



PERSONNEL COMMISSION MEETING AGENDA

April 23, 2025

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission will be held on **Wednesday, April 23, 2025**, at **4:30 p.m.**, in the **District Administrative Offices**: 1717 4th Street, Santa Monica, CA.

I. General Functions:

- G.01 Call to Order
- G.02 Roll Call
- G.03 Pledge of Allegiance
- G.04 Report from Closed Session
- G.05 Approval of Agenda for Regular Meeting on April 23, 2025

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Phillip Tate							

- G.06 Approval of Minutes for Regular Meeting on March 12, 2025

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Phillip Tate							

Approval of Minutes for Special Meeting on March 26, 2025

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Phillip Tate							

- G.07 Report from the Director of Classified Personnel
- G.08 Personnel Commissioner Comments/Reports
- G.09 Communications
- G.10 Public Comments



PERSONNEL COMMISSION MEETING AGENDA

Electronically Recorded (AUDIO ONLY)

April 23, 2025

PERSONNEL COMMISSIONERS:

Mrs. Lauren Robinson, Mrs. Mahshid Tarazi, and Mr. Phillip Tate

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission will be held on **Wednesday, April 23, 2025**, at **4:30 p.m.**, in the **District Administrative Offices**: 1717 4th Street, Santa Monica, CA.

Note About Parking: Parking for those visiting the new district office is located in the multi-structure parking lot located at 333 Civic Center Dr., Santa Monica.

- ❖ **Instructions on Public Comments:** Persons wishing to address the Personnel Commission regarding an item scheduled for this meeting must submit the "Request to Address" card before consideration of that item. Persons wishing to address the Personnel Commission regarding an item within the Commissions subject matter jurisdiction but not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the "Request to Address" card before the Commission reaches that section of the agenda.

OPEN SESSION

I. GENERAL FUNCTIONS:

- G.01 Call to Order:
- G.02 Roll Call:
- G.03 Pledge of Allegiance:
- G.04 Report from Closed Session of Personnel Commission
- G.05 Approval of Agenda for Regular Meeting on April 23, 2025
- G.06 Approval of Minutes for Regular Meeting on March 12, 2025
Approval of Minutes for Special Meeting on March 26, 2025

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting.

- G.07 Report from the Director of Classified Personnel:
This is an opportunity for the Director of Classified Personnel to report on items relevant to Personnel Commission.
- General Comments and Updates
- G.08 Personnel Commissioner Comments/Reports:
This is time during which a Personnel Commissioner may make a brief announcement or report on his/her own activities relative to Commission business. This is not a time for discussion.
- G.09 Communications:
The Communications section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below. All reports are limited to five (5) minutes or less.
- SEIU Report
 - Board of Education Report
- G.10 Public Comments:
Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting's agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission 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.

II. **CONSENT CALENDAR:**

Items are considered routine, require no discussion, and are normally approved all at once by the Personnel Commission. However, members of the Personnel Commission, staff, or the public may request an item be clarified and/or discussed.

C.01 Approval of Classified Personnel Eligibility List(s):

Classification

Eligible

Bus Driver	1
Director, Transportation	4
Instructional Assistant - Bilingual	3
Instructional Assistant - Classroom	4
Locksmith	1
Senior Administrative Assistant	2
Speech Language Pathology Assistant	1

C.02 Advanced Step Placement:

Steven Carrillo in the classification of Director, Transportation at Range M-59, Step B

- C.03 Advanced Step Placement:
Jessica Davidson in the classification of Paraeducator 1 at Range A-24, Step C
- C.04 Advanced Step Placement:
Md Kaish in the classification of Systems Analyst at Range A-55, Step D
- C.05 Advanced Step Placement:
Alan Martin in the classification of Paraeducator 1 at Range A-24, Step B

III. ACTION ITEMS:

These items are presented for ACTION at this time.

- None

IV. COMMISSIONER TRAINING/BRIEFING:

These items are to keep the Commissioners up-to-date with relevant information regarding Personnel Commission procedures and practices.

- No Training

V. DISCUSSION ITEMS:

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

D.01 Proposed Budget – Personnel Commission Fiscal Year 2025/26 - First Reading

VI. INFORMATION ITEMS:

These items are placed on the agenda as information and do not require discussion.

- I.01 Open Personnel Requisitions Status Report
- I.02 Filled Personnel Requisitions Status Report
- I.03 Classified Personnel - Merit Report No. 4.ii. (for SMMUSD School Board Agenda)
- March 19, 2025
 - April 3, 2025
- I.04 Classified Personnel - Non-Merit Report - No. 4.iii (for SMMUSD School Board Agenda)
- March 19, 2025
 - April 3, 2025
- I.05 Personnel Commission's Twelve-Month Calendar of Events
- 2024 - 2025
- I.06 Board of Education Meeting Schedule
- 2024 – 2025

VII. PERSONNEL COMMISSION BUSINESS:

B.01 Future Items:

Subject	Action Steps	Tentative Date
Adoption of Budget - Fiscal Year 2025-2026	Second Reading	May 14, 2025
Classified School Employees Appreciation Week		May 2025

VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Wednesday, May 14, 2025, at 4:30 p.m. – *District Office Board Room*

IX. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY:

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

X. CLOSED SESSION:

- No Closed Session

XI. ADJOURNMENT:

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

Submitted by:

Joshua Kahn
Secretary to the Personnel Commission
Director, Classified Personnel

If you wish to receive a full copy of the Personnel Commission Agenda Packet, please contact the Personnel Commission Office at (310) 450-8338, ext. 70-279.



PERSONNEL COMMISSION MEETING MINUTES

Electronically Recorded (AUDIO ONLY)

March 12, 2025

PERSONNEL COMMISSIONERS:

Mrs. Lauren Robinson, Mrs. Mahshid Tarazi, and Mr. Phillip Tate

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission was held on **Wednesday, March 12, 2025**, at **4:33p.m.** in the **District Administrative Offices – Personnel Commission Department**: 1717 4th Street, Santa Monica, CA 90401.

Note About Parking: Parking for those visiting the new district office is located in the multi-structure parking lot located at 333 Civic Center Dr., Santa Monica.

- ❖ **Instructions on Public Comments:** Persons wishing to address the Personnel Commission regarding an item scheduled for this meeting must submit the "Request to Address" card before consideration of that item. Persons wishing to address the Personnel Commission regarding an item within the Commissions subject matter jurisdiction but not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the "Request to Address" card before the Commission reaches that section of the agenda.

OPEN SESSION

I. GENERAL FUNCTIONS:

G.01 Call to Order: The Open Session of the Regular Meeting of the Personnel Commission was called to order at 4:33 p.m.

G.02 Roll Call: Commissioners Robinson and Tate were present.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson		✓	✓			
Mahshid Tarazi						✓
Phillip Tate	✓		✓			

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting.

G.03 Pledge of Allegiance: Commissioner Robinson led all in attendance in the Pledge of Allegiance.

G.04 Report from Closed Session:

- None

G.05 Motion to Approve Agenda: March 12, 2025

It was moved and seconded to approve the agenda as submitted. The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson		✓		✓			
Mahshid Tarazi							✓
Phillip Tate	✓			✓			

G.06 Motion to Approve Regular Meeting Minutes: February 12, 2025

It was moved and seconded to approve the minutes as submitted. The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson		✓		✓			
Mahshid Tarazi							✓
Phillip Tate	✓			✓			

G.07 Report from the Director of Classified Personnel:

This is an opportunity for the Director of Classified Personnel to report on items relevant to Personnel Commission.

- General Comments and Updates
 - **Director Kahn introduced Mr. Christopher Morales Rodrigues, the new Human Resources Technician, to the Personnel Commission Office. Mr. Morales Rodrigues presented himself with a brief professional history.**
 - **Director Kahn updated the Personnel Commission on recruitments, exams, and selection interviews administered since the last regular meeting on February 12, 2025.**
 - **Written tests were held for the ESSA equivalency exam.**
 - **Oral exams were administered for the Paraeducator series, Instructional Assistant – Classroom, Instructional Assistant – Bilingual, and Administrative Assistant.**
 - **Pre-recorded interviews were collected for Director, Transportation. Ms. Younan has been scheduling the debriefing meeting with the raters.**
 - **Performance exams were held for Senior Administrative Assistant, Cafeteria Worker I, and Gardener.**
 - **Final selection interviews were held for Production Kitchen Coordinator, Campus Monitor, the Paraeducator series, Senior Office Specialist, Health Office Specialist, Technical Theater Technician, Bus Driver, Administrative Assistant, Gardener, and Assistant Superintendent of Business and Fiscal Services.**

- The newly opened recruitments include Locksmith, Sports Facility Attendant, Senior Buyer, and Chief Communication Officer.
- Swimming Instructor/Lifeguard, the Paraeducator series, Bus Driver, Campus Monitor, and Personnel Commissioner recruitments remain open continuously.
- The Personnel Commission staff processed 4 EDD unemployment claims.
- The staff received 14 employment verifications since the last regular Personnel Commission meeting in February.
- Director Kahn informed the Personnel Commission about his participation at a District advisory panel for selecting the new Director of Human Resources. It resulted in an appointment of Ms. Melissa Winters, a LAUSD English Language Coordinator.
The Personnel Commission staff is looking forward to developing a strong collaborative partnership with Ms. Winters, as it was the case with Dr. Meza, when he served in that role.
- Director Kahn updated the Personnel Commission on the last meeting regarding the working out of class assignments within Maintenance and Operations. The meeting took place on February 28, 2025, and the finalized MOU was distributed by the District for signatures to ratify the agreement. It provides a clear concrete framework for determining working out of class assignments within the department.
Director Kahn expressed his gratitude to the District and SEIU representative for their collaborative efforts.

G.08 Personnel Commissioner Comments/Reports:

This is a time during which a Personnel Commissioner may make a brief announcement or report on his/her own activities relative to Commission business. This is not a time for discussion.

- **Commissioner Robinson welcomed Mr. Morales Rodriguez to the District, wishing you all the best in his new position.**

G.09 Communications:

The Communications Section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below. All reports are limited to five (5) minutes or less.

- SEIU Report
 - **None**
- Board of Education Report
 - **Dr. Douglas Meza, Assistant Superintendent, Human Resources, expressed his gratitude to the Personnel Commission for filling a lot of vacancies, especially the Assistant Superintendent of Business and Fiscal Services, which will be announced at the Board of Education meeting on March 13, 2025.**
 - **Dr. Meza also thanked Director Kahn for his valuable contribution in developing the MOU for working out of class in Maintenance and Operations department. The District is pleased with the agreement that will bring clarity and more opportunities for the department's employees.**

- Dr. Meza updated the Personnel Commission about the Board of Education meetings on March 13, March 19, and April 3, 2025.
- Dr. Meza informed the Personnel Commission about the District's implementation of exit surveys and interviews for employees separating from the District. This information will offer insight into how the District can provide a better work experience for all employees.
Commissioner Robinson inquired about the exit interview format – an automated survey or a meeting with a supervisor.
Dr. Meza stated that he plans for all certificated employees, separating from the District, to meet with the new Director of Human Resources and participate in exit interviews. There are some trends of revolving certificated vacancies, especially with the Special Education teachers. The District is focused on providing more professional development to these teachers by increasing the on-boarding training at the beginning of the school year from 2 to 4 days.
Regarding the classified employees, the District plans to develop handbooks for some classifications, like Administrative Assistants. Administrative Assistants with a solid District experience will be asked to assist with on-boarding of their new colleagues.

G.10 Public Comments:

Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting's agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission 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.

- None

II. CONSENT CALENDAR:

Items are considered routine, require no discussion, and are normally approved all at once by the Personnel Commission. However, members of the Personnel Commission, staff, or the public may request an item be clarified and/or discussed.

C.01 Approval of Classified Personnel Eligibility List(s):

Classification

Eligible

Assistant Superintendent, Business and Fiscal Services	16
Bus Driver	1
Cafeteria Worker I	10
Campus Monitor	9
Gardener	1
Paraeducator 1	2

- C.02 Advanced Step Placement:
Shaun Doyle in the classification of Human Resources Specialist at Range A-40, Step C
- C.03 Advanced Step Placement:
Susana Maldonado in the classification of Instructional Assistant - Classroom at Range A-22, Step B
- C.04 Advanced Step Placement:
Christopher Morales Rodriguez in the classification of Human Resources Technician at Range A-35, Step C
- C.05 Advanced Step Placement:
Caroline Rezende dos Santos in the classification of Accounting Technician at Range A-35, Step D
- C.06 Advanced Step Placement:
Carolina Vila in the classification of Instructional Assistant - Bilingual at Range A-24, Step D

It was moved and seconded to approve the Consent Calendar as submitted for the Agenda Item C.01-06. The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson		✓		✓			
Mahshid Tarazi							✓
Phillip Tate	✓			✓			

REPORT AND DISCUSSION

- None

III. ACTION ITEMS:

These items are presented for ACTION at this time.

- A.01 Classification Revision:
Maintenance Supervisor
It was moved and seconded to approve the Director's recommendations for Agenda Item III.A.01 as submitted. The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson		✓		✓			
Mahshid Tarazi							✓
Phillip Tate	✓			✓			

REPORT AND DISCUSSION

- Ms. Younan provided a brief background for the revisions of this classification specification.

- Due to an upcoming vacancy, the classification specification was revised to meet the contemporary standards.
- Ms. Younan met with Mr. Glen Infuso, Director of Maintenance and Operations, and Mr. Carey Upton, Chief Operations Officer, to review the classification specification and present proposed revisions.
- Ms. Younan pointed out that the revisions occurred in the Basic Functions and certain Duties for clarity.
- She also explained that the Experience was revised to allow for different pathways to qualification and to include lead experience.
- Abilities were replaced with Core Competencies.

A.02 New Classification:

Middle School Sports Coordinator

It was moved and seconded to approve the Director's recommendations for Agenda Item III.A.02 as submitted. The motion passed.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson		✓	✓			
Mahshid Tarazi						✓
Phillip Tate	✓		✓			

REPORT AND DISCUSSION

- Director Kahn provided a rationale and purpose for establishing this new classification to oversee and be responsible for the development, implementation, and operations of middle school athletic programs.
- One position will be allocated to Santa Monica and one to Malibu.
- The classification was recently approved by the Board of Education.
- Director Kahn developed duties to identify the role in the day-to day operations of the Middle School Sports Coordinator.
- Commissioner Tate inquired if the classification establishment was related to the state audit addressing the physical education staffing.
- Director Kahn clarified that it is unrelated to the audit. The classification was created to staff middle school athletic programs with classified employees.

IV. COMMISSIONER TRAINING/BRIEFING:

These items are to keep the Commissioners up-to-date with relevant information regarding Personnel Commission procedures and practices.

- **None**

V. DISCUSSION ITEMS:

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

- **None**

VI. INFORMATION ITEMS:

These items are placed on the agenda as information and do not require discussion.

- I.01 Open Personnel Requisitions Status Report
- I.02 Filled Personnel Requisitions Status Report
- I.03 Classified Personnel - Merit Report No. 4.ii. (for SMMUSD School Board Agenda)
 - February 20, 2025
 - February 27, 2025
 - March 6, 2025
- I.04 Classified Personnel - Non-Merit Report - No. 4.iii (for SMMUSD School Board Agenda)
 - February 20, 2025
 - March 6, 2025
- I.05 Personnel Commission's Twelve-Month Calendar of Events
 - 2024 - 2025
- I.06 Board of Education Meeting Schedule
 - 2024 – 2025

VII. PERSONNEL COMMISSION BUSINESS:

B.01 Future Items:

Subject	Action Steps	Tentative Date
TBD		

VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Wednesday, April 9, **TBD**, 2025 at 4:30 p.m. – *District Office Board Room*

The regular Personnel Commission meeting will be rescheduled to a later date April, due to Spring Break.

IX. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY:

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

- **None**

X. CLOSED SESSION:

- **No Closed Session**

XI. ADJOURNMENT:

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

It was moved and seconded to adjourn the meeting.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson		✓		✓			
Mahshid Tarazi							✓
Phillip Tate	✓			✓			

TIME ADJOURNED: 4:54 p.m.

Submitted by:

Joshua Kahn
Secretary to the Personnel Commission
Director, Classified Personnel



SPECIAL PERSONNEL COMMISSION MEETING MINUTES

Electronically Recorded (AUDIO ONLY)

March 26, 2025

PERSONNEL COMMISSIONERS:

Mrs. Lauren Robinson, Mrs. Mahshid Tarazi, and Mr. Phillip Tate

A special meeting of the Santa Monica-Malibu Unified School District Personnel Commission was held on **Wednesday, March 26, 2025**, at **12:43 p.m.** in the **District Administrative Offices – Personnel Commission Department**: 1717 4th Street, Santa Monica, CA 90401.

Note About Parking: Parking for those visiting the new district office is located in the multi-structure parking lot located at 333 Civic Center Dr., Santa Monica.

- ❖ **Instructions on Public Comments:** Persons wishing to address the Personnel Commission regarding an item scheduled for this meeting must submit the "Request to Address" card before consideration of that item. Persons wishing to address the Personnel Commission regarding an item within the Commissions subject matter jurisdiction but not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the "Request to Address" card before the Commission reaches that section of the agenda.

OPEN SESSION

I. GENERAL FUNCTIONS:

G.01 Call to Order: The Open Session of the Special Meeting of the Personnel Commission was called to order at 12:43 p.m.

G.02 Roll Call: Commissioners Robinson and Tate were present.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson		✓	✓			
Mahshid Tarazi						✓
Phillip Tate	✓		✓			

G.03 Pledge of Allegiance: Commissioner Robinson led all in attendance in the Pledge of Allegiance.

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting.

G.04 Motion to Approve Agenda: March 26, 2025

It was moved and seconded to approve the agenda as submitted. The motion passed.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson		✓	✓			
Mahshid Tarazi						✓
Phillip Tate	✓		✓			

G.05 Public Comments:

Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting's agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission 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.

Ms. Melissa Winters, the new Director, Human Resources, introduced herself to the Personnel Commission.

II. ACTION ITEMS:

These items are presented for ACTION at this time.

A.01 Classification Revision:

Director – Fiscal and Business Services

It was moved and seconded to approve the Director's recommendations for Agenda Item III.A.01 as submitted. The motion passed.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson		✓	✓			
Mahshid Tarazi						✓
Phillip Tate	✓		✓			

REPORT AND DISCUSSION

- Director Kahn provided a brief background for the revisions of this classification specification.
- With the upcoming vacancy, the classification specification has been revised in anticipation of recruitment.
- Director Kahn met with the current Director-Fiscal and Business Services, Mr. Gerardo Cruz, and the Assistant Superintendent, Human Resources, Dr. Douglas Meza, to discuss changes, especially to the Minimum Qualifications - Experience, but also review additional revisions. Director Kahn stated that while reducing the number of years required, the level of responsibility and complexity of candidates' professional background was increased, in order to be eligible for consideration to participate in the exam process.

The expectation for the candidates is to have specifically managerial responsibility over functions within a fiscal services department.

- Director Kahn added that the duties have been revised for clarity.
- Abilities were replaced with Core Competencies.

III. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Wednesday, April 23, 2025 at 4:30 p.m. – *District Office Board Room*

IV. ADJOURNMENT:

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

It was moved and seconded to adjourn the meeting.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson		✓	✓			
Mahshid Tarazi						✓
Phillip Tate	✓		✓			

TIME ADJOURNED: 12:48 p.m.

Submitted by:

Joshua Kahn
Secretary to the Personnel Commission
Director, Classified Personnel

II. Consent Calendar:

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Phillip Tate							



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION

Regular Meeting: Wednesday, April 23, 2025

AGENDA ITEM NO: II.C.02

SUBJECT: Advanced Step Placement – Steven Carrillo

Hire Date: 04/01/2025

ASP Request Submitted: 04/01/2025

BACKGROUND INFORMATION:

Classification Title: Director, Transportation	Employee: Steven Carrillo	Calculation of Advanced Step Recommendation
<u>Education:</u> A high school diploma or recognized equivalent.	<ul style="list-style-type: none">Steven Carrillo meets the minimum qualifications	0 level of education above the required level = 0 Step Advance
<u>Experience:</u> Three (3) years of experience overseeing and coordinating administrative functions related to transportation services, including one (1) year of supervisory experience. Supervisory experience may be, but need not be, acquired concurrently.	<ul style="list-style-type: none">Steven Carrillo has over six (6) years of experience overseeing and coordinating administrative functions related to transportation services and over six (6) years of supervisory experience	1 (3-year periods) of experience above the required level = 1 Step Advance
<u>Total Advanced Steps:</u> 0 (Education) + 1 (Experience) = 1 Advanced Step = STEP B		

DIRECTOR'S COMMENTS:

Steven Carrillo's work experience exceeds the minimum requirements specified for this classification. Pay rate at salary Range M-59 at Step A is \$116,484/year, while Step B is \$122,352/year.

DIRECTOR'S RECOMMENDATION:

It is recommended that the Personnel Commission approve Advanced Step Placement for Steven Carrillo at Range M-59, Step B on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment*

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Philip Tate							



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION

Regular Meeting: Wednesday, April 23, 2025

AGENDA ITEM NO: II.C.03

SUBJECT: Advanced Step Placement – Jessica Davidson

Hire Date: 04/02/2025

ASP Request Submitted: 03/18/2025

BACKGROUND INFORMATION:

Classification Title: Paraeducator 1	Employee: Jessica Davidson	Calculation of Advanced Step Recommendation
<u>Education:</u> Must have a high school diploma or its recognized equivalent and ONE of the following: <ul style="list-style-type: none"> Completed 48 units at an institution of higher learning OR Obtained an Associate's (or higher) degree OR Obtain a passing score on the District's Instructional Assistance (ESSA) written examination 	<ul style="list-style-type: none"> Jessica Davidson has a bachelor's degree in liberal arts and her multiple subject teaching credential. 	1 level of education above the required level =1 Step Advance (Max Allowed)
<u>Experience:</u> None	<ul style="list-style-type: none"> Jessica Davidson has almost three (3) years of experience working with children. 	1 (2-year periods) of experience above the required level =1 Step Advance
<u>Total Advanced Steps: 1 (Education) + 1 (Experience) = 1 Advanced Steps = STEP C</u>		

DIRECTOR'S COMMENTS:

Jessica Davidson's education exceeds the minimum requirements specified for this classification and has over two (2) years or related experience. Pay rate at salary Range A-24 at Step A is \$19.09/hour, while Step C is \$21.06/hour.

DIRECTOR'S RECOMMENDATION:

It is recommended that the Personnel Commission approve Advanced Step Placement for Jessica Davidson at Range A-24, Step C on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment*

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Philip Tate							



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION

Regular Meeting: Wednesday, April 23, 2025

AGENDA ITEM NO: II.C.04

SUBJECT: Advanced Step Placement – Md Kaish

Hire Date: 03/24/2025

ASP Request Submitted: 03/25/2025

BACKGROUND INFORMATION:

Classification Title: Systems Analyst	Employee: Md Kaish	Calculation of Advanced Step Recommendation
<u>Education:</u> Associate's degree or equivalent units (60 semester or 90 quarter) in Computer Science, Information Technology or a field related to the job requirements of this classification from an institution of higher learning recognized by the Council of Higher Education Accreditation.	<ul style="list-style-type: none">Md Kaish has a Master of Science degree in Electrical Engineering	1 level of education above the required level = 1 Step Advance (Max Allowed)
<u>Experience:</u> Two (2) years of experience providing technical assistance and managing data within a business enterprise or student information system.	<ul style="list-style-type: none">Md Kaish has over six (6) years of experience providing technical assistance and managing data within a business enterprise or student information system	2 (2-year periods) of experience above the required level = 2 Step Advance (Max Allowed)
<u>Total Advanced Steps:</u> 1 (Education) + 2 (Experience) = 3 Advanced Steps = STEP D		

DIRECTOR'S COMMENTS:

Md Kaish's education and work experience exceeds the minimum requirements specified for this classification. Pay rate at salary Range A-55 at Step A is \$40.72/hour, while Step D is \$47.15/hour.

DIRECTOR'S RECOMMENDATION:

It is recommended that the Personnel Commission approve Advanced Step Placement for Md Kaish at Range A-55, Step D on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment*

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Philip Tate							



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION

Regular Meeting: Wednesday, April 23, 2025

AGENDA ITEM NO: II.C.05

SUBJECT: Advanced Step Placement – Alan Martin

Hire Date: 02/11/2025

ASP Request Submitted: 03/18/2025

BACKGROUND INFORMATION:

Classification Title: Paraeducator 1	Employee: Alan Martin	Calculation of Advanced Step Recommendation
<u>Education:</u> Must have a high school diploma or its recognized equivalent and ONE of the following: <ul style="list-style-type: none"> Completed 48 units at an institution of higher learning OR Obtained an Associate's (or higher) degree OR Obtain a passing score on the District's Instructional Assistance (ESSA) written examination 	<ul style="list-style-type: none"> Alan Martin has a Juris Doctorate degree. 	1 level of education above the required level = 1 Step Advance (Max Allowed)
<u>Experience:</u> None	<ul style="list-style-type: none"> Alan Martin meets the experience requirement. 	0 (2-year periods) of experience above the required level = 0 Step Advance
<u>Total Advanced Steps:</u> 1 (Education) + 0 (Experience) = 1 Advanced Steps = STEP B		

DIRECTOR'S COMMENTS:

Alan Martin's education exceeds the minimum requirements specified for this classification. Pay rate at salary Range A-24 at Step A is \$19.09/hour, while Step B is \$20.05/hour.

DIRECTOR'S RECOMMENDATION:

It is recommended that the Personnel Commission approve Advanced Step Placement for Alan Martin at Range A-24, Step B on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment*

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Philip Tate							

12.2.4 SALARY ON EMPLOYMENT

- B. A new employee may request or be recommended for Advanced Step Placement within the first sixty (60) working days during the probationary period. If the new employee is granted Advanced Step Placement, the salary rate shall be retroactive to the date of entry in the classification. The request or recommendation shall be submitted, in writing, to the Director of Classified Personnel. The Advanced Step Placement is subject to the recommendation of the Director of Classified Personnel and approval of the Personnel Commission.

16.4 ADVANCED STEP PLACEMENT

A unit member may request or be recommended for Advanced Step Placement within the first sixty (60) working days during the probationary period. If the unit member is granted Advanced Step Placement, the salary rate shall be retroactive to the date of entry into the classification.

16.4.1 Unit members being promoted may be offered advanced step placement upon the supervisor's request. This request shall be supported by at least one of the following criteria:

- a. Unit member was originally hired in an entry level classification in which Advanced Step Placement was not offered; and/or
- b. Recruitment difficulty as evidenced by failure to obtain a rank of three (3) through the testing process, or a lack of qualified applicants as determined by the Director of Classified Personnel.

III. Action Items:

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Phillip Tate							

IV. Commissioner Training/Briefing:

V. Discussion Items:



PERSONNEL COMMISSION

Regular Meeting: Wednesday, April 23, 2025

AGENDA ITEM NO: V.D.01

SUBJECT: Proposed Budget – Personnel Commission FY 2025-2026 – First Reading

BACKGROUND INFORMATION:

Attached is the Personnel Commission's FY 2025-2026 proposed budget for a first reading. In accordance with Education Code Section §45253, "the Personnel Commission shall prepare an annual budget for its own office which, upon the approval of the county superintendent of schools, shall be included by the governing board in the regular budget of the school district." The budget shall be prepared for a public hearing by the Commission to be held no later than May 30, 2025.

The second reading, which includes a public hearing and adoption, will be held at the Personnel Commission meeting on May 14, 2025.

Attached to this item is a document that contains information on the budget approval and adoption process, the role and authority of the Personnel Commission and Board of Education, and references to Ed Code and the Merit Rules.

2025-2026 Personnel Commission Proposed Budget

Object Code	Expenditure by Object	2023-2024		2024-2025		2025-2026	Change from
		Budget (dollars only)	Actuals (dollars only)	Budget (dollars only)	Actuals as of 4/21/25	Proposed (dollars only)	24-25 to Proposed \$+/-
2000	Classified Salaries	419,035	424,533	564,907	388,773	567,346	2,439
2314	Director	149,964	157,351	170,665	127,740	174,225	3,560
2317	Supervisors (Analyst)	105,165	105,285	115,752	86,889	127,101	11,349
2319	Commission Members (3)	1,800	1,500	1,800	1,100	1,800	0
2410	HR Technicians/Admin. Assistant	161,906	160,397	276,490	173,043	264,020	(12,470)
2430	Clerical Hourly	200	0	100	0	100	0
2440	Clerical Overtime	0	0	100	0	100	0
2460	Clerical Sub	0	0	0	0	0	0
3000	Employee Benefits	248,496	238,991	311,809	214,391	309,362	(2,447)
3212	Public Employee Retirement System	111,319	109,965	152,294	103,676	148,553	(3,741)
3312	Social Security	25,869	25,892	34,907	23,662	33,854	(1,053)
3332	Medicare	6,076	6,055	8,190	5,534	7,992	(198)
3412	Health/Welfare	83,357	74,921	86,933	61,229	90,191	3,258
3512	Unemployment Insurance	210	209	283	191	276	(7)
3612	Workers Compensation	16,427	16,642	22,141	15,240	21,606	(535)
3712	Other Post-Employment Benefits	5,238	5,306	7,061	4,859	6,890	(171)
3912	Cash in Lieu	0	0	0	0	0	0
4000	Supplies and Equipment	3,500	1,862	5,904	1,870	7,500	1,596
4310	General Supplies and Materials	500	241	2,500	810	2,500	0
4400	Non-Capitalized Equipment	3,000	1,621	3,404	1,060	5,000	1,596
5000	Operating Expenses	56,000	40,494	42,821	27,836	44,725	1,904
5210	Mileage Reimbursement	100	106	100	87	100	0
5220	Conference/Travel Expense	1,500	0	596	875	2,500	1,904
5300	Dues and Memberships	1,500	1,200	1,500	1,100	1,500	0
5640	Repair by Vendor	0	0	0	0	0	0
5650	Maintenance Agreement	2,000	141	3,500	62	2,500	(1,000)
5710	Direct Cost Transfer-Intrafund	100	65	125	0	125	0
5802	Independent Contractors/Consultant	12,800	12,800	0	0	0	0
5810	Advertising	500	0	0	0	2,000	2,000
5820	Legal	10,000	0	10,000	0	5,000	(5,000)
5890	Other Operating Expenses	27,500	26,183	27,000	25,712	31,000	4,000
5910	Postage for Mail	0	0	0	0	0	0
6000	Equipment	5,000	0	0	0	0	0
6400	New Equipment	5,000	0	0	0	0	0
2000-3000 Subtotal		667,531	663,524	876,716	603,164	876,708	(8)
4000-6000 Subtotal		64,500	42,356	48,725	29,706	52,225	3,500
TOTAL		732,031	705,880	925,441	632,869	928,933	3,492
Approx. % Change In Budget From Prior Year		-17.05%		20.90%		0.38%	

PERSONNEL COMMISSION

Merit System Workshop

TOPIC	PC Budget Authority and Process
THE BASICS	<ul style="list-style-type: none"> The PC shall prepare a proposed budget for approval by the County Superintendent The PC shall conduct a public hearing on its proposed budget by May 30 each year and consider feedback from all before approving the proposal If not approved by the County Superintendent, the previous year approved budget amount will serve as the proposed budget amount
REFERENCES	1) Education Code - 45253 2) Merit Rules - 2.4.1

Procedure for PC Budget Approval at SMMUSD

- The Director meets with the Assistant Superintendent of Business and the Director of Fiscal Services in February or March to discuss options and limitations related to the following fiscal year budget.
- The Director prepares a proposed budget for the following fiscal year to be submitted to the Commission.
- The PC holds a **PRELIMINARY BUDGET REVIEW** at its April PC meeting to discuss the initial proposed budget. [Merit Rule 2.4.1.A]
- The PC holds an official **PUBLIC HEARING** on the proposed budget at its May PC meeting. [Merit Rule 2.4.1.B]
 - The Board and District administrators are invited to attend the public hearing to provide feedback. [Merit Rule 2.4.1.B]
 - Prior to approval of the proposed budget, the PC will fully consider feedback from the Board or other concerned persons. [Merit Rule 2.4.1.C]
- Following the public hearing, the **PC APPROVES OR AMENDS** the budget proposed by the Director.
- After approval by the PC, the proposed budget package is **SUBMITTED TO COUNTY SUPERINTENDENT** at LACOE for final approval. [Merit Rule 2.4.1.D]
- The County Superintendent approves or rejects the proposed budget.
 - If Approved: the approved budget document is sent back to SMMUSD for adoption by the Board. [Merit Rule 2.4.1.E]
 - If Rejected: a public hearing is arranged by LACOE at SMMUSD within 30 days of the submission date. The proposed budget is ultimately amended with approval from the PC or rejected without approval from the PC. If the proposed budget is not approved, the previous year approved budget amount will serve as the proposed budget amount. [Education Code 45253.C]

SEE LEGAL BREAKDOWN ON FOLLOWING PAGE

LEGAL VERBIAGE	PRACTICAL INTERPRETATION
<p>Education Code 45253 - Budget; personnel commission; hearings; adoption or rejection; amendments</p> <p>(a) The commission shall prepare an annual budget for its own office which, upon the approval of the county superintendent of schools, shall be included by the governing board in the regular budget of the school district. The annual budget of the commission may include amounts for the purposes of Section 45255 [Expenditure of funds for staff training].</p> <p>(b) The budget shall be prepared for a public hearing by the commission to be held not later than May 30 of each year, or at a date agreed upon between the governing board and the personnel commission to coincide with the process of adoption of the school district budget. The commission shall forward a copy of its proposed budget to the governing board indicating the time, date and place for the public hearing of the budget and shall invite board and district administration representatives to attend and present their views. The commission shall fully consider the views of the governing board prior to adoption of its proposed budget. The commission shall then forward its proposed budget to the county superintendent of schools for action.</p> <p>(c) If the county superintendent of schools proposes to reject the budget as submitted by the commission of a school district, he or she shall, within 30 days after the commission's submission of the budget, hold a public hearing on the proposed rejection within the affected district. He or she shall have informed both the commission and the governing board of the date, time and place of the hearing. He or she may after the public hearing either reject, or, with the concurrence of the commission, amend the proposed budget. In the absence of agreement between the personnel commission and the county superintendent, the budget of the preceding year shall determine the amount of the new budget, and the items of expenditure shall be determined by the commission.</p>	<ul style="list-style-type: none"> • The PC shall prepare its own departmental budget to be included in the District's regular budget after approval by the county superintendent. • The PC budget may include funding for staff development • The PC shall conduct a public hearing regarding its budget by May 30th each year. • The PC shall invite Board members and District administrators to express feedback on the budget. • The PC shall approve and submit its proposed budget to the county superintendent. • If the county superintendent REJECTS the proposed budget, he/she shall hold a public hearing at SMMUSD within 30 days after submission. • After the public hearing, he/she shall either reject or amend the proposed budget. • If there is no agreement, the budget of the previous year will serve as the proposed budget.



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

2024-25 Second Interim Report

Gerardo Cruz
Assistant Superintendent,
Business & Fiscal Services

April 23, 2025
Personnel Commission Meeting



Budget Reporting Periods

1. Preliminary Budget – June
2. Public Hearing Budget – June
3. Adopted Budget – June
4. 45-Day Revision (if needed) – August
5. First Interim – December
6. Second Interim – March
7. Third Revision – May
8. Estimated Actuals – June
9. Fourth Revision (if needed) – June
10. Unaudited Actuals – September
11. FOC/Board Liaisons Review Draft Audit – Dec.
12. Board Approves Final Audit Report – Jan.



SMMUSD 2nd Interim Report

- Shows the District's financial position as of January 31, 2025
- Displays the First Interim Budget and the Second Interim Budget with the change between the two periods
- Includes an analysis of standards and assumptions for financial reporting set by the State
- Analyzes the impact on the Multi-Year Projections of the General Fund for the current and next two fiscal years
- Certifies one of three conditions:
 - Positive, Negative or Qualified



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

GENERAL FUND

FUND 01

2024-25 Second Interim Budget Report

2024-25 LOCAL CONTROL FUNDING FORMULA (LCFF) CALCULATION					1/31/2025
BASE GRANT:					
	TK-3	4-6	7-8	9-12	TOTAL
	2,430.37	1,987.65	1,454.48	2,992.73	8,865.23
2023-24 BASE	9,919	10,069	10,367	12,015	
2024-25 1.07% COLA	106	108	111	129	
2024-25 BASE	10,025	10,177	10,478	12,144	
	24,364,817	20,227,794	15,239,935	36,342,398	96,174,943
AUGMENTATION GRANTS:					
CLASS SIZE REDUCTION (CSR) AUGMENTATION: BASE GRANT X 10.4%					2,533,941
CAREER TECHNICAL EDUCATION (CTE) AUGMENTATION 9-12 BASE GRANT X 2.6%					944,902
SUPPLEMENTAL AND CONCENTRATION GRANTS:					
TOTAL ENROLLMENT (3-YEAR AVERAGE)					8,682
TOTAL UNDUPLICATED PUPIL COUNT (3-YEAR AVERAGE)					2,734
					31.49%
SUPPLEMENT ADD-ON 20% OF BASE GRANT X % OF ELIGIBLE ENROLLMENT					6,276,524
TRANSPORTATION, TIIG GRANT, & ADD-ON:					
2012-13 TRANSPORTATION					897,197
2012-13 TARGETED INSTRUCTIONAL IMPROVEMENT BLOCK GRANT					429,757
TRANSITIONAL KINDERGARTEN ADD-ON					588,138
TOTAL 2024-25 LCFF ENTITLEMENT					107,845,403
MINIMUM STATE AID / 2012-13 CATEGORICAL PROGRAMS					8,585,843
TOTAL 2024-25 LCFF ENTITLEMENT					107,845,403
LOCAL REVENUE / PROPERTY TAXES					118,288,540
Amount of Property Tax Over LCFF Entitlement (Basic Aid when negative)					(10,443,137)

Note Outside of Calculation:

EDUCATION PROTECTION ACCOUNT	1,784,666
TRANSFER TO CHARTER SCHOOL	-287,000

2024-25 Second Interim Budget Report

FUND 01: UNRESTRICTED GENERAL FUND

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	56,609,464	58,786,384	2,176,920
8011-8099	LCFF Revenue	128,387,384	128,387,384	-
8100-8299	Federal Revenue	-	-	-
8300-8590	State Revenue	2,061,085	2,411,085	350,000
8600-8799	Local Revenue	60,107,933	60,224,224	116,291
8980-8999	Local General Fund Contributions	(48,572,409)	(44,096,073)	4,476,336
	Total Revenue	141,983,993	146,926,620	4,942,627
1000-1999	Certificated Salaries	62,551,567	62,408,478	(143,089)
2000-2999	Classified Salaries	26,797,314	26,266,524	(530,790)
3000-3999	Employee Benefits	41,474,092	40,765,694	(708,398)
4000-4999	Books and Supplies	4,456,395	4,429,463	(26,932)
5000-5999	Services and Other Operating Costs	21,763,290	23,467,052	1,703,762
6000-6999	Capital Outlay	738,365	758,886	20,521
7100-7299	Other Outgo	90,000	90,000	-
7300-7399	Indirect Costs	(2,385,612)	(2,346,213)	39,399
7400-7499	Debt Services	-	-	
7600-7629	Transfer Out/ Fund 12, 13, 14	3,375,000	3,375,000	-
	Total Expenditures	158,860,411	159,214,884	354,473
	Increase /(Decrease) Fund Balance	(16,876,418)	(12,288,264)	4,588,154
	Projected Fund Balance	39,733,046	46,498,120	



2024-25 Second Interim Budget Report

Revenues:

\$ 2,176,920	2023-24 Ending Fund Balance Added to 2024-25 Beginning Fund Balance
	3.5M Increase in Audit Restatement Fund 71 to General Fund
	1.3M Increase in Audit Restatement of Deferred Inflow of Lease Receivables
	2.6M Decrease in District Restatement of Expanded Learning Opportunities Fund
\$ 350,000	Increase in State Revenue (Home-to-School Transportation)
\$ 116,291	Increase in Other Local Revenue
	<i>75K Increase in Santa Monica Education Foundation Mental Health Services Grant</i>
	<i>38K Increase in Santa Monica Education Foundation Master of Social Work Interns and Wellness Support</i>
	<i>3K Increase in Recycled E-Waste Revenue (Sustainability Department)</i>
\$ 4,476,336	Increase in Revenue due to Local General Fund Contribution (LGFC)
	<i>4.07M Decrease contribution to Expanded Learning Opportunities Fund</i>
	<i>1.3M Decrease contribution to Expanded Learning Opp-Paraprofessional</i>
	<i>859K Increase to Special Education</i>

2024-25 Second Interim Budget Report

Expenditures:

\$	(143,089)	Decrease in Certificated Monthly, Hourly, Overtime, and Substitute Salaries
\$	(530,790)	Decrease in Classified Hourly, Overtime, and Substitute Salaries
\$	(708,398)	Decrease in Statutory Benefits (-315,124) & Decrease in Employee Health Benefits (-393,274)
\$	(26,932)	Decrease in Books & Supplies
\$	1,703,762	Increase in Services & Operating Costs (legal costs, independent contractors, & conf/travel)
	600,927	<i>Other Operational Costs</i>
		<i>2K Decrease in Conference & Travel</i>
		<i>494K Increase in Liability Insurance</i>
		<i>5K Increase in Rentals/Leases/Repairs</i>
		<i>10K Increase to contra-account for Intra-fund Transfers (decrease to General Ledger)</i>
		<i>114K Decrease to contra-account for Inter-fund Transfers (increase to General Ledger)</i>
	1,102,835	<i>Other Operational Costs</i>
		<i>95K Increase in Other Operating Costs (Maintenance Agmts, Advertising, Memberships, Interfund Transfers, & Other)</i>
		<i>678K Increase in Consultants - See Attached Detail</i>
		<i>330K Increase in Legal</i>
\$	20,521	Increase in Capital Outlay
\$	39,399	Increase in Indirect Charges to Federal/State Categorical Programs (decrease to expenses)

2024-25 Second Interim Budget Report

\$677K Increase in Consultants

Site	Amount	Description
Edison Elementary School	12,506	Garden Instruction
Grant Elementary School	11,120	PS Science
John Adams Middle School	5,203	For Mindful Circles Program, Move the World
Santa Monica High School	5,000	Theater Costume Design
Will Rogers Elementary School	49,104	PALi Camp, Move the World
Business Services	156,500	Non-Bond Legal Consulting Services
Fiscal Services	8,500	Annual Actuarial Valuation and Reporting
Ed Service	29,638	Measure Ed, DMC Consultant (Ed Service Coach)
Personnel Services	50,000	Human Capital Management Conversion
Student Services	75,000	Mental Health Services
Transportation	275,000	Transportation Office Modernization
Total	677,571	



2024-25 Second Interim Budget Report

FUND 01: RESTRICTED GENERAL FUND

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	16,155,598	21,491,811	5,336,213
8100-8299	Federal Revenue	7,614,360	7,657,936	43,576
8300-8590	State Revenue	7,986,886	8,116,886	130,000
8600-8799	Local Revenue	12,163,444	12,683,663	520,219
8980-8999	Local General Fund Contributions	48,572,409	44,096,073	(4,476,336)
	Total Revenue	76,337,099	72,554,558	(3,782,541)
1000-1999	Certificated Salaries	19,156,385	19,229,716	73,331
2000-2999	Classified Salaries	16,743,324	16,764,073	20,749
3000-3999	Employee Benefits	17,703,713	17,143,020	(560,693)
4000-4999	Books and Supplies	7,516,587	9,793,406	2,276,819
5000-5999	Services and Other Operating Costs	11,551,645	15,207,805	3,656,160
6000-6999	Capital Outlay	393,332	704,870	311,538
7300-7399	Indirect Costs	1,595,032	1,579,817	(15,215)
	Total Expenditures	74,660,018	80,422,707	5,762,689
	Increase /(Decrease) Fund Balance	1,677,081	(7,868,149)	(9,545,230)
	Projected Fund Balance	17,832,679	13,623,662	



2024-25 Second Interim Budget Report

Major Changes

Revenues:

\$ 5,336,213	2023-24 Ending Fund Balance Added to 2024-25 Beginning Fund Balance
	5.3M Increase in Restatement of Expanded Learning Opportunities Funds
\$ 43,576	Increase in Federal Revenue for Title I
\$ 130,000	Increase in State Projected Revenue (K-12 Strong Workforce Program)
\$ 520,219	Increase in Projected Revenue from PTA, Booster Club, & Gifts for Carry Over Balances
\$ (4,476,336)	Decrease in Revenue due to Local General Fund Contribution (LGFC)
	<i>4.07M Decrease contribution to Expanded Learning Opportunities Fund</i>
	<i>1.3M Decrease contribution to Expanded Learning Opp-Paraprofessional</i>
	<i>860K Increase to Special Education</i>



2024-25 Second Interim Budget Report

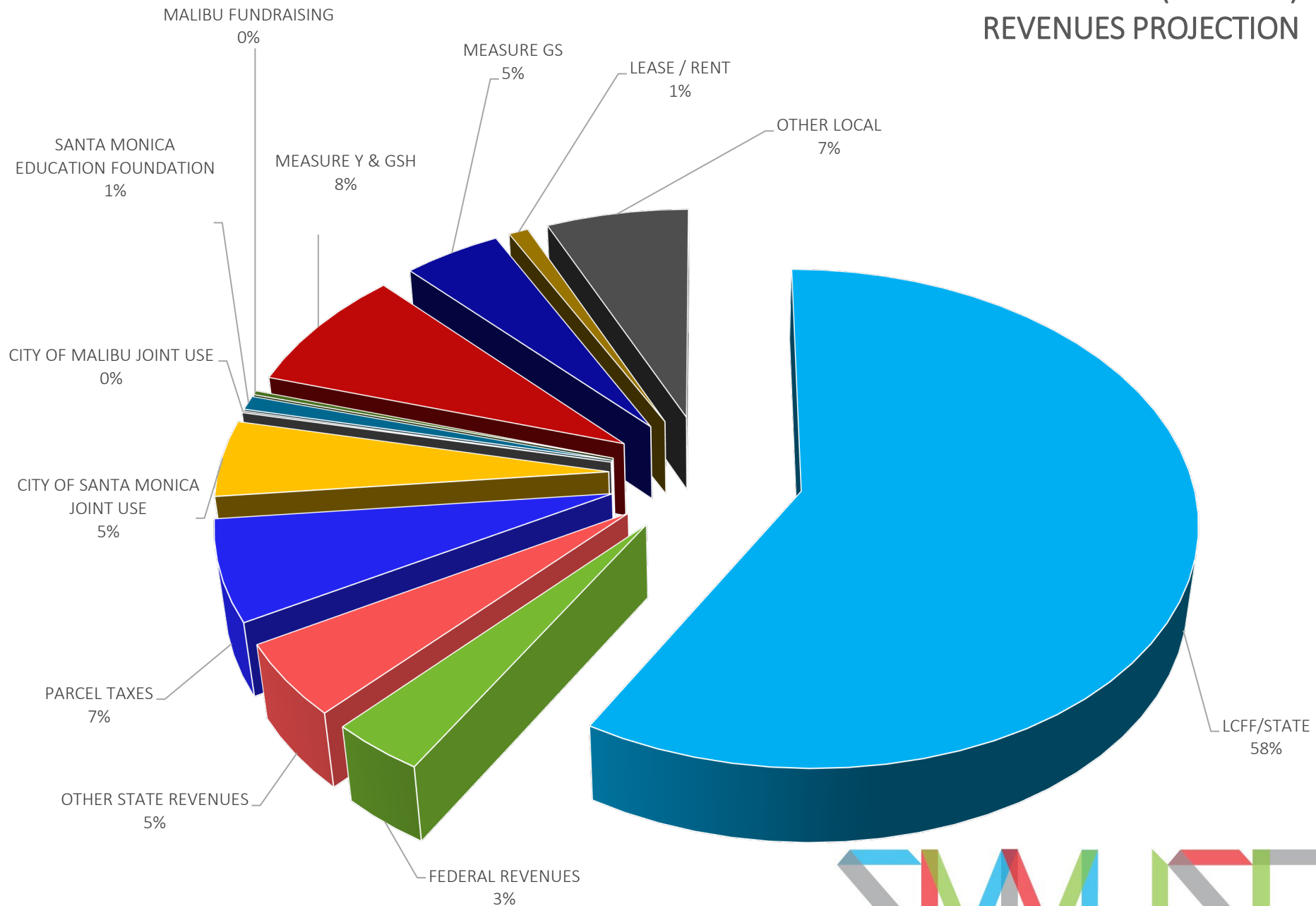
Major Changes

Expenditures:

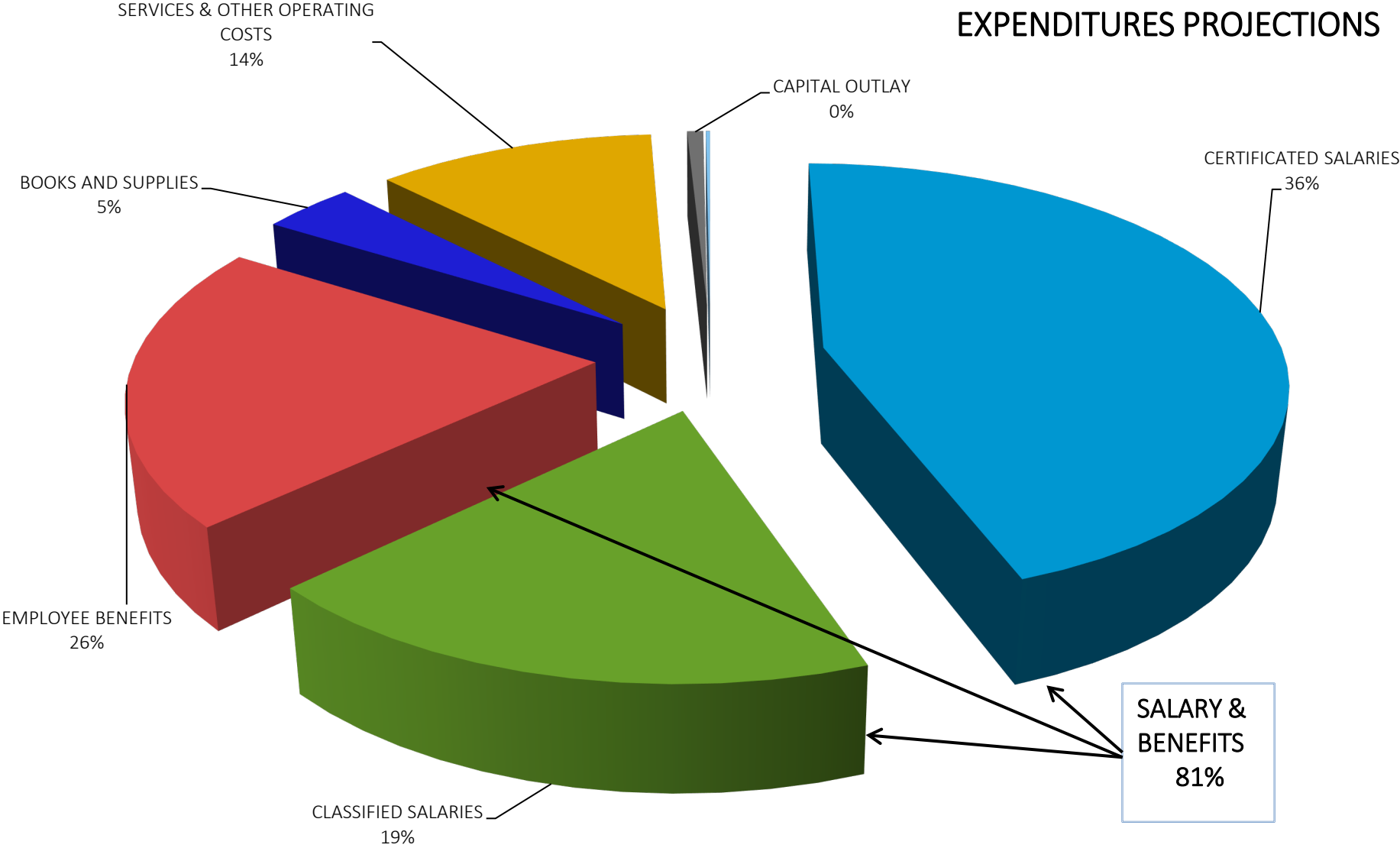
\$	73,331	Increase in Certificated Monthly, Hourly, Overtime, and Substitute Salaries
\$	20,749	Increase in Classified Hourly, Overtime, and Substitute Salaries
\$	(560,693)	Decrease in Statutory Benefits & Employee Health Benefits
\$	2,276,819	Increase in Books & Supplies - Learning Recovery Items from Covid-19 per Board adopted resolution
\$	3,656,160	Increase in Services & Operating Costs (legal costs, independent contractors, conf/travel)
		<i>596k Restricted Categorical Programs Consultants</i>
		<i>1.39M Other Operating Costs (Maintenance Agreements, Advertising, Memberships, Interfund Transfers, Comms)</i>
		<i>1.63M Non Public Agencies</i>
		<i>74K Conference & Travel</i>
\$	311,538	Increase in Equipment
		<i>168K Child Nutrition Fleet Vehicles (General Fund Kitchen Infrastructure & Training - KIT)</i>
		<i>34K Power Generator for Emergency Operations Center (ASCIP Loss Control Safety Credit Grant)</i>
		<i>112K Vehicles for Expanded Learning Opportunities Program</i>
\$	(15,215)	Increase in Indirect Costs to various Categorical Programs from Federal and State Resources



2024-25 GENERAL FUND (FUND 01) REVENUES PROJECTION



2024-25 GENERAL FUND (Fund 01)
EXPENDITURES PROJECTIONS



2024-25 Second Interim Budget Report

As of 1/31/2025

Components of Ending Fund Balances

2024-25

Fund 01: Unrestricted General Fund

Unrestricted General Fund Beginning Balance	\$	56,609,464
Current Year (Deficit)/Surplus Spending		(12,288,264)
Audit Restatement & Adjustments for 2023-24 in 2024-25		2,176,920
Ending Fund Balance that Requires Explanation		46,498,120

Reasons for Assigned and Unassigned Ending Fund Balances

*State Recommended 17% Minimum Level for Unified Districts

	46,498,120
Less: 3% Reserve for Economic Uncertainties	(7,189,128)
Reserve for Revolving Cash & Prepaid	(20,025)
Reserve for Audit Restatement & Adjustments for 2023-24 in 2024-25	(3,489,219)
Reserve for 25-26 Deficit Spending	(8,095,737)
Reserve for 26-27 Deficit Spending	(3,284,231)
^Reserve for up to 2 months General Fund Expenditures	24,419,780
Unappropriated Balance	-

*current reserve is at 19.40% (up 2.64% from 16.76% @ 24-25 First Interim)

*2022-23 Statewide Average Reserve for Unified State-Aid Districts is 23.74%

*Basic Aid Districts should be 25%

^A 2-month reserve would be approximately \$26.8M



2022-23

Statewide Average Reserves

2022-23 Average Unrestricted General Fund, Plus Fund 17; Net Ending Balances as a Percentage of Total General Fund Expenditures, Transfers, and Other Uses		Change From Prior ~Year
Elementary School Districts	25.55%	0.23%
High School Districts	22.94%	1.65%
Unified School Districts	23.74%	1.55%
†SMMUSD Reserve (as of 2022-23 Actuals)	29.04%	†12.61%
^SMMUSD Reserve (as of 2024-25 Second Interim)	19.40%	*8.21%

† Compared to 2021-22

^ Prior Year Ending Fund Balance included in Current Year Beginning Balance

* Compared to 2023-24 Second Interim

Source: Statewide Certified Data (School Services of California)

~Compared to reserve levels of 2021-22





SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

OTHER FUNDS

FUNDS

11, 12, 13, 14, 21, 25, 35, 40, 51, 71

2024-25 Second Interim Budget Report

FUND 11: ADULT EDUCATION FUND

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	1,241,011	1,241,011	-
8100-8299	Federal Revenue	65,771	65,771	-
8300-8590	Other State Revenue	948,228	948,228	-
8600-8799	Local Revenue	-	-	-
	Total Revenues	1,013,999	1,013,999	-
1000-1999	Certificated Salaries	327,844	327,844	-
2000-2999	Classified Salaries	246,942	253,553	6,611
3000-3999	Employee Benefits	276,148	287,457	11,309
4000-4999	Books and Supplies	57,274	51,569	(5,705)
5000-5999	Services and Other Operating Costs	40,422	48,422	8,000
7300-7399	Indirect Costs	65,369	45,154	(20,215)
	Total Expenditures	1,013,999	1,013,999	-
	Increase /(Decrease) Fund Balance	-	-	-
	Projected Fund Balance	1,241,011	1,241,011	

Expenditure:

\$ 6,611 Increase in Classified Hourly, Overtime, and Substitute Salaries
 \$ 11,309 Increase in Statutory Benefits & Employee Health Benefits
 \$ (5,705) Decrease in Books & Supplies
 \$ 8,000 Increase in Services & Other Operating Costs
 \$ (20,215) Decrease in Indirect Costs

2024-25 Second Interim Budget Report

FUND 12: CHILD DEVELOPMENT FUND

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	6,367,671	6,367,671	-
8100-8299	Federal Revenue	59,150	59,150	-
8300-8590	State Revenue	2,640,973	2,670,275	29,302
8600-8799	Local Revenue	3,598,577	3,598,577	-
8900-8929	Interfund Transfer from Fund 01	475,000	475,000	-
	Total Revenues	6,773,700	6,803,002	29,302
1000-1999	Certificated Salaries	2,596,238	2,536,094	(60,144)
2000-2999	Classified Salaries	1,764,487	1,746,601	(17,886)
3000-3999	Employee Benefits	1,867,013	1,836,512	(30,501)
4000-4999	Books and Supplies	123,027	138,900	15,873
5000-5999	Services and Other Operating Costs	563,306	576,268	12,962
6000-6999	Capital Outlay	-	-	-
7300-7399	Indirect Costs	520,048	516,079	(3,969)
	Total Expenditures	7,434,119	7,350,454	(83,665)
	Increase /(Decrease) Fund Balance	(660,419)	(547,452)	112,967
	Projected Fund Balance	5,707,252	5,820,219	



2024-25 Second Interim Budget Report

Revenues:

\$ 29,302 Projected Increase in State Preschool & Child Care Funding Program

Expenditures:

\$ (60,144) Decrease in Certificated Monthly, Hourly, Overtime, and Substitute Salaries

\$ (17,886) Decrease in Classified Hourly, Overtime, and Substitute Salaries

\$ (30,501) Decrease in Statutory Benefits & Employee Health Benefits

\$ 15,873 Increase in Books & Supplies

\$ 12,962 Increase in Services & Other Operating Costs

\$ (3,969) Decrease in Indirect Costs

2024-25 Second Interim Budget Report

FUND 13: CAFETERIA SPECIAL FUND

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	1,357,076	1,203,647	(153,429)
8100-8299	Federal Revenue	2,150,000	2,150,000	-
8300-8590	State Revenue	2,378,861	2,378,861	-
8600-8799	Local Revenue (Food Sales)	415,000	415,000	-
8900-8929	Interfund Transfer	900,000	900,000	-
	Total Revenues	5,843,861	5,843,861	-
2000-2999	Classified Salaries	2,248,253	2,123,945	(124,308)
3000-3999	Employee Benefits	1,209,429	1,104,624	(104,805)
4000-4999	Books and Supplies	2,125,500	2,624,245	498,745
5000-5999	Services and Other Operating Costs	(79,250)	(77,995)	1,255
6000-6999	Capital Outlay	-	-	-
7300-7399	Indirect Costs	205,163	205,163	-
	Total Expenditures	5,709,095	5,979,982	270,887
	Increase /(Decrease) Fund Balance	134,766	(136,121)	(270,887)
	Projected Fund Balance	1,491,842	1,067,526	

Revenues:

\$ (153,429) 2023-24 Audit Restatement of Inventory to 2024-25 Beginning Fund Balance

Expenditures:

\$ (124,308) Decrease in Classified Hourly, Overtime, and Substitute Salaries

\$ (104,805) Increase in Statutory Benefits & Employee Health Benefits

\$ 498,745 Increase in Food Costs & Paper Supply Costs

\$ 1,255 Increase in Services & Other Operating Costs

2024-25 Second Interim Budget Report

FUND 14: DEFERRED MAINTENANCE FUND

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	1,457,220	1,457,220	-
8010-8099	LCFF transfer to Fund 14	-	-	-
8600-8799	Local Revenue	25,000	25,000	-
8919	Transfer from General Fund	2,000,000	2,000,000	-
	Total Revenues	2,025,000	2,025,000	-
4000-4999	Books and Supplies	250,000	250,000	-
5000-5999	Services and Other Operating Costs	1,859,959	1,859,959	-
6000-6999	Capital Outlay	22,535	22,535	-
	Total Expenditures	2,132,494	2,132,494	-
	Increase /(Decrease) Fund Balance	(107,494)	(107,494)	-
	Projected Fund Balance	1,349,727	1,349,727	

Revenue:

No Change Since First Interim

Expenditure:

No Change Since First Interim



2024-25 Second Interim Budget Report

*FUND 21: BUILDING FUND / MEASURE BB, ES, SMS, & M - All Series

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Fair Market Value Adjustment (FMV)	(8,781,319)	(8,781,319)	
	Beginning Fund Balance	192,231,782	192,231,782	-
8600-8799	Local Revenue	-	-	-
8800-8951	Bond Proceeds - SMS Series C	132,472,294	132,472,294	-
8800-8951	Bond Proceeds - M Series C	80,000,000	80,000,000	-
8952-8979	Other Financing	-	-	-
	Total Revenues	212,472,294	212,472,294	-
2000-2999	Classified Salaries	1,082,459	1,087,972	5,513
3000-3999	Employee Benefits	616,341	622,983	6,642
4000-4999	Books and Supplies	126,381	315,497	189,116
5000-5999	Services and Other Operating Costs	53,920,525	58,233,651	4,313,126
6000-6999	Capital Outlay	198,127,921	206,779,237	8,651,316
	Total Expenditure	253,873,627	267,039,340	13,165,713
	Increase /(Decrease) Fund Balance	(41,401,333)	(54,567,046)	(13,165,713)
	Projected Fund Balance	150,830,449	137,664,736	

*Budget by Sub-Fund, Measure & Series In First Interim Board Item Attachment



2024-25 Second Interim Budget Report

FUND 25: CAPITAL FACILITIES FUND

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	6,296,130	6,296,130	-
8681	Developer Fees	1,200,000	1,200,000	-
8660	Local Revenue	200,000	200,000	-
	Total Revenues	1,400,000	1,400,000	-
4000-4999	Supplies	-	-	-
5000-5999	Services and Other Operating Costs	1,338,511	1,338,511	-
6000-6999	Capital Outlay	90,000	90,000	-
	Total Expenditures	1,428,511	1,428,511	-
	Increase /(Decrease) Fund Balance	(28,511)	(28,511)	-
	Projected Fund Balance	6,267,619	6,267,619	

Revenue:

No Change Since First Interim

Expenditure:

No Change Since First Interim



2024-25 Second Interim Budget Report

FUND 35: COUNTY SCHOOL FACILITIES FUND

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	5,135,321	5,135,321	-
8681	State Revenue	-	-	-
8660	Local Revenue	-	-	-
	Total Revenues	-	-	-
4000-4999	Supplies	-	-	-
5000-5999	Services and Other Operating Costs	-	-	-
6000-6999	Capital Outlay	-	-	-
	Total Expenditures	-	-	-
	Increase /(Decrease) Fund Balance	-	-	-
	Projected Fund Balance	5,135,321	5,135,321	

Revenue:

No Change Since First Interim

Expenditure:

No Change Since First Interim

2024-25 Second Interim Budget Report

FUND 40: SPECIAL RESERVE FUND FOR CAPITAL OUTLAY

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	13,363,640	13,363,640	-
8590-8599	State Revenue	-	-	-
8600-8625	Local Revenue	4,500,000	4,500,000	-
8626-8660	Local Revenue (Interest Earned)	400,000	400,000	-
8661-8699	Local Revenue	-	-	-
8971-8971	Other Sources - Proceeds from COP	-	-	-
	Total Revenues	4,900,000	4,900,000	-
4000-4999	Supplies	-	-	-
5000-5999	Services and Other Operating Costs	1,289,772	1,289,772	-
6000-6999	Capital Outlay	3,265,120	3,265,120	-
7400-7499	COPS Payments	4,000,000	4,000,000	-
	Total Expenditures	8,554,892	8,554,892	-
	Increase /(Decrease) Fund Balance	(3,654,892)	(3,654,892)	-
	Projected Fund Balance	9,708,749	9,708,749	

Revenue:

No Change Since First Interim

Expenditure:

No Change Since First Interim

2024-25 Second Interim Budget Report

FUND 51: BOND INTEREST & REDEMPTION FUND*

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	48,836,104	48,836,104	-
8611-8614	Local Revenue	55,021,395	55,021,395	-
8661-8799	Local Revenue Interest	318,767	318,767	-
	Total Revenues	55,340,162	55,340,162	-
7433	Debt Service - Bond Redemptions	25,160,000	25,160,000	-
7434	Debt Service - Bond Interest & Other Services	34,852,002	34,852,002	-
	Total Expenditures	60,012,002	60,012,002	-
	Increase /(Decrease) Fund Balance	(4,671,840)	(4,671,840)	-
	Projected Fund Balance	44,164,264	44,164,264	-

*Fund managed by Los Angeles County Office of Education (LACOE) and reported by District

Revenue:

Updated per LACOE Projected Totals

Expenditure:

Updated per LACOE Projected Totals



2024-25 Second Interim Budget Report

FUND 71: RETIREE BENEFIT FUND FOR OPEB

Object	Description	First Interim Budget 10/31/2024	Second Interim Budget 1/31/2025	Changes
	Beginning Fund Balance	13,825,848	10,346,629	(3,479,219)
8600-8660	Local Revenue Interest	10,000	10,000	-
8661-8799	Local Revenue	1,000,000	1,000,000	-
	Total Revenues	1,010,000	1,010,000	-
5000-5999	Services and Other Operating Costs	1,000,000	1,000,000	-
	Total Expenditures	1,000,000	1,000,000	-
	Increase /(Decrease) Fund Balance	10,000	10,000	-
	Projected Fund Balance	13,835,848	10,356,629	(3,479,219)

Revenue:

\$ (3,479,219) 2023-24 Audit Restatement to General Fund

Expenditure:

No Change Since First Interim





Multi-Year Projection Reflects:

- The District's financial position over the current and next two fiscal years.
- State revenue Cost of Living (COLA) increases over the next three years
 - 1.07% (2024-25)
 - 2.43% (2025-26)
 - 3.52% (2026-27)
- LCFF Gap Fully Funded (100%)
- Student enrollment declining each year and at 8,555 as of CBEDS Day 10/2/2024 for 2024-25



Multi-Year Projection Reflects:

- Local revenue from Parcel Taxes, Prop Y & GSH, Measure GS, City of Malibu & Santa Monica Joint Uses, Santa Monica Education Foundation, Malibu Fundraising, Leases & Rentals, Other Local Income:
 - \$60.2 million in 2024-25
 - \$60.5 million in 2025-26
 - \$61.4 million in 2026-27
- Employee health & welfare increases of 5% and Step & Column increases of 1.50% each year
- Reserve for Economic Uncertainties at 3%



Multi-Year Projection Reflects:

- Does reserve for future deficit spending
- Reserve for Up To 2 Months of General Fund Expenditures
- Projected Property Tax Increases of 5%
- Does include salary schedule changes as a result of negotiations with SMMCTA, SEIU, or SMMASA

MULTI-YEAR PROJECTIONS

UNRESTRICTED GENERAL FUND

A	B	C	D	E	F	G
	2024-25	2024-25	2024-25	2024-25	2025-26	2026-27
Description	ADOPTED BUDGET	FIRST INTERIM	SECOND INTERIM	FIRST vs SECOND INTERIM CHANGE	PROJECTED BUDGET	PROJECTED BUDGET
Revenue:						
1 Property Tax	114,288,540	118,288,540	118,288,540	-	123,214,312	128,275,027
2 Education Protection Account (EPA)	1,800,000	1,800,000	1,800,000	-	1,700,000	1,700,000
3 LCFF Transfer to Fund 14	-	-	-	-	-	-
4 LCFF In Lieu Property Tax Transfer to Charter School	(287,000)	(287,000)	(287,000)	-	(300,000)	(300,000)
5 Prior Year LCFF Adjustment	-	-	-	-	-	-
6 Minimum State Aid	8,585,843	8,585,843	8,585,843	-	8,585,843	8,585,843
7 Subtotal LCFF Funding	124,387,384	128,387,384	128,387,384	-	133,200,155	138,260,870



MULTI-YEAR PROJECTIONS
UNRESTRICTED GENERAL FUND

	A	B	C	D	E	F	G
		2024-25	2024-25	2024-25	2024-25	2025-26	2026-27
Description		ADOPTED BUDGET	FIRST INTERIM	SECOND INTERIM	FIRST vs SECOND INTERIM CHANGE	PROJECTED BUDGET	PROJECTED BUDGET
8 Other Federal (MAA - Medi-Cal Administrative Activities)		-	-	-	-	-	-
9 Lottery - Unrestricted		1,500,000	1,637,085	1,637,085	-	1,700,000	1,700,000
10 Mandated Reimbursement Block Grant		419,000	419,000	419,000	-	410,000	410,000
11 Other State Revenue		5,000	5,000	355,000	350,000	355,000	355,000
12 Measure 'R' - Parcel Tax		14,502,917	14,502,917	14,502,917	-	14,301,621	14,587,653
13 Measure 'Y' & 'GSH' - City of Santa Monica		18,000,000	18,000,000	18,000,000	-	18,000,000	18,000,000
14 Measure 'GS' (Effective 3/1/2023) - City of Santa Monica		10,000,000	10,000,000	10,000,000	-	10,000,000	10,000,000
15 Joint Use Agreement - City of Santa Monica		10,978,200	10,978,200	10,978,200	-	11,417,329	11,645,675
16 Joint Use Agreement - City of Malibu		246,827	246,827	246,827	-	246,827	246,827
17 Santa Monica Ed Foundation Donation		1,960,389	1,960,389	1,960,389	-	1,800,000	1,800,000
18 Malibu Education Foundation		581,685	581,685	581,685	-	343,716	343,716
19 Lease & Rental		2,000,000	2,000,000	2,000,000	-	2,250,000	2,600,000
20 Interest Earned		700,000	700,000	700,000	-	1,000,000	1,000,000
21 All Other Local Income (including Medi-Cal as of 2023-24)		1,209,000	1,137,916	1,254,207	116,292	1,209,000	1,209,000
22 Local General Fund Contribution		(43,265,875)	(48,572,409)	(44,096,073)	4,476,336	(44,131,192)	(45,013,816)
23 TOTAL REVENUE		143,224,526	141,983,993	146,926,620	4,942,627	152,102,456	157,144,926



**MULTI-YEAR PROJECTIONS
UNRESTRICTED GENERAL FUND**

	A	B	C	D	E	F	G
		2024-25	2024-25	2024-25	2024-25	2025-26	2026-27
	Description	ADOPTED BUDGET	FIRST INTERIM	SECOND INTERIM	FIRST vs SECOND INTERIM CHANGE	PROJECTED BUDGET	PROJECTED BUDGET
24	Expenditure:						
25	Certificated Salary	60,681,624	62,551,567	62,408,478	(143,089)	64,134,637	64,898,590
26	Classified	27,183,903	26,797,314	26,266,524	(530,790)	28,059,237	28,480,126
27	Benefits	41,441,665	41,474,092	40,765,694	(708,398)	43,895,572	45,040,187
28	STRS	11,437,249	11,680,852	11,596,278	(84,574)	12,249,716	12,395,631
29	PERS	6,867,080	6,928,693	6,818,197	(110,496)	7,996,883	8,230,756
30	SOCIAL SECURITY & MEDICARE	3,000,630	3,012,293	2,964,214	(48,079)	3,076,484	3,119,759
31	HEALTH AND WELFARE	15,513,710	15,161,876	14,742,945	(418,931)	15,699,970	16,284,968
32	SUI	40,279	44,600	44,071	(529)	46,097	46,689
33	WORKERS COMP	3,449,100	3,501,979	3,463,255	(38,724)	3,614,000	3,735,149
34	OPEB	1,099,910	1,111,667	1,098,592	(13,075)	1,152,423	1,167,234
35	CASH IN-LIEU	33,707	32,132	38,142	6,010	60,000	60,000
36	Supplies/Books/Textbooks	4,786,301	4,456,395	4,429,463	(26,932)	3,000,000	2,000,000
37	Other Operational Costs	20,894,296	21,763,290	23,467,052	1,703,762	19,239,201	18,286,114
38	504 PLAN ACCOMODATION (STUDENT SERVICES)	20,000	20,000	20,000	-	20,000	20,000
39	TRAVEL & CONFERENCE	446,015	489,166	486,840	(2,326)	400,000	300,000
40	DUES & MEMBERSHIPS	53,576	87,436	87,436	-	55,000	60,000
41	INSURANCE	2,360,977	2,607,849	3,102,115	494,266	2,838,241	2,480,154
42	UTILITIES	4,425,750	4,425,750	4,425,750	-	4,425,750	4,425,750
43	RENTALS, LEASES, REPAIRS	2,850,134	2,818,818	2,823,414	4,596	2,500,000	2,500,000
44	INTRA-FUND TRANSFERS FOR SERVICES	(31,704)	(111,199)	(120,989)	(9,790)	(65,000)	(65,000)
45	INTER-FUND TRANSFERS FOR SERVICES	(137,947)	(133,538)	(19,357)	114,181	(175,000)	(175,000)
46	CONSULTANTS & OTHER OPERATING	10,617,285	11,270,298	12,373,133	1,102,835	8,950,000	8,450,000
47	Other Operational Costs	5,542,906	5,381,656	5,476,796	95,140	3,500,000	3,000,000
48	Consultants	2,321,297	3,135,560	3,813,255	677,695	2,250,000	2,250,000
49	Legal	1,886,000	1,886,000	2,216,000	330,000	1,600,000	1,600,000
50	Cost of Early Retirement Incentive (SERP)	867,082	867,082	867,082	-	1,600,000	1,600,000
51	COMMUNICATIONS (LAND & MOBILE)	290,210	288,710	288,710	-	290,210	290,210
52	Capital Outlay	616,282	738,365	758,886	20,521	100,000	100,000
53	Transfer to County Specialized Schools & Debt Service	90,000	90,000	90,000	-	120,000	120,000
54	Indirect Costs from Restricted General Fund Categoricals	(2,134,389)	(2,385,612)	(2,346,213)	39,399	(2,200,454)	(2,345,860)
55	Interfund Transfer Out to Fund 12 Child Development	375,000	375,000	375,000	-	500,000	500,000
56	LCAP Transfer Out to Fund 12 Child Development	100,000	100,000	100,000	-	100,000	100,000
57	Interfund Transfer Out to Fund 13 Food Services	900,000	900,000	900,000	-	750,000	750,000
58	Interfund Transfer Out to Fund 14 Deferred Maint.	2,000,000	2,000,000	2,000,000	-	2,500,000	2,500,000
59	TOTAL EXPENDITURE	156,934,682	158,860,411	159,214,884	354,473	160,198,194	160,429,157

MULTI-YEAR PROJECTIONS
UNRESTRICTED GENERAL FUND

A	B	C	D	E	F	G
	2024-25	2024-25	2024-25	2024-25	2025-26	2026-27
Description	ADOPTED BUDGET	FIRST INTERIM	SECOND INTERIM	FIRST vs SECOND INTERIM CHANGE	PROJECTED BUDGET	PROJECTED BUDGET
60 Increase (Decrease) Fund Balance	(13,710,156)	(16,876,418)	(12,288,264)	4,588,154	(8,095,737)	(3,284,231)
61 Beginning Fund Balance	36,178,599	56,609,464	56,609,464	-	43,008,901	34,913,164
62 Audit Restatement - Fund 71 to General Fund	-	-	3,489,219	3,489,219	-	-
63 Audit Restatement of Deferred Inflow of Lease Receivables	-	-	1,350,591	1,350,591	-	-
64 District Restatement - Expanded Learning Opportunities Grant	-	-	(2,662,890)	(2,662,890)	-	-
65 Ending Fund Balance (net of lines 60-64)	22,468,443	39,733,046	46,498,120	6,765,074	34,913,164	31,628,933
66 Reserve - Revolving Cash, Prep-pays	20,005	20,025	20,025	-	20,025	20,025
67 Reserve - Fund 71 District Restatement	-	-	(3,489,219)	(3,489,219)	-	-
68 Reserve - Deficit Spending in 25-26	-	6,843,204	8,095,737	1,252,533	-	-
69 Reserve - Deficit Spending in 26-27	-	839,427	3,284,231	2,444,804	3,284,231	-
70 3% Contingency Reserve (unrestricted & restricted general fund)	6,827,097	7,005,613	7,189,128	183,515	6,757,494	6,740,198
71 Reserve Up to 2-months of Expenses (\$26.8 million)	15,621,341	25,024,777	24,419,780	(604,997)	24,851,414	24,868,710
72 Unappropriated Balance	0	0	0	0	0	0





Positive Certification of 2nd Interim Report

- The District is submitting the 2nd Interim Report with a **Positive Certification**.
- The District will be able to meet its financial obligations in the current and next two fiscal years.



Next Steps

- Receive Board Direction on District Budget Recommendations
- Board Approval of 2024-25 Second Interim
- Third Budget Revision Presentation
 - ✓ Thursday, May 15, 2025



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

Appendix Covid-19 Funding Summary

	ESSER	ESSER II	Learning Loss Mitigation Funding (LLMF)				SB 117
			GEER	GEER II	CR	GF	
Full Name	Elementary and Secondary School Emergency Relief	Elementary and Secondary School Emergency Relief	Governor's Emergency Education Relief	Governor's Emergency Education Relief	Coronavirus Relief Fund	State General Fund	SB 117 Covid-19 LEA Response Funds
Distribution Formula	Based on Title I, Part A allocation	Based on Title I, Part A allocation	Based on pupil aged 3-22 counts from 2019-20 Fall 1 CALPADS data	Based on \$1,000 per homeless pupil enrolled in 2020-21 and remaining funds distributed proportionally by LEA LCFF as of 2020-21 P2	Based on supplemental and concentration grant funding as of 2019-20 second principal apportionment	Based on LCFF Entitlement	Based on ADA for the 2019-20 First Reporting Period
State Allocation	\$1,482,575,514	\$6,709,633,866	\$355,227,000	\$153,992,000	\$4,439,844,000	\$539,936,000	\$100,000,000
SMMUSD + Private School allocation	\$935,547	\$3,733,573	\$613,655	\$212,786	\$4,103,874	\$795,192	\$175,346
Resource Code	3210	3212	3215	3217	3220	7420	7388
Equitable Services	Yes	No	Yes	No	No	No	No
Deadline for expenditures	September 30, 2022	September 30, 2023	September 30, 2022	September 30, 2023	December 30, 2020	December 30, 2020	June 30, 2021



	ESSER III	AB 86		
		IPI	ELO	ELO(P)
Full Name	Elementary and Secondary School Emergency Relief	In-Person Instruction Grant	Expanded Learning Opportunities Grant	Expanded Learning Opportunities Grant Restricted to Paraprofessionals
Distribution Formula	Based on Title I, Part A allocation	Based on pupil aged 3-22 counts from 2020-21 Fall 1 CALPADS data	Based on pupil aged 3-22 counts from 2020-21 Fall 1 CALPADS data	Based on pupil aged 3-22 counts from 2020-21 Fall 1 CALPADS data
State Allocation	\$15,068,884,546	\$2,000,000,000	\$4,557,443,000	\$4,557,443,000
SMMUSD + Private School allocation	\$8,361,552	\$2,989,986	\$5,689,077	\$629,786
Resource Code	3213	7422	7425	7426
Equitable Services	No	No	No	No
Deadline for expenditures	September 30, 2024	September 30, 2024	September 30, 2024	September 30, 2024



Funding Type	Funding Name	District Allocation	Assigned Commitments	Projected Fund Balance
ESSER	ESSER	\$935,547	\$935,547	\$0
	ESSER II	\$3,733,573	\$3,733,573	\$0
	ESSER III	\$8,361,552	\$8,361,552	\$0
LEARNING LOSS MITIGATION FUNDS (LLMF)	GEER	\$613,655	\$613,655	\$0
	GEER II	\$212,786	\$212,786	\$0
	CR	\$4,103,874	\$4,103,874	\$0
	GF	\$795,192	\$795,192	\$0
SB 117	SB 117	\$175,346	\$175,346	\$0
AB 86	IPI	\$2,989,986	\$2,989,986	\$0
	ELO	\$5,689,077	\$5,689,077	\$0
	ELO(P)	\$629,786	\$629,786	\$0
TOTAL		<u>\$28,240,374</u>	<u>\$28,240,374</u>	<u>\$0</u>

VI. Information Items:

Open Requisitions (4/10/2025)

Req Number	Req Title	Department	Position Type	FTE
25-096	ADMINISTRATIVE ASSISTANT	OPERATIONS	Vac	100
25-139	ADMINISTRATIVE ASSISTANT	MALIBU HIGH SCHOOL	Vac	100
25-140	ADMINISTRATIVE ASSISTANT	STUDENT SERVICES	Vac	100
25-142	BILINGUAL COMMUNITY LIAISON (SPANISH)	EDUCATIONAL SERVICES	Vac	100
25-032	CAFETERIA WORKER I	FOOD & NUTRITION SERVICES	Vac	50
25-103	CAFETERIA WORKER I	SANTA MONICA HIGH SCHOOL	Vac	37.5
25-134	CAFETERIA WORKER I	SANTA MONICA HIGH SCHOOL	Vac	43.75
25-135	CAFETERIA WORKER I	SANTA MONICA HIGH SCHOOL	Vac	37.5
24-110	CAFETERIA WORKER II	SANTA MONICA HIGH SCHOOL	Vac	87.5
25-095	CAFETERIA WORKER II	FOOD & NUTRITION SERVICES	Vac	87.5
25-149	CAFETERIA WORKER II	ROOSEVELT ELEMENTARY SCHOOL	Vac	87.5
23-168	CAMPUS MONITOR	JOHN ADAMS MIDDLE SCHOOL	Vac	37.5
24-048	CAMPUS MONITOR	ROOSEVELT ELEMENTARY SCHOOL	Vac	25
24-073	CAMPUS MONITOR	WEBSTER ELEMENTARY SCHOOL	Vac	25
24-138	CAMPUS MONITOR	JOHN ADAMS MIDDLE SCHOOL	Vac	37.5
25-036	CAMPUS MONITOR	ROOSEVELT ELEMENTARY SCHOOL	Vac	25
25-054	CAMPUS MONITOR	WILL ROGERS LEARNING ACADEMY	Vac	28.13
25-079	CAMPUS MONITOR	FRANKLIN ELEMENTARY SCHOOL	Vac	25
25-118	CAMPUS MONITOR	WILL ROGERS LEARNING ACADEMY	Vac	21.88
25-136	CAMPUS MONITOR	WILL ROGERS LEARNING ACADEMY	Vac	21.88
25-141	CAMPUS MONITOR	GRANT ELEMENTARY SCHOOL	Vac	6
25-119	CAMPUS SECURITY OFFICER	SANTA MONICA HIGH SCHOOL	Vac	100
25-124	CAMPUS SECURITY OFFICER	SANTA MONICA HIGH SCHOOL	Vac	100
25-125	CAMPUS SECURITY OFFICER	SANTA MONICA HIGH SCHOOL	Vac	100
22-038	CHILDREN'S CENTER ASSISTANT-2	CHILD DEVELOPMENT SERVICES	New	43.75
22-039	CHILDREN'S CENTER ASSISTANT-2	CHILD DEVELOPMENT SERVICES	New	43.75
25-012	CHILDREN'S CENTER ASSISTANT-2	CDS - LINCOLN	Vac	43.75
25-133	CUSTODIAN	SANTA MONICA HIGH SCHOOL	Vac	100
25-137	CUSTODIAN	JOHN ADAMS MIDDLE SCHOOL	Vac	100
25-150	CUSTODIAN	MCKINLEY ELEMENTARY SCHOOL	Vac	100
25-151	CUSTODIAN	JOHN ADAMS MIDDLE SCHOOL	Vac	100

Report – Open Requisitions

25-152	CUSTODIAN	WILL ROGERS LEARNING ACADEMY	Vac	100
25-138	HEALTH OFFICE SPECIALIST	STUDENT SERVICES	Vac	75
24-172	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	SANTA MONICA HIGH SCHOOL	Vac	37.5
24-173	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	SANTA MONICA HIGH SCHOOL	Vac	37.5
25-110	INSTRUCTIONAL ASSISTANT-CLASSROOM	ROOSEVELT ELEMENTARY SCHOOL	Vac	45
25-147	INSTRUCTIONAL ASSISTANT-CLASSROOM	SMASH (ALTERNATIVE) SCHOOL	New	75
25-115	INSTRUCTIONAL ASSISTANT-PHYSICAL EDUCATION	SANTA MONICA HIGH SCHOOL	Vac	50
25-120	INSTRUCTIONAL ASSISTANT-PHYSICAL EDUCATION	SANTA MONICA HIGH SCHOOL	Vac	100
25-148	Maintenance Supervisor	MAINTENANCE	Vac	100
22-272	PARAEDUCATOR-1	CDS - LINCOLN	Vac	50
22-287	PARAEDUCATOR-1	LINCOLN MIDDLE SCHOOL	Vac	75
23-039	PARAEDUCATOR-1	LINCOLN MIDDLE SCHOOL	New	75
23-099	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	Vac	75
23-158	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
23-173	PARAEDUCATOR-1	JOHN ADAMS MIDDLE SCHOOL	Vac	75
23-174	PARAEDUCATOR-1	WEBSTER ELEMENTARY SCHOOL	Vac	75
23-182	PARAEDUCATOR-1	SMASH (ALTERNATIVE) SCHOOL	Vac	75
23-194	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
23-205	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
23-207	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
23-231	PARAEDUCATOR-1	CDS - LINCOLN	Vac	56.25
24-002	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
24-006	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	New	75
24-088	PARAEDUCATOR-1	WILL ROGERS LEARNING ACADEMY	Vac	75
24-093	PARAEDUCATOR-1	JOHN ADAMS MIDDLE SCHOOL	Vac	75
24-104	PARAEDUCATOR-1	MALIBU HIGH SCHOOL	New	75
24-105	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	75
24-130	PARAEDUCATOR-1	CDS - LINCOLN	Vac	56.25
25-003	PARAEDUCATOR-1	WILL ROGERS LEARNING ACADEMY	Vac	75
25-004	PARAEDUCATOR-1	WILL ROGERS LEARNING ACADEMY	Vac	75
25-005	PARAEDUCATOR-1	CDS - WILL ROGERS	Vac	56.25
25-006	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	75
25-007	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
25-008	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25

Report – Open Requisitions

25-008	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
25-013	PARAEDUCATOR-1	JOHN ADAMS MIDDLE SCHOOL	New	75
25-014	PARAEDUCATOR-1	MCKINLEY ELEMENTARY SCHOOL	New	75
25-016	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
25-041	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	New	75
25-050	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	Vac	75
25-062	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	New	75
25-082	PARAEDUCATOR-1	JOHN ADAMS MIDDLE SCHOOL	Vac	75
25-083	PARAEDUCATOR-1	GRANT ELEMENTARY SCHOOL	New	75
25-105	PARAEDUCATOR-1	JOHN ADAMS MIDDLE SCHOOL	Vac	75
25-106	PARAEDUCATOR-1	WILL ROGERS LEARNING ACADEMY	New	56.25
25-111	PARAEDUCATOR-1	MCKINLEY ELEMENTARY SCHOOL	Vac	75
25-126	PARAEDUCATOR-1	GRANT ELEMENTARY SCHOOL	Vac	75
25-143	PARAEDUCATOR-1	SPECIAL EDUCATION	Vac	75
25-130	PARAEDUCATOR-3	MALIBU HIGH SCHOOL	New	75
22-141	PARAEDUCATOR-3	MALIBU ELEMENTARY SCHOOL	Vac	75
22-186	PARAEDUCATOR-3	MALIBU ELEMENTARY SCHOOL	Vac	75
23-048	PARAEDUCATOR-3	MALIBU ELEMENTARY SCHOOL	New	75
23-155	PARAEDUCATOR-3	WILL ROGERS LEARNING ACADEMY	New	75
24-010	PARAEDUCATOR-3	MALIBU HIGH SCHOOL	Vac	75
24-078	PARAEDUCATOR-3	GRANT ELEMENTARY SCHOOL	New	75
24-083	PARAEDUCATOR-3	WILL ROGERS LEARNING ACADEMY	New	75
24-089	PARAEDUCATOR-3	GRANT ELEMENTARY SCHOOL	Vac	75
24-106	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	New	75
25-030	PARAEDUCATOR-3	WILL ROGERS LEARNING ACADEMY	Vac	75
25-051	PARAEDUCATOR-3	MCKINLEY ELEMENTARY SCHOOL	Vac	75
25-052	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	Vac	75
25-084	PARAEDUCATOR-3	MALIBU HIGH SCHOOL	New	75
25-085	PARAEDUCATOR-3	MCKINLEY ELEMENTARY SCHOOL	New	75
25-086	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	New	75
25-087	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	Vac	75
25-088	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	New	75
25-089	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	New	75

Report – Open Requisitions

25-090	PARAEDUCATOR-3	SMASH (ALTERNATIVE) SCHOOL	New	75
25-108	PARAEDUCATOR-3	WILL ROGERS LEARNING ACADEMY	Vac	75
25-127	PARAEDUCATOR-3	JOHN ADAMS MIDDLE SCHOOL	New	75
25-128	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	New	75
25-129	PARAEDUCATOR-3	MALIBU ELEMENTARY SCHOOL	New	75
25-131	PARAEDUCATOR-3	MALIBU HIGH SCHOOL	New	75
25-144	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	Vac	75
25-153	PARAEDUCATOR-3	WILL ROGERS LEARNING ACADEMY	New	75
25-092	SENIOR ADMINISTRATIVE ASSISTANT	MALIBU HIGH SCHOOL	Vac	100
25-100	SENIOR BUYER	PURCHASING/WAREHOUSE	Vac	100
25-112	SENIOR OFFICE SPECIALIST	ROOSEVELT ELEMENTARY SCHOOL	Vac	100
25-145	SENIOR OFFICE SPECIALIST	FRANKLIN ELEMENTARY SCHOOL	Vac	100
25-154	SENIOR OFFICE SPECIALIST	WILL ROGERS LEARNING ACADEMY	Vac	50
23-102	SPEECH LANGUAGE PATHOLOGY ASSISTANT	SPECIAL EDUCATION	New	81.25
25-121	SPORTS FACILITY ATTENDANT	FACILITY USE DEPARTMENT	Vac	30
25-132	SWIMMING INSTRUCTOR/LIFEGUARD	SANTA MONICA HIGH SCHOOL	Vac	100

Filled Requisitions (4/10/2025)

Req Number	Req Title	Department	Date of Accepted Job Offer
25-117	ADMINISTRATIVE ASSISTANT	WEBSTER ELEMENTARY SCHOOL	3/7/2025
25-122	ADMINISTRATIVE ASSISTANT	FRANKLIN ELEMENTARY SCHOOL	3/25/2025
25-146	ASSISTANT SUPERINTENDENT, BUSINESS AND FISCAL SERVICES	BUSINESS SERVICES	3/13/2025
24-101	CAFETERIA WORKER I	FS - SANTA MONICA HIGH	3/12/2025
24-168	CAFETERIA WORKER I	MALIBU HIGH SCHOOL	4/2/2025
24-196	CAFETERIA WORKER I	SANTA MONICA HIGH SCHOOL	3/6/2025
25-043	CAFETERIA WORKER I	FS - WILL ROGERS	4/2/2025
25-060	CAFETERIA WORKER I	FS - GRANT	4/2/2025
25-069	CAFETERIA WORKER I	FS - JOHN ADAMS	4/2/2025
25-123	CAFETERIA WORKER I	LINCOLN MIDDLE SCHOOL	3/13/2025
25-072	CAMPUS MONITOR	GRANT ELEMENTARY SCHOOL	3/24/2025
25-114	CAMPUS SECURITY OFFICER	SANTA MONICA HIGH SCHOOL	3/19/2025
24-135	Director, Transportation	TRANSPORTATION	4/3/2025
25-099	GARDENER	GROUNDS	3/10/2025
24-151	INSTRUCTIONAL ASSISTANT-CLASSROOM	MALIBU ELEMENTARY SCHOOL	3/21/2025
24-161	LOCKSMITH	MAINTENANCE	4/10/2025
25-067	PARAEDUCATOR-1	MCKINLEY ELEMENTARY SCHOOL	3/6/2025
25-104	PARAEDUCATOR-1	GRANT ELEMENTARY SCHOOL	3/7/2025
24-153	PARAEDUCATOR-3	MCKINLEY ELEMENTARY SCHOOL	4/7/2025
25-077	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	4/8/2025
25-068	SENIOR ADMINISTRATIVE ASSISTANT (Confidential)	HUMAN RESOURCES	3/26/2025

**Classified Personnel – Merit
3/19/25**

NEW HIRES

		<u>EFFECTIVE DATE</u>
Bomberg, Seely Special Ed-Roosevelt ES	Paraeducator 3 6 Hrs/10 Mo/Range: 30 Step: A	2/24/25
Goodrich, Bella FNS-Santa Monica HS	Cafeteria Worker I 4 Hrs/10 Mo/Range: 17 Step: C	3/3/25
Rezende Dos Santos, Caroline Food & Nutrition Services	Accounting Technician 8 Hrs/12 Mo/Range: 35 Step: A	2/19/25

PROMOTION

		<u>EFFECTIVE DATE</u>
Villa, Paola FNS-Santa Monica HS	Production Kitchen Coordinator 8 Hrs/10 Mo/Range: 35 Step: A From: Cafeteria Worker II: 7 Hrs/10 Mo	2/21/25

TEMP/ADDITIONAL ASSIGNMENTS

Barker-Caballero, Guy Special Education	Translator/Interpreter [overtime; simultaneous interpretation/translations]	2/21/25-6/12/25
Barrick, William Facility Use	Technical Theater Technician [additional hours; Facility Use events support]	12/13/24-6/30/25
Barrick, William Facility Use	Technical Theater Technician [overtime; Facility Use events support]	12/13/24-6/30/25
Diaz, Delfina Child Development Services	Children's Center Assistant 2 [additional hours; professional development]	2/3/25-2/18/25
McNaughton, Joellen Educational Services	Accompanist [overtime; Stairway of the Stars support]	1/2/25-3/30/25
Rodriguez, Frances CDS-Washington West	Children's Center Assistant 3 [overtime; professional development]	2/3/25-2/18/25
Villa, Paola FNS-Santa Monica HS	Production Kitchen Coordinator [overtime; cafeteria support]	2/21/25-6/30/25

PROFESSIONAL GROWTH

		<u>EFFECTIVE DATE</u>
Daniels, Delone Special Ed-McKinley ES	Paraeducator 2	3/1/25
Gomez, Jack Operations-Santa Monica HS	Custodian	3/1/25
Qureshi, Katherine Human Resources	Credential Analyst	3/1/25

LEAVE OF ABSENCE (PAID)

		<u>EFFECTIVE DATE</u>
Brito, Maria Special Ed-Webster ES	Paraeducator 1 Medical/FMLA/CFRA	3/1/25-3/28/25
Gutierrez, Yoly Edison LA	Elementary Library Coordinator Medical/FMLA/CFRA	2/25/25-3/25/25

Kukor, Nadia SMASH	Instructional Assistant – Classroom Medical/FMLA/CFRA	2/19/25-3/11/25
Mack, Taylor Special Ed-SMASH	Paraeducator 3 Medical/FMLA/CFRA	2/15/25-3/14/25
Ramirez, Anthony Grounds	Gardener Intermittent FMLA	1/6/25-7/6/25

WORKING OUT OF CLASS

Furbush, Herbert Operations	Lead Custodian From: Custodian	<u>EFFECTIVE DATE</u> 2/24/25-6/30/25
Luneva, Elena Educational Services	Physical Activities Specialist From: Instructional Assistant - Classroom	11/26/24-2/7/25
Ridley, Tisha FNS-Santa Monica HS	Production Kitchen Coordinator From: Site Food Services Coordinator	11/14/24-2/20/25
Villa, Maria FNS-Santa Monica HS	Site Food Services Coordinator From: Cafeteria Worker I	11/14/24-2/20/25

ABOLISHMENT OF POSITION

Gardener 8 Hrs/12 Mo/Grounds	<u>EFFECTIVE DATE</u> 12/20/24
Paraeducator 1 6 Hrs/10 Mo/Special Ed-Malibu HS	8/15/24

RESIGNATION

Elswick, Melissa Franklin ES	Administrative Assistant	<u>EFFECTIVE DATE</u> 3/7/25
Hart, Michael FNS-Santa Monica HS	Cafeteria Worker I	2/14/25
Shanley, Scott Rogers LC	Campus Monitor	2/27/25

Classified Personnel – Merit
4/3/25

NEW HIRES

		<u>EFFECTIVE DATE</u>
Geronimo, Ruthie Facility Use	Technical Theater Technician 8 Hrs/12 Mo/Range: 39 Step: F	3/21/25
Haji, Aman McKinley ES	Campus Monitor 2.86 Hrs/SY/Range: 15 Step: D	3/10/25
Selvas Patino, Claudia Santa Monica HS	Instructional Assistant – Bilingual 3 Hrs/SY/ Range: 24 Step: A	3/17/25

TEMP/ADDITIONAL ASSIGNMENTS

		<u>EFFECTIVE DATE</u>
MacLearn, Matthew Santa Monica HS	Campus Security Officer [overtime; school events support]	8/22/24-6/12/25
Murcia, Karina Special Ed-CDS-Lincoln Preschool	Paraeducator 3 [additional hours; classroom support]	1/23/25-6/12/25
Ramos, Margarita Rogers LC	Senior Office Specialist [additional hours; clerical support]	2/24/25-6/12/25

SUBSTITUTES

		<u>EFFECTIVE DATE</u>
Mercado, Jason Operations	Custodian	3/19/25-6/30/25

RETIRED ANNUITANTS – EXTRA HELP

		<u>EFFECTIVE DATE</u>
Garcia Ramirez, Carol Edison LA	Elementary Library Coordinator	2/5/25-6/12/25
Yadegari, Sholeh Rogers LC	Instructional Assistant - Classroom	2/18/25-6/12/25

INVOLUNTARY TRANSFER

		<u>EFFECTIVE DATE</u>
Youssef, Sandy FNS-Santa Monica HS	Cafeteria Worker I 3 Hrs/10 Mo From: 3 Hrs/10 Mo/FNS-Grant ES	10/24/24

VOLUNTARY TRANSFER

		<u>EFFECTIVE DATE</u>
Adams, Melissa Special Ed-Malibu MS/HS	Paraeducator 1 6 Hrs/10 Mo From: 6 Hrs/10 Mo/Special Ed-Grant ES	3/3/25

PROFESSIONAL GROWTH

		<u>EFFECTIVE DATE</u>
Delgadillo, Cristina McKinley ES	Senior Office Specialist	4/1/25
Lopez, Luis Facility Use	Sports Facility Attendant	4/1/25

LEAVE OF ABSENCE (PAID)

Brandoli, Alexandra
Edison LA

Instructional Assistant – Bilingual
Medical/FMLA/CFRA

EFFECTIVE DATE

1/28/25-3/31/25

TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES

(39-MONTH MEDICAL REEMPLOYMENT LIST)

PR2438142
Special Education

Paraeducator 3

EFFECTIVE DATE

3/27/25

RESIGNATION

Aparicio, Maria
Special Ed-Lincoln MS

Paraeducator 1

EFFECTIVE DATE

4/4/25

Classified Personnel – Non-Merit
3/19/25

COACHING ASSISTANT

Cueva, Ty	Adams MS	2/19/25-6/12/25
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TECHNICAL SPECIALIST – LEVEL II

Omeish, Jordan	Lincoln MS	2/28/25-6/12/25
	[Vocal Instructor]	
	- Funding: Arts & Music in Schools (AMS) - Proposition 28	

TECHNICAL SPECIALIST – LEVEL III

Ramos Bentacourth, Pedro	Santa Monica HS	1/1/25-6/12/25
	[Drum Line Technician]	
	- Funding: Arts & Music in Schools (AMS) - Proposition 28	

Classified Personnel – Non-Merit
4/3/25

TECHNICAL SPECIALIST – LEVEL I

EFFECTIVE DATE

Redclay, Rivers	Malibu MS/HS [Pottery Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	3/19/25-6/12/25
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TECHNICAL SPECIALIST – LEVEL II

EFFECTIVE DATE

Cole, Neil	Educational Services [Stairway of the Stars Conductor] - Funding: Gifts	3/19/25-3/30/25
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TECHNICAL SPECIALIST – LEVEL III

EFFECTIVE DATE

Parise, Christopher	Lincoln MS [Percussion Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	11/1/24-6/12/25
Raffa, Davida	Grant ES [Art Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	3/18/25-6/12/25
Shinogle, Ellen	Lincoln MS [Trumpet Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	11/1/24-6/12/25

**SANTA MONICA – MALIBU UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MEETING CALENDAR
2024 – 2025**

Date	Time	Location	Notes
2024			
July 10, 2024	4:30 p.m.	Board Room – District Office	
August 20, 2024 August 14, 2024	4:30 p.m.	Board Room – District Office	
September 11, 2024	4:30 p.m.	Testing Room – District Office	
October 9, 2024	4:30 p.m.	Board Room – District Office	
November 13, 2024	4:30 p.m.	Board Room – District Office	
December 11, 2024	4:30 p.m.	Board Room – District Office	
2025			
January 15, 2025 January 8, 2025	4:30 p.m.	Board Room – District Office	
February 12, 2025	4:30 p.m.	Board Room – District Office	
March 12, 2025	4:30 p.m.	Board Room – District Office	
April 23, 2025 April 9, 2025	4:30 p.m.	Board Room – District Office	Budget – First Reading
May 14, 2025	4:30 p.m.	Board Room – District Office	Budget – Public Hearing and Adoption
June 11, 2025	4:30 p.m.	Board Room – District Office	

SMMUSD Board of Education Meeting Schedule **2024-25**

Closed Session begins at 4:30 p.m. (subject to change)

Public Meetings begin at 5:30 p.m. (subject to change)

Meeting Date	Meeting Location	Meeting Format		Additional Notes
		"A"	"B"	
7/24/24 (W) 7/18/24 (Th)	DO & Zoom	X		
8/1/24 (Th)	DO & Zoom	X		
8/15/24 (Th)	DO & Zoom		X	
9/5/24 (Th)	DO & Zoom	X		
9/11/24 (W)	DO & Zoom			Special Meeting: 2023-24 Unaudited Actuals Note: Wednesday
9/19/24 (Th)	DO & Zoom		X	
10/10/24 (Th)	DO & Zoom	X		
10/24/24 (Th)	DO & Zoom		X	
11/7/24 (Th)	DO & Zoom	X		
11/21/24 (Th)	DO & Zoom		X	
12/12/24 (Th)	DO & Zoom			Special meeting, 2024-25 1 st Interim Budget
12/19/24 (Th)	DO & Zoom	X		
1/23/25 (Th)	DO & Zoom	X		
2/6/25 (Th)	DO & Zoom	X		
2/20/25 (Th)	DO & Zoom		X	
3/6/25 (Th)	DO & Zoom	X		
3/13/25 (Th)	DO & Zoom			Special Meeting: 2024-25 2 nd Interim Budget
3/19/25 (W)	DO & Zoom		X	Note: Wednesday
4/3/25 (Th)	DO & Zoom	X		
5/1/25 (Th)	DO & Zoom	X		
5/15/25 (Th)	DO & Zoom		X	
6/5/25 (Th)	DO & Zoom	X		
6/18/25 (W)	DO & Zoom			Special Meeting: 2025-26 Public Hearings for Budget and LCAP
6/26/25 (Th)	DO & Zoom		X	

Locations marked "DO & Zoom" will be held at the district office and via Zoom webinar.

Locations marked "M" will be at a location in Malibu TBD.

Format A meetings have a section for communication updates from student board members, union leaders, and the PTA Council President.

VII. Personnel Commission Business:

A. Future Items:

Subject	Action Steps	Tentative Date
Adoption of Budget – Fiscal Year 2025-2026	Second Reading	May 14, 2025
Classified Employees Appreciation Reception		May 2025

VIII. Next Regular Personnel Commission Meeting:
Wednesday, May 14, 2025, at 4:30 p.m. – *District Office Board Room*

IX. Public Comments for Closed Session Items Only:

X. Closed Session:

XI. Adjournment: