PAPER FOR SCHOOL	EDISON ELEMENTARY SCHOOL	413.70	U
178672	INTERNATIONAL PAPER	COPY PAPER	GRANT ELEMENTARY SCHOOL	1,647.00	R
178727	INTERNATIONAL PAPER	COPY PAPER	SANTA MONICA HIGH SCHOOL	4,403.06	U
178747	INTERNATIONAL PAPER	OPEN ORDER: PAPER	LINCOLN MIDDLE SCHOOL	2,925.00	U
178742	J M MCKINNEY CO	REPAIR OF PLUMBING EQUIP.	FACILITY MAINTENANCE	720.98	R
178856	JY REST INC	CATERING FOR STAIRWAY 16-17	CURRICULUM AND IMC	520.00	R
178792	KAPLAN EARLY LEARNING CO.	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	83.18	CD
178798	LAKESHORE	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	70.00	CD
178731	LAKESHORE CURRICULUM	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	80.05	U
178884	LAKESHORE CURRICULUM	New Carpet/Rug room 36	FRANKLIN ELEMENTARY SCHOOL	983.25	U
178800	LINCOLN AQUATICS	POOL REPAIR PARTS	FACILITY MAINTENANCE	2,500.00	R
178756	LOS ANGELES DREAM SHAPERS, THE	Dream Shapers Assembly, grade 3	FRANKLIN ELEMENTARY SCHOOL	750.00	R
178718	LUI, JENNIFER	partial reimb. for J.Lui PS1	PLURALISTIC PRIVATE SCHOOL	111.34	R
178684	MAD SCIENCE OF LOS ANGELES	SPRING BREAK	CDC: CCTR	1,760.00	CD
178867	MALIBU STRINGS ACADEMY	SEMI-PRIVATE MUSIC LESSONS	CURRICULUM AND IMC	902.00	R
178776	MAR-CO EQUIPMENT COMPANY	PARTS FOR SWEEPER	GROUNDS MAINTENANCE	542.01	R
178797	MCMASTER-CARR SUPPLY COMPANY	GENERAL MAINTENANCE SUPPLIES	FACILITY MAINTENANCE	2,000.00	R
178846	MONTGOMERY HARDWARE COMPANY	NEW DOOR FOR PDLC	FACILITY MAINTENANCE	4,847.06	R
178709	NELI'S INC	CATERING SERVICES FOR TRAINING	FACILITY MAINTENANCE	600.00	R
178757	NELI'S INC	RESPONSIVE CLASSRM WKSH FOOD	WILL ROGERS ELEMENTARY SCHOOL	200.00	R
178780	NELI'S INC	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	542.02	U
178938	NELI'S INC	SUPPLIES - NEGOTIATIONS	EMPLOYEE RELATIONS	1,000.00	U
178758	ORIENTAL TRADING CO INC	TOYS FOR CINCO DE MAYO	WILL ROGERS ELEMENTARY SCHOOL	103.92	R
178783	PARIS LASER PRINTER REPAIR INC	Repairs	INFORMATION SERVICES	3,000.00	U

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MARCH 16, 2017

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	
178744	PATTONS PHARMACY	TB SERUM, SYRINGES	HEALTH SERVICES	136.00	U
178640	PEARSON EDUCATION INC	STUDENT WORKBOOKS	WILL ROGERS ELEMENTARY SCHOOL	233.19	R
178722	PIONEER VALLEY EDUCATIONAL	SUPPLEMENTAL BOOKS	ROOSEVELT ELEMENTARY SCHOOL	3,728.16	U
178652	PROMOTE MARKETING CONCEPTS	BLUE RIBBON BANNERS	EDISON ELEMENTARY SCHOOL	412.50	R
178745	RAMIREZ-OROPEZA, MARTHA	REIMBURSEMENT OF ART SUPPLIES	EDISON ELEMENTARY SCHOOL	179.88	U
178751	RAMIREZ-OROPEZA, MARTHA	AMPHITHEATER MURAL, PHASE II	EDISON ELEMENTARY SCHOOL	10,500.00	U
178372	REDWOOD PRESS INC	REPORT CARD ENVELOPES	INFORMATION SERVICES	2,418.80	U
178669	REDWOOD PRESS INC	ENVELOPES - MEASURE R MAILING	BUSINESS SERVICES	186.15	U
178762	RICOH U.S.	MAINTENANCE AGREEMENT	FACILITY MAINTENANCE	279.07	R
178663	RICOH USA INC.	COPIER REPLACEMENT YR1 2016-17	FACILITY MAINTENANCE	10,818.61	U
178673	RICOH USA INC.	COPIER REPLACEMENT - PTA FUNDS	GRANT ELEMENTARY SCHOOL	14,494.20	R
178677	RICOH USA INC.	MAINTENANCE AGREEMENT COPIER	GRANT ELEMENTARY SCHOOL	141.41	R
178828	S & R SPORT/GRANIC SPORT	Pool racing lane line	THEATER OPERATIONS&FACILITY PR	2,151.46	U
178937	SAFE-CARD ID SERVICES INC	ID CARD SUPPLIES	PERSONNEL SERVICES	391.69	U
178777	SAFETY-KLEEN CORP.	OIL FOR SERVICING	GROUND MAINTENANCE	191.19	R
178790	SAFETY-KLEEN CORP.	VEHICLE OIL PURCHASE	FACILITY MAINTENANCE	191.19	R
178870	SANTA MONICA ACADEMY OF MUSIC	SEMI-PRIVATE MUSIC LESSONS	CURRICULUM AND IMC	13,075.00	R
178778	SANTA MONICA ARTS PARENTS	JUDGING FEES	LINCOLN MIDDLE SCHOOL	190.00	R
178789	SANTA MONICA FORD	MAINT. VEHICLE REPAIR	FACILITY MAINTENANCE	1,000.00	R
178674	SCHOLASTIC BOOK CLUBS INC	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	100.00	U
178729	SCHOLASTIC BOOK CLUBS INC	CLASSROOM RESOURCE BOOKS	GRANT ELEMENTARY SCHOOL	200.00	U
178849	SCHOLASTIC INC	CLASSROOM SUBSCRIPTIONS	EDISON ELEMENTARY SCHOOL	1,060.27	U
178632	SCHOOL HEALTH CORPORATION	NURSE SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	165.64	U
178717	SCHOOL HEALTH CORPORATION	HEALTH SUPPLIES	OLYMPIC CONTINUATION SCHOOL	195.98	U
178914	SCHOOL HEALTH CORPORATION	OPEN ORDER FOR SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	500.00	R
178732	SCHOOL NURSE SUPPLY INC	DISINFECTANT WIPES	GRANT ELEMENTARY SCHOOL	81.78	U
178750	SCHOOL OUTFITTERS LLC	Posts for outdoor message brds	FRANKLIN ELEMENTARY SCHOOL	695.58	U
178702	SCHOOL SPECIALTY INC	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	204.92	U
178730	SCHOOL SPECIALTY INC	OFFICE SUPPLIES	ROOSEVELT ELEMENTARY SCHOOL	1,025.15	U
178785	SCHOOL SPECIALTY INC	OFFICE SUPPLIES	ROOSEVELT ELEMENTARY SCHOOL	173.43	U
178853	SEARS COMMERCIAL CREDIT SER	DRYER REPAIR	CHILD DEVELOPMENT CENTER	104.00	CD
178613	SEHI COMPUTER PRODUCTS	TONER CARTRIDGE FOR PRINTER	GRANT ELEMENTARY SCHOOL	589.07	U
178653	SEHI COMPUTER PRODUCTS	INK CARTRIDGES FOR CLASSROOMS	EDISON ELEMENTARY SCHOOL	368.88	R
178733	SEHI COMPUTER PRODUCTS	TONER	GRANT ELEMENTARY SCHOOL	516.63	U
178944	SEHI COMPUTER PRODUCTS	PRINTER INK	PERSONNEL SERVICES	344.74	U
178934	SHERMAN OAKS MEDICAL SUPPLIES	WHEELCHAIR RENTAL	SPECIAL EDUCATION REGULAR YEAR	455.00	R
178894	SHRED-IT US JV LLC	DOCUMENT SHREDDING	SANTA MONICA HIGH SCHOOL	1,700.00	U
178945	SHRED-IT US JV LLC	DOCUMENT SHREDDING	PERSONNEL SERVICES	200.00	U
178728	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	GRANT ELEMENTARY SCHOOL	54.63	U
178836	SIR SPEEDY PRINTING #0245	LAMINATION PAPERWORK	PURCHASING/WAREHOUSE	21.85	U
178948	SIR SPEEDY PRINTING #0245	OFFICE SUPPLIES	PERSONNEL SERVICES	161.69	U
178902	SLEC INC	SERVICE AND MAINT-shop lift	TRANSPORTATION	878.18	U
178791	SMART & FINAL	OPEN ORDER/SPRING BREAK	CDC: CCTR	1,200.00	CD
178909	SMCM INC	SEMI-PRIVATE MUSIC LESSONS	CURRICULUM AND IMC	12,623.00	R
178683	SMITH, BRADFORD	GENERAL INSTRUCTIONAL SUPPLIES	ADULT EDUCATION CENTER	600.00	A
178907	SOUND AWARENESS INI VIATIVE	SEMI-PRIVATE MUSIC LESSONS	CURRICULUM AND IMC	3,156.00	R
178760	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	414.59	U
178761	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	396.53	U
178816	SOUTHWEST SCHOOL SUPPLY	Classroom/Office Supplies	CABRILLO ELEMENTARY SCHOOL	2,000.00	R
178752	SPLASHTOP INC	splashtop-software update	CURRICULUM AND IMC	749.50	R
178772	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	SANTA MONICA HIGH SCHOOL	51.78	U

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MARCH 16, 2017

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	
178866	STAPLES BUSINESS ADVANTAGE	CLASSROOM SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	207.15	R
178873	STAPLES BUSINESS ADVANTAGE	Open PO for supplies	FRANKLIN ELEMENTARY SCHOOL	700.00	U
178874	STAPLES BUSINESS ADVANTAGE	TECH SUPPLIES	LINCOLN MIDDLE SCHOOL	55.14	R
178835	TCI TRANSPORTATION SERVICES	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	500.00	U
178705	TEXTBOOK WAREHOUSE INC.	TEACHER RESOURCE BOOKS	GRANT ELEMENTARY SCHOOL	353.31	U
178775	THE VALU.NET CORPORATION	FIRST AID KIT FOR NURSE	ROOSEVELT ELEMENTARY SCHOOL	227.08	U
178774	TOWN RIDE INC	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	895.00	U
178845	TRADENET ENTERPRISE INC	MARQUEE PARTS	FACILITY MAINTENANCE	1,929.48	R
178710	TUMBLEWEED TRANSPORTATION	TRANSPORTATION	SANTA MONICA HIGH SCHOOL	892.50	U
178781	U S BANK (GOVT CARD SERVICES)	FUEL FOR GENERATOR AT DISTRICT	FACILITY MAINTENANCE	1,917.34	R
178871	U S BANK (GOVT CARD SERVICES)	ACA TAX DOCUMENTS	PERSONNEL SERVICES	3,146.04	U
178912	UNIVERSAL VIOLIN INC	MUSICAL INSTRUMENT REPAIRS	CURRICULUM AND IMC	6,669.00	R
178773	VARIDESK LLC	Standing desk and Floor Mat	STUDENT SERVICES	451.48	U
178942	VASQUEZ, MARTHA	NATIONAL BOARD REIMBURSEMENT	PERSONNEL SERVICES	2,050.00	U
178666	VISION COMMUNICATIONS	SECURITY RADIOS	SANTA MONICA HIGH SCHOOL	2,698.85	R
178906	WAXIE SANITARY SUPPLY	CUSTODIAL CLEANING SUPPLIES	FACILITY OPERATIONS	20,000.00	U
178829	WEST COAST ENVIRONMENTAL SVCS	PEST CONTROL SERVICES	GROUND MAINTENANCE	700.00	R
178913	WEST COAST PRINT	PRINTING NCR NUMBERING	PRINTING SERVICES	100.00	U
178686	WESTERN FENCE & SUPPLY CO	PRIVACY FENCE INSTALLATION	CHILD DEVELOPMENT CENTER	1,103.28	CD
178923	WESTERN FENCE & SUPPLY CO	CHAIN AND GATE REMOTE SUPPLY	FACILITY MAINTENANCE	600.00	R
178734	WISHART, WILLIAM	REPAIR OF AUDIO VIDEO SYSTEM	THEATER OPERATIONS&FACILITY PR	825.00	R
178755	WISHTOYO FOUNDATION	Chumash Assembly for grade 3	FRANKLIN ELEMENTARY SCHOOL	1,000.00	R
178860	ZANOLLI VON OEYEN, NANCY	SEMI-PRIVATE MUSIC LESSONS	CURRICULUM AND IMC	1,803.00	R
				** NEW PURCHASE ORDERS	447,309.38

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

178690	AARDVARK CLAY	KILN	GRANT ELEMENTARY SCHOOL	3,827.30	ES
178837	ANDY GUMP	RESTROOM TRAILER	MALIBU HIGH SCHOOL	9,716.34	BB
178840	CASE PARTS COMPANY	NEW GASKET SET	GRANT ELEMENTARY SCHOOL	64.45	ES
178901	CITY OF MALIBU	CUP AMENDMENT	MALIBU HIGH SCHOOL	6,276.00	BB
178847	HERITAGE WINDOW COVERINGS INC	ROLLER SHADES FOR RELOS	MALIBU HIGH SCHOOL	9,790.00	BB
178848	KING RELOCATION SERVICES	EMPTY CONTAINERS	CABRILLO ELEMENTARY SCHOOL	1,887.35	ES
178661	MERIDIAN IT INC	MERIDIAN IT-CHANGE ORDER-INFRA	CURRICULUM AND IMC	7,200.00	ES
178662	MERIDIAN IT INC	MERIDIAN-CHANGE ORDER	CURRICULUM AND IMC	57,400.00	ES
178721	PACIFIC OFFICE INTERIORS	PHASE 2 FF&E OLYMPIC INSTALL	OLYMPIC CONTINUATION SCHOOL	16,332.38	BB
178765	PACIFIC OFFICE INTERIORS	FURNITURE FOR PHASE 2	OLYMPIC CONTINUATION SCHOOL	22,339.69	BB
178898	STATE OF CALIFORNIA	APPLICATION FEES	CABRILLO ELEMENTARY SCHOOL	2,400.00	ES
178900	STATE OF CALIFORNIA	LANDSCAPE APPLICATION FEES	CABRILLO ELEMENTARY SCHOOL	500.00	ES
				** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATION/NEW CONSTRUCTION/DEVELOPER FEES	137,733.51

TO: BOARD OF EDUCATION  
FROM: BEN DRATI / JANECE L. MAEZ / PAT HO  
RE: ACCEPTANCE OF GIFTS – 2016/2017

ACTION/CONSENT  
03/16/17

RECOMMENDATION NO. A.09

It is recommended that the Board of Education accept, with gratitude, checks totaling **\$8,894.37** 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 2016-2017 income and appropriations by **\$8,894.37** 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).

<b>School/Site Account Number</b>	<b>Cash Amount</b>	<b>Item Description</b>	<b>Purpose</b>	<b>Donor</b>
<b>Cabrillo Elementary School</b> 01-90120-0-00000-00000-8699-017-0000	\$ 805.00		Field Trip	Various
<b>Educational Services</b> 01-90120-0-00000-00000-8699-030-0000	\$ 53.00		General Supplies and Materials	Various
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000	\$ 3,279.16 \$ 906.45		Reimb./Copier Agreement Field Trip	MHS-PTSA MHS-PTSA
<b>Mckinley Elementary School</b> 01-90120-0-00000-00000-8699-010-0000	\$ 1,000.00 \$ 1,000.00 \$ 374.16		Field Trip Field Trip General Supplies and Materials	McKinley PTA Various Cornerstone Photography
<b>Rogers Elementary School</b> 01-90120-0-00000-00000-8699-006-0000	\$ 845.00 \$ 631.60		Field Trip General Supplies and Materials	Various Cornerstone Photography
<b>TOTAL</b>	<b>\$ 8,894.37</b>			

TO: BOARD OF EDUCATION

ACTION/MAJOR  
03/16/17

FROM: BEN DRATI / JANECE L. MAEZ

RE: APPROVAL FOR DISPOSAL/RECYCLE OF SURPLUS EQUIPMENT

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve the disposal, sale, recycling or donation of the surplus equipment and furniture listed below.

COMMENT: All items are obsolete, beyond economic repair, unusable or deemed as surplus. Items will be disposed of in accordance with Educational Code 17545-17555.

All inventory is recycled through a California State Certified Electronic Recycler and will be disposed of in accordance with Educational Code 17545-17555.

School / Department	Item	Qty	Serial #	Acq'd	Asset #
ADAMS	APPLE MACBOOK PRO A1278	1	34031LGFATM	2010	31850 (STOLEN)
	CANON C5035 COMPUER	1	GNW54997	2011	26896
ADULT ED	SCANTRON 888P SCANNER	1	K-32745	2000	8412
DISTRICTWIDE	TEXTBOOKS & LITERATURE BOOKS	1 LOT	ISBN ON FILE IN PURCHASING DEPARTMENT *	N/A*	
ED SVCS	HP C391 PRINTER	1	USKB208895	1997	5722
FISCAL	HP 1020 PRINTER	1	CNBXR86283	N/A	N/A
FOOD SVCS (GRANT)	OVEN	1	N/A	1985	2856
GRANT	ELMO TT-121T DOCUMENT CAMERA	1	1325445	2016	36982 (STOLEN)
LINCOLN	GATEWAY E2610S COMPUTER	1	0004549347	2008	19063
	ELMO L3550 PROJECTOR	1	100891	UNKN	10834
	GEMSTAR -S32500 TELEVISION	1	927331445	UNKN	11649
	ZENITH SS25 TELEVISION	1	321-53010816	1993	1092
	SONY 27E TELEVISION	1	7013744	1994	11698
	PROSCAN TELEVISION	2	732511390, 927331445	UNKN	11158, 11649
	SHARP TELEVISION	1	615043	UNKN	01111
MCKINLEY	GBC P400 BINDING SYSTEM	1	PFP0059	2004	16018



MUIR	ADVANCE BIG KEY KEYBOARD	1	UNKNOWN	2016	UNKNOWN (STOLEN)
	APPLE IPAD	1	UNKNOWN	2016	UNKNOWN (STOLEN)
	CHARGING STATION	2	UNKNOWN	2016	UNKNOWN (STOLEN)
	EPSON TEACHER (1) & STUDENT (2) MICROPHONES	3	UNKNOWN	2016	UNKNOWN (STOLEN)
	LOGITECH SPEAKERS	1	UNKNOWN	2016	UNKNOWN (STOLEN)
	MACBOOK AIR LAPTOP COMPUTER	8	C1MRPFBNH3QF, C02LR04HFA51, W801195D8PW, W8747HA0Z62, W8011A7L8PW, W89130UG4R2, W89130OT24R2, W89130VB4R2,	2016	UNKNOWN (STOLEN)
	HP CHROMEBOOK COMPUTER	18	5CD6072TDM, 5CD6072SXH, 5CD6072TK4, 5CD6072SYK, 5CD6072SY3, 5CD6072TFC, 5CD6072SY8, 5CD6072T5B, 5CD6072T14, 5CD6072T9J, 5CD6072TC6, 5CD6072T1Q, 5CD6072T0L, 5CD6072T32, 5CD6072SXY, SCD6072TF9, 5CD6072T03, 5CD6072SYD	2016	UNKNOWN (STOLEN)
	WALKIE TALKIE	8	RR10WKR1JRX, RR10WKR24LZ, WRZ0090F, WRZ0092C, WRZ00665, WNMOOO1C, WNMOOO18, UNKNOWN	2016	UNKNOWN (STOLEN)
	XBOX W/KINECT BUNDLE	1	UNKNOWN	2016	UNKNOWN (STOLEN)
PURCHASING	GATEWAY 450e LAPTOP COMPUTER	1	0034690005	2004	16531
SPEC ED	GATEWAY M255 COMPUTER	1	0038947726	2007	17902
	GATEWAY E4700 COMPUTER	1	0004513406	2008	18895
WEBSTER	ELBRIDGE UPRIGHT PIANO	1	116459	1965	4283
	BROTHER FAX4100E	1	U61639H0J196506	UNKN	UNKN

\* An extensive list of discarded textbooks and literature books is on file in the purchasing office by title and ISBN numbers and available for review upon request. All textbooks are outdated and deemed as surplus. Disposal of textbooks are in accordance with Educational Code Section 60510.

The following vehicles will be salvaged as surplus once the replacement vehicles are received. Vehicles are beyond economic repair and exceed the District standard of a 10 year replacement cycle.

Veh #	Make/Model	Year	SN	Shop	License
039	FORD F250 TRUCK	1998	1FTRF27L3WKC1413	GROUND	1016581
043	FORD 250 TRUCK	1995	1FTHF25H3SCA2016	GROUND	E330089
049	FORD F350 TRUCK	1995	2FDKF37G5SCA2006	PERMIT OFFICE	E330091
082A	HUSKY TRAILER	1988	1M9520206EA069017	GROUND	E323849

Condition:

<b>Veh #</b>	<b>Mileage</b>	<b>Interior Condition</b>	<b>Exterior Condition</b>	<b>Mechanical</b>
039	UNKNOWN	POOR	POOR	POOR
043	UNKNOWN	POOR	POOR	POOR
049	UNKNOWN	POOR	POOR	POOR
082A	UNKNOWN	POOR	POOR	POOR

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / PAT HO

RE: APPROVAL OF 2015-16 ANNUAL MEASURE "R," MEASURE "BB," AND  
MEASURE "ES" AUDIT REPORTS

RECOMMENDATION NO. A.11

It is recommended that the Board of Education accept the 2015-16 Annual Measure R and Measure BB and Measure ES Audit Reports and approve management discussion and analysis and the administrative responses to the "Findings" & "Recommendations" as contained in the subject audits.

COMMENTS: The audit firm of Christy White Accountancy Corporation completed the 2015-16 financial audits for Measure R and Measure BB and ES as required by the language of the respective measures. [Click here](#) for the Measure R audit report. [Click here](#) for the Measure BB audit report. [Click here](#) for the Measure ES audit report.

The Financial Oversight Committee reviewed the Measure R audit report at their March 8, 2017 meeting and recommends the Board of Education to accept approval of the Measure R audit report at the March 16, 2017 Board meeting.

The Bond Oversight Committee will review the Measure BB and ES report at their meeting of March 20, 2017, and incorporate the audit information into their annual report period ending June 30, 2017.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION ACTION/CONSENT  
03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / CAREY UPTON / ROOSEVELT BROWN

RE: MEMORANDUM OF UNDERSTANDING BETWEEN SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT (SMMUSD) AND CITY OF SANTA MONICA REGARDING WATER USE AUDITS AND RETROFITS

RECOMMENDATION NO A.12

It is recommended that the Board of Education approve a Memorandum of Understanding (MOU) with the City of Santa Monica to fund water use audits and retrofits as part of the city's Sustainable Water Master Plan.

**COMMENTS:** On September 13, 2016, the Santa Monica City Council authorized the City Manager to negotiate and execute a memorandum of understanding between the City of Santa Monica and the Santa Monica-Malibu Unified School District (SMMUSD) to fund water use audits and retrofits totaling \$300,00 for fiscal year 2016-17 for the initial water audits and retrofit phase of the project with two additional one-year renewal options to complete the prioritized retrofit recommendations totaling \$549,000 in an amount not to exceed \$848,000.

This is one of the key strategies to conserve water outlined in the city's Sustainable Water Master Plan (SWMP) and part of the city's drought response to reach and maintain a 20% water use reduction citywide. The estimated costs to audit the indoor plumbing fixtures and landscaping as well as potential retrofits were based on comparisons to City of Santa Monica facilities and landscapes. The analysis included in the SWMP was based on our school district saving, at minimum, approximately two million gallons of water each year.

**PROGRAM DESCRIPTION:**

After securing funding from the City in the form of a MOU, SMMUSD will go through a bid process to select a vendor to perform indoor water-use audits and landscape audits on all outdoor irrigation covered by this project. SMMUSD will invoice the City for payment prior to the audits at each location. The selected vendor may also aid in identifying major issues, such as a leaks, and recommend appropriate and immediate actions for mitigation.

Upon completion of the audits, staff from SMMUSD and the City will meet to prioritize the projects that the audit recommends. Once the City approves the project list, SMMUSD can proceed with procuring equipment and/or service providers for installation in the project areas and move forward with the retrofit projects. SMMUSD will provide a report of completed projects. Finally, after all retrofit projects have been completed, the City will monitor water savings realized through this major retrofit program at SMMUSD facilities.

**SMMUSD/City of Santa Monica Water Department staff responsibilities**

1. The **City** appropriates a total of \$849,000 for the SMMUSD Audits and Retrofits Program with \$300,000 allocated in FY 2016-17 and \$549,000 in FY2017-18 upon City Council approval.
2. **City staff and SMMUSD** will develop a request for proposals for auditing services.
3. **City** will provide upfront funding based on cost estimates for **SMMUSD** to hire a vendor(s) to perform indoor water-use and irrigation audits at Santa

- Monica schools and administrative buildings. The selected landscape audit vendor should be a Certified Landscape Irrigation Auditor.
4. The audits shall be completed within 6-months of the award of work to the vendor(s).
  5. Indoor water-use audits shall include the evaluation of water using fixtures and materials including flow rates, leaks, and performance. A detailed audit report of individual fixtures and materials, flow rates, leaks, performance, specific replacement equipment recommendations, potential water savings estimates, and a return on investment must be provided as part of the services.
  6. The landscape audits should be based on the Irrigation Association Landscape Audit requirements. The vendor must provide a detailed report including an irrigation site map with locations of irrigation equipment, make and model of equipment, performance of equipment, specific replacement equipment recommendations, potential water savings estimates, and a return on investment must be provided as part of the services.
  7. City may provide up front funding for leak repairs based on estimates of services to be provided.
  8. **City** will provide funding for City approved water-saving retrofits based on the results of vendor's indoor water-use and landscape audits.
  9. **City and SMMUSD** will prioritize the audit-recommended projects.
  10. **City** approves the audit-recommended projects.
  11. **SMMUSD** implements their procurement/approval process for equipment and installations.
  12. **SMMUSD** provides cost estimates to the City for equipment purchasing and installation for pre-approved projects.
  13. **City pays SMMUSD**, subject to appropriated amounts.
  14. **City and SMMUSD** meet regularly to discuss project costs, timelines, and issues and resolve issues as quickly as possible.
  15. **SMMUSD** provides a report at the completion of each project and a final report of all completed projects
  16. **SMMUSD** shall reimburse the City for any services and/or projects that are not completed within 2-months of Program completion.
  17. **City staff** provides a detailed report to Council within 3-months of Program completion.
  18. **The City** tracks ongoing water savings and reports as requested.

Timeline:



**IMPACT:** We anticipate that the water audit will provide more potential projects than this grant will cover. However, this will help us to set priorities and develop projects to meet become more sustainable.

This work, unlike most of our projects and funding, is based solely in Santa Monica. We will investigate doing a similar water audit for the Malibu sites. We will approach the Los Angeles County West Basin Water District to see if they have similar grants.

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

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU"), entered into as of FEBRUARY 23, 2017 ("Execution Date"), by and between the City of Santa Monica ("City") and the Santa Monica-Malibu Unified School District ("District"), is made with reference to the following:

### RECITALS:

- A. The City is a municipal corporation duly organized and validly existing under the laws of the State of California with the power to carry on its business as it is now being conducted under the statutes of the State of California and the Charter of the City.
- B. District is qualified to do business, and is doing business, in the State of California. The District represents it has the background, knowledge, experience and expertise necessary to perform the pilot project described in this MOU.
- C. The City and District now desire to enter into this memorandum of understanding with respect to an audit of both indoor and outdoor water devices and materials within the District's campuses and administrative facilities throughout Santa Monica and subsequent retrofit of said devices and materials.

NOW, THEREFORE, it is mutually agreed by and between the undersigned parties as follows:

### TERMS AND CONDITIONS

1. **Term.** This MOU begins on the Execution Date and terminate one year thereafter ("Term"), unless sooner terminated in accordance with Section 14 or as extended by the City in its sole discretion.
  - 1.1. **Options to Renew.** Upon the expiration of the Term, the City shall have, at its sole and absolute discretion, two options to extend the Term by additional one year periods. The City will notify the District of the exercise of the option, if any, through written letter sent by the City Manager or his/her designee.
2. **Project.** The City and the District seek to perform a water audit on District property and, based on the results, replace existing water-related hardware and materials with more efficient hardware and materials to reduce the District's water consumption as more fully set forth in the proposal attached hereto as Exhibit A ("Project Scope").
3. **Responsibilities.**
  - 3.1 The District shall be responsible for all of the tasks set forth in the Project Scope, including, but not limited to: hiring a landscape auditor, invoicing City for any costs associated with the landscape audit, collaborating with City on prioritization of projects based on the landscape and interior audits, hiring installers to retrofit irrigation equipment and indoor water fixtures and water-

related materials, invoicing City for the costs of these installations, and providing a report to the City after each project has been completed.

- 3.2 The District shall implement such tasks in accordance with applicable law.
  - 3.3 From time to time, the parties may modify the Project Scope pursuant to written amendment executed by the parties.
  - 3.4 The City, in its proprietary capacity through the Division of the Office of Sustainability and the Environment, shall have the right of approval of the location of retrofit projects, details regarding the retrofit projects, and other aspects of the Project Scope.
  - 3.5 The City and District will mutually cooperate with each other in connection with the implementation of the Project.
4. **Project Costs.** The City has budgeted the sum of Three Hundred Thousand Dollars (\$300,000) for the costs of the initial water audit and retrofit phase of the Project during the Term. The City and District agree that all invoicing and payments for this Project will be in accordance with Exhibit A (Project Scope).
- 4.1 **Option Periods.** Subject to budgetary appropriation by the City Council, acting in its sole and absolute discretion, the City may fund up to Five Hundred Forty-Nine Thousand Dollars (\$549,000) for additional costs of the Project as set forth in the Project Scope during the option periods.
  - 4.2 **Total Amount Not-To-Exceed.** For all of the costs of the Project during the Term and both option periods, the total amount of the Project costs shall not exceed the sum of Eight Hundred Forty-Nine Thousand Dollars (\$849,000).
5. **Notices.** All notices, demands, requests or approvals to be given under this Agreement, must be in writing and will be deemed served when delivered personally, by email, or on the third business day after deposit in the United States mail, postage prepaid, registered or certified, addressed as follows:

- 5.1 All notices, demands, requests or approvals to the City:

City of Santa Monica Office of Sustainability and the Environment  
1717 4th Street, Suite 100  
Santa Monica, California 90401  
Attention: Kim O'Cain, Senior Sustainability Analyst  
Re: MOU for SMMUSD Water Audits and Retrofits

- 5.2 All notices, demands, requests or approvals to DISTRICT:

Santa Monica-Malibu Unified School District  
1651 16th Street  
Santa Monica, California 90404



Attention: Terance Venable, Manager of Building & Grounds,  
Purchasing Director

Re: MOU for Water Audit and Retrofit

6. **Independent Parties.** Both parties to this Agreement will be acting in an independent capacity and not as agents, employees, partners, or joint venturers of one another. Neither the City nor its officers or employees will have any control over the conduct of District or any of District's agents, employees, or subconsultants, except as otherwise provided in this Agreement.
7. **Integrated Contract.** This Agreement represents the full and complete understanding of every kind or nature whatsoever between the parties. Any preliminary negotiations and agreements of any kind or nature are merged into this Agreement. No oral agreement or implied covenant may be held to vary the provisions of this Agreement. This Agreement may be modified only by written agreement signed by City and District, and approved as to form by the City Attorney.
8. **Insurance.** Prior to commencing work or tasks set forth in this Agreement, District must procure, maintain and pay for insurance against claims for injuries to persons or damage to property that may arise from or in connection with the performance of such work or tasks by District or District's agents, representatives, employees or subconsultants for the duration of this Agreement. District must obtain insurance that, at a minimum, meets the requirements for insurance set forth in Exhibit B, Insurance Requirements and Verifications.
  - 8.1 **Subcontractor Insurance.** Prior to the commencement of any work by the District's subcontractor, the District shall submit the subcontractor's insurance to the City's Risk Manager for approval.
9. **Defense and Indemnification.**
  - 9.1 **Indemnification.** As to District's actions and tasks under this Agreement, District agrees to defend, indemnify, protect, and hold harmless the City, its agents, officers, boards and commissions, and employees (collectively, "City") from and against any and all liability, claims, demands, damages, or costs, including but not limited to attorney's fees, or payments for injury to any person or property (collectively, "Losses") caused or claimed to be caused by the acts, errors and/or omissions of District, or District's employees, agents, officers, volunteers and subconsultants. District's responsibilities under this Section 10.1 include liability arising from, connected with, caused by, or claimed to be caused by the active or passive negligent acts or omissions of the City, which may be in combination with the acts or omissions of District, its employees, agents or officers, or subconsultants; provided, however, that District's duty to defend, indemnify, protect and hold harmless shall not include any Losses arising from the sole negligence or willful misconduct of the City. Notwithstanding District's obligation to defend City hereunder, City has

the right to conduct its own defense and seek reimbursement for reasonable costs of defense from District, if City chooses to do so.

**9.2 Enforcement Costs.** District agrees to pay any and all costs the City incurs enforcing the indemnity, defense and hold harmless provisions set forth in Section 10.1.

**10. Prohibition Against Transfers.** District may not assign, hypothecate, or transfer this Agreement or any interest therein directly or indirectly, by operation of law or otherwise without the prior written consent of City. Any attempt to do so without the City's consent will be null and void, and any assignee, hypothecatee or transferee acquires no right or interest by reason of such attempted assignment, hypothecation or transfer.

**11. Permits and Licenses.** District, at its sole expense, must obtain and maintain during the term of this Agreement all required business and professional permits, licenses and certificates, and other regulatory approvals for the activities and tasks set forth in this MOU.

**12. Waiver.** A waiver of any breach of this Agreement may not be deemed a waiver of any subsequent breach of the same or any other term, covenant, or condition of this Agreement.

**13. Default and Termination.**

**13.1** If District fails or refuses to perform any of the provisions of this Agreement, and if the default is not cured within a period of five days after the City's written notice of default specifying the nature of the default, City may immediately terminate this Agreement by written notice to District.

**13.2** The City and the District each have the option, at its sole discretion and without cause, of terminating this Agreement by giving ten days' written notice to the other.

**14. Compliance with Law.** District must comply with all laws of the State of California and the United States, and all ordinances, rules, and regulations enacted or issued by City.

**15. Discrimination.** District may not discriminate in the provision of services hereunder because of race, color, religion, national origin, ancestry, sex, age, sexual orientation, marital status, AIDS or disability.

**16. Nuisance.** District may not maintain, commit, or permit the maintenance or commission of any nuisance in connection with the performance of services under this Agreement.

**17. Records.**

17.1 District must maintain complete and accurate records with respect to data, results, statistics, photographs, reports, costs, expenses, receipts and other such information required by the City in connection with the Project. District must keep the records, together with supporting documents, separate from other documents and records and maintain them for a period of three years after expiration of this Agreement.

17.2 District must maintain records in sufficient detail to permit an evaluation of the Project and in accordance with generally accepted accounting principles with respect to the costs of the Project. District must clearly identify all records and make them readily accessible to the City. At the City's request, District must provide records in an electronic format and, if necessary, access to any proprietary software to view such electronic records.

**18. Work Product; Reports.**

18.1 Any work product prepared or caused to be prepared by District or any subconsultant for this Agreement will be jointly owned by both the City and District. No work product given to or prepared by District or any subconsultant pursuant to this Agreement may be made available to any individual or organization by District without prior written approval by City.

18.2 At the City's request, District must furnish reports concerning the status of the Tasks.

**19. Standard of Care.** District agrees that all actions and tasks, including services performed by any subconsultant, will be performed in a manner consistent with the level of care and skill ordinarily exercised by members of District's profession currently practicing in the same locality under similar conditions.

**20. Subconsultants and Subcontractors.**

20.1 If District proposes to engage any other subconsultant or subcontractor to perform any part of the Project Scope, District must submit a request for approval in writing, describing the scope of work to be subcontracted, the name of the proposed subconsultant and subcontractor. The City, in its sole discretion, may grant or deny the request.

20.2 District will be responsible for the quality of any subconsultant/subcontractor's work. Every subcontract or agreement of any kind entered into between District and any subconsultant/subcontractor (or between any subconsultant and others) must contain the following provision:

This agreement is consistent with all terms and conditions of the MOU entered into between the City of Santa Monica and District on \_\_\_\_\_.

21. **Governing Law.** The laws of the State of California, without regard to any choice of law provisions, will govern this Agreement.
22. **Venue and Jurisdiction.** The City and District agree that the Services will take place in Los Angeles County. Any litigation arising out of this Agreement may only be brought in either the United States District Court, Central District of California, or the Superior Court of California, County of Los Angeles, West District, as appropriate. The parties agree that venue exists in either court, and each party expressly waives any right to transfer to another venue. The parties further agree that either court will have personal jurisdiction over the parties to this Agreement.
23. **Survival of Provisions and Obligations.** Any provision of this Agreement, which by its nature must be exercised after termination of this Agreement, will survive termination and remain effective for a reasonable time. Any obligation that accrued prior to termination of this Agreement will survive termination of this Agreement.
24. **Exhibits.** The following exhibits are incorporated by reference into this Agreement as though fully set forth herein.

Exhibit A	Project Scope
Exhibit B	Insurance Requirements

In witness whereof, the parties have caused this Agreement to be executed the day and year first above written.

ATTEST:

CITY OF SANTA MONICA,  
a municipal corporation


\_\_\_\_\_  
DENISE ANDERSON-WARREN  
City Clerk

By: \_\_\_\_\_  
RICK COLE  
City Manager

APPROVED AS TO FORM:

  
\_\_\_\_\_  
JOSEPH LAWRENCE  
Interim City Attorney

THE SANTA MONICA-MALIBU UNIFIED  
SCHOOL DISTRICT

By:   
\_\_\_\_\_  
Name: CALEY UPTON  
Title: CHIEF OPERATIONS OFFICER



## Exhibit A Project Scope

### OVERVIEW

Southern California has been in a state of unprecedented drought for several years now, which has increased the urgency for improved water conservation methods and programs. In addition, the City of Santa Monica (City), through its Sustainable Water Master Plan (SWMP), has established the goal of becoming water self-sufficient by the year 2020. In an effort to meet these goals and respond to the drought, the City has performed analysis on water use throughout Santa Monica and has identified specific businesses and organization that would receive the greatest benefit from updating their water conservation practices. The Santa Monica-Malibu Unified School District (SMMUSD) is one such entity. Subject to budgetary appropriation by the City Council, acting in its sole and absolute discretion, the City will make up to \$849,000 available to the SMMUSD to reduce water usage across many of their campuses and administrative buildings throughout the City of Santa Monica.

### PROGRAM DESCRIPTION

After securing funding from the City in the form of a MOU, SMMUSD will go through a bid process to select a vendor to perform indoor water-use audits and landscape audits on all outdoor irrigation covered by this project. SMMUSD will invoice the City for payment prior to the audits at each location. The selected vendor may also aid in identifying major issues, such as a leaks, and recommend appropriate and immediate actions for mitigation.

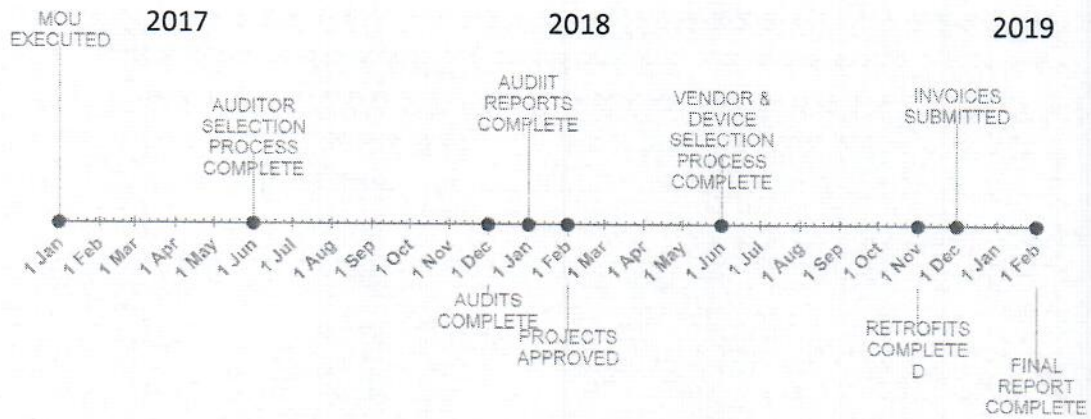
Upon completion of the audits, staff from SMMUSD and the City will meet to prioritize the projects that the audit recommends. Once the City approves the project list, SMMUSD can proceed with procuring equipment and/or service providers for installation in the project areas and move forward with the retrofit projects. SMMUSD will provide a report of completed projects. Finally, after all retrofit projects have been completed, the City will monitor water savings realized through this major retrofit program at SMMUSD facilities.

## TASKS

1. The City appropriates a total of \$849,000 for the SMMUSD Audits and Retrofits Program with \$300,000 allocated in FY 2016-17 and \$549,000 in FY2017-18 upon City Council approval.
2. City staff and SMMUSD will develop a request for proposals for auditing services.
3. City will provide upfront funding based on cost estimates for SMMUSD to hire a vendor(s) to perform indoor water-use and irrigation audits at Santa Monica schools and administrative buildings. The selected landscape audit vendor should be a Certified Landscape Irrigation Auditor.
4. The audits shall be completed within 6-months of the award of work to the vendor(s).
5. Indoor water-use audits shall include the evaluation of water using fixtures and materials including flow rates, leaks, and performance. A detailed audit report of individual fixtures and materials, flow rates, leaks, performance, specific replacement equipment recommendations, potential water savings estimates, and a return on investment must be provided as part of the services.
6. The landscape audits should be based on the Irrigation Association Landscape Audit requirements. The vendor must provide a detailed report including an irrigation site map with locations of irrigation equipment, make and model of equipment, performance of equipment, specific replacement equipment recommendations, potential water savings estimates, and a return on investment must be provided as part of the services.
7. City may provide up front funding for leak repairs based on estimates of services to be provided.
8. City will provide funding for City approved water-saving retrofits based on the results of vendor's indoor water-use and landscape audits.
9. City and SMMUSD will prioritize the audit-recommended projects.
10. City approves the audit-recommended projects.
11. SMMUSD implements their procurement/approval process for equipment and installations.
12. SMMUSD provides cost estimates to the City for equipment purchasing and installation for pre-approved projects.
13. City pays SMMUSD, subject to appropriated amounts.
14. City and SMMUSD meet regularly to discuss project costs, timelines, and issues and resolve issues as quickly as possible.

15. SMMUSD provides a report at the completion of each project and a final report of all completed projects
16. SMMUSD shall reimburse the City for any services and/or projects that are not completed within 2-months of Program completion.
17. City staff provides a detailed report to Council within 3-months of Program completion.
18. The City tracks ongoing water savings and reports as requested

**Estimated Timeline**



## Exhibit B

### MOU Insurance Requirements and Verifications

District and its sub-contractors shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the District, its agents, representatives, employees or sub-contractors.

#### Minimum Scope and Limits of Insurance

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal and advertising injury, with limits of no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form CA 00 01 covering Code 1 (any auto), or if District has no owned autos, Code 8 (hired) and Code 9 (non-owned), with limits of no less than \$1,000,000 per accident for bodily injury and property damage.
3. **Workers' Compensation:** Workers' Compensation insurance as required by the State of California, with Statutory Limits and Employers' Liability Insurance with limits of no less than \$1,000,000 per accident for bodily injury or disease (see footnote #1).

If the District and its sub-contractors maintains higher limits than the minimums shown above, the City of Santa Monica requires and shall be entitled to coverage for the higher limits maintained by the District. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City of Santa Monica.

#### Other Insurance Provisions

1. The insurance policies are to contain, or be endorsed to contain, the following provisions:
  - a. **Additional Insured Status (CGL):** The City of Santa Monica, its officers, officials, employees and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of District including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the District's insurance at least as broad as Insurance Services Office Form CG 20 10 11 85.



- b. **Primary Coverage (CGL and Auto):** For any claims related to this Agreement, the District's insurance shall be primary as respects the City of Santa Monica, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City of Santa Monica, its officers, officials, employees or volunteers shall be in excess of the District's insurance and shall not contribute with it.
- c. **Notice of Cancellation (all policies):** Each insurance policy required herein shall state that coverage shall not be cancelled except after notice has been given to the City of Santa Monica.
- d. **Waiver of Subrogation (all policies):** District hereby grants to the City of Santa Monica a waiver of any right of subrogation which any insurer of said District may acquire against the City of Santa Monica by virtue of payment of any loss. District agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City of Santa Monica has received a waiver of subrogation endorsement from the insurer.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City of Santa Monica for all work performed by the District, its employees, agents and sub-contractors.

#### **Deductibles and Self-Insured Retentions**

Any deductibles or self-insured retentions must be declared to and approved by the City of Santa Monica. The City of Santa Monica may require the District to purchase coverage with a lower deductible or retention or provide satisfactory proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

#### **Acceptability of Insurers**

Insurance is to be placed with insurers with a current a current A.M. Best rating of no less than A:VII, unless otherwise acceptable to the City of Santa Monica.

#### **Verification of Coverage**

District shall furnish the City of Santa Monica with original certificates and amendatory endorsements or copies of the applicable policy language providing the insurance coverage required herein. All certificates and endorsements are to be received and approved by the City of Santa Monica before work commences. However, failure to obtain required documents prior to the work beginning shall not waive the District's obligation to provide them. The City of Santa Monica reserves the right to require complete, certified copies of all required insurance policies, including the endorsements required herein, at any time.

### **Failure to Maintain Insurance Coverage**

If District, for any reason, fails to maintain insurance coverage which is required pursuant to this Agreement, the same shall be deemed a material breach of contract. The City of Santa Monica, at its sole option, may terminate this Agreement and obtain damages from the District resulting from said breach. Alternatively, the City of Santa Monica may purchase such coverage (but has no special obligation to do so), and without further notice to the District, the City may deduct from sums due to the District any premium costs advanced by the City for such insurance.

### **Sub-contractors**

District shall require and verify that all sub-contractors maintain insurance meeting all the requirements stated herein. All exceptions must be approved in writing by the Risk Manager.

### **Footnotes**

- # 1: Workers' Compensation insurance coverage is not required if the District does not have employees. The District must, however, execute the City's Workers' Compensation Coverage Exemption Declaration Form.

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / TERRY DELORIA / BERTHA ROMAN

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

RECOMMENDATION NO. A.13

It is recommended that the Board of Education award the installation of audio visual classroom technologies including dual screen projection systems, audio enhancement speakers, A/V controllers, and electrical upgrades at Lincoln Child Development Center, Pine Street Child Development Center, Washington West Preschool and Woods Preschool in an amount not to exceed \$109,997.57, piggybacking Bakersfield City School District Bid BD 1507-1.

Funding Information

Budgeted: Yes  
Fund: 84  
Source: Measure ES  
Account Number: 84-90903-0-00000-85000-6200-030-1300

COMMENT: Classroom technology standards were developed by the 21<sup>st</sup> Century Classroom subcommittee of the District Technology Team in the Fall of 2014. The Preschool classroom standard includes the installation of a single projection system, audio enhancement speakers with teacher and student microphones and audio-visual controllers. Preschool Classrooms for sites not listed above were completed during technology upgrades for their respective school sites. For example, John Adams Child Development Center at John Adams Middle School was completed during Summer 2016.

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

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / CAREY UPTON

RE: AMENDMENT TO AGREEMENT– ARCHITECTURAL SERVICES – SANTA MONICA HIGH SCHOOL – SCIENCE & TECHNOLOGY BUILDING AND SITE IMPROVEMENTS, PHASE II PROJECT– CHAN YOUNG ARCHITECTS – MEASURE BB

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve Contract Amendment #4 with Chan Young Architects (CYA) for additional architectural services for the Santa Monica High School - Science and Technology and Site Improvements, Phase II Project in an amount not to exceed \$9,000.00 for a total contract amount of \$454,171.00

Funding Information

Budgeted: No  
Fund: 83  
Source: Measure ES  
Account Number: 83-90500-0-00000-85000-5802-015-2600  
Budget Category: Soft Costs \ Design Services \ Architects

COMMENTS: The District stockpiled excess soil at the end of the Science and Tech Building Project with the intent to save it for use as fill during the construction of the new softball field. Now that the District has revised the plan to improve the Samohi campus, this stockpile is no longer needed. In addition, the stockpile has presented an ongoing maintenance and erosion issue and Staff has determined that it should be removed from the site.

CYA has proposed to design a plan for this area to include removal of the earthen stockpile, regrading of the area to achieve proper drainage, installation of proper SWPPP controls, addition of a drain adjacent to the Utility Building to eliminate ponding, and general improvement of the area to a condition that will be suitable through the start of construction of Phase 1 and 2 of the Samohi Campus Plan.

MEASURE BB:

ORIGINAL CONTRACT AMOUNT (Samohi – Const. Observ. & DSA Cert.)	\$ 68,977
CONTRACT AMENDMENT #2 (Samohi – Descop. & Closeout DSA)	\$ 5,638
CONTRACT AMENDMENT #4 (Samohi drainage and SWPPP Imp)	\$ 9,000
TOTAL:	\$ 83,615

MEASURE ES:

CONTRACT AMENDMENT #1 (Samohi – Softball Field & BB Courts)	\$272,682
CONTRACT AMENDMENT #2a (Samohi – Softball Field & BB Courts reimb)	\$ 8,000
CONTRACT AMENDMENT #3 (Samohi – Sealy Lights & Baseball Backstop)	\$ 89,874
TOTAL	\$370,556

Funding will be from Program Reserve.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / CAREY UPTON

RE: AMENDMENT TO AGREEMENT – PROFESSIONAL GEOTECHNICAL SERVICES – SANTA MONICA HIGH SCHOOL – STAIRWAY AND SIDEWALK IMPROVEMENT PROJECT – LEIGHTON CONSULTING, INC. – MEASURE ES

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve Contract Amendment #2 with Leighton Consulting Inc. for Geotechnical Inspections and material testing as the Lab of Record for the Santa Monica High School - Stairway and Sidewalk Improvement Project in an amount not to exceed \$12,370 for a total contract amount of \$36,895.00.

Funding Information

Budgeted: Yes  
Fund: 85-90904-0-00000-85000-5802-015-2600  
Source: Measure ES  
Budget Category: Soft Costs \ Environmental Tests \ Geo Engineering and Material Testing

COMMENTS: Leighton Consulting, Inc. proposes to provide earthwork observation, soil testing and material testing services for the construction of the Stairs and Accessible Pathway (DSA# 03-117452) at Santa Monica High School. The total cost for the geotechnical work and materials testing is \$12,370. Leighton’s scope of work includes soil testing, compaction test, concrete and rebar testing per DSA Form 102 for the project.

In order to complete the work as soon as possible, this work is under way.

ORIGINAL CONTRACT AMOUNT (Campus Plan Project)	\$16,335
CONTRACT AMENENDMENT #01 (Seal Field & Stairway & Sidewalk)	\$ 8,190
CONTRACT AMENENDMENT #02 (Stairway & Sidewalk Geotech and LOR)	<u>\$12,370</u>
TOTAL CONTRACT AMOUNT	\$36,895

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / CAREY UPTON

RE: CHANGE ORDER – ENVIROPLEX, INC. – MALIBU MIDDLE & HIGH SCHOOL –  
CAMPUS IMPROVEMENT PROJECT – MEASURE BB

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve Change Order #6 with Enviroplex Inc. for the Malibu Middle & High School - Campus Improvements Project in an amount not to exceed \$8,300.97 for a total contract amount of \$2,054,978.71 and 0 days of schedule impact.

Funding Information

Budgeted: Yes  
Fund: 83  
Source: Measure BB  
Account Number: 83-90500-0-00000-85000-6200-010-2600(Malibu HS)  
Budget Category: Hard Costs\Construction\Construction Contract  
DSA #: 03-113456  
Friday Memo: N/A

COMMENTS: On May 5, 2016, the Santa Monica-Malibu Unified School District Board of Education awarded a contract to Enviroplex Inc., in the amount \$1,693,939.65 utilizing the Cooperative Purchasing Agreement, also known as piggy-back, from Las Lomas Elementary School District to furnish and install relocatable classrooms to be placed at Malibu High School and Juan Cabrillo Elementary as interim housing due to future construction projects at MMHS.

The scope of work in Change Order 06 (CO-06) includes all labor, materials, equipment and related overhead costs for the work for relocatable classroom building changes at MHS and JCE and funding is within the construction budget to include: 1) PCO#14 (03-117443 – MHS P1 thru P4) to add ramp landing and switchback to P4 ramp in one classroom for accessibility in the amount of \$1,940.00. 2) PCO#015 (03-117407 – MHS P5 thru P9 and RR) to add blocking for casework anchorage in four classrooms in the amount of \$2,381.00. 3) PCO#15 (03-117443 – MHS P1 thru P4) to add blocking for casework anchorage in three classrooms and repair of the tack board in P1 in the amount of \$2,332.00; 4) PCO#15 (03-117406 – JCE P1 thru P5 and RR) to add blocking for casework anchorage in five classrooms in the amount of \$2,386.00. 5) Waisman's COR#10 back charged to Enviroplex (03-117406 JCE P1 thru P5 and RR) to repair two leaking points of connection to the waste piping at restroom in the deductive amount of \$159.00. 6) Waisman's COR#23 back charged to Enviroplex (03-117407 – MHS P5 thru P9 and RR) to repair leaks at plumbing fixtures at restroom in the deductive amount of \$579.03.

*(continued on next page)*

ORIGINAL CONTRACT AMOUNT	\$1,693,939.65
CHANGE ORDER NO. 1	\$130,319.00
CHANGE ORDER NO. 2	\$38,101.09
CHANGE ORDER NO. 3	\$131,497.00
CHANGE ORDER NO. 4	\$17,987.00
CHANGE ORDER NO. 5	\$34,834.00
CHANGE ORDER NO. 6	\$8,300.97
<hr/> TOTAL CONTRACT AMOUNT	<hr/> \$2,054,978.71

Change Order No. 06 (CO-06) does not necessitate a change to the contract time.

ORIGINAL CONTRACT TIME	227 Days
CHANGE ORDER NO. 1	0 Days
CHANGE ORDER NO. 2	0 Days
CHANGE ORDER NO. 3	0 Days
CHANGE ORDER NO. 4	0 Days
CHANGE ORDER NO. 5	0 Days
CHANGE ORDER NO. 6	0 Days
<hr/> TOTAL CONTRACT TIME	<hr/> 227 Days

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / CAREY UPTON

RE: AWARD OF CONTRACT – MALIBU MIDDLE & HIGH SCHOOL – CAMPUS IMPROVEMENTS PROJECT – BID #17.07.BB – ANGELES CONTRACTORS, INC. – MEASURE BB

RECOMMENDATION NO. A.17

It is recommended that the Board of Education award a contract for Bid #17.07.BB – Parking Lot E & Demo of Buildings A, B, C & E Project to Angeles Contractors, Inc., for the Malibu Middle & High School – Campus Improvements Project in an amount not to exceed \$8,248,837.00.

Funding Information

Budgeted: Yes  
Fund: 85  
Source: Measure BB  
Account Number: 83-90905-0-00000-85000-6200-010-2600  
Budget Category: Construction Contract

COMMENTS: The district publicly bid the Parking Lot E & Demo of Buildings A, B, C & E project Bid #17.07.BB, legal advertisement of the notice inviting bids was published in The Daily Breeze and The Santa Monica Daily Press and ran on January 30, 2017 and February 6, 2017. Legal advertisement of the notice inviting bids was also published in the Malibu Surfside News and ran on February 1, 2017. The notice inviting bids was sent to 311 General Contractors that are on the SMMUSD Interested Bidders list, and to the required trade journals per CUCCAC requirements. The mandatory job walk was held February 8, 2017, 26 Contractors attended. Prequalification was required for all General Contractors interested in submitting a bid. Bids were received and publicly opened on March 2, 2017. Two bids were received and are as noted below:

1. **Angeles Contractors, Inc. \$8,248,837.00**
2. USS Cal Builders \$9,886,000.00

Staff reviewed the bids for responsiveness and conducted an apparent low bidder meeting on March 3, 2017. The Notice of Intent to award was issued to Angeles Contractors, Inc., on March 3, 2017.

It is recommended that the Board of Education award a contract in the amount of \$8,248,837.00.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NAYS:



TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / CAREY UPTON

RE: ADOPT RESOLUTION NO. 16-26 – STANDARDIZE DISTRICT SPORTS FIELD LIGHTING – MUSCO LIGHTING

RECOMMENDATION NO. A.18

It is recommended that the Board of Education adopt Resolution 16-26 – Standardize District Sports Field Lighting – Musco Lighting.

COMMENTS: The District is attempting to better coordinate the training, maintenance, and repair of its sports field lighting systems throughout the District and to match the District's use of Musco Lighting on existing District public improvements either completed or in the course of completion. The ever-increasing cost and coordination of varied systems with a limited maintenance personnel staff and a limited budget for outside vendors, requires the District to limit variance in these types of systems to facilitate more control and cost containment in keeping those systems operational.

Attached is the resolution.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NAYS:

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

**RESOLUTION NO. 16-26  
TO STANDARDIZE DISTRICT FACILITY COMPONENTS  
FOR THE DESIGNATION OF  
SPECIFIC MATERIAL(S), PRODUCT(S), THING(S), OR SERVICE(S) ON  
PUBLIC WORKS PROJECTS PURSUANT  
TO PUBLIC CONTRACT CODE SECTION 3400(c)(2)**

**WHEREAS**, pursuant California Public Contract Code section 3400 (“PCC § 3400”) and other applicable law, the District wishes to, in specific instances, list and/or designate in its bids or requests for proposals on its public works projects, specific material(s), product(s), thing(s), or service(s); and

**WHEREAS**, PCC § 3400(c)(2) provides that the District may specify particular material(s), product(s), thing(s), or service(s) in its specifications for bids in connection with the construction, alteration, or repair of public works upon a finding by the District Board that particular material(s), product(s), thing(s), or service(s) are listed for the purpose of matching “other products in use on a particular public improvement either completed or in the course of completion,”; and

**WHEREAS**, on the District’s public works projects, the District desires to list the manufacturer in **Exhibit “A”** as the only acceptable material(s), product(s), thing(s), or service(s) for use on the District’s construction projects, because those material(s), product(s), thing(s), or service(s) “match other product(s) in use on other District public improvement(s) either completed or in the course of completion” (PCC § 3400(c)(2)); and

**WHEREAS**, although PCC § 3400(c)(2) does not require the Board to make specific findings as to why it wishes to match other products in use, the District believes this action is desirable, among other reasons, because:

- The District currently uses Musco lights at three District sites: Malibu Middle/High School, John Adams Middle School, and Santa Monica High School.
- Two of these sites are on service agreements and are tied to a digital monitoring service/panel.
- The District has already incurred costs to train its employees to service and maintain Musco lights and system(s) throughout these three District campuses.
- The ongoing maintenance, repair, and other work that District staff and/or service providers will have to perform on the Musco lights will be simplified, more efficient, and less costly if those persons do not have to service different and varied product(s) and system(s).
- The warranties and guarantees for product(s) and system(s) will be easier to coordinate, track, and call upon in the years to come if they are with the same manufacturers / vendors of the particular product(s) or system(s).
- It would be beneficial for the entire District to reduce District costs by implementing uniform system(s) and installing uniform product(s) throughout the District, facilitating maintenance, engineering and overall reliability.

- The District anticipates future construction, alteration, modernization of existing school sites to, among other things, replace and/or upgrade lighting system(s) at those sites.
- It would be beneficial to the District to have and use uniform parts and materials throughout the system(s) in use at its sites.

**WHEREAS**, the District will endeavor to list, whenever feasible, more than one product or system when more than one product or system is acceptable and has already been used at improvement(s) either completed or in the course of completion and the above conditions are sufficiently satisfied; and

**WHEREAS**, the material(s), product(s), thing(s), or service(s) listed on **Exhibit “A”** are the only acceptable material(s), product(s), thing(s), or service(s) for use on the District’s public works projects, because those material(s), product(s), thing(s), or service(s) match other product(s) in use on other District public improvement(s) either completed or in the course of completion; and

**WHEREAS**, the District shall list in its invitation(s) to bid, list in its other contract solicitations, or directly purchase items for the District’s public works projects, the material(s), product(s), thing(s), or service(s) listed on **Exhibit “A”** as the only acceptable material(s), product(s), thing(s), or service(s) for use on the District’s public works projects; and

**WHEREAS**, the District’s Superintendent, or the Superintendent’s designee, is authorized pursuant to this Resolution to take any action that is necessary to complete the procedures necessary to carry out, give effect to, and comply with the terms and intent of this Resolution.

**THEREFORE, let it be resolved**, that the Santa Monica-Malibu Unified School District finds and adopts the following:

1. The above recitals are true.
2. The District currently uses Musco lights at three District sites: Malibu Middle/High School, John Adams Middle School, and Santa Monica High School.
3. Two of these sites are on service agreements and are tied to a digital monitoring service/panel.
4. The District has already incurred costs to train its employees to service and maintain specific current product(s) and system(s) throughout District campuses.
5. The ongoing maintenance, repair, and other work that District staff and/or service providers will have to perform on those product(s) or system(s) will be simplified, more efficient, and less costly if those persons do not have to service different and varied product(s) and system(s).
6. The warranties and guarantees for product(s) and system(s) will be easier to coordinate, track, and call upon in the years to come if they are with the same manufacturers / vendors of the particular product(s) or system(s).
7. It would be beneficial for the entire District to reduce District costs by implementing uniform system(s) and installing uniform product(s) throughout the District, facilitating maintenance, engineering and overall reliability.

8. The District anticipates future construction, alteration, modernization of existing school sites to, among other things, replace and/or upgrade system(s) at those sites.
9. It would be beneficial to the District to have and use uniform parts and materials throughout the system(s) in use at its sites.
10. The District will endeavor to list, whenever feasible, more than one product or system when more than one product or system is acceptable and has already been used at improvement(s) either completed or in the course of completion and the above conditions are sufficiently satisfied.
11. That the material(s), product(s), thing(s), or service(s) listed on **Exhibit "A"** are the only acceptable material(s), product(s), thing(s), or service(s) for use on the District's public works projects, because those material(s), product(s), thing(s), or service(s) match other product(s) in use on other District public improvement(s) either completed or in the course of completion.
12. That the District shall list in its invitation(s) to bid, list in its other contract solicitations, or directly purchase items for the District's public works projects, the material(s), product(s), thing(s), or service(s) listed on **Exhibit "A"** as the only acceptable material(s), product(s), thing(s), or service(s) for use on the District's public works projects.
13. That the District's Superintendent, or the Superintendent's designee, is authorized pursuant to this Resolution to take any action that is necessary to complete the procedures necessary to carry out, give effect to, and comply with the terms and intent of this Resolution.

Passed and adopted this 16<sup>th</sup> day of March 2017 by the Santa Monica-Malibu Unified School District Board of Education by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Laurie Lieberman  
Board President

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Dr. Ben Drati  
Superintendent

## **Exhibit "A"**

### **Sports field lighting manufactured by the following manufacturer(s):**

- Musco Lighting

The District is endeavoring to better coordinate the training, maintenance, and repair of its sports field lighting systems throughout the District and to match the District's use of Musco Lighting on existing District public improvements either completed or in the course of completion. The ever-increasing cost and coordination of varied systems with a limited maintenance personnel staff and a limited budget for outside vendors, requires the District to limit variance in these types of systems to facilitate more control and cost containment in keeping those systems operational.

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / CAREY UPTON

RE: ACCEPT WORK AS COMPLETED – MULTIPLE PURCHASE ORDERS –  
VARIOUS PROJECTS – MEASURE BB & ES

RECOMMENDATION NO. A.19

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

Data Center IT Expansion Project – Measure BB

<b>Vendor Name/Project</b>	<b>PO Number</b>	<b>Amount</b>	<b>Substantial Completion Date</b>
Korade & Associate Builders, Inc.	160813	\$5,575	2/18/17

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSENT:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / MARK O. KELLY

RE: CERTIFICATED PERSONNEL – Elections, Separations

RECOMMENDATION NO. A.20

Unless otherwise noted, all items are included in the 2016/2017 approved budget.

**ADDITIONAL ASSIGNMENTS**

ADAMS MIDDLE SCHOOL

Smith, Lovell	15 hrs @\$45.49	2/2/17-6/8/17	<u>Est Hrly/\$682</u>
		TOTAL ESTABLISHED HOURLY	\$682

Comment: After-School Library Supervision  
01- Reimbursed by PTA

CHILD DEVELOPMENT SERVICES

Onami, Janice	70 days @\$499.06	2/10/17-6/30/17	<u>Own Daily/\$34,934</u>
		TOTAL OWN DAILY	\$34,934

Comment: Interim Director  
12-Head Start Basic

EDISON ELEMENTARY SCHOOL

Ellis, John	13.5 hrs @\$45.49	1/23/17-1/27/17	<u>Est Hrly/\$614</u>
		TOTAL ESTABLISHED HOURLY	\$614

Comment: Classroom Observations  
01-IASA: Title I Basic-LW Inc/Neg

MALIBU HIGH SCHOOL

Jones, Julie	2 hrs @\$45.49	2/22/17	<u>Est Hrly/\$91</u>
Lapajne, Katherine	2 hrs @\$45.49	2/22/17	<u>Est Hrly/\$91</u>
		TOTAL ESTABLISHED HOURLY	\$182

Comment: Olweus Implementation  
01-SMMEF Stretch Grant

OLYMPIC HIGH SCHOOL

Rousseau, Harmony	90 hrs @\$50.98	2/15/17-6/9/17	<u>Est Hrly/\$4,588</u>
		TOTAL ESTABLISHED HOURLY	\$4,588

Comment: Counselor for Tobacco Prevention Grant  
01- Project Trust

SPECIAL EDUCATION

Shekhtmeyster, Zhanna	12 hrs @\$65.48	2/14/17-6/9/17	<u>Own Hrly/\$786</u>
		TOTAL OWN HOURLY	\$786

Comment: Assessment/Translation in Russian  
01-Special Education

**TOTAL ESTABLISHED HOURLY, OWN DAILY AND OWN HOURLY = \$ 41,786**

## **NEW HIRES**

### **SUBSTITUTE TEACHERS**

### **Effective**

#### **LONG-TERM LEAVE ASSIGNMENT**

(Group 1 Step 1 on Certificated Teaching/  
Counseling Salary Schedule)

Christoperson, Janet 2/22/17

#### **LONG-TERM ASSIGNMENT**

(@\$237.00 Daily Rate)

Later, Patricia 2/21/17

Loewy, Alexandra 2/21/17

Max, Wendy 2/14/17

#### **LEVEL 2 SUBSTITUTES**

(@\$183.00 Daily Rate)

Dias, Ana 2/27/17

#### **LEVEL 1 SUBSTITUTES**

(@\$183.00 Daily Rate)

Bock, Sara 2/27/17

Buchmann, Elizabeth 2/27/17

Patenaude, Brian 2/27/17

Robinson, Clinton 2/27/17

Royer, Danielle 2/27/17

Salameri Pherson, Anna Maria 2/27/17

### **LEAVE OF ABSENCE (with pay)**

Name/Location

Effective

Boewe, Juliette  
Malibu HS

2/21/17-3/3/17  
[Medical/FMLA/CFRA]  
(extension of dates from 3/2/17 Agenda)

Garden, Christina  
Franklin Elementary

2/27/17-6/2/17  
[CFRA]

Gonzalves, Diane  
Santa Monica HS

3/16/17-4/28/17  
[Medical/FMLA/CFRA]

Hinojosa-Riusech, Judith  
Santa Monica HS

2/22/17-3/31/17  
[Medical/FMLA/CFRA]

Levy, Nancy  
Cabrillo Elementary

3/27/17-4/9/17  
[Medical]

Takahashi, Ashley  
Lincoln Middle School

2/27/17-6/20/17  
[Medical Maternity]

### **LEAVE OF ABSENCE (without pay)**

Name/Location

Effective

Garden, Christina  
Franklin Elementary

6/5/17-6/9/17  
[child care]



**TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES**

<u>Name/Location</u>	<u>Effective</u>
VA0673119 Grant Elementary	4/1/17

**RETIREMENT**

<u>Name/Location</u>	<u>Effective</u>
Jacobs, Edward John Adams Middle School	6/9/17
Jones, David Santa Monica High School	6/9/17
Loopesko, Lorna John Adams Middle School	6/9/17

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

TO: BOARD OF EDUCATION  
 FROM: BEN DRATI / MARK KELLY / MICHAEL COOL  
 RE: CLASSIFIED PERSONNEL – MERIT

ACTION/CONSENT  
 03/16/17

RECOMMENDATION NO. A.21

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

<b><u>NEW HIRES</u></b>		<b><u>EFFECTIVE DATE</u></b>
Gonzalez, Diane Health Services-Edison ES	Health Office Specialist 3.5 Hrs/SY/Range: 25 Step: A	2/14/17
Soto, Delia Cabrillo ES & Malibu HS	Bilingual Community Liaison 8 Hrs/10 Mo/Range: 27 Step: A	3/1/17

<b><u>PROMOTION</u></b>		<b><u>EFFECTIVE DATE</u></b>
Freire, Juana Special Ed-SMASH	Paraeducator-3 6 Hrs/SY/Range: 26 Step: A From: Paraeducator-1: 5 Hrs/SY	2/21/17
Sutton, Ry Special Ed-Lincoln MS	Paraeducator-3 6 Hrs/SY/Range: 26 Step: A From: Paraeducator-1: 6 Hrs/SY	2/21/17

<b><u>TEMP/ADDITIONAL ASSIGNMENTS</u></b>		<b><u>EFFECTIVE DATE</u></b>
Adams, Toni Operations-Lincoln MS	Custodian [overtime; school events]	1/1/17-6/9/17
Fuller, Charesse Operations-Lincoln MS	Custodian [overtime; school events]	1/1/17-6/9/17
Gonzalez, Andrea Child Develop Svcs-Franklin ES	Children's Center Assistant-1 [additional hours; school event childcare]	2/25/17
Hampton, Kizzie Special Ed-Muir ES	Paraeducator-1 [additional hours; professional development]	9/28/16
Herrada, Joe Operations-Lincoln MS	Custodian [overtime; school events]	1/1/17-6/9/17
Hunter-Sallustio, Dominique Child Develop Svcs-Pine Street	Children's Center Assistant-2 [additional hours; school event childcare]	2/25/17
Ingle, Jennifer Special Education	Administrative Assistant [overtime; Special Education project]	1/7/17
Kim, Eun Special Ed-Muir ES	Paraeducator-1 [overtime; overnight field trip]	2/13/17-2/17/17
Miller, Patrina Special Education	Special Education Data Technician [overtime; Special Education project]	1/7/17
Mitchell, Alvin Operations	Lead Custodian [overtime; District projects]	12/5/16-6/9/17

Persinger-Allen, Lisa Operations	Administrative Assistant [overtime; Operations projects]	2/1/17-6/30/17
Pineda Balbuena, Luz Special Ed-McKinley ES	Paraeducator-1 [additional hours; professional development]	9/28/16
Rams, Florencia Educational Services-Grant ES	Bilingual Community Liaison [overtime; Immigrant Family Session planning]	2/2/17-6/5/17
Richards, Michelle Special Ed-Lincoln MS	Paraeducator-3 [additional hours; professional development]	10/1/16-6/30/17

**SUBSTITUTES**

**EFFECTIVE DATE**

Aguilar, Maria Special Education	Paraeducator-1	2/21/17-6/9/17
Barba, Patricia Operations	Custodian	2/1/17-6/30/17
Diaz, Kimberly Special Education	Paraeducator-1	2/13/17-6/9/17
Marland, Tatiana McKinley ES	Instructional Assistant – Classroom	2/13/17-6/19/17
Osterday, Cindy Health Services	Health Office Specialist	1/23/17-6/9/17
Pearson, Brianna Special Education	Paraeducator-1	2/13/17-6/9/17
Syposs, Michelle Special Education	Paraeducator-1	2/17/17-6/9/17
Townsend, Gary Special Education	Paraeducator-1	2/16/17-6/9/17
Woods, Kendall Special Education	Paraeducator-1	2/13/17-6/9/17
Woods, Kendall Special Education	Paraeducator-3	2/13/17-6/9/17

**VOLUNTARY TRANSFER**

**EFFECTIVE DATE**

Cornejo, Ana FNS-Adams MS	Cafeteria Worker I 3 Hrs/SY From: 3 Hrs/SY/FNS-Muir ES	2/21/17
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**PROFESSIONAL GROWTH**

**EFFECTIVE DATE**

De La Rosa, Johanna Lincoln MS	Bilingual Community Liaison	3/1/17
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**LEAVE OF ABSENCE (PAID)**

**EFFECTIVE DATE**

Bryan, Annette Special Ed-Santa Monica HS	Paraeducator-3 CFRA	2/24/17-3/31/17
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**WORKING OUT OF CLASS**

Davis, Jeffery  
Maintenance

Metal Worker  
From: Carpenter

**EFFECTIVE DATE**

2/1/17-3/13/17

Parker, Stephen  
Maintenance

Carpenter  
From: Skilled Maintenance Worker

2/1/17-3/13/17

Tirado, Fortino  
Maintenance

Skilled Maintenance Worker  
From: Equipment Operator-Tree Trimmer

2/1/17-3/13/17

**RESIGNATION**

Laird, Janet  
Special Ed-Cabrillo ES

Paraeducator-3

**EFFECTIVE DATE**

2/24/17

**ELECTION TO THE BOARD OF EDUCATION**

Kean, Jon  
Board of Education

Board Member

**EFFECTIVE DATE**

12/15/16-12/4/20

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

TO: BOARD OF EDUCATION  
 FROM: BEN DRATI / MARK O. KELLY / MICHAEL COOL  
 RE: CLASSIFIED PERSONNEL – NON-MERIT

ACTION/CONSENT  
 03/16/17

RECOMMENDATION NO. A.22

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

**NOON SUPERVISION AIDE**

Doucet, Ayanna	Rogers ES	2/21/17-6/9/17
Harrington, Tynese	Rogers ES	2/14/17-6/10/17
Lopez, Ivonne	Rogers ES	2/14/17-6/10/17
Malone, Angelica	Rogers ES	2/14/17-6/10/17
Nolan, Christine	Rogers ES	2/14/17-6/9/17

**COACHING ASSISTANT**

Armendariz, Raymond	Santa Monica HS	2/1/17-6/9/17
Ashley, Billy	Malibu HS	7/1/16-6/30/17
Cabrera, Jose	Santa Monica HS	2/1/17-6/9/17
Collet, Jutta	Santa Monica HS	2/1/17-6/9/17
Fearon, Mark	Santa Monica HS	2/1/17-6/9/17
Humphrey, Regence	Malibu HS	7/1/16-6/30/17
Lupi, Paul	Santa Monica HS	2/1/17-6/9/17
Lyons, Ashley	Malibu HS	7/1/16-6/30/17
McConnell, Cynthia	Malibu HS	7/1/16-6/30/17
Miller, Richard	Malibu HS	7/1/16-6/30/17
Norris, Darren	Santa Monica HS	2/1/17-6/9/17
Pierson, Jenna	Malibu HS	7/1/16-6/30/17
Shafer, Anthony	Malibu HS	7/1/16-6/30/17
Sweigart, Shane	Malibu HS	7/1/16-6/30/17
Ward, Timothy	Malibu HS	7/1/16-6/30/17
Young, Bruce	Malibu HS	7/1/16-6/30/17

**TECHNICAL SPECIALIST – LEVEL II**

Call, Emily	Educational Svcs/Muir ES [Strings Instructor] - Funding: Gifts – Dream Strings	2/4/17-3/31/17
Guthrie, Stephanie	Cabrillo ES [Computer Lab Assistant] - Funding: SMMEF	2/1/17-6/10/17
Kieme, Roxanne	Educational Svcs/Rogers ES [Strings Instructor] - Funding: Gifts – Dream Strings	2/4/17-3/31/17
Naziemiec, Karolina	Ed. Svcs/Edison/McKinley/Rogers ES [Strings Instructor] - Funding: Gifts – Dream Strings	2/4/17-3/31/17

Reis, Steven

Educational Svcs/McKinley/Muir ES  
[Strings Instructor]  
- Funding: Gifts – Dream Strings

2/4/17-3/31/17

**STUDENT WORKER - WORKABILITY**

Ruiz, Daniela

Santa Monica HS

2/1/17-6/30/18

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/16/17

FROM: BEN DRATI / TERRY DELORIA / PAMELA KAZEE

RE: INCREASE IN STAFFING (FTE) – SPECIAL EDUCATION

RECOMMENDATION NO. A.23

It is recommended that the Board of Education approve the addition of the following positions in Special Education in order to meet IEP requirements and student needs for the 2016-2017 school year.

Paraeducator 3	6.0-hour (0.75 FTE)	Cabrillo Elementary
Paraeducator 3	6.0-hour (0.75 FTE)	Cabrillo Elementary
Paraeducator 3	6.0-hour (0.75 FTE)	SMASH

FUNDING NOTE: The 2016-2017 budget will be adjusted \$34,905 for salary and benefits.

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

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## **STUDY SESSION**



TO: BOARD OF EDUCATION

STUDY SESSION

03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / CAREY UPTON /  
STEVE MASSETTI

**6:30pm**

RE: MALIBU HIGH SCHOOL MEASURES BB & ES CONSTRUCTION UPDATE  
AND PUBLIC PRESENTATION ON MIDDLE SCHOOL BUILDING  
REPLACEMENT

DISCUSSION ITEM NO. S.01

Facility Improvement Projects staff seeks to update the Board of Education on the construction projects at Malibu High School as well as update and inform the board and community on the progress and next steps toward the replacement of the Middle School Building (E).

The Malibu High School (MHS) construction project:

1. MHS/Cabrillo Interim Housing Project - Completed for students to begin the second semester on Jan. 10. 2017. The Project included the purchase, construction and installation of new Sustainable Modular Classrooms at MHS and Juan Cabrillo Elementary School (JCES) along with the infrastructure to operate the relocatables. All classroom use of Middle School Building, the Library, and Computer Lab was moved to interim housing in accordance with schedule mandated by the court.
  - a. Enviroplex – Relocatables (\$2,054,978)
    - i. MHS – P1 (Library), P5 (Computer Lab), P2, P3, P4, P6, P7, P8, P9 (All Classroom) and Restrooms.
    - ii. Cabrillo – P1 thru P5 (Classrooms) and Restrooms
  - b. Waisman – Utilities Infrastructure (\$2,214,753)
    - i. MHS and Cabrillo – Domestic and Fire Water, Sewer, Fire Alarm, Telephone, Data, PA, Clock, Intrusion, Electrical
    - ii. New Septic Tank at Cabrillo – will be installed during Spring Break
2. New Parking Lot & Partial Building Demolition Project (Phase I & II) - In the Consent Agenda, you awarded the contract to Angeles Contractor, Inc. to construct the Phase I & II work at MHS. The \$8.3 million contract was within the advertised bid range of \$8 – 10M. Phase I will include the construction of the new student parking lot E above the football field. It will begin over Spring Break and is scheduled to be completed during Winter Recess. The District will need to provide some temporary parking during construction. Phase II has many parts leading to abatement of the Library, Administration and Middle School Building E and partial demolition of the Library, Administration and tentative demolition of the Middle School Building E. Abatement will be completed in each building before demolition. The project will also consists of completion of the temporary offices in Portables 511, 512, & 513 and the IT Room building prior to demolition of the Administration Building, scheduled for mid-July:
  - a. Phase I – Parking Lot E New Construction
  - b. Phase II –
    - i. Abatement of Library (A), Administration (B/C) and Middle School (E) Buildings
    - ii. Partial Demolition of A, B, C and Demolition of E (Tentative)
    - iii. IT Room / Mechanical Yard (Main Data Frame MDF)
    - iv. Administration Bungalow Renovation: P511, P512, P513

- v. D213 IT Office Conversion
  - vi. Utilities Coordination
- c. Proposed Schedule
- i. Mandatory Jobwalk: held Wednesday, 2/8/17
  - ii. Bid Opening: Thursday, 3/2/17
  - iii. Limited Notice To Proceed: Friday, 3/10/17
  - iv. Board of Education Award: Thursday, 3/16/17
  - v. Full Notice To Proceed: Week of 4/3/17
  - vi. Overall Construction Duration: 250 Calendar Days
  - vii. Final Completion: Friday, December 29, 2017
3. Music, Art, Special Ed/Workshop Buildings (FIG) Window, Paint & Floor Project, Part 1 – We are beginning to modernize the rest of the campus this summer. We begin with the first part of the FIG Building work in summer 2017. This is a separate bid package from Phases I & II, with an estimated cost of \$750K - \$1.25M.
- a. Scope of work
- i. Replace all Windows constructed prior to 1979
  - ii. Replace all Doors and frames constructed prior to 1979
  - iii. New flooring and painting as well as Kitchen and Workroom upgrades to Special Education and Ceramics Classrooms of Special Ed/Workshop Building G
  - iv. Upgrade the restrooms in the Main Two Story (D) and the Special Ed/Workshop (G) Buildings to meet ADA requirements
  - v. Abatement of areas limited to this modernization scope of work
  - vi. Other miscellaneous work required to complete the project
- b. Anticipated Schedule
- i. Mandatory Jobwalk: held Thursday, 3/2/17
  - ii. Bid Opening: Thursday, 3/23/17
  - iii. Limited Notice To Proceed: Monday, 4/3/17
  - iv. Board of Education Award: Thursday, 4/20/17
  - v. Full Notice To Proceed: Week of 5/01/17
  - vi. Overall Project: 166 Calendar Days
  - vii. Construction Duration: 65 Calendar Days
  - viii. Final Completion: Friday, August 18, 2017
4. New Administration & Library Building – Construction Start: 4<sup>th</sup> Quarter 2017
- a. Anticipated Schedule
- i. Mandatory Jobwalk: July 2017
  - ii. Bid Opening: September 2017
  - iii. Board of Education Award: October 2017
  - iv. Notice To Proceed: November 2017
  - v. Overall Construction Duration: 550 Calendar Days
  - vi. Final Completion: June 2019

#### Middle School Building (E):

The District is moving toward replacing the Middle School Building rather than modernization, as originally planned. The plans for the new GrowthPoint project to replace Building E are currently under review by the Division of the State Architect (DSA). In addition to the approval by DSA, the District must secure the entitlements prior to demolishing the existing building. The following items need to be secured:

## 1. Approvals

- a. Addendum to Environmental Impact Report (EIR) – As part of the Measure BB project, the District completed an environmental review for the entire project which included the modernization of the Middle School Building with an expansion to twelve classrooms. As we plan to replace the designed single story, double loaded building with 12 classrooms with the GrowthPoint two story, single loaded building, the Board will need to approve an addendum to the EIR.

An Addendum does not require public hearing or notice similar to an EIR. But, to be open and transparent with our neighbors, we scheduled this public presentation. We noticed the meeting, put out a press release and sent postcards to the neighbors inviting them to attend. We also put up story polls to illustrate the proposed changes to the structure.

The Addendum to the EIR is a Major Action item in this agenda.

- b. Approval in Concept by City of Malibu – The Director of Planning will review the plan. As the proposed building is similar to in use to the approved modernization, there is not a need for the Conditional Use Permit to be amended. This approval in concept was requested by Coastal Commission staff.
- c. Amendment to Coastal Development Permit (CDP) – The final step will be the May 10-12 Coastal Commission meeting where we will seek an Amendment to our Coastal Development Permit.

If we can pass these steps, we will be able to abate the Middle School Building and begin demolition during the summer. If we miss this schedule, the demolition will need to either occur during the school year or we would need to return to the plan to modernize the building instead of replacing it.

## 2. Presentation of Middle School Building Replacement

- a. The Measure BB project planned to expand the Middle School Building from ten classrooms to twelve. Some upgrades and modernization were planned, but did not include window or door replacement. By the time the Measure BB project was ultimately approved by the Coastal Commission, the District determined that it needed to do a complete modernization of the Middle School Building, including windows and doors, to remove potential sources of PCBs. The Malibu Facility Advisory Committee recommended that the District look into a replacement rather than a modernization. They recommended a GrowthPoint structure. We did a study on costs and it was decided by the Board to move toward replacing the Middle School Building with a GrowthPoint structure provided it could be accomplished without delaying the court mandated schedule.
- b. As we contemplated a replacement, it offered an opportunity to change a known issue with the current Middle School Building layout. It is currently a single story building double loaded with classrooms opening up toward the quad and toward the hill away from the campus. The classrooms facing the hill feel as if they are closed off and provide difficulties with supervision. The direction from the site administrators led toward replacing the Middle School Building with a two-story, single loaded building where all classrooms opened toward the quad. While this would increase the height, the footprint would decrease, creating more quad space and the two-story building would complement the new Library/Admin

Building and the existing two story main building (Building D). There would be six classrooms on each floor with an elevator on the ocean side and restrooms on both sides.

c. Because it is modular construction, made of shipping containers, the GrowthPoint building could be permitted and built/assembled in less time than traditional construction.

d. [Click here](#) for a PowerPoint presentation with:

- i. Site Plans
- ii. Renderings
- iii. Siting Studies
- iv. Photometric Studies

e. Proposed Schedule

The Middle School Building new construction schedule would match the Library and Administration Building new construction schedule indicated above

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## **DISCUSSION ITEMS**

TO: BOARD OF EDUCATION

DISCUSSION

03/16/17

FROM: BEN DRATI / TERRY DELORIA / ELLEN EDEBURN

RE: ADOPTION OF SECONDARY SUMMER READING MATERIALS

DISCUSSION ITEM NO. D.01

This discussion item will allow the Board of Education to learn more about the process related to the recommendation to adopt Secondary summer reading materials. The board will take action on this item on April 20, 2017.

COMMENTS: Assigning summer reading provides continuity for students and is used in our secondary schools as a launch text for classwork when students return in August. Strategies such as philosophical chairs may be incorporated in order for a central topic or question to be explored, similar to a debate, filled with student discourse and text dependent responses.

Each of our secondary schools maintain an English Language Arts (ELA) Professional Learning Community which includes 9-12 grade ELA teachers. During spring semester an Ad Hoc of the ELA PLC is created which is known as the Summer Reading (Advisory) Committee. The committee includes English language arts teachers as well as their school site's librarian. At Santa Monica High School, parents and students are invited to participate and are notified via announcements/newsletters and during PTSA meetings. Santa Monica High School also invites the librarians from the Santa Monica Public library. Similarly, at Malibu High School parents are invited as well as the librarian from the Malibu Public Library. The initial meeting winnows the nominations down and committee members then commit to reading the finalists (typically 2-3 novels). The ad hoc committee discusses the merits and challenges of the novels read. When selecting summer reading, our ELA teachers strive to select novels that will be accessible for independent reading as well as engaging, thought provoking and at times controversial.

An additional criteria for selection of summer reading materials for our secondary schools includes the *SMMUSD Standards for Social Content Rubric*, adapted from the California Department of Education's Standards for Social Content [(Ed Codes EC 50501, 60040(a) 60040(b), 60044(a)]. The standards are of particular interest to our district and include: a) Male and Females Roles; b) Ethnic and Cultural Groups; c) Sexual Orientation and Gender Identity; d) Older Persons and the Aging Process; e) People with Disabilities; and f) Religion. The rubric maintains a three part Likert scale. The Ad Hoc committee reviews the Standards for Social Content and then submits online a completed Social Content survey. Each novel along with signed paperwork requesting board approval is received in Educational Services for additional review, which may include discussion during a Curriculum Council meeting.

In accordance with the Board of Education policy, the selected summer reading materials listed below will be on public display for the next two weeks in the Educational Services Department at 1630-17<sup>th</sup> Street, Santa Monica, CA 90404.

**Feed** by M.T. Anderson for summer reading 2017 for all 11<sup>th</sup> and 12<sup>th</sup> grade students at Malibu High School. Synopsis: This novel focuses on a teenager in the future, living within a dystopian society. Themes that emerge include environmental decay, data mining, consumerism, and corporate power.

**Aristotle and Dante Discover the Secrets of the Universe**, by B. A. Saenz for summer reading 2017 for all 9<sup>th</sup> and 10<sup>th</sup> grade students at Malibu High School. Synopsis: This novel focuses on two teenagers resulting in self-discovery and clarity as to who they truly want to become as adults.

**The Martian** by A. Weir for all 9<sup>th</sup> through 12<sup>th</sup> grade students at Santa Monica High School. Synopsis: This novel focuses on survival, the trials and tribulations and perseverance.

**Highly Illogical Behavior** by JC Whaley for all 9<sup>th</sup> through 12<sup>th</sup> grade students at Santa Monica High School. Synopsis: This novel focuses on mental health issues, teenage friendship and the need for human connections.

## SOCIAL CONTENT RUBRIC

### Standards for Evaluation of Instructional Materials

*To be Used When Assessing Textbooks and Supplementary Materials prior to Board Adoption*

<b>CATEGORY</b>	<b>3</b>	<b>2</b>	<b>1</b>
<b>Male &amp; Female Roles</b> <b>EC 50501, 60040(a), 60044(a)</b>  <b>Adverse Reflection</b>	Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize males or females because of their sex do not appear.	Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize males or females because of their sex appear, as limited by special purpose.	Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize males or females because of their sex appear.
<b>Male &amp; Female Roles</b> <b>EC 50501, 60040(a), 60044(a)</b>  <b>Equal Portrayal of Gender and Occupations</b>	Instructional materials containing references to, or illustrations of, people refer to or illustrate both sexes approximately evenly in both number and degree of importance, including occupations and achievements.	Instructional materials containing references to, or illustrations of, people refer to or illustrate both sexes approximately evenly in both number and degree of importance, including occupations and achievements, except as limited by special purpose.	Instructional materials containing references to, or illustrations of, people refer to or illustrate both sexes unevenly in both number and degree of importance, including occupations and achievements.
<b>Male &amp; Female Roles</b> <b>EC 50501, 60040(a), 60044(a)</b>  <b>Mental and Physical Activities; Traditional and Non Traditional Activities</b>	An approximately equal number of male and female characters are depicted in roles in which they are being mentally and physically active, being creative, solving problems, experiencing success and failures including both traditional and non-traditional activities.	An approximately equal number of male and female characters are depicted in roles in which they are being mentally and physically active, being creative, solving problems, experiencing success and failures including both traditional and non-traditional activities, except as limited by special purpose.	Male and female characters are not equally depicted in roles in which they are being mentally and physically active, being creative, solving problems, experiencing success and failures including both traditional and non-traditional activities, except as limited by accuracy or special purpose.
<b>Ethnic and Cultural Groups</b> <b>EC 50501, 60040 (b) 60044 (a)</b>  <b>Adverse Reflection</b>	Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype, or patronize minority groups do not appear.	Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype, or patronize minority groups do not appear, except as limited by special purpose.	Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype, or patronize minority groups do not appear.
<b>Ethnic and Cultural Groups</b> <b>EC 50501, 60040 (b) 60044 (a)</b>  <b>Proportion of portrayals</b>	Instructional materials containing references to, or illustrations of, people portray accurately, to the extent possible, the roles and contributions of a fair proportion of diverse ethnic groups, especially those	Instructional materials containing references to, or illustrations of, people portray accurately, to the extent possible, the roles and contributions of a fair proportion of diverse ethnic groups, especially those	Instructional materials containing references to, or illustrations of, people do not portray accurately, the roles and contributions of a fair proportion of diverse ethnic groups, especially those groups



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	groups referenced in the statute (section 60040{b}).	groups referenced in the statute (section 60040{b}), except as limited by special purpose.	referenced in the statute [section 60040(b)],
<b>Ethnic and Cultural Groups</b> <b>EC 50501, 60040 (b)</b> <b>60044 (a)</b>  <b>Customs and Lifestyles</b>	When ethnic or cultural groups are portrayed, portrayals do not depict differences in customs or lifestyles as undesirable, nor do they reflect adversely on such differences.	When ethnic or cultural groups are portrayed, portrayals do not depict differences in customs or lifestyles as undesirable, nor do they reflect adversely on such differences, except as limited by special purpose.	When ethnic or cultural groups are portrayed, portrayals depict differences in customs or lifestyles as undesirable, and reflect adversely on such differences.
<b>Ethnic and Cultural Groups</b> <b>EC 50501, 60040 (b)</b> <b>60044 (a)</b>  <b>Socioeconomic settings</b>	Minority persons are depicted in the same range of socioeconomic settings as are persons of the majority group.	Minority persons are depicted in the same range of socioeconomic settings as are persons of the majority group, except as limited by special purpose.	Minority persons are not depicted in the same range of socioeconomic settings as are persons of the majority group.
<b>Ethnic and Cultural Groups</b> <b>EC 50501, 60040 (b)</b> <b>60044 (a)</b>  <b>Occupations</b>	When professional or executive roles, trade jobs, or other gainful occupations are portrayed majority and minority groups are presented in fair proportion.	When professional or executive roles, trade jobs, or other gainful occupations are portrayed majority and minority groups are presented in fair proportion, except as limited by special purpose.	When professional or executive roles, trade jobs, or other gainful occupations are portrayed majority and minority groups are not presented in fair proportion.
<b>Ethnic and Cultural Groups</b> <b>EC 50501, 60040 (b)</b> <b>60044 (a)</b>  <b>Mental and Physical Activities; Traditional and Non Traditional Activities</b>	Majority and minority group characters are depicted in fair proportion in roles in which they are being mentally and physically active, being creative, solving problems, and experiencing success and failure, including a fair proportion of activities that are viewed as typical of their culture and balanced by portrayal of characters engaged in other less traditionally recognized activities.	Majority and minority group characters are depicted in fair proportion in roles in which they are being mentally and physically active, being creative, solving problems, and experiencing success and failure, including a fair proportion of activities that are viewed as typical of their culture and balanced by portrayal of characters engaged in other less traditionally recognized activities, except as limited by special purpose.	Majority and minority group characters are not depicted in fair proportion in roles in which they are being mentally and physically active, being creative, solving problems, and experiencing success and failure, nor is there a fair proportion of activities that are viewed as typical of their culture and balanced by portrayal of characters engaged in other less traditionally recognized activities.

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<p><b>Ethnic and Cultural Groups</b>  <b>EC 50501, 60040 (b)</b>  <b>60044 (a)</b></p> <p><b>Achievements</b></p>	<p>Whenever developments in history or current events, or achievements in art, science, or other fields are presented, the contributions of minority persons, particularly prominent minority persons are included and discussed when it is historically accurate to do so.</p>	<p>Whenever developments in history or current events, or achievements in art, science, or other fields are presented, the contributions of minority persons, particularly prominent minority persons are included and discussed when it is historically accurate to do so, except as limited by special purpose.</p>	<p>Whenever developments in history or current events, or achievements in art, science, or other fields are presented, the contributions of minority persons, particularly prominent minority persons are not included, nor discussed when it is historically accurate to do so.</p>
<p><b>Ethnic and Cultural Groups</b>  <b>EC 50501, 60040 (b)</b>  <b>60044 (a)</b></p> <p><b>Root Culture</b></p>	<p>Depictions of diverse ethnic and cultural groups are not limited to the groups' root cultures (traditional activities associated with ancestral culture) but rather include such groups in the mainstream of US life and are identified as Americans.</p>	<p>Depictions of diverse ethnic and cultural groups are not limited to the groups' root cultures (traditional activities associated with ancestral culture) but rather include such groups in the mainstream of US life and are identified as Americans, except as limited by special purpose.</p>	<p>Depictions of diverse ethnic and cultural groups are limited to the groups' root cultures (traditional activities associated with ancestral culture) and are not included in the mainstream of US life nor identified as Americans.</p>
<p><b>Sexual Orientation and Gender Identity</b>  <b>EC 50501, 60040 (b)</b>  <b>60044(a)</b></p> <p><b>Adverse Reflection</b></p>	<p>Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize males or females because of their sexual identification or gender identify do not appear.</p>	<p>Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize males or females because of their sexual identification or gender identify do not appear, except as limited by special purpose.</p>	<p>Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize males or females because of their sexual identification or gender identify do appear.</p>
<p><b>Sexual Orientation and Gender Identity</b>  <b>EC 50501, 60040 (b)</b>  <b>60044(a)</b></p> <p><b>Achievements</b></p>	<p>Whenever developments in history or current events, or achievements in art, science, or other fields are presented, the contributions of persons of gay, lesbian, or bisexual orientation, or transgender persons, particularly prominent persons, are included and discussed when it is</p>	<p>Whenever developments in history or current events, or achievements in art, science, or other fields are presented, the contributions of persons of gay, lesbian, or bisexual orientation, or transgender persons, particularly prominent persons, are included and discussed when it is historically accurate to do</p>	<p>Whenever developments in history or current events, or achievements in art, science, or other fields are presented, the contributions of persons of gay, lesbian, or bisexual orientation, or transgender persons, particularly prominent persons, are not included and are not discussed when it is historically accurate to do so.</p>

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### Standards for Evaluation of Instructional Materials

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	historically accurate to do so.	so, except as limited by special purpose.	
<b>Sexual Orientation and Gender Identity</b> <b>EC 50501, 60040 (b)</b> <b>60044(a)</b>  <b>Proportions and Portrayals</b>	Instructional materials containing references to, or illustrations of, people are portrayed accurately, including, to the extent possible, the roles and contributions of a fair proportion of diverse sexual orientations and gender identities.	Instructional materials containing references to, or illustrations of, people are portrayed accurately, including, to the extent possible, the roles and contributions of a fair proportion of diverse sexual orientations and gender identities, except as limited by special purpose.	Instructional materials containing references to, or illustrations of, people are not portrayed accurately, especially the roles and contributions of a fair proportion of diverse sexual orientations and gender identities.
<b>Sexual Orientation and Gender Identity</b> <b>EC 50501, 60040 (b)</b> <b>60044(a)</b>  <b>Roles</b>	The presentation of gays, lesbian, or bisexual orientation, or transgender identity in instructional materials are not significantly different from the portrayal of people of other sexual orientations and gender identities.	The presentation of gays, lesbian, or bisexual orientation, or transgender identity in instructional materials are not significantly different from the portrayal of people of other sexual orientations and gender identities, except as limited by special purpose.	The presentation of gays, lesbian, or bisexual orientation, or transgender identity in instructional materials are significantly different from the portrayal of people of other sexual orientations and gender identities.
<b>Sexual Orientation and Gender Identity</b> <b>EC 50501, 60040 (b)</b> <b>60044(a)</b>  <b>Emotions</b>	Materials do not convey the impression that persons of gay, lesbian, or bisexual orientation or transgender identity, are any different from other people in their emotions or their ability to love and be loved.	Materials do not convey the impression that persons of gay, lesbian, or bisexual orientation or transgender identity, are any different from other people in their emotions or their ability to love and be loved, except as limited by special purpose.	Materials convey the impression that persons of gay, lesbian, or bisexual orientation or transgender identity, are different from other people in their emotions and their ability to love and be loved.
<b>Sexual Orientation and Gender Identity</b> <b>EC 50501, 60040 (b)</b> <b>60044(a)</b>  <b>Socioeconomic Settings</b>	Persons of gay, lesbian, or bisexual orientation or transgender identity are depicted in the same range of socioeconomic settings as are persons of other sexual orientations and gender identities.	Persons of gay, lesbian, or bisexual orientation or transgender identity are depicted in the same range of socioeconomic settings as are persons of other sexual orientations and gender identities, except as limited by special purpose.	Persons of gay, lesbian, or bisexual orientation or transgender identity are not depicted in the same range of socioeconomic settings as are persons of other sexual orientations and gender identities.

## SOCIAL CONTENT RUBRIC

### Standards for Evaluation of Instructional Materials

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<p><b>Older persons and the aging process</b> (SBE policy July 12, 1979)</p> <p><b>Adverse Reflection</b></p>	<p>Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize older persons do not appear.</p>	<p>Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize older persons do not appear, except as limited by special purpose.</p>	<p>Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize older persons do appear.</p>
<p><b>Older persons and the aging process</b> (SBE policy July 12, 1979)</p> <p><b>Proportion of Portrayals</b></p>	<p>Instructional materials that contain references to, or illustrations of, usual human activities include older persons.</p>	<p>Instructional materials that contain references to, or illustrations of, usual human activities include older persons, except as limited by accuracy or special purpose</p>	<p>Instructional materials that contain references to, or illustrations of, usual human activities do not include older persons.</p>
<p><b>Older persons and the aging process</b> (SBE policy July 12, 1979)</p> <p><b>Aging Process</b></p>	<p>When appropriate, the aging process is pictured as a continuous process spanning an entire lifetime.</p>	<p>When appropriate, the aging process is pictured as a continuous process spanning an entire lifetime, except as limited by special purpose.</p>	<p>When appropriate, the aging process is not pictured as a continuous process spanning an entire lifetime.</p>
<p><b>People with Disabilities</b> EC 50501, 60040 (b) 60044(a)</p> <p><b>Adverse Reflection</b></p>	<p>Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize disabled persons do not appear.</p>	<p>Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize disabled persons do not appear, except as limited by special purpose.</p>	<p>Descriptions, depictions, labels, or rejoinders that tend to demean, stereotype or patronize disabled persons do appear.</p>
<p><b>People with Disabilities</b> EC 50501, 60040 (b) 60044(a)</p> <p><b>Proportion of portrayals</b></p>	<p>Instructional materials that depict a broad range of human activities include some representations of people with disabilities.</p>	<p>Instructional materials that depict a broad range of human activities include some representations of people with disabilities, as limited by special purpose.</p>	<p>Instructional materials that depict a broad range of human activities do not include any representations of people with disabilities.</p>
<p><b>People with Disabilities</b> EC 50501, 60040 (b) 60044(a)</p> <p><b>Emotions</b></p>	<p>Materials do not convey the impression that people with disabilities are any different from other people in their emotions or their ability to love and be loved.</p>	<p>Materials do not convey the impression that people with disabilities are any different from other people in their emotions or their ability to love and be loved, except as limited by special purpose.</p>	<p>Materials convey the impression that people with disabilities are different from other people in their emotions or their ability to love and be loved.</p>

## SOCIAL CONTENT RUBRIC

### Standards for Evaluation of Instructional Materials

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<p><b>People with Disabilities</b> EC 50501, 60040 (b) 60044(a)</p> <p><b>Achievements</b></p>	<p>Whenever developments in history or current events, or achievements in art, science, or other fields are presented, the contributions of people with disabilities are included.</p>	<p>Whenever developments in history or current events, or achievements in art, science, or other fields are presented, the contributions of persons with disabilities are included, except as limit by special purpose.</p>	<p>Whenever developments in history or current events, or achievements in art, science, or other fields are presented, the contributions of persons with disabilities are not included.</p>
<p><b>Religion</b> EC 50501, 60044(a)(b)</p> <p><b>Adverse Reflection</b></p>	<p>No religious belief or practice is held up to ridicule and no religious group is portrayed as inferior.</p>	<p>No religious belief or practice is held up to ridicule and no religious group is portrayed as inferior, except as limit by special purpose.</p>	<p>Religious belief or practice is held up to ridicule and religious group is portrayed as inferior.</p>
<p><b>Religion</b> EC 50501, 60044(a)(b)</p> <p><b>Indoctrination</b></p>	<p>Any explanation or description of a religious belief or practice is presented in a manner that does not encourage or discourage belief or indoctrinate the student in any particular religious belief.</p>	<p>Any explanation or description of a religious belief or practice is presented in a manner that does not encourage or discourage belief or indoctrinate the student in any particular religious belief, except limit by special purpose.</p>	<p>Any explanation or description of a religious belief or practice is presented in a manner that does encourage or does discourage belief or indoctrinate the student in any particular religious belief.</p>
<p><b>Religion</b> EC 50501, 60044(a)(b)</p> <p><b>Diversity</b></p>	<p>When religion is discussed or depicted, portrayals of contemporary American society reflects religious diversity.</p>	<p>When religion is discussed or depicted, portrayals of contemporary American society reflects religious diversity, except as limited by special purpose.</p>	<p>When religion is discussed or depicted, portrayals of contemporary American society does not reflect religious diversity.</p>

Please click on this link in order to respond: <https://goo.gl/forms/7bnE6VyYmqKvlkLR2>

# SMMUSD Social Content Rubric

Your email address ([eedeburn@smmk12.org](mailto:eedeburn@smmk12.org)) will be recorded when you submit this form. Not you? [Sign out](#)

## Male Female Roles

	Do not appear adverse	Appear adverse as limited by special purpose	Do appear adverse
Adverse Reflection	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Male Female Roles

	Do appear Balanced	Do not appear balanced, due to limited special purpose	Do not appear balanced
Equal Portrayal of male female, achievements and Occupations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Male Female Roles

	Do appear Equal	Do not appear equal, due to limited special purpose	Do not appear equal
Mental/Physical Activities and Traditional/Non Traditional Activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Ethnic and Cultural Groups

	Do not appear adverse	Do appear adverse, due to limited special purpose	Do appear adverse
Adverse Reflection	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



### Ethnic and Cultural Groups

	Fair proportion of groups	Not a fair proportion of groups, due to limited special purpose	Not a fair proportion of groups
Proportion of Portrayals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Ethnic and Cultural Groups

	Portrayed in fair proportion	Not portrayed in fair proportion, due to limited special purpose	Not portrayed in fair proportion
Occupations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Ethnic and Cultural Groups

	Does not depict customs/lifestyles adversely	Does depict customs/lifestyle adversely, due to limited special purpose	Does depict customs/lifestyles adversely
Customs and Lifestyles	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Ethnic and Cultural Groups

	Depicted in the same range of socioeconomic settings as majority group	Does not depict in the same range as majority group, due to limited special purpose	Does not depict in the same range
Socioeconomic settings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Ethnic and Cultural Groups

	Depicted in fair proportions	Is not depicted due to limited special purpose	Is not depicted in fair proportions
Achievements and Mental and Physical Activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



### Ethnic and Cultural Groups

	Balanced portrayal	Not a balanced portrayal due to limited special purpose	Not a balanced portrayal
Traditional and nontraditional activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Ethnic and Cultural Groups

	Not limited to groups' root cultures	Limited to groups' root culture as limited by special purpose	Limited to groups' root culture
Root Culture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Sexual Orientation and Gender Identity

	Does not appear adverse	Does not appear adverse, except limited by special purpose	Does appear adverse
Adverse Reflection	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Sexual Orientation and Gender Identity

	Contributions are included	Contributions are included, except limited by special purpose	Contributions are not included
Achievements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Sexual Orientation and Gender Identity

	Depicted accurately and in fair proportion	Depicted accurately and in fair proportion, except as limited by special purpose	Not depicted accurately no in fair proportion
Proportions of portrayals and Roles	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>





### Sexual Orientation and Gender Identity

Are not significantly different from other people or ability to love and be loved

Are not significantly different from other people or ability to love and be loved, except as limited by special purpose

Are significantly different

Emotions

### Sexual Orientation and Gender Identity

Depicted in the same range of socioeconomic settings as are persons of other sexual orientations and gender identities

Depicted in the same range of socioeconomic settings as are persons of other sexual orientations and gender identities, except as limited by special purpose

Not depicted in the same range of socioeconomic settings as are persons of other sexual orientations and gender identities

Socioeconomic Settings

### Older Persons and the Aging Process

Depictions are not adverse

Depictions are not adverse, except as limited by special purpose

Depictions are adverse

Adverse Reflection

### Older Persons and the Aging Process

Depicted accurately and in fair proportion

Depicted accurately and in fair proportion, except as limited by special purpose

Not depicted accurately nor in fair proportion

 Proportion of Portrayals and Roles

### People with Disabilities

	Depictions are not adverse	Depictions are not adverse, except as limited by special purpose	Depictions are adverse
Adverse Reflection	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### People with Disabilities

	Depicted accurately and in fair proportion	Depicted accurately and in fair proportion, except as limited by special purpose	Depicted Not accurately Nor fair proportion
Proportion of Portrayals and Roles	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### Title/Author of Summer Reading

Your answer

### Grade Level(s) / Course Request

Your answer

### Teacher Name

Your answer



Send me a copy of my responses.

SUBMIT



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## **MAJOR ITEMS**

TO: BOARD OF EDUCATION

ACTION/MAJOR  
03/16/17

FROM: BEN DRATI

RE: CONSIDER APPOINTMENTS TO THE DISTRICT ADVISORY COMMITTEES  
(DACs)

RECOMMENDATION NO. A.24

It is recommended that the Board of Education consider appointments to the following district advisory committees (DACs): Early Childcare and Development, Health & Safety, and Visual & Performing Arts. Given the small number of applicants to the other DACs (Intercultural Equity & Excellence and Special Education) by the February 24 deadline, those appointments have been postponed to the April 20, 2017, board meeting.

COMMENT: The DACs have been in a state of hiatus since September 2, 2015 ([Item No. D.01](#)), while the board examined and revised the policy and regulation related to district advisory committees. Those revisions were made on November 16, 2016 ([Item Nos. A.22 and I.01](#)).

The superintendent's office sent out a [press release](#) on January 30, 2017, soliciting applications to serve on the various DACs. Staff, committee chairs, the PTA council were also asked to spread the word. Reminders were sent out the weeks of February 13 and 20 to PTA leadership and site principals, respectively, encouraging parents and employees to apply. Completed applications were due February 24. As per [AR 1220](#), section F.4, the board liaisons assigned to the committees vetted the applications for recommendation to the whole board for approval.

The following charts show how many openings are on each DAC, the names of applicants recommended for approval by the board liaisons, and where members should be placed on the term expiration chart to maintain a balance of membership. (These rosters were confirmed with the DAC chairs.)

*(continued on next page)*

**Early Child Care & Development DAC**

Terms Expire				
6/30/2017	6/30/2018	6/30/2019	6/30/2020	6/30/2021
Steve Duron	Alex Farivar			
Raven Kraus	Andrew Mitchell			
Megan Mather				

Current Members (as of January 2017): 5

Openings (as of January 2017): 2-10

Note: To ensure a balance of term expiration dates in the out years, it is recommended that the board randomly assign those whose names appear in the 2017 column and those whose names appear below (a total of twelve individuals) to the 2019 (4 names), 2020 (4 names), and 2021 (4 names) columns.

Received New Applications from:

1. Lisa Jo Cohen
2. Lisa Ellison
3. Gary Huff
4. Iao Katagiri
5. Natasha Guest Kingscote
6. Kristina Lizama
7. Laura Manson
8. Laura Onelas
9. Ben Swett

**Health & Safety DAC**

Terms Expire				
6/30/2017	6/30/2018	6/30/2019	6/30/2020	6/30/2021
Peter Argo	Leslie Butchko	Sion Roy		
Stephanie Lewis	Harriet Fraser			
Deborah Rothman "de Beauchamp"	Lora Morn			
Alyssa Ziman	Lauren Weinstein			

Current Members (as of August 2013): 9

Openings (as of August 2013): 0-6

Note: To ensure a balance of term expiration dates in the out years, it is recommended that the board randomly assign those whose names appear in the 2017 column and those whose names appear below (a total of ten individuals) to the 2019 (2 names), 2020 (4 names), and 2021 (4 names) columns.

Received Re-applications from:

1. Rita Kachru
2. Patricia Nolan
3. Laila Taslimi

Received New Applications from:

1. Arzhang Cyrus Javan
2. Cecilia Soto-Loftus (also applied for IEE DAC)
3. Teague Weybright

**Visual & Performing Arts DAC**

Terms Expire				
6/30/2017	6/30/2018	6/30/2019	6/30/2020	6/30/2021
Deborah Berek	Scott Ferguson	Grace Akazawa		
Janis Gabbert*	Ann Thanawalla	Elizabeth Manco		
		Lori Nafshun		
		Nandini Rudra-Ganguly		
		D'Lynn Waldron		

\* Term expired 6/30/16, but when the board updated the BP and AR, they agreed that sitting chairs could remain on the committee, even if his/her term had expired during the hiatus.

Current Members (as of February 2013): 9

Openings (as of February 2013): 0-6

Note: To ensure a balance of term expiration dates in the out years, it is recommended that the board randomly assign those whose names appear in the 2017 column and those whose names appear below (a total of eight individuals) to the 2020 (4 names) and 2021 (4 names) columns.

Received Re-applications from:

1. Janis Gabbert
2. Zina Josephs
3. John Redfield

Received New Applications from:

1. Lydia Murano
2. Lana Negrete
3. Domenic Piturro
4. Julie Pearl Slater

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/16/17

FROM: BEN DRATI / JANECE L. MAEZ / CAREY UPTON / STEVE MASSETTI

RE: ADOPT RESOLUTION NO. 16-27 – APPROVING THE ENVIRONMENTAL IMPACT REPORT ADDENDUM FOR THE OPTION OF REPLACING THE MALIBU MIDDLE AND HIGH SCHOOL BUILDING E, AMENDED MITIGATION MONITORING AND REPORTING PROGRAM, AND THE CHANGES TO THE MALIBU MIDDLE AND HIGH SCHOOL BUILDING E PROJECT

#### RECOMMENDATION NO. A.25

It is recommended that the Board of Education (“Board”) adopt Resolution No. 16-27 to approve the Environmental Impact Report (“EIR”) Addendum and Amended Mitigation Monitoring and Reporting Program (“MMRP”) for the option of replacing the Malibu Middle and High School (“MMHS”) Building E and approve these changes to the Malibu Middle and High School Campus Improvement Project.

#### DISCUSSION:

The Santa Monica-Malibu Unified School District (“District”) developed and approved the Malibu Middle and High School Campus Improvement Project, which consisted of campus-wide renovations and improvements (“Original Project”). The Original Project included interior renovations of the single-story Building E, including the modernization of 10 classrooms and construction of two new classrooms. On February 2, 2012, the District certified the “Original EIR” and adopted the MMRP for the Original Project.

Due to community and City of Malibu’s desire to replace Building E, the District revised the Original Project to include the option of replacing Building E at the same location with a new two-story classroom building containing the same number of classrooms, 12, as the Original Project (“Revised Project”). The Revised Project also includes two exterior stairs, and an entry with an elevator with associated exterior courtyards. The option to replace Building E would increase its height, but the overall building footprint would decrease. Once the Revised Project was developed, the District engaged Placeworks to conduct environmental review of the Revised Project under the California Environmental Quality Act (“CEQA”).

Section 15164(b) of the “CEQA Guidelines” (Title 14, Cal. Code of Regs., § 15000 et seq.) authorizes a lead agency to prepare an addendum to an EIR “if only minor technical changes or additions are necessary or none of the conditions described in Section 15162 calling for preparation of a subsequent EIR have occurred.” Section 15162 does not require a subsequent EIR where the proposed changes would not create a new significant environmental impact or substantially increase the severity of a significant environmental impact disclosed in a previous EIR.

Here, Placeworks determined that the Revised Project would be a minor change that would not cause any new significant environmental impacts or substantially increase the severity of significant environmental impacts disclosed in the Original EIR. Thus, the Revised Project does not cause any of the conditions in CEQA Guidelines section 15162 calling for the preparation of a subsequent EIR and the appropriate environmental document as authorized by CEQA Guidelines section 15164(b) is an addendum. Accordingly, an EIR Addendum (“Addendum”) and amended MMRP has been prepared. The Addendum describes the changed components of the Revised Project in detail, analyzes impact changes, and demonstrates that the Revised Project with the amended MMRP will not create any new significant environmental impacts or substantially increase the severity of those significant environmental impacts disclosed in the Original EIR.



The Addendum was transmitted to the Board earlier this week, as soon as it was available in its final form. Should the Board adopt the Resolution, the Revised Project will be approved and District staff will file a Notice of Determination with the Los Angeles County Clerk and the State Clearinghouse and submit an application for a Coastal Development Permit amendment with the Coastal Commission.

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

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

**RESOLUTION NO. 16-27**

**APPROVING THE ENVIRONMENTAL IMPACT REPORT ADDENDUM FOR THE OPTION OF  
REPLACING BUILDING E, AMENDED MITIGATION MONITORING AND REPORTING  
PROGRAM, AND APPROVING THE CHANGES TO THE MALIBU MIDDLE AND HIGH  
SCHOOL CAMPUS IMPROVEMENT PROJECT**

**WHEREAS**, on February 2, 2012, the Santa-Monica Malibu Unified School District's ("District") Board of Education ("Board") adopted Resolution 11-06, that certified the Final Environmental Impact Report ("Original EIR") and approved a Mitigation Monitoring and Reporting Program ("MMRP") and the Malibu Middle and High School Campus Improvement Project ("Original Project") consisting of campus-wide renovations and construction;

**WHEREAS**, the Original Project included interior renovations of the single-story Building E, including the modernization of 10 classrooms and construction of two new classrooms;

**WHEREAS**, due to the desires of the community and City of Malibu, the District added an option to the Original Project to replace Building E with a new two-story classroom building containing the same number of classrooms, 12, as the Original Project, and also includes two exterior stairs, and an entry with an elevator tower with associated exterior courtyards (the "Revised Project");

**WHEREAS**, the Revised Project will be located within the same location, but the height of Building E will increase;

**WHEREAS**, the District, as lead agency, caused to be prepared, pursuant to the provisions of the California Environmental Quality Act (Public Resources Code, § 21000 et seq. "CEQA") and the CEQA Guidelines (Title 14, Cal. Code of Regs., § 15000 et seq. the "CEQA Guidelines"), an EIR Addendum ("Addendum") and amended MMRP;

**WHEREAS**, the Addendum describes the changed components of the Revised Project, analyzes impact changes, and concludes that with the amended MMRP no new significant environmental impacts are anticipated to occur and there would not be a substantial increase in the severity of significant environmental impacts disclosed in the Original EIR as a result of the Revised Project;

**WHEREAS**, since no new significant environmental impacts are anticipated to occur and there would not be a substantial increase in the severity of significant impacts disclosed in the Original EIR as a result of the Revised Project, the preparation of a subsequent EIR is not required; and

**WHEREAS**, the Addendum and amended MMRP was prepared per and in accordance with CEQA and the CEQA Guidelines.

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

1. That the above recitals are true and correct.
2. That no new significant environmental impacts are anticipated to occur and there would not be a substantial increase in the severity of significant impacts disclosed in

the Original EIR as a result of the Revised Project, as disclosed in the Addendum and amended MMRP, and the Addendum is the appropriate subsequent environmental document for the Revised Project.

3. That the Board has reviewed and considered the Addendum and amended MMRP prior to deciding whether to approve the Addendum, amended MMRP, and Revised Project.
4. That the Addendum, its reference documents, amended MMRP, the staff report, this Resolution, and the whole of the record of proceedings wholly reflect the Board's independent judgment and analysis.
5. The requirements of CEQA have been fulfilled for the Revised Project.

**BE IT FURTHER RESOLVED** that the Board hereby approves the Addendum and amended MMRP.

**BE IT FURTHER RESOLVED** that the Board hereby approves the Revised Project.

**BE IT FURTHER RESOLVED** that the Associate Superintendent, Janece L. Maez, is the custodian of the documents and other materials which constitute the record of proceedings upon which the Board's decision is based. The record of proceedings shall be maintained at the District's offices located at 1651 Sixteenth Street, Santa Monica, California 90404.

**BE IT FURTHER RESOLVED** that the Associate Superintendent is authorized and directed to file a Notice of Determination with Los Angeles County Clerk and the State Clearinghouse within five days of the adopted Resolution.

**PASSED AND ADOPTED** by the Santa Monica-Malibu Unified School District of Los Angeles County Board of Education at its regularly scheduled meeting held on this 16<sup>th</sup> day of March 2017.

AYES:  
NOES:  
ABSTENTIONS:  
ABSENT:

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Laurie Lieberman, President  
Board of Education

I, Dr. Ben Drati, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its regular meeting held on March 16, 2017.

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Dr. Ben Drati, Superintendent  
Santa Monica-Malibu  
Unified School District

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## **INFORMATION ITEMS**

TO: BOARD OF EDUCATION

INFORMATION

03/16/17

FROM: BEN DRATI / TERRY DELORIA / IRENE GONZALEZ-CASTILLO

RE: REVISION TO AR 6174 – EDUCATION FOR ENGLISH LEARNERS

INFORMATION ITEM NO. I.01

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

COMMENTS: The regulation specifies criteria used to determine when an English Learner is ready to be reclassified as fluent English proficient. A decision to reclassify requires district staff to determine that the English Learner is now able to progress on par with his/her English-only peer. For this reason, the fourth criteria will be revised to "...the student is performing at ~~or near~~ grade level."

The fourth criteria will be revised to "at grade level," removing "or near."

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

1. Assessment of English language proficiency using an objective assessment instrument, including, but not limited to, the state's English language proficiency assessment
2. Participation of the student's classroom teacher and any other certificated staff with direct responsibility for teaching or placement decisions related to the student
3. Parent/guardian opinion and consultation  
The Superintendent or designee shall provide the parent/guardian with notice and a description of the reclassification process, including notice of their right to participate in the process. Parent/guardian participation in the process shall be encouraged.
4. Student performance on an objective assessment of basic skills in English assessment that shows whether the student is performing at ~~or near~~ grade level

The board discussed these changes at the March 2, 2017, board meeting.

**Definitions**

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

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

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

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

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

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

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

**Identification and Assessment**

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

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

Each year after a student is identified as an English learner and until he/she is redesignated as English proficient, the summative assessment shall be administered to the student during a four-month period after January 1 as determined by the California Department of Education. (Education Code 313)

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

## **Parental Notifications**

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

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

- (5) Information regarding a parent/guardian's option to decline to allow the student to become enrolled in the program or to choose to allow the student to become enrolled in an alternative program
  - (6) Information designed to assist a parent/guardian in selecting among available programs, if more than one program is offered
4. Annual Measurable Objectives Notification: If the district fails to make progress on the annual measurable achievement objectives for English learners established pursuant to 20 USC 6842, the Superintendent or designee shall, within 30 days after such failure occurs, send a notification regarding such failure to the parents/guardians of each student identified for participation in a language instruction educational program supported by Title III funds. (20 USC 7012)

### **Parental Exception Waivers**

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

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

Upon request for a waiver, the Superintendent or designee shall provide parents/ guardians with a full written description, and a spoken description upon request, of the intent and content of the structured English immersion program, any alternative courses of study and all educational opportunities offered by the district and available to the student, and the educational materials to be used in the different educational program choices. For a request for waiver pursuant to, item #3 above for students with special needs the Superintendent or designee shall notify the parent/guardian that the student must be placed for a period of not less than 30 calendar days in an English language classroom and that the waiver that the Superintendent or designee must approve the waiver pursuant to Board of Education guidelines (Education Code 310, 311; 5 CCR 11309)

The principal and educational staff may recommend a waiver to a parent/guardian pursuant to item #2 or #3 above, for a student 10 years or older and a student with special needs. Parents/guardians shall be informed in writing of any recommendation for an alternative program made by the principal and staff and shall be given notice of their right to refuse to accept the recommendation. The notice shall include a full description of the recommended alternative program and the educational materials to be used for the alternative program as well as a description of all other programs available to the student. If the parent/guardian elects to



request the alternative program recommended by the principal and educational staff, the parent/guardian shall comply with district procedures and requirements otherwise applicable to a parental exception waiver, including Education Code 310. (Education Code 311; 5 CCR 11309)

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

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

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

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

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

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

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

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

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

### **Reclassification/Redesignation**

The district shall continue to provide additional and appropriate educational services to English

language learners for the purposes of overcoming language barriers until the English language learners: (5 CCR 11302)

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

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

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

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

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

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

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

The Superintendent or designee shall monitor students for at least two years following their reclassification to determine whether the student needs any additional academic support to ensure his/her language and academic success.

#### Advisory Committees

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

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

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

1. The development of a district master plan of education programs and services for English learners, taking into consideration the school site plans for English learners

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

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

### **LCAP Advisory Committee**

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

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

**Regulation SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**  
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