

For a Listing of Upcoming Board Meetings and locations please see the last page of this Table of Contents

**Santa Monica-Malibu Unified School District
Board of Education
MEETING MINUTES
February 20, 2002**

A regular meeting of the Board of Education is was held on Wednesday, February 20, 2002, in the Board Room of the District Offices, 1651 16th Street, Santa Monica, CA. Following the Call to Order at 5 p.m., the Board moved to **CLOSED SESSION** in the Board Conference Room to discuss the items listed below.

The Public Portion of the Meeting Began at 7:03 PM

Persons wishing to address the Board of Education must complete and submit a "Request to Address" card to the Board Secretary **prior** to discussion of the item. The cards are located with meeting materials at the entrance of the room.

I CALL TO ORDER. The meeting was called to order by President Julia Brownley at 7:03 P.M.

A Roll Call -
Julia Brownley - President
Maria Leon-Vazquez - Vice President
Pam Brady
Jose Escarce
Brenda Gottfried (excused until 7:50 P.M.)
Mike Jordan
Tom Pratt

B Pledge of Allegiance was led by Olympic student Gabriela de los Santos.

II PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY

III CLOSED SESSION (see "Report Out of Closed Session" on pages -viii- and -ix- of this document)

- ◆ Conference with Superintendent and Assistant Superintendent regarding 2001-02 strategies for Negotiations with Non-Represented Employees and the Santa Monica-Malibu Teachers Association (SMMCTA, pursuant to GC 54957.6, as cited in the Brown Act
- ◆ Personnel matters related to Certificated Employee discipline/dismissal/release, pursuant to section 54947 of the Government Code as cited in the Brown Act

- ◆ Receipt of the recommendation for Special Education Administrator to approve the proposed settlement cases as cited in GC§54954.9 (b), as cited in the Brown Act
 - Case Number SN 1474-01
 - Case Number SN 0890-00
 - Case Number SN 2189-01
 - Case Number SN 1631-99

IV BOARD OF EDUCATION - COMMENDATIONS/RECOGNITIONS

- Presentation from Santa Monica High School - Readers from one of Carol Jago's 9th Grade classes presented personal interpretations of individual tales, parodying Chaucer's *Canterbury Tales*. Those reading their own work were: Victoria Timmeroff, Emily Gordon, Sarah Fire, Daniela Kaiserman and Erica Fine.

Artwork in the Board Room was provided by Santa Monica High School students from the classes of Ms. Bouse, Mr. Avalos and Mr. Wood.

V APPROVAL OF THE AGENDA

The agenda was initially passed 6-0 in a motion by Mrs. Brady with a second by Mr. Jordan, Mrs. Gottfried *in absentia*. Before the close of the meeting, Mrs. Gottfried, who had been unavoidably detained at an LACOE County Committee meeting, requested that the vote be reopened so her vote could be counted. The request was granted. The final vote for Approval of the Agenda was

| | |
|-----------------|----------------------------------|
| Motion Made By: | Mrs. Brady |
| Seconded By: | Mr. Jordan |
| Student Vote: | Aye (on all but Personnel items) |
| Ayes: | 7 (all) |
| Noes: | 0 (none) |
| Abstentions: | 0 (none) |

VI APPROVAL OF MINUTES

A.1 Approval of the Minutes. The Minutes of May 24, 2001, were approved without correction, in a motion by Mrs. Brady, with a second by Mrs. Leon-Vazquez.

VII CONSENT AGENDA

Curriculum and Instruction

| | | |
|-----|------------------------------------------------------------|-----|
| A.2 | Approval of Basic and Supplemental Textbooks to be Adopted | 2 |
| A.3 | Approval of Independent Contractors | 3 |
| A.4 | Overnight Field Trip(s) 2001-02 | 4 |
| A.5 | Arts Education Implementation Grant 2002-03 | 5-6 |

Business and Finance

| | | |
|-----|---------------------------------------------------------------|--------|
| A.6 | Award of Purchase Orders, FY 2001-2002 | 7-7f |
| A.7 | Approval of Conference and Travel Approval/Ratification | 8-11 |
| A.8 | Approval of Gifts | 12-12d |

Proposition X /State Modernization

None.

General Functions

None.

Personnel

| | | |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| A.9 | Certificated Personnel - Elections, Separations | 13-16 |
| A.10 | Classified Personnel - Merit | 17-21 |
| | NOTE: Page 18, Line 5, <u>Suspension without Pay Pending Termination</u> , Kim Gray, was pulled from the Agenda per Dr. Joseph Quarles, Deputy Superintendent; additionally on this page, Board member Brady questioned the continuing status of <u>Working out of Class</u> for cafeteria workers. | |
| A.11 | Classified Personnel - Non-Merit | 22 |

VIII PUBLIC COMMENTS

There were no public comments for unagendized items.

IX COMMUNICATIONS

A. STUDENT BOARD MEMBER REPORTS

Gabriela de los Santos - Olympic High School. Ms. De los Santos reported that the school now has 21 graduates. Additionally, she reported on the on-going success of the Project Echo program, the penny drive at the school, and the Art Bridge, a program in which artwork from Olympic student will be on public display at Santa Monica Place, beginning May 7, 2002; everyone is encourage to attend.

Greg Sands - Malibu High School - absent

Chris Gary - Santa Monica High School - absent; Dr. Kelly, Santa Monica High School co-principal read a report from Mr. Gary which included information pertinent to the school's 76 STAR 9 scholars, 6 national merit finalists and student participation in the academic science. decathlon, in which the samohi team was recognized as rookies of the year. Three football players have filed letter of intent, one each at Georgetown, San Diego State and Kansas State. Other students have been elected to play on the McDonald's All-Star Basketball Team.

- B. **SCHOOL REPORTS** - (Dr.) Cynthia Cotham, current President of the Santa Monica High School PTSA discussed the ideals the group holds for students and staff; the continuing success of various PTSA and non-PTSA programs and the excitement and anticipation with which much of the school is awaiting the school's reorganization.
- C. **SMMCTA REPORT** - Mr. Keiley was absent.
- D. **SEIU REPORT** - a printed copy of Ms. Cartee's report is attached hereto and made apart hereof of these original minutes.
- E. **PTA COUNCIL PRESIDENT REPORT** - Cheiri Oriel, PTA Council President included remembrance of PTA Founder's Day, 105 years ago; nominations for the various PTA units in the district: many people want to join the council due, in large part, to the candor and respect with which the Superintendent has addressed the group; at last count, 33 people are attending PTA state convention; PTA members are excited about participating in the Strategic Planning Three- Day Summit 2/21/-23; future council meetings are March 19 and April 16, 2002 -- the Board is cordially invited to attend.
- F. **SANTA MONICA-MALIBU EDUCATION FOUNDATION** - no report given
- G. **PROPOSITION X OVERSIGHT COMMITTEE** - no report given

X Superintendent's Report

In lieu of this report, discussion items D.2., D.1 and D.3 (in that order), then Major Action Item No. A.16, Approval of Amendment to Board Policy 5117 - Interdistrict Permits -- were brought forward in a motion by Mrs. Brady, seconded by Mrs. Gottfried, it being understood that the sequential listing of business restart with Major Item No. A.12 at the conclusion of voting on Item A.16.

XI MAJOR ITEMS

- A.12 Approval of Special Education Contracts 23-25
 - A.13 Retirement Incentive Option for Certificated Employees 26-27
 - A.14 Retirement Incentive Option for Classified Employees 28-29
 - A.15 Approval of Security Plan for Elementary Schools 30
 - A.16 Approval of Amendment to Board Policy 5117 - Interdistrict Permits 31-35
- NOTE:** This item was brought forward under the Superintendent's Report to follow the three (3) Discussion Items listed below.
- A.17 Approval of Board Policy 5113 - Absences, Excuses and Minimal Attendance Requirements 36-42
 - A.18 Approval of Board Policy 5113.1 - Truancy 43-48
 - A.19 Approval of Board Policy 6153 - School-Sponsored Trips, Off-Campus Activities and Outings 49-52

| | | |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| A.20 | Approval of Revised Calendar for the Budget Planning Process | 53-55 |
| A.21 | 2002 CSBA Delegate Assembly Election | 56 |
| A.21 | Ratification of Agreement Between the Santa Monica-Malibu Unified School District and the Service Employees International Union (SEIU), Local 660 | 57-59 |

XII DISCUSSION ITEMS

These items are submitted for information (FIRST READING) and discussion. Action will generally be considered at the next regularly scheduled meeting of the Board.

NOTE: These items were brought forward under the Superintendent's Report, in the following order of presentation: D.2, D.1, and D.3 please see comments there

| | | |
|-----|-------------------------------------------------------------------------------------------------------|----|
| D.1 | High School Science - 9th Grade Biology | 60 |
| D.2 | Report on the Advanced Placement Program Offered by Santa Monica-Malibu Unified School District | 61 |
| D.3 | Librarians' Support of Student Outcomes | 62 |

XIII INFORMATIONAL ITEMS

None.

XIV BOARD MEMBER ITEMS

None.

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

None.

XVI CONTINUATION OF PUBLIC COMMENTS.

None.

XVII BOARD MEMBER COMMENTS

Mrs. Gottfried requested that the vote for Section V, Approval of the Agenda, be reopened so her vote could be given and counted. The request was granted by consensus.

As Board Liaison to the Special Education Committee, Mr. Jordan requested that the information listed in the Schedule of DAC Meetings be updated. The correct information is: 7 P.M., 3rd Tuesday of each month.

XVIII FUTURE AGENDA ITEMS

None.

XIX CLOSED SESSION

Not needed.

XX ADJOURNMENT

In a motion by Mrs. Brady, with a second by Dr. Escarce, at 11:35 P.M., the meeting was adjourned in memory of long-time district employee Sue Tapia, who was killed in an auto accident earlier in February. Humor, a "can-do" attitude, inexhaustability and a unending commitment to the success of district students marked her life here. She will be sorely missed.

The next meeting of the Board of Education will be held on Thursday, March 7, 2002 at 7 p.m. in the Auditorium of HRL Laboratories, 3011 Malibu Canyon Road, Malibu, California, to which the Board wishes to extend its heartfelt thanks.

Meetings held in Santa Monica are taped for rebroadcast
and played on Cable Channel 16 (City TV) at 11:00 AM
on the Sunday following the Board meeting.

Meetings are rebroadcast in Malibu on Government Access
Channel 15 every Thursday at 2 PM; every Saturday & Sunday at 8 PM

SCHEDULE OF DISTRICT ADVISORY COMMITTEE (DAC) MEETINGS *

| | |
|--------------------------------|----------------------------------------------------------------------------------------------------|
| Accessibility | As needed |
| Chapter 1 | 4x/year - usually Friday morning |
| Child Care and Development | Monthly - (TBD) |
| Community Health and Safety | 7PM - 3 rd Wednesday of each month |
| Bilingual | 9-11 AM - various sites (TBD) |
| GATE | 7PM - 4x/year - various sites (TBD) |
| Fine Arts | 7-9 PM - 2 nd Monday of each month |
| Financial Oversight | 10:00 AM - 2 nd and 4 th Tuesdays |
| Instructional Technology | 4:00 PM - 2 nd Tuesday of each month |
| Intercultural Advisory Council | 7:00 PM - 1 st Tuesday of each month |
| Proposition X Oversight | 4 PM - Monday before agenda planning |
| School Improvement | 4x/year - Tuesday afternoons (TBD) |
| Special Education | 7:00 PM - 2nd Tuesday of each month 3 rd Tuesday of each month |
| Sports and Physical Education | 5:00 PM - 2/20/02 Lincoln Middle School |
| Strategic Planning Design Team | As needed - (TBD) |
| Title IX - Gender Equity | as needed |

* a list of committee chairpersons and board liaisons is available upon request in the Office of the Superintendent

Board of Education Meeting Schedule for 2002

| Month | 1st Week | 2nd Week | 3rd Week | 4th Week | Comment |
|--------------|----------------------------|----------------------------|----------------------------|----------------------------|-----------------------|
| January | | | 17 | 24 | |
| February | 6 ** | | 20 | | 20:W- District Office |
| March | 7 ** | | 20 (W) | | Stairway:Th/F |
| April | | 11 | | 25 | |
| May | 2 ** | | 16* | | |
| June | 6 ** | | | 27 | Graduation (s) |

* = Meetings to be held in the Council Chambers of the City of Santa Monica, 1685 Main Street, Santa Monica.

** = Meetings to be held at Hughes Research Laboratories, 3011 Malibu Canyon Road, Malibu.

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
February 20, 2002**

I CALL TO ORDER

A Roll Call

Julia Brownley - President
Maria Leon-Vazquez - Vice President
Pam Brady
Jose Escarce
Brenda Gottfried
Mike Jordan
Tom Pratt

| | |
|------------------------|------------------------------------------------------------|
| Gregory Sands | Student Board Member, Malibu High School |
| Christopher Gary | Student Board Member, Santa Monica High School (voting) |
| Gabriella de la Santos | Student Board Member, Olympic High School |

B Pledge of Allegiance - Ms. de los Santos

II CLOSED SESSION

**Report out of Closed Session of February 10, 2002, Superintendent's
Evaluation:**

The Board worked on delivery of the mid-year performance assessment for Superintendent John Deasy, including establishing indicators of process and performance. They will be working with a consultant (to be named) for developing the comprehensive summative evaluation, the results of which will be posted on the district's website.

-more -

Report out of Closed Session of February 20, 2002:

Conference with Superintendent and Assistant Superintendent regarding 2001-02 strategies for Negotiations with Non-Represented Employees and the Santa Monica-Malibu Teachers Association (SMMCTA, pursuant to GC 54957.6, as cited in the Brown Act :

In Closed Session the Board of Education, by vote of five (5) members present, voted to non-reelect eight (8) certificated probationary teachers, and directed the Superintendent or his designee to issue the appropriate legal notices, pursuant to Education Code §44929.21.

Employees determined by the Board for non-reelection are identified by the following employee numbers:

| | | |
|---------|---------|---------|
| 60-5968 | 94-8774 | 44-5416 |
| 76-7861 | 47-6122 | 81-6117 |
| 44-9252 | 55-0782 | |

MOTION MADE BY: Mr. Pratt
MOTION SECONDED BY: Mrs. Brady
AYES: 5 (all: Mrs. Gottfried, Mr. Jordan *in absentia*)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

In Closed Session the Board of Education, by vote of five (5) members present, voted to non-reelect eight (8) Certificated Administrators pursuant to Education Code §44951 that he/she shall be released for his/her administrative positions at the end of the 2001-2002 school year, and directed the Superintendent or his designee to issue the appropriate legal notices.

Employees determined by the Board for non-reelection are identified by the following employee numbers:

| | | |
|---------|---------|---------|
| 92-4618 | 92-6705 | 90-0751 |
| 43-5788 | 19-4693 | 92-3071 |
| 74-2370 | | |

MOTION MADE BY: Mrs. Maria Leon-Vazquez
MOTION SECONDED BY: Mr. Pratt
AYES: 5 (all: Mrs. Gottfried, Mr. Jordan *in absentia*)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

-x-

In closed session the Board of Education took action to approve settlement of the following Due Process Cases, pursuant to GC§54954.9 (b), as cited in the Brown Act

- Case Number SN 1474-01
- Case Number SN 0890-00
- Case Number SN 2189-01
- Case Number SN 1631-99

The settlement agreement and the amount of the settlement are on file in the Special Education Division office.

| | |
|---------------------|---------------------------------------------------------|
| MOTION MADE BY: | Mrs. Brady |
| MOTION SECONDED BY: | Mr. Pratt |
| AYES: | 5 (all: Mrs. Gottfried, Mr. Jordan <i>in absentia</i>) |
| NOES: | 0 (none) |
| ABSTENTIONS: | 0 (none) |

S.E.I.U. Board Report

Wednesday, February 20, 2002
7:00 P.M.

- 1. Negotiations:** The SEIU Executive Committee and Stewards' Council is continuing to perform follow-up tasks to the negotiation process. This includes working with the management team to verify all corrections to the classification study for implementation in July 2002; committee development for a classified staffing allocation with clear goals and targets on a district wide scale in conjunction with funding considerations; and developing a list of recommended positions for the implementation of establishing five (5) new classified positions to be in place by July 1, 2002.

These processes sound relatively simple but will require considerable discussion and consideration in determining what is and where the need for positions is most critical. The process and proposals should be complete within the next six (6) weeks for budgetary consideration.

- 2. Stewards' Council:** In my last report, I mentioned the improved channels of communication between SEIU (classified employees) and the District. We are fostering the same process within our Stewards' Council in the development of a Strategic Plan, Goals and Objectives as well as setting time lines. We are implementing a steward training session in each monthly meeting, as well as assigning articles within the contract to specific stewards. This will enable those stewards to become experts in dealing with employee and District issues related to the specific article. We believe this process will foster increased awareness at the work site and that situations can be handled in a proactive and problem solving approach. It is the beginnings of building new and strong leaders for tomorrow.

The Stewards' Council is also developing an SEIU Newsletter to increase the communication on union and District related issues to the classified employees.

The Stewards' Council is experiencing a higher degree of intervention and mediation with problems and issues throughout the District. This has afforded us the opportunity to assist classified employees with issues specific to their site or their classification. It has also been an invaluable support to site administrators and department heads.

- 3. Contract Update:** The ratified agreement between SEIU and SMMUSD (Recommendation No. A-22) will begin its revision process after the BOE approves the item tonight.

TO: BOARD OF EDUCATION
FROM: SUPERINTENDENT
RE: APPROVAL OF MINUTES

ACTION
02/20/02

RECOMMENDATION NO. A.1

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

May 24, 2001

The Minutes were approved without correction.

Mrs. Gottfried arrived at 7:45 P.M., having been unavoidably detained at an LACOE County Committee Meeting.

Mr. Jordan was excused at 9:13 P.M.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

Consent Calendar

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/20/02

FROM: SUPERINTENDENT

RE: SUPPLEMENTAL/BASIC TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. A.2

It is recommended that the following supplemental textbooks be adopted for use in the Santa Monica-Malibu Unified School District effective immediately.

COMMENT: In accordance with the Board of Education policy, the textbooks listed below have been on public display for the past two weeks in the Educational Services Department at 1638 17th Street, Santa Monica, CA 90405.

The Robber Bridegroom, by Eudora Welty, American Literature, Grade 11, Lorri Horn requesting adoption from Samohi, SUPPLEMENTAL

Spectrum Writing, by McGraw Hill, English, Grade 5, Judy Esposito, et.al., requesting adoption from Franklin, SUPPLEMENTAL

Spectrum Reading, by McGraw Hill, English, Grade 5, Judy Esposito, et.al., requesting adoption from Franklin, SUPPLEMENTAL

Spectrum Reading, by McGraw Hill, English, Grade 4, Judy Esposito, et.al., requesting adoption from Franklin, SUPPLEMENTAL

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

TO: BOARD OF EDUCATION

ACTION/CONSENT

2/20/02

FROM: SUPERINTENDENT/LISE REILLY

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.3

It is recommended that Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2001/2002 budget.

| Contractor/Contract Dates | Description | Site | Funding |
|---------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Donna Vigneau-Carlson Feb. 20 - June 30, 2002 Cost: Not to exceed \$1,700 | To facilitate the Principals' March 2, 2002 retreat topic "Leadership for Learning: How to Help Teachers Succeed" | Ed Services | Supervision of Instruction 01-00000-0-11100- 21000-5802-030-1300 |
| Progressive Learning Jan.1 - May 31, 2002 Cost: Not to exceed \$25,000 | To provide each of 25 JAMS students approximately 5 hours of one- on-one intensive instruction and mentoring each week for nine weeks. The objective is to elevate test scores up to or above grade level for remedial students and to challenge gifted students | Ed Services | Title II - Eisenhower 01-41100-0-11100- 10000-5802-035-1300 |
| Jewish Family Service Oct. 5, 2001-June 30, 2002 Amount of increase: \$341 Total contract cost: Not to exceed \$12,500 | Amendment of previous contract approved by the Board on 10/04/01 To provide group/individual counseling for identified students at Grant Elementary, JAMS, and 9th grade SAMOHI students. | Ed Services | SDES - \$4,672 01-371000-0-19150- 10000-5802-035-1300 SamoHi Alliance-\$1,828 01-90230-0-38000- 10000-5802-015 TUPE - \$6,000 01-66600-0-11100- 10000-5802-035-1300 |

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/20/02

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP (S) 2001-02

RECOMMENDATION NO. A.4

It is recommended that the Board of Education approve the special field trip (s) listed below for students for the 2000-01 school year. No child will be denied due to financial hardship.

| <u>School Grade # of Stds.</u> | <u>Destination Dates</u> | <u>Principal Teacher</u> | <u>Cost / Paid for</u> | <u>Subject</u> | <u>Purpose of Trip</u> |
|----------------------------------------|----------------------------------------------------------------------------------------------|---------------------------------------------------------|--------------------------------------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Grant 32 students. | San Juan Capistrano 03-19-02 to 03-19-02 | Al Friedenber Edith Spang | \$100.00 per student paid for by PTA | History | Visit a mission (part of CA. History) and enjoy "Mission Days" celebrating the swallows return to San Juan Capistrano. Taking Amtrak to experience train travel and to view |
| Malibu High 5 students | NSPA High School Journalism Convention in Phoenix 04-04-02 to 04-07-02 | Mike Matthews David Warshawski | \$300 per student paid for by parents | Journalism | Meeting High School Journalists from around the nation, journalism workshops, entering the Malibu High School Current into competition |
| Cabrillo 75 students | Camp Bloomfield 04-29-02 to 05-03-02 | Patricia Cairns Mr. Ledoux Ms. Lynch Ms. Glass | \$170 per student paid for by parents | Science | This is a five day enrichment program offered to 5th grade including tide pool studies, nature walks and studies and outdoor classroom observation |
| Cabrillo 20 students | Sacramento 06-14-02 to 06-15-02 | Patricia Cairns Ms. Frymyer Jill Matthews | \$450 per student paid for by parents | History | Visit State Capitol as part of the 4th grade curriculum |

MOTION MADE BY: Mrs. Brady

SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye

AYES: 7 (all)

NOES: 0 (none)

ABSTENTIONS: 0 (none)

TO: BOARD OF EDUCATION

CONSENT/ACTION

02/20/02

FROM: SUPERINTENDENT/LISE REILLY/TOM WHALEY

RE: ARTS EDUCATION IMPLEMENTATION GRANT 2002-2003

RECOMMENDATION NO. A.5

It is recommended that the Board of Education approve the District's application for four Arts Education Implementation Grants for the 2002-2003 school year. The State Department of Education grant program is funded through Proposition 98 and supports arts education programs conducted by local education agencies. The goal of the program is to help all students achieve high standards across the curriculum by implementing comprehensive standards-based instructional programs in the visual and performing arts.

The amount of each grant is \$25,000. This funding would support the Coordinator of Fine Arts to implement: 1.) an on-going effort to provide teachers with the necessary training to implement a comprehensive and sequential arts education program for all students in grades in 4th and 5th grade at McKinley and 4th grade at Muir, 2.) Continue to participate in the Model Arts Program Network (MAP) and share our project of providing instrumental instruction, music reading and performance for 4th graders at two Title 1 schools, 3.) Expand efforts to develop an arts assessment tool for all four art disciplines and participate with the California Department of Education's California Arts Assessment Network, and 4.) Pilot a new project that provides new music technology, via computer software, that will provide music theory from K-12 and music composition for grades 6-12.

BACKGROUND:

The intent of the year 2002 grant award is to continue to make progress on work that was initiated in 1999 and has continued throughout 2001. During the past three years, the District has established standards-based workshops for teachers K-5. These workshops, provided by professionals, demonstrated how to integrate the arts into the curriculum. Lesson plans were provided to each teacher participating in the workshops.

Music instruction for fourth and fifth grade has been provided at two Title 1 schools where students would not have been able to participate because of financial barriers. Through collaboration with specialists and our teachers, a standards based curriculum was developed and assessment tools were created to match the learning styles of students in the pilot project.

The program supports the District Goals in the visual arts, music, dance and drama and provides the necessary funding to

further establish arts education as an integral part of the basic education for all District students.

The grant proposal is due March 1, 2002, and notification of the award will be in May, 2002.

| | |
|------------------------|------------|
| MOTION MADE BY: | Mrs. Brady |
| SECONDED BY: | Mr. Jordan |
| STUDENT ADVISORY VOTE: | Aye |
| AYES: | 7 (all) |
| NOES: | 0 (none) |
| ABSTENTIONS: | 0 (none) |

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/20/02

FROM: KENNETH R. BAILEY/ VIRGINIA I. HYATT

RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.6

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from January 31, 2002, through February 13, 2002, for fiscal year 2000/01.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)
SECONDED BY:

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/20/02

FROM: SUPERINTENDENT/KENNETH R. BAILEY

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.7

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

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

| <u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number | CONFERENCE NAME LOCATION DATE (S) | COST ESTIMATE |
|---------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|------------------|
| BRADY, Pam Board of Education 01-00000-0-00000-71000-5220- 020-1200 General Fund - <u>Function:</u> Board & Supt. | CSBA Forecast Sacramento, CA January 16, 2002 | \$195.45 |
| BUNAYOG, Jesse Santa Monica High Paid for by ASB | Legal Aspects & Hands-On Accounting for Student Body Organizations Ontario, CA February 21, 2002 | 0 |
| DEASY, John Superintendent 01-00000-0-00000-72000-5220- 020-1200 General Fund - <u>Function:</u> Other Genl. Admin. | Dinner Meeting Santa Monica, CA January 28, 2002 | \$88.61 |

| NAME SITE Account Number Fund - Resource Number | CONFERENCE NAME LOCATION DATE (S) | COST ESTIMATE |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-------------------|
| <u>FOWLER, Amy</u> Educational Services 01-72800-0-11100-10000-5220- 035-1300 General Fund - <u>Resource</u> : BTSA | Cluster 4 & 5 - Towards Equity Training Torrance, CA February 27 - 28, 2002 | \$95.00 |
| <u>FRIEDENBERG, Mindy</u> Special Education 01-33400-0-50010-21400-5220- 044-1400 General Fund - <u>Resource</u> : Spec. Ed. - IDEA Local Staff Development | CPR Training Santa Monica, CA February 11, 2002 | \$40.00 |
| <u>HO, Pat</u> Fiscal Services 01-71860-0-11100-10000-5220- 035-1300 General Fund - <u>Resource</u> : Instructional Materials/Staff Buyout | Hands On Accounting for Categorical Programs Ontario, CA February 26, 2002 | \$145.00 |
| <u>TAYLOR, Rodney</u> Food & Nutrition Serv. 13-53100-0-00000-37000-5220- 057-2570 Cafeteria Fund - <u>Resource</u> : Child Nutrition | Restaurant & Hospitality Kids Marketing Conference San Diego, CA February 22, 2002 | \$86.40 |
| <p align="center">Adjustments</p> <p align="center">(Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)</p> | | |
| <u>GONZALEZ, Alicia M.</u> Samohi 01-11000-0-19250-10000-5220- 015-4150 General Fund - <u>Resource</u> : State Lottery | CABE 2002 San Jose, CA January 31 - February 2, 2002 | \$730.00 + SUB |
| <u>HYATT, Virginia</u> Purchasing/Warehouse 01-00000-0-00000-72000-5220- 055-2550 General Fund - <u>Function</u> : Other Genl. Admin. | Job Alike Workshop El Segundo, CA January 24, 2002 | \$30.22 |

| <u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number | CONFERENCE NAME LOCATION DATE (S) | COST ESTIMATE |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------|
| Group Conference and Travel: In-State * a complete list of conference participants is on file in the Department of Fiscal Services | | |
| Community/Students/Staff 140 participants 01-91230-0-00000-75100-5220- 020-1200 General Fund Function: Planning, Research, Development | Strategic Planning Community Summit Santa Monica, CA February 21-23, 2002 | \$16,000.0 0 |
| <u>GARCIA, Diana</u> + 7 Additional Staff Samohi 01-73150-0-00000-21400-5220- 015-4150 General Fund - Resource: SB 1882 | AVID 2002 Lake Arrowhead, CA February 21 - 22, 2002 | \$525.00 Total + 5 SUBS |
| <u>FLYNN, Patty</u> <u>WICKHAM-FOXWELL, Sharon</u> John Muir Elementary 01-00030-0-11100-10000-5220- 005-4050 General Fund - Resource: API | Filemaker Pro 2 Downey, CA April 16 & 23, 2002 | \$260.00 Total |
| Out-of-State Conferences: Individual | | |
| <u>KELLER, Anne</u> Special Education 01-33200-0-57300-11900-5220- 044-1400 General Fund - Resource: Spec. Ed. - IDEA Preschool Local Entitlement | Language! Trainer of Trainers Meeting Pensacola, FL January 18 - 25, 2002 | \$1,488.81 + SUB |
| <u>KOVARIC, Linda</u> Samohi No Cost to District | Educators & U.S. Army Fort Bliss, TX February 26 - 28, 2002 | SUB ONLY |
| <u>REILLY, Lise</u> Educational Services 01-00000-0-11100-21000-5220- 030-1300 General Fund - Function: Supervision of Instruction | 2002 ASCD Conference San Antonio, TX March 9 - 11, 2002 | \$1,000 |

| <u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number | CONFERENCE NAME LOCATION DATE (S) | COST ESTIMATE |
|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|------------------|
| <u>RHODES, Sara</u> Lincoln Middle School 01-72600-0-11100-10000-5220- 012-4120 General Fund - <u>Resource</u> : SIP K-6 | National Educational Computing Conference San Antonio, TX June 17 - 19, 2002 | \$125.00 |
| <u>TAYLOR, Rodney</u> Food & Nutrition Serv. No Cost to District | USDA/National Cancer Institute - 5 a Day Nutrition Alexandria, VA February 19 - 20, 2002 | 0 |
| <u>WARSHAWSKI, David</u> Malibu High 01-73150-0-00000-21400-5220- 010-4100 General Fund - <u>Resource</u> : SB 1882 | JEA/NSPA Spring National High School Journalism Convention Phoenix, AZ April 4 - 7, 2002 | \$350.00 |
| Out-of-State Conferences: Group | | |
| NONE | | |

MOTION MADE BY: Mrs. Brady
 SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
 AYES: 7(all)
 NOES: 0(none)
 ABSTENTIONS: 0(none)

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/20/02

FROM: SUPERINTENDENT/KENNETH R. BAILEY

RE: ACCEPTANCE OF GIFTS

RECOMMENDATION NO. A.8

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$53,395.87 presented to the Santa Monica-Malibu Unified School District.

It is further recommended that the Fiscal/Business Services Office, in accordance with Educational Code §42602, be authorized to increase the 2001-2002 income and appropriations by \$52,535.87, as described on the attached listing.

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

Also attached for informational purposes is a report itemizing Cumulative Totals of Gifts and Donations for Fiscal Year 2001-2002.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

TO: BOARD OF EDUCATION CONSENT/ACTION
02/20/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.9

ELECTIONS

ADDITIONAL ASSIGNMENTS

| <u>Name/Location</u> | <u>Rate</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|---------------------------------|-----------------|------------------|----------------------|
| <u>JOHN ADAMS MIDDLE SCHOOL</u> | | | |
| Austin, Heather | 24 hrs @\$34.90 | 1/19/02-6/21/02 | Est Hrly/\$838 |
| Brehm, Kristy | 24 hrs @\$34.90 | 1/19/02-6/21/02 | Est Hrly/\$838 |
| Calderon, Brenda | 24 hrs @\$34.90 | 1/19/02-6/21/02 | Est Hrly/\$838 |
| LaDuke, Jan | 24 hrs @\$34.90 | 1/19/02-6/21/02 | Est Hrly/\$838 |
| McCarthy, Marcia | 24 hrs @\$34.90 | 1/19/02-6/21/02 | Est Hrly/\$838 |
| Whitaker, Cathie | 24 hrs @\$34.90 | 1/19/02-6/21/02 | Est Hrly/\$838 |
| TOTAL ESTABLISHED HOURLY | | | \$5,028 |

Comment: Inquiry Professional Development Inquiry Meetings

CHILD DEVELOPMENT SERVICES

| | | | |
|----------------------|-----------------|-----------------|-----------------|
| Castillo, Carolina | 48 hrs @\$15.83 | 12/26/01-1/4/02 | Own Hrly/\$760 |
| Martinez, Emelita | 48 hrs @\$31.04 | 12/26/01-1/4/02 | Own Hrly/\$1490 |
| Rosas-Lopez, Cecilia | 48 hrs @\$22.84 | 12/26/01-1/4/02 | Own Hrly/\$1096 |
| TOTAL OWN HOURLY | | | \$3,346 |

Comment: Winter Break: CDS Operating 12/26/01-1/4/01
12-CD: St Genl Child Care

EDUCATIONAL SERVICES

| | | | |
|-----------------|----------------|-----------------|----------------|
| Gonzalez, Irene | \$1000 Stipend | 8/31/01-6/30/02 | Stipend/\$1000 |
| TOTAL STIPEND | | | \$1,000 |

Comment: To serve as coordinator of the Career Development Program (CDP)
01-State Lottery

| | | | |
|--------------------------|-----------------|----------------|-----------------|
| Woo, Angela | 43 hrs @\$34.90 | 1/1/02-6/30/02 | Est Hrly/\$1500 |
| TOTAL ESTABLISHED HOURLY | | | \$1,500 |

Comment: Assist with the coordination of Stairway of the Stars performance
01-Unrestricted Resource

| | | | |
|--------------------------|-----------------|-----------------|----------------|
| Jago, Carol | 15 hrs @\$34.90 | 1/28/02-2/28/02 | Est Hrly/\$524 |
| TOTAL ESTABLISHED HOURLY | | | \$524 |

Comment: Teacher, Professional Development Presentation
01-IASA: Title VI Innovat Ed Strt

| | | | |
|--------------------------|-----------------|-----------------|----------------|
| Nico, Adalgisa | 20 hrs @\$34.90 | 1/28/02-6/30/02 | Est Hrly/\$698 |
| TOTAL ESTABLISHED HOURLY | | | \$698 |

Comment: Neil Soto Parent Involvement Program
01-Parent/Tchr: Nell Soto Program

MALIBU

| | | | |
|-------------------|---------------|----------------|----------------------|
| Mulligan, Michael | Stipend \$300 | 1/7/02-3/31/02 | <u>Stipend/\$300</u> |
| | | TOTAL STIPEND | \$300 |

Comment: CIF referee for water polo games
01-Reimbursed by ASB

| | | | |
|-------------------|-----------------|--------------------------|------------------------|
| Messoloras, Irene | 72 hrs @\$34.90 | 2/1/02-6/21/02 | <u>Est Hrly/\$2513</u> |
| | | TOTAL ESTABLISHED HOURLY | \$2,513 |

Comment: Saturday School
01-Unrestricted Resource

JOHN MUIR ELEMENTARY

| | | | |
|----------------|-----------------|--------------------------|-----------------------|
| Brizuela, Luis | 24 hrs @\$34.90 | 1/14/02-3/6/02 | <u>Est Hrly/\$838</u> |
| Isaacs, Mark | 16 hrs @\$34.90 | 1/14/02-3/6/02 | <u>Est Hrly/\$558</u> |
| | | TOTAL ESTABLISHED HOURLY | \$1,396 |

Comment: ASAP "At-Risk" Classes
01-Unrestricted Resource

ROGERS ELEMENTARY

| | | | |
|-------------------------|------------------|--------------------------|------------------------|
| Duran-Contreras, Martha | 152 hrs @\$34.90 | 2/1/02-6/21/02 | <u>Est Hrly/\$5305</u> |
| Teplin, Amy | 152 hrs @\$34.90 | 2/1/02-6/21/02 | <u>Est Hrly/\$5305</u> |
| | | TOTAL ESTABLISHED HOURLY | \$10,610 |

Comment: ASAC Program
01-Unrestricted Resource

| | | | |
|--------------------|----------------|--------------------------|----------------------|
| Alexander, Lorie | 1 hr @\$34.90 | 1/10/02-6/21/02 | <u>Est/Hrly/\$35</u> |
| Emerson, Susan | 1 hr @\$34.90 | 1/10/02-6/21/02 | <u>Est/Hrly/\$35</u> |
| Feldman, Elizabeth | 1 hr @\$34.90 | 1/10/02-6/21/02 | <u>Est/Hrly/\$35</u> |
| Harkey, Anise | 1 hr @\$34.90 | 1/10/02-6/21/02 | <u>Est/Hrly/\$35</u> |
| Mulkern, Nicole | 2 hrs @\$34.90 | 1/10/02-6/21/02 | <u>Est Hrly/\$70</u> |
| Olsheim, Glen | 1 hr @\$34.90 | 1/10/02-6/21/02 | <u>Est/Hrly/\$35</u> |
| Ostrom, Mike | 1 hr @\$34.90 | 1/10/02-6/21/02 | <u>Est/Hrly/\$35</u> |
| Snow, Angie | 2 hrs @\$34.90 | 1/10/02-6/21/02 | <u>Est Hrly/\$70</u> |
| Staley, Leslie | 1 hr @\$34.90 | 1/10/02-6/21/02 | <u>Est/Hrly/\$35</u> |
| Talt, Leslie | 1 hr @\$34.90 | 1/10/02-6/21/02 | <u>Est/Hrly/\$35</u> |
| Wechelberger, Amy | 1 hr @\$34.90 | 1/10/02-6/21/02 | <u>Est/Hrly/\$35</u> |
| | | TOTAL ESTABLISHED HOURLY | \$455 |

Comment: Reading Intervention
01-Unrestricted Resource

ROOSEVELT ELEMENTARY

| | | | |
|-------------------|-----------------|--------------------------|-----------------------|
| Bradshaw, Kristen | 22 hrs @\$34.90 | 1/7/02-6/21/02 | <u>Est Hrly/\$768</u> |
| | | TOTAL ESTABLISHED HOURLY | \$768 |

Comment: Reading After School
01-Unrestricted Resource

WEBSTER ELEMENTARY

| | | | |
|---------------|-----------------|--------------------------|------------------------|
| Wintner, Lisa | 55 hrs @\$34.90 | 1/1/02-6/30/02 | <u>Est Hrly/\$1920</u> |
| | | TOTAL ESTABLISHED HOURLY | \$1,920 |

Comment: K-4 intensive reading
01-Unrestricted Resource

TOTAL ESTABLISHED HOURLY, OWN HOURLY and STIPEND = \$30,058

SUBSTITUTES

| <u>REGULAR DAY-TO-DAY SUBSTITUTE</u> | <u>Effective</u> |
|--------------------------------------|------------------|
| (Daily Rate \$118) | |
| Behar, Wayne | 1/30/02 |
| Claudio, Susan | 1/29/02 |
| Grumm, Carolyn | 1/30/02 |
| Lam, Steven | 1/29/02 |
| Lowe, Brian | 1/29/02 |
| Petz, Susan | 1/29/02 |
| Swardstrom, Jon | 1/29/02 |

LONG-TERM SUBSTITUTE

| | |
|--------------------|---------|
| (Daily Rate \$180) | |
| Lowe, Brian | 1/29/02 |
| Claudio, Susan | 1/29/02 |

CHANGE IN ASSIGNMENT

| <u>Name/Assignment</u> | <u>Effective</u> |
|--------------------------|-------------------------|
| <u>Location</u> | |
| Alderson, Denise | 1/22/02-6/30/02 |
| SAMOH | [replacing C. Bove] |
| <u>From:</u> Franklin | |
| <u>To:</u> SAMOH-SDC | |
| | |
| Bove, Catherine | 1/22/02-6/30/02 |
| SAMOH | [replacing C. Schaefer] |
| <u>From:</u> SDC | |
| <u>To:</u> RSP | |
| | |
| Cruse, Patricia | 1/7/02 |
| CDS | |
| <u>From:</u> Pine Street | |
| <u>To:</u> McKinley | |

TEMPORARY CONTRACTS

| <u>Name/Assignment</u> | <u>Effective</u> |
|------------------------|---------------------------|
| <u>Location</u> | |
| Markin, Ari | 1/29/02-6/21/02 |
| SAMOH/Math | |
| | |
| Tejeda-DeLeon, Karina | 2/4/02-6/21/02 |
| Edison/5th | [replacing T. Treuenfels] |

LEAVES OF ABSENCE (with pay)

| <u>Name/Assignment</u> | <u>Effective</u> |
|------------------------|------------------|
| <u>Location</u> | |
| McKechnie, Ann | 1/8/02-1/29/02 |
| SAMOH | [medical] |

LEAVES OF ABSENCE (without pay)

| <u>Name/Assignment</u> | <u>Effective</u> |
|------------------------|------------------|
| <u>Location</u> | |
| Clarke, Mary | 1/29/02-3/12/02 |
| Malibu | [family care] |

RESIGNATIONS

Name/Assignment

Location

Arrants, Rodney
Malibu

Effective

1/28/02

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mr. Jordan

STUDENT ADVISORY VOTE:

Aye

AYES:

7 (all)

NOES:

0 (none)

ABSTENTIONS:

0 (none)

TO: BOARD OF EDUCATION
FROM: SUPERINTENDENT/JOHN SLISS
RE: CLASSIFIED PERSONNEL - MERIT

ACTION/CONSENT
02-20-02

RECOMMENDATION NO. A.10

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

ELECTION

| | | |
|----------------------|------------------------------------------------------------------------|----------------------|
| ARTHUR, DIANE | CHILDREN CENTER ASSISTANT 3.5 HRS/SY LINCOLN RANGE: 18 STEP: 01 | 01-10-02 02-08-02 |
| BELT, CORY | INST ASST - SPECIAL ED 4.0 HRS/SY OLYMPIC RANGE: 20 STEP: 01 | 02-05-02 |
| BURNHAM, REXANNE | INST ASST - CLASSROOM 2.0 HRS/SY GRANT RANGE: 18 STEP: 01 | 02-04-02 |
| BIVENS, EMILY | CHILDREN CENTER ASSISTANT 3.5 HRS/SY ADAMS RANGE: 18 STEP: 01 | 01-16-02 |
| COWAN, BARRY | INST ASST - SPECIAL ED 5.0 HRS/SY OLYMPIC RANGE: 20 STEP: 01 | 01-14-02 |
| DONFELD, SHAUNA | INST ASST - CLASSROOM 2.0 HRS/SY WEBSTER RANGE: 18 STEP: 01 | 01-30-02 |
| OSTERDAY, DAVID | INST ASST - SPECIAL ED 6.0 HRS/SY FRANKLIN RANGE: 20 STEP: 01 | 02-05-02 |
| SILVERMAN, LAUREN | CHILDREN CENTER ASSISTANT 3.5 HRS/SY MCKINLEY RANGE: 18 STEP: 01 | 01-14-02 |

| | | |
|-------------------|-------------------------------------------------------------------------------|----------|
| TORRES, KENNIA | INST ASST - SPECIAL ED 3.5 HRS/SY MCKINLEY RANGE: 20 STEP: 01 | 01-22-02 |
|-------------------|-------------------------------------------------------------------------------|----------|

PROFESSIONAL GROWTH

| | | |
|---------------------|--------------------------------------|----------|
| DIXON, GUADALUPE | BIL COMMUNITY LIAISON ED SERVICES | 02-01-02 |
|---------------------|--------------------------------------|----------|

| | | |
|--------------------|------------------------------------|----------|
| MORALES, CARLOS | PHYSICAL ACTIVITIES SPEC EDISON | 02-01-02 |
|--------------------|------------------------------------|----------|

| | | |
|-------------------|--------------------------|----------|
| RISING, ROBERT | CUSTODIAN I DAY ADAMS | 02-01-02 |
|-------------------|--------------------------|----------|

| | | |
|--------------------|-----------------------------------------|----------|
| SKOWLUND, CAROL | ADMINISTRATIVE ASSISTANT ED SERVICES | 02-01-02 |
|--------------------|-----------------------------------------|----------|

SUSPENSION WITHOUT PAY PENDING TERMINATION (pulled By Dr.

Quarles)

| | | |
|--------------|---------------------------------------------------|--------------------------------------------|
| GRAY, KIM | CUSTODIAN I NST CABRILLO | 02-04-02 02-20-02 |
|--------------|---------------------------------------------------|--------------------------------------------|

INCREASE IN ASSIGNMENT

| | | |
|-----------------|-------------------------------------------------------------------|----------|
| GULLO, NORMA | INST ASST - SPECIAL ED 6.0 HRS/SY ADAMS FR: 5.0 HRS/SY | 11-26-01 |
|-----------------|-------------------------------------------------------------------|----------|

| | | |
|--------------------|-------------------------------------------------------------------|----------|
| MULLEN, RUSSELL | INST ASST - SPECIAL ED 6.0 HRS/SY ADAMS FR: 5.0 HRS/SY | 01-28-02 |
|--------------------|-------------------------------------------------------------------|----------|

VOLUNTARY REDUCTION IN ASSIGNMENT

| | | |
|-----------------|---------------------------------------------------------------------|----------|
| LUCAS, RALPH | INST ASST - CLASSROOM 3.0 HRS/SY MCKINLEY FR: 3.5 HRS/SY | 01-07-02 |
|-----------------|---------------------------------------------------------------------|----------|

| | | |
|--------------------|------------------------------------------------------------------------|----------|
| MULLEN, RUSSELL | INST ASST - CLASSROOM MUSIC 2.0 HRS/SY ADAMS FR: 3.0 HRS/SY | 01-28-02 |
|--------------------|------------------------------------------------------------------------|----------|

WORKING OUT OF CLASS

| | | |
|---------------------|------------------------------------------------------------------------------|----------------------|
| CARPENTER, EDDIE | CAFETERIA WORKER II * 5.0 HRS/SY ROOSEVELT FR: CAFETERIA WORKER I | 01-01-02 03-31-02 |
|---------------------|------------------------------------------------------------------------------|----------------------|

| | | |
|-------------------|---------------------------------------------------------------------------|----------------------|
| FOWLER, DAMONE | CAFETERIA COOK BAKER 8.0 HRS/SY SAMOHI FR: CAFETERIA WORKER II | 01-01-02 03-31-02 |
|-------------------|---------------------------------------------------------------------------|----------------------|

| | | |
|--------------------------------------------------------|-----------------------------------------------------------------------------------|----------------------|
| KAMIBAYASHI, TERRY | FACILITIES TECHNICIAN 8.0 HRS/12 MAINTENANCE FR: CARPENTER | 11-05-01 03-08-02 |
| LANCASTER, KELLY | CAFETERIA WORKER II 5.0 HRS/SY FOOD SERV FR: CAFETERIA WORKER I | 01-01-02 03-31-02 |
| MARQUEZ, LILIA | BIL COMMUNITY LIAISON 8.0 HRS/10 MCKINLEY FR: INST ASST - CLASSROOM | 01-19-02 04-08-02 |
| PADDOCK, LORI | ADMINISTRATIVE ASSISTANT 8.0 HRS/12 LINCOLN OFFICE ASSISTANT II | 01-07-02 02-15-02 |
| PEREZ, MARIA | CAFETERIA WORKER II 4.0 HRS/SY PT.DUME FR: CAFETERIA WORKER I | 01-01-02 03-31-02 |
| QUIROZ, TIMOTHY | CAFETERIA WORKER II 4.0 HRS/SY CABRILLO FR: CAFETERIA WORKER I | 01-21-02 04-12-02 |
| RAMIREZ, JOE | MAINTENANCE SUPERVISOR 8.0 HRS/12 MAINTENANCE FR: LEAD PERSON - MECH TRADES | 11-09-01 03-15-02 |
| <u>PAID LEAVE OF ABSENCE - VERIFIED ILLNESS</u> | | |
| GRAY, KIM | CUSTODIAN I NSI CABRILLO | 01-07-02 02-25-02 |
| HAGEN, MARCIA | PERSONNEL SERV SUPR PERSONNEL SERVICES | 01-02-02 03-01-02 |
| <u>INVOLUNTARY TRANSFER</u> | | |
| JACKSON, MICHAEL | CUSTODIAN I DAY 8.0 HRS/12 ROOSEVELT FR: CUSTODIAN I NSI GRANT | 02-04-02 |
| SANCHEZ, SALVADOR | CUSTODIAN I NSI 8.0 HRS/12 GRANT FR: CUSTODIAN I DAY ROOSEVELT | 02-04-02 |
| <u>VOLUNTARY TRANSFER</u> | | |
| MORICH, KARIN | INST ASST - SPECIAL ED 6.0 HRS/SY MALIBU FR: 6.0 HRS/SY SAMOHI | 02-04-02 |

| | | |
|----------------------|---------------------------------------------------------------------------------------|----------|
| ORELLANA, CORINNA | CHILDREN CENTER ASSISTANT 3.5 HRS/SY PINE STREET FR: CHILDREN CENTER ASST ADAMS | 01-01-02 |
|----------------------|---------------------------------------------------------------------------------------|----------|

TEMP/ADDITIONAL

| | | |
|---------------------|--------------------------------------|----------------------|
| CAMMON, JAMIE | OFFICE ASSISTANT II SAMOHI | 01-28-02 02-15-02 |
| FIRTH, JUDITH | OFFICE ASSISTANT II SAMOHI | 02-04-02 02-08-02 |
| GUTIERREZ, NANCY | BIL COMMUNITY LIAISON ED SERVICES | 01-29-02 06-28-02 |
| ROBINSON, MARIA | BIL COMMUNITY LIAISON ED SERVICES | 01-29-02 06-28-02 |
| SANDOVAL, KATHY | OFFICE ASSISTANT II MUIR | 01-14-02 06-06-02 |
| UTO, RIKA | INST ASST - PHYSICAL ED GRANT | 12-17-01 01-08-02 |

SUBSTITUTE

| | | |
|---------------------|-------------------------------------------------|----------------------|
| BINNINGS, PETER | INST ASST - PHYSICAL ED PERSONNEL COMMISSION | 01-31-02 06-30-02 |
| DONFELD. SHAUNA | INST ASST - CLASSROOM WEBSTER | 01-22-02 01-29-02 |
| GILBERT, JANET | SR OFFICE ASSISTANT ED SERVICES | 01-26-02 03-22-02 |
| HANSON, MILDRED | OFFICE ASSISTANT II LINCOLN | 01-07-02 02-28-02 |
| JENKINS, SANFORD | INST ASST - SPECIAL ED SPECIAL ED | 12-19-01 06-21-02 |
| LOPEZ, ANABEL | INST ASST - CLASSROOM ROGERS | 01-17-02 06-21-02 |
| NYDEN, DIANE | OFFICE ASSISTANT II LINCOLN | 01-07-02 02-28-02 |

EXHAUSTION OF ALL PAID LEAVE OF ABSENCE

| | | |
|-----------------------|---------------------------------------|----------|
| CAPOLONGO, RICHARD | OFFSET DUPLICATING TECH PURCHASING | 02-15-02 |
|-----------------------|---------------------------------------|----------|

DISQUALIFICATION FROM PROBATIONARY STATUS

| | | |
|-----------------|------------------------------|----------|
| HALL, KULEMA | CAFETERIA WORKER I SAMOHI | 02-08-02 |
|-----------------|------------------------------|----------|

RESIGNATION

| | | |
|-------------------|-----------------------|----------|
| DIXON, CRYSTAL | NOON AIDE MCKINLEY | 02-15-02 |
|-------------------|-----------------------|----------|

| | | |
|-------------------|------------------------------------------|----------|
| REFAHI, YVONNE | CHILDREN CENTER ASSISTANT PINE STREET | 11-09-01 |
|-------------------|------------------------------------------|----------|

NEW POSITION

| | | |
|--------------------------------------|------------|----------|
| INST ASST - SPECIAL ED 3.0 HRS/SY | SPECIAL ED | 01-11-02 |
|--------------------------------------|------------|----------|

| | | |
|--------------------------------------|-------|----------|
| INST ASST - SPECIAL ED 3.0 HRS/SY | ADAMS | 01-28-02 |
|--------------------------------------|-------|----------|

* Mrs. Brady questioned the length of time that cafeteria workers (as a work group) have been working out of class. She rhetorically questioned if the challenge were closer to being resolved.

| | |
|-----------------|------------|
| MOTION MADE BY: | Mrs. Brady |
| SECONDED BY: | Mr. Jordan |

| | |
|------------------------|----------|
| STUDENT ADVISORY VOTE: | Aye |
| AYES: | 7 (all) |
| NOES: | 0 (none) |
| ABSTENTIONS: | 0 (none) |

TO: BOARD OF EDUCATION

ACTION/CONSENT

02-20-02

FROM: SUPERINTENDENT/JOHN SLISS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.11

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

STUDENT INTERN - ALLIANCE

| | | |
|-----------------|-------|---------------------|
| BELLOSO, GLADYR | SAMOH | 01-01-02 - 06-30-02 |
|-----------------|-------|---------------------|

STUDENT HELPER

| | | |
|-----------------|---------------|---------------------|
| VALDIVIA, NANCY | FOOD SERVICES | 02-04-02 - 06-30-02 |
|-----------------|---------------|---------------------|

CHILD CARE ASSISTANT

| | | |
|----------------|-----|---------------------|
| SAYKALI, DORIS | CDS | 01-30-02 - 06-30-02 |
|----------------|-----|---------------------|

NOON SUPERVISION AIDE

| | | |
|-----------------|---------|---------------------|
| DONFELD, SHAUNA | WEBSTER | 01-01-02 - 06-30-02 |
| RAMOS, MARIA | MUIR | 02-06-02 - 06-21-02 |
| WILAND, HARRY | Grant | 02-04-02 - 06-22-02 |

ASSISTANT COACH

| | | |
|------------------|--------|---------------------|
| BOLLINGER, MARCO | SAMOH | 01-01-02 - 04-30-02 |
| DEARN, TIMOTHY | SAMOH | 01-01-02 - 04-30-02 |
| SHAHER, ANTHONY | MALIBU | 02-01-02 - 06-21-02 |
| SHAH, KEVIN | SAMOH | 12-20-01 - 02-28-02 |
| TRINH, NGUYEN | SAMOH | 02-01-02 - 06-30-02 |

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)

Major Items

ABSTENTIONS: 0 (none)

TO: BOARD OF EDUCATION

ACTION/MAJOR
02/20/02

FROM: SUPERINTENDENT/TIM McNULTY

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

RECOMMENDATION NO. A.12

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2001-2002 as follows:

NPS/NPA

2001-2002 Budget 01-65000-0-57500-11800-5825-043-1400

| Nonpublic School/Agency | Student DOB | Service Description | Contract Number | Cost Not to Exceed |
|--------------------------------------------|----------------|--------------------------------|--------------------|-----------------------|
| Hathaway | 05-20-86 | NPS | #86 | \$ 12,700 |
| New School/Sunrise | 07-23-90 | NPS | #87 | \$ 13,750 |
| ERAS <u>Contract Increase</u> | 01-23-89 | NPS | #9 #UC02015 | \$ 13,000 |
| Kelter Center <u>Contract Increase</u> | 07-27-91 | NPA- Educational Therapy | #31 #UC02131 | \$ 10,000 |
| Greg Kimberlin <u>Contract Increase</u> | 04-10-84 | NPA-DHH Counseling | #23 #UC02118 | \$ 750 |
| Greg Kimberlin <u>Contract Increase</u> | 10-07-83 | NPA-DHH Counseling | #26 #UC02121 | 750 |

| | |
|------------------------------------------|--------------|
| Amount Budgeted NPS/NPA | \$ 2,546,666 |
| Prior Board Authorization as of 02/06/02 | \$ 2,470,571 |
| Total Amount for these Contracts | \$ 50,950 |
| Balance | \$ 25,145 |

Adjustment

NPS/NPA Budget 01-65000-0-57500-11800-5825-043-1400

There has been a reduction in authorized expenditures of two NPS/NPA contracts for FY 2001-02 in the amount of \$ 28,750 as of February 06, 2002.

| Nonpublic School/ Agency | Service Description | Contract Number | Reduce @) Eliminate (E) | Adjusted Amount | Comment |
|----------------------------------------------|------------------------|--------------------|----------------------------|--------------------|---------------------------|
| Bruce Gale | NPA | #3 UC-02070 | E | \$ 4,500 | Adjustment in contract |
| Hear to Talk/Sylvia Rotfleisch | NPA | #4 UC-02071 | R | \$ 2,650 | Adjustment in contract |
| Speech, Language & Education Associate | NPA | #15 UC-02082 | E | \$ 4,300 | Adjustment in contract |
| Lindamood-Bell | Instr. Consultant | #5 UC-02088 | R | \$ 17,300 | Adjustment in contract |

Instructional Consultants

2001-2002 Budget 01-65000-0-50010-11800-5802-043-1400

| Instructional Consultant | Student DOB | Service Description | Contract Number | Cost Not to Exceed |
|-----------------------------|----------------|-----------------------------------------------------------------|--------------------|--------------------------|
| Carol Atkins | 08-11- 87 | Instr. Consultant- Central Auditory Processing Evaluation | #42 | \$ 750 |
| Ellen Lenok | 08-30- 97 | Instr. Consultant- Occupational Therapy | #43 | \$ 2,430 |

| | | |
|---------|-------------------------------------------|------|
| | Amount Budgeted Instructional Consultants | \$ |
| 355,000 | | |
| | Prior Board Authorization as of 02/06/02 | \$ |
| 452,653 | | |
| | Total Amount for this Contract | \$ |
| 3,180 | | |
| | Balance | - \$ |
| 100,833 | | |

Note: A total of \$ 3,192,666 is budgeted for all Non-Public School/Agency, Non-Instructional Consultants, Instructional Consultants, Legal Fees and Due Process Case Settlements. Even though the Instructional Consultant account indicates a negative balance, the unaudited total fund balance, after adjustments, remains positive in the amount of \$ 66,473.

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

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

NOTE: Mrs. Leon-Vazquez asked how the negative balance would be reflected in future budget items. Superintendent Deasy responded that it would be reflected as a budget adjustment in the second interim report.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

TO: BOARD OF EDUCATION ACTION/MAJOR
02/20/02
FROM: SUPERINTENDENT/KENNETH R. BAILEY
RE: RETIREMENT INCENTIVE OPTION FOR CERTIFICATED EMPLOYEES

RECOMMENDATION NO. A.13

It is recommended that the Board of Education authorize retirement incentive options for certificated employees, fifty-five (55) years of age or older. We will not offer the incentive again until the 2006-2007 fiscal year which will enable the School District to complete the three (3) annual installment payments for the retirees of 2001-02. The retirement incentive options are listed below under appropriate headings.

A. CRITERIA

The implementation of the retirement incentive options are predicated upon the items listed in "A. Criteria 1-6." To be eligible for the retirement incentive options, an individual must meet all of the criteria listed below:

1. Upon retirement, the individual must have reached fifty-five (55) years of age by June 30, 2002.
2. The individual must have accrued ten (10) years of service in the District.
3. The individual must submit a letter of retirement/resignation, including selection of the retirement incentive option, during a window period that begins on April 1, 2002 and ends on June 30, 2002. Retirement must be effective June 30, 2002.
4. The individual must be a certificated manager or a certificated teacher.
5. The individual meeting the aforementioned criteria may select only one of the options listed below.
6. A sufficient number of certificated employees must submit their retirement intentions within the specific window period stated above in A.3 in order to make the program cost-effective.

B. CERTIFICATED RETIREMENT INCENTIVE OPTIONS:

1. State Teachers Retirement System (STRS) - Golden Handshake (AB 2609) (This option is available only if offered by State STRS.)

An individual selecting the "STRS Golden Handshake" is eligible to receive two (2) years of additional service credit added to his/her existing service credit upon retirement.

2. Forty-Five Percent (45%) of the Individual's Current Salary

The calculated sum will be paid in three (3) equal installments during succeeding school years: 2002-03, 2003-04 and 2004-05. If this option is selected, the first payment will begin on January 1, 2003 and each successive payment will be January 1, 2004 and January 1, 2005.

3. Retirement Incentive Program

An individual who meets the requirements, as specified in the "Agreement" between the Santa Monica-Malibu Unified School District and the Santa Monica-Malibu Classroom Teacher Association, Article XXI, "Retirement Incentive Program", is eligible to participate and receive an annual stipend of \$6,500 for twenty-five (25) days of service. The Retirement Incentive Program is operative for a maximum of five (5) consecutive years of consultant services. At age sixty-five (65), the unit member will no longer be eligible for the health benefits of active unit members.

COMMENTS: This was presented to the Board as a Discussion item at the 2/06 Board Meeting. The Retirement Incentive Options 1 and 2 will be cost-effective to the District as the benefit provided will be recaptured between year two and year three. The implementation of the options, as specified, will not incur a deficit cash flow period during the term of the options.

NOTE: Mrs. Brady requested that employees be notified of this approval in some remarkable way so they would understand that the offer really was different; she also expressed understanding of the urgency to maintain the 2006-07 timeline for reoffering a retirement incentive, which will allow the district to fully pay any obligation associated with this offer. She asked that the same remarks be taken in account for the subsequent agenda item.

| | |
|------------------------|------------|
| MOTION MADE BY: | Mrs. Brady |
| SECONDED BY: | Mr. Jordan |
| STUDENT ADVISORY VOTE: | Aye |
| AYES: | 7 (all) |
| NOES: | 0 (none) |
| ABSTENTIONS: | 0 (none) |

TO: BOARD OF EDUCATION

ACTION/MAJOR
02/20/02

FROM: SUPERINTENDENT/KENNETH R. BAILEY

RE: RETIREMENT INCENTIVE OPTION FOR CLASSIFIED EMPLOYEES

RECOMMENDATION NO. A.14

It is recommended that the Board of Education authorize retirement incentive options for classified employees, fifty-five (55) years of age or older. We will not offer the incentive again until the 2006-2007 fiscal year which will enable the School District to complete the three (3) annual installment payments for the retirees of 2001-02. The retirement incentive options are listed below under appropriate headings.

A. CRITERIA

To be eligible for the retirement incentive option, an individual must meet all of the criteria listed below:

1. Upon retirement, the individual must have reached fifty-five (55) years of age by June 30, 2002.
2. The individual must be employed not less than seven (7) hours per day or be employed not less than thirty-five (35) hours per week during the prior ten (10) years of service in the District.
3. The individual must submit a letter of retirement/resignation during a window period that begins on April 1, 2002 and ends on June 30, 2002. Retirement must be effective April 1, 2002 and/or not later than June 30, 2002.
4. A sufficient number of classified employees must submit their retirement incentive within the specific window period stated above in A.3 in order to make the program cost-effective.

B. CLASSIFIED RETIREMENT INCENTIVE OPTION

A classified employee who meets the criteria requirements listed above may select the option listed below:

1. Payment of forty-five percent (45%) of the employee's current salary. Payment is to occur in three (3) equal installments during the next three (3) succeeding years: 2002-2003, 2003-2004 and 2004-2005. If this

option is selected, the first payment will be January 1, 2003 and each successive payment will be January 1, 2004 and January 1, 2005.

COMMENTS: This was presented to the Board as a Discussion item at the 2/06 Board Meeting. The retirement incentive option will be cost-effective to the District as the benefit provided will be recaptured between year two and year three. The implementation of the option, as specified, will not incur a deficit cash flow period during the term of the option.

NOTE: Please see remarks by Board member Brady on the previous agenda item.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

TO: BOARD OF EDUCATION

ACTION/MAJOR

02-20-02

FROM: SUPERINTENDENT

RE: APPROVAL OF SECURITY PLAN FOR ELEMENTARY SCHOOLS

RECOMMENDATION NO. A.15

It is recommended that the Board of Education authorize the district to hire part-time, non-merit employees to implement the interim campus security monitoring plan for elementary schools. This recommendation came before the board as a discussion item on February 6, 2002.

COMMENT: The goal of this plan is to provide a secure perimeter at each elementary school, with consistent monitoring of all persons entering the campus. Personnel will staff a check-in station at a single entrance to the school, signing-in visitors, providing identification badges, and giving directions or assistance. They will also do periodic checks of perimeter gates. The check-in station will be staffed for approximately six hours per day, from 8:30-2:30.

Persons hired for this position will be part time, non-merit employees, working in two or three hour shifts, as determined by the site administrator. They will be paid at a rate of \$6.75 per hour. Applicants must complete an employment application, TB test and fingerprinting. Implementation will begin after spring break.

Several elementary schools, including Muir/SMASH, Roosevelt and Franklin, currently have perimeters that can be completely sealed, allowing them to limit visitor entrance/exit to a single gate or door. Additional fencing or gates may be needed at other sites to achieve a secure perimeter.

Funding Information:

Source: General Fund: Carry-Over of Noon Aide Money
Currently Budgeted: No
Account Number: 01-293500-24253000-XX90
Description: Campus Aides

NOTE: The Superintendent reminded everyone that this was an interim step to solve some immediate challenges. SEIU leadership has been working hand-in-hand with district leadership to ensure that the non-merit positions being funded this year will be replaced for next year with merit positions and that there will be full training program.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan
STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

TO: BOARD OF EDUCATION ACTION/MAJOR
02-20-02
FROM: SUPERINTENDENT previous 02-02-02
RE: APPROVAL OF AMENDMENT TO BOARD POLICY 5117 -
INTERDISTRICT PERMIT

RECOMMENDATION NO. A.16

It is recommended that the Board of Education adopt Board Policy 5117, Interdistrict Permits. This policy reflects modifications suggested by the Board on February 6, 2002. This policy has come before the Board, as various reports, previously at the meetings of November 15, December 12, 2001, and January 17, January 24, and February 6, 2002. The policy was last amended on April 1, 1999; it was initially adopted January 27, 1994.

COMMENT: In reviewing the policy on February 6, 2002, it was suggested by Dr. Escarce and agreed by the Board that the policy be brought back with a revision to modify the exceptions to the moratorium for siblings who are entering at the elementary, middle or high school levels, i.e., grades Kindergarten or first, 6th or 9th grades. Board Member Pam Brady requested that the board receive a permit report by February 28 of each year. This is reflected in Section 1.E of AR 5117.

PUBLIC SPEAKERS:

Claudia Landis, of Santa Monica, addressed the Board requesting that it look carefully at the issue of social justice, should the revised policy be approved.

John Warfel, City of Santa Monica Commissioner, urged to Board to reconsider offering permit acceptance to children of commissioners.

Linda Rosner, Lincoln parent, thanks the Board for listening to her suggestions from the last meeting and for being willingness hear all sides of the story.

Rochelle Patton, district parent, requested clarification of the policy's caveats.

John Petz, district parent, and Ralph Mecher, district advocate, spoke in support of the F.2.d revision in the amendment.

NOTE:

Mrs. Brownley requested information on the number of students who are children of Santa Monica College employees; pursuant to that information being presented, she may seek to introduce a motion to include Santa Monica College employees as exempt from exclusion in the one-year moratorium on new permit acceptance.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

STUDENTS

INTERDISTRICT ATTENDANCE POLICY

BP 5117

- A.. Students residing within the District boundaries will be given enrollment priority over non-resident students
- B. Although students generally must attend school in the district and school where their residence has been established, the Santa Monica-Malibu School District Governing Board recognizes justifiable reasons for interdistrict permits. Upon request, the Superintendent or designee may accept students from other districts and may allow students who live within the District to transfer to another school within the District or out of the District
- C. Permits of this type are to be initiated by the student's parent or guardian who attests to the fact or shows evidence that the permit would be in the student's best interests. Cancellation of the permit shall occur if certain provisions are not adhered to by the student or parent/guardian, or if overcrowding should occur at the school of acceptance.
- D. The Board is committed to providing a quality education for all District students legally enrolled and will provide fair and consistent treatment for students and parent/guardians regardless of their residence or permit status. All applications for a permit will be treated in a fair and consistent manner.
- E. Final approval of permits for all students, including student needing specialized programs, such as GATE, special education, ELL, etc., shall rest at the District and shall be contingent upon space availability. The District will not pay excess costs to provide specialized services to students on permit.
- F. Except for the conditions listed below, effective September 2002, there will be a moratorium on the receipt of all interdistrict attendance permits. The moratorium will be reviewed in February, 2003. Exceptions to the moratorium are as follows:
 - 1. All students currently attending on an interdistrict permit will be allowed to remain in the District until they leave or graduate, assuming that they uphold appropriate standards of behavior and attendance.
 - 2. New interdistrict permits (subject to A-E above) would be issued **if space is available** to:
 - A. Employees of the Santa Monica-Malibu School District
 - B. Employees of the City of Santa Monica and the City of Malibu.
 - A. Siblings of students currently on permit, who are entering at the beginning of the elementary, middle or high school level, i.e. grades Kindergarten or first, 6th or 9th grades.
 - B. Guidelines previously applied to SMASH, Edison, including the immersion program through Grade 8, and our preschools will remain in effect.

LEGAL REFERENCE:

EDUCATION CODE

46600-46611 Interdistrict attendance agreements
48204 Residency requirements for school attendance
48915 Expulsion; particular circumstances
48915.1 Expelled individuals: enrollment in another district
48918 Rules governing expulsion procedures
48980 Notice at beginning of term
52317 Admission of persons including nonresidents to attendance area; workers' compensation for pupils

DISTRICT POLICIES RELATED TO PERMITS:

BP 5116 Intradistrict Open Enrollment
BP 5111 Attendance: Admission of Students
BP 5145.3 Desegregation Plan

DISTRICT GOAL REFERENCE

A. Quality Education for All

Policy Adopted: January 27, 1994
Policy Amended: April 1, 1999
Policy Amended:
CSBA Updated: February, 1995

1. Interdistrict Attendance Procedures (transfers between districts):

A. General Guidelines:

1. The permit office is responsible for processing interdistrict permits.
2. The request for a permit is initiated by the parent at their child's district of residence.
3. The parent(s) or guardian(s) of the child must be informed that the acceptance of their child is contingent upon the parent and the child assuming full responsibility for:
 - a. satisfactory attendance
 - b. satisfactory behavior
 - c. satisfactory academic effort
 - d. any necessary documentation requested regarding and including child care, employment, doctor's recommendations and guardianship documentation
 - e. understanding that the receiving school has the right to rescind any prior approved interdistrict permit if enrollment fluctuates during the course of the year or the parent/student does not fulfill the responsibilities listed in 3.a & b.
4. The interdistrict permit shall be valid for only the current school year.
5. It is the responsibility of each school to ensure that nonresident students accepted and registered without a valid permit be returned to the school of residence.

A. Conditions for Accepting Interdistrict Attendance Permits

The school site designee and the Superintendent or his designee shall approve or deny applications for transfers. The acceptance of interdistrict attendance permits for students from other school districts to attend classes within the Santa Monica-Malibu Unified School District shall be subject to the following:

1. The student seeking enrollment in the Santa Monica-Malibu Unified School District must present a permit authorizing his or her release from the school district of residence.
2. The student must be eligible to attend elementary school, middle school or senior high school classes maintained by the Santa Monica-Malibu Unified School District and there must be an existing opening in the class, grade level and school to which the student seeking the interdistrict permit would be initially enrolled.

C. Conditions for Cancellation of Interdistrict Permits

The receiving school or district has the right to revoke any previously approved interdistrict permit for the following reasons:

1. Falsification or misrepresentation of information
2. Enrollment fluctuation
3. Unsatisfactory behavior
4. Unsatisfactory attendance
5. Poor academic effort/achievement
6. A change in child care arrangements
7. Inappropriate guardianship documentation
8. Reason for the original issuance of the permit by the school district of residence is no longer valid
9. Student becomes eligible for a program or class other than the one to which he/she was admitted and there is no available space in the new program or class.

D. Appeal Procedures

1. Interdistrict transfer requests that are denied by Santa Monica-Malibu School District at the school level may be appealed by the parent/guardian to the Superintendent or his designee within two weeks from the day the request for acceptance of permit is denied.
2. The appeal is to be in writing and must provide all information and details as to why the denial is being appealed.
3. The Superintendent or his designee shall review the permit appeal based on Board policy and regulations, state law, and in consultation with school site(s), parents and the appropriate district staff as necessary.
4. If the permit continues to be denied, the parent/guardian may within 30 calendar days of the denial, appeal to the County Board of Education.

E. Annual Report

The Board will receive a report on permits by February 28 of each year.

TO: BOARD OF EDUCATION ACTION/MAJOR
2/20/02
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY
RE: APPROVAL OF BOARD POLICY 5113 - Absences, Excuses and
Minimum Attendance Requirements

RECOMMENDATION NO. A.17

It is recommended that the Board of Education adopt Board Policy 5113, Absences, Excuses and Minimum Attendance Requirements. This policy was last updated by the Board on October 29, 1998 and was discussed in open session on February 6, 2002.

COMMENTS: It is recommended that the Board adopt the attached policy, BP 5113 - Absences, Excuses and Minimum Attendance Requirements

The attached and revised policy reflects changes and revisions with respect to legal and management references, but also contains a new section ("A") which outlines specific minimum attendance requirements for middle school and high school students.

Note also that current policy contains a section concerning truancy and the language for that section is not included in this policy revision. CSBA policy guidelines recently moved the language on truancy to a separate and new policy, BP 5113.1. A recommendation to adopt newly created BP 5113.1 will be presented under a separate item.

In terms of placement within the policy manual, if adopted this revision will simply replace the existing policy of the same number.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

CURRENT POLICY

SMMUSD BOARD POLICY Students

BP 5113

Absences And Excuses

The Board of Education believes that regular attendance plays a key role in student achievement. The Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged six to 18 are obligated to send their children to school unless otherwise provided by law. The Board shall abide by all state attendance laws and may use appropriate legal means to correct the problems of excessive absence or truancy.

A. Excused Absences

Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons, as permitted by law, Board policy and administration regulations. (Education Code 46010, 48216, 48205)

Insofar as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during nonschool hours.

At the beginning of each academic year, notifications shall be sent to the parents/guardians of all students and to all students in grades 7 through 12, informing them that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code 46010.1)

Students in grades K-6 should not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency. Students in grades 7-12 should not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency or confidential medical appointment.

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to administrative regulations and law. (Education Code 46014)

B. Unexcused Absences/Truancy

The Superintendent or designee shall implement positive steps to reduce truancy, such as communication with parents/guardians and the use of student study teams.

The district participates in the district School Attendance Review Board (SARB) as allowed by law in order to meet the special needs of students with school attendance or school behavior problems. Students who are habitual truants or habitually insubordinate or disorderly during attendance at

school may be referred to the county probation department, through the School Attendance Review Board. When the student's attendance problems cannot be resolved or the student and parent/guardian have failed to respond to directives to correct the problem, the school attendance review board or probation officer may ask the County Superintendent of Schools to request a juvenile court petition on behalf of the student.

For purposes of the CalWORKS program, a student shall be determined to be "regularly attending school" until he/she has been referred by the school attendance review board to the county District Attorney.

A student's grades may be affected by excessive unexcused absences in accordance with Board policy. (*Ref. BP 5121*)

Legal Reference:

EDUCATION CODE

- 1740 Employment of personnel to supervise attendance (county superintendent)
- 2550-2558.6 Computation of revenue limits
- 37201 School month
- 37223 Weekend classes
- 41601 Reports of average daily attendance
- 42238-42250.1 Apportionments
- 46000 Records (attendance)
- 46010-46014 Absences
- 46100-46119 Attendance in kindergarten and elementary schools
- 46140-46147 Attendance in junior high and high schools
- 48200-48208 Children between ages of 6 and 18 years (compulsory full-time attendance)
- 48216 Immunizations
- 48240-48246 Supervisors of attendance
- 48260-48273 Truants
- 48292 Filing complaint against parent
- 48320-48324 School Attendance Review Boards
- 48340-48341 Improvement of student attendance
- 49067 Unexcused absences as cause of failing grade

FAMILY CODE

- 6920-6929 Consent by minor

VEHICLE CODE

- 13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

- 601-601.4 Habitually truant minors
- 11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence
420-421 Record of verification of absence due to illness and other causes
66 Ops.Cal.Atty.Gen. 245, 249 (1983)
American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

Management Resources:

CDE MANAGEMENT ADVISORIES

0114.98 School Attendance and CalWORKS, Management Bulletin 98-01

CSBA ADVISORIES

Welfare Reform and Requirements for School Attendance

District Goal Reference

A. Quality Education for All

CSBA UPDATED: February, 1998
BOARD ADOPTED: April 24, 1986
RE-ADOPTED: November 13, 1997
AMENDED : October 29, 1998

Absences, Excuses and Minimum Attendance Requirements

The Board of Education believes that regular attendance plays an important role in student achievement. The Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged 6 to 18 are obligated to send their children to school unless otherwise provided by law. The Board shall abide by all state attendance laws and may use appropriate legal means to correct the problems of excessive absence or truancy.

A. Minimum Attendance Requirements

1. High School Minimum Attendance

It shall be the policy of this Board of Education that all students enrolled in high school attend school for at least six (6) class periods day, **or the equivalent in the case of block scheduling or similar arrangement**. Exceptions to this requirement may be made as follows:

- a. Graduating seniors who are authorized by the principal to participate in:
 - (1) regional occupational programs (ROP),
 - (2) regional occupation centers,
 - (3) courses at accredited post-secondary educational institutions,
 - (4) independent study,
 - (5) special education programs where the pupil's individualized education program (IEP) establishes a different number of courses,
 - (6) continuation education classes,
 - (7) work experience programs under the provisions of Article 7 (commencing with Section 51760) of Chapter 5 of Part 28,
 - (8) any other course of study authorized by the governing board which is equivalent to the approved high school course of study.
- b. Sophomores and juniors who are authorized by the principal to participate in:
 - (1) ROP where a hardship can be identified as a result of travel to the ROP classes or who attend an ROP class/classes conducted on the high school campus during the regular day.
- c. Any high school student who qualifies for independent study physical education (PE) and demonstrates hardship due the amount of time spent in an outside sport.

In accordance with California Education Code Section 46141, seniors must have at least five periods per day, except as provided above. In accordance with California Education Code Section 46147, seniors in their final semester may attend school for four periods a day.

2. Middle School Minimum Attendance

It shall be the policy of this Board of Education that all students enrolled in middle school attend school for at least six (6) class periods a day **or the equivalent in the case of block scheduling or similar arrangement**. An exception may be made with the approval of the principal for students who qualify for independent study PE and demonstrate a hardship based on hours spent in off-campus athletic practices or events.

B. Excused Absences

Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons, as permitted by law, Board policy and administration regulations. (Education Code 46010, 48216, 48205)

Inasmuch as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during nonschool hours.

At the beginning of each academic year, notifications shall be sent to the parents/guardians of all students, and to all students in grades 7 through 12, informing them that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code 46010.1)

Students in grades K-6 shall not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency. Students in grades 7-12 shall not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency or confidential medical appointment.

Student absence for religious instruction or participation in religious exercises away from school property **may** * be considered excused subject to law and administrative regulations. (Education Code 46014) *Mrs. Brady requested checking the original Ed Code language because she believes this passage was not permissive and did not use the word "May." She believes the correct word is "will."

A student's grades may be affected by excessive unexcused absences in accordance with Board policy. (*Ref. BP 5121*)

SMMUSD Board Policy 5113 (Continued)

Page Three of Three

Legal Reference:

EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)
2550-2558.6 Computation of revenue limits
37201 School month
37223 Weekend classes
41601 Reports of average daily attendance
42238-42250.1 Apportionments
46000 Records (attendance)
46010-46014 Absences
46100-46119 Attendance in kindergarten and elementary schools
46140-46147 Attendance in junior high and high schools
48200-48208 Children ages 6-18 (compulsory full-time attendance)
48210-48216 Exclusions from attendance
48240-48246 Supervisors of attendance
48260-48273 Truants
48292 Filing complaint against parent
48320-48324 School attendance review boards
48340-48341 Improvement of student attendance
49067 Unexcused absences as cause of failing grade

ELECTIONS CODE

12302 Student participation on precinct boards

FAMILY CODE

6920-6929 Consent by minor

VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

601-601.4 Habitually truant minors
11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence
420-421 Record of verification of absence due to illness and other causes

ATTORNEY GENERAL OPINIONS

66 Ops.Cal.Atty.Gen. 245, 249 (1983)

COURT DECISIONS

American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

Management Resources:

CDE MANAGEMENT ADVISORIES

0114.98 School Attendance and CalWORKS, Management Bulletin 98-01

CSBA ADVISORIES

0520.97 Welfare Reform and Requirements for School Attendance

WEB SITES

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

District Goal Reference

A. Quality Education for All

CSBA UPDATED: November, 1999
BOARD ADOPTED: April 24, 1986
RE-ADOPTED: November 13, 1997
AMENDED : October 29, 1998
AMENDED: ???

TO: BOARD OF EDUCATION ACTION/MAJOR
2/20/02
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY
RE: APPROVAL OF BOARD POLICY 5113.1 - Truancy

RECOMMENDATION NO. A. 18

It is recommended that the Board of Education adopt Board Policy 5113.1, Truancy. This policy was previously discussed in open session at the meeting of February 6, 2002.

COMMENTS: It is recommended that the Board adopt the attached policy, BP 5113.1 - Truancy.

The attached policy is based on a model provided by the California School Board's Association and reflects current language and legal references. The text of this policy was formerly included in BP 5113, Absences and Excuses, but was given its own policy number by CSBA in November, 1999.

In terms of placement within the policy manual, if adopted this new policy will be placed immediately after BP 5113.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

CURRENT POLICY

SMMUSD BOARD POLICY
Students

BP 5113

Absences And Excuses

The Board of Education believes that regular attendance plays a key role in student achievement. The Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged six to 18 are obligated to send their children to school unless otherwise provided by law. The Board shall abide by all state attendance laws and may use appropriate legal means to correct the problems of excessive absence or truancy.

A. Excused Absences

Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons, as permitted by law, Board policy and administration regulations. (Education Code 46010, 48216, 48205)

Insofar as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during nonschool hours.

At the beginning of each academic year, notifications shall be sent to the parents/guardians of all students and to all students in grades 7 through 12, informing them that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code 46010.1)

Students in grades K-6 should not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency. Students in grades 7-12 should not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency or confidential medical appointment.

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to administrative regulations and law. (Education Code 46014)

B. Unexcused Absences/Truancy

The Superintendent or designee shall implement positive steps to reduce truancy, such as communication with parents/guardians and the use of student study teams.

The district participates in the district School Attendance Review Board (SARB) as allowed by law in order to meet the special needs of students with school attendance or school behavior problems. Students who are habitual truants or habitually insubordinate or disorderly during attendance at

school may be referred to the county probation department, through the School Attendance Review Board. When the student's attendance problems cannot be resolved or the student and parent/guardian have failed to respond to directives to correct the problem, the school attendance review board or probation officer may ask the County Superintendent of Schools to request a juvenile court petition on behalf of the student.

For purposes of the CalWORKS program, a student shall be determined to be "regularly attending school" until he/she has been referred by the school attendance review board to the county District Attorney.

A student's grades may be affected by excessive unexcused absences in accordance with Board policy. (*Ref. BP 5121*)

Legal Reference:

EDUCATION CODE

- 1740 Employment of personnel to supervise attendance (county superintendent)
- 2550-2558.6 Computation of revenue limits
- 37201 School month
- 37223 Weekend classes
- 41601 Reports of average daily attendance
- 42238-42250.1 Apportionments
- 46000 Records (attendance)
- 46010-46014 Absences
- 46100-46119 Attendance in kindergarten and elementary schools
- 46140-46147 Attendance in junior high and high schools
- 48200-48208 Children between ages of 6 and 18 years (compulsory full-time attendance)
- 48216 Immunizations
- 48240-48246 Supervisors of attendance
- 48260-48273 Truants
- 48292 Filing complaint against parent
- 48320-48324 School Attendance Review Boards
- 48340-48341 Improvement of student attendance
- 49067 Unexcused absences as cause of failing grade

FAMILY CODE

- 6920-6929 Consent by minor

VEHICLE CODE

- 13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

- 601-601.4 Habitually truant minors
- 11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence
420-421 Record of verification of absence due to illness and other causes
66 Ops.Cal.Atty.Gen. 245, 249 (1983)
American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

Management Resources:

CDE MANAGEMENT ADVISORIES

0114.98 School Attendance and CalWORKS, Management Bulletin 98-01

CSBA ADVISORIES

Welfare Reform and Requirements for School Attendance

District Goal Reference

A. Quality Education for All

CSBA UPDATED: February, 1998
BOARD ADOPTED: April 24, 1986
RE-ADOPTED: November 13, 1997
AMENDED : October 29, 1998

Truancy

To improve student attendance, the Superintendent or designee shall implement positive steps to identify the reasons for a student's unexcused absences and to help resolve the problems caused by truancy. Such strategies shall focus on early intervention and may include, but not be limited to, communication with parents/guardians and the use of student study teams.

In addition, the Superintendent or designee shall cooperate with other agencies within the community to meet the needs of students who have serious school attendance or behavior problems and to maintain a continuing inventory of community resources, including alternative programs.

Habitually truant students may be referred to a school attendance review board, a truancy mediation program operated by the county's district attorney or probation officer, and/or juvenile court in accordance with law.

For purposes of California's welfare system (CalWORKS), a student shall be determined to be regularly attending school unless he/she has been referred to the county district attorney or probation office pursuant to Education Code 48263.

Legal Reference:

EDUCATION CODE

- 1740 Employment of personnel to supervise attendance (county superintendent)
- 37223 Weekend classes
- 41601 Reports of average daily attendance
- 46000 Records (attendance)
- 46010-46014 Absences
- 46110-46119 Attendance in kindergarten and elementary schools
- 46140-46147 Attendance in junior high and high schools
- 48200-48208 Children ages 6-18 (compulsory full-time attendance)
- 48240-48246 Supervisors of attendance
- 48260-48273 Truants
- 48290-48296 Failure to comply; complaints against parents
- 48320-48324 School attendance review boards
- 48340-48341 Improvement of student attendance
- 49067 Unexcused absences as cause of failing grade

VEHICLE CODE

- 13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

- 601-601.4 Habitually truant minors
- 11253.5 Compulsory school attendance

SMMUSD Board Policy 5113.1 (Continued)

Page Two of Two

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

ATTORNEY GENERAL OPINIONS

66 Ops.Cal.Atty.Gen. 245, 249 (1983)

Management Resources:

CDE MANAGEMENT ADVISORIES

0114.98 School Attendance and CalWORKS, Management Bulletin 98-01

CDE PUBLICATIONS

School Attendance Review Board Handbook, 1995

CSBA ADVISORIES

0520.97 Welfare Reform and Requirements for School Attendance

WEB SITES

CDE: <http://www.cde.ca.gov>

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

BOARD GOAL

A. Quality Education for All

BOARD ADOPTED: ???

CSBA UPDATED: November, 1999

TO: BOARD OF EDUCATION ACTION/MAJOR
2/20/02
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY
RE: APPROVAL OF BOARD POLICY 6153 - School-Sponsored Trips,
Off-Campus Activities and Outings

RECOMMENDATION NO. A.19

It is recommended that the Board of Education adopt Board Policy 6153, School-Sponsored Trips, Off-Campus Activities and Outings. This policy is an updated version of the policy originally adopted by the Board of Education on November 8, 1982 and last updated on June 13, 1988. This policy was discussed by the Board in open session on February 6, 2002.

COMMENTS: It is recommended that the Board adopt the attached policy, BP 6153- School-Sponsored Trips, Off-Campus Activities and Outings.

The attached and revised policy is an updated version of the policy originally adopted by the Board of Education in 1982 and most recently updated in 1988. This revision will bring our policy language in-line with the model policy developed by the California School Boards Association (CSBA) and reflects updated legal references.

Education Code 35330 requires students on school-sponsored trips to be supervised by certificated district employees. Although the law establishes no minimum ratio of teachers or other adults to students, it is recommended that the Board require a ration of no more than twelve students per adult.

Education Code 35331 requires that the Board of any district conducting trips either provide or make available medical or hospital service or insurance for students injured while on such trips. See 5143 - Insurance.

In terms of placement within the policy manual, if adopted this revision will simply replace the existing policy of the same number.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

School-Sponsored Trips, Off-Campus Activities and Outings

The Board of Education recognizes that school-sponsored trips, off campus activities and outings are important components of a student's development. Besides supplementing and enriching classroom learning experiences, such trips encourage new interests among students, make them more aware of community resources, and help them relate their school experiences to the outside world. The Board believes that careful planning can greatly enhance the value and safety of such trips.

If the Board allocates funds for school-sponsored trips, individual schools may be provided with budgetary allocations so that they can plan ahead. Special trip expense funds may be established when necessary for fund-raising purposes.

All trips involving out-of-state or overnight travel shall require the prior approval of the Board. Other trips may be approved by the Superintendent or designee.

Principals shall ensure that teachers develop plans which provide for the safety of students and their proper supervision by certificated staff on all school-sponsored trips. Other school employees and parents/guardians also may participate in this supervision and may be asked to attend preparatory training sessions and/or meetings.

No student shall be restricted or prohibited from participation in any school-sponsored field trip due to financial hardship.

The ratio of adults to students on school-sponsored trips, off-campus activities and outings shall be at least one to twelve. If the trip or outing involves water activities, this ratio shall be revised to ensure closer supervision of elementary grade students, appropriate to their ages and it shall be required that a certified lifeguard will be present at all times.

A. Prohibited Field Trips, Off-Campus Activities and Outings

The Board of Education specifically prohibits any field trip, off-campus activity or outing which may involve the use of or the proximity to a swimming pool located on the premises of a private residence.

Additionally, the Board of Education prohibits any field trip, off-campus activity or outing which may involve weapons or any other device which projects objects such as those used in "paint ball" or other games of simulated warfare/combat.

Finally, the Board of Education prohibits any field trip, off-campus activity or outing that is deemed by the site administrator or designee to be inappropriate, unsafe or otherwise unsuitable for students.

B. Study Trips

In advance of a study trip, teachers shall determine educational objectives which relate directly to the curriculum. Principals shall ensure that teachers develop plans which provide for the best use of students' learning time while on the trip. Teachers also shall provide appropriate instruction before and after the trip.

The superintendent or designee shall establish and maintain an administrative regulation that provides for the clear and specific implementation of this policy.

Legal Reference:

EDUCATION CODE

8760 Authorization of outdoor science and conservation programs
32040 Duty to equip school with first aid kit
32041 Field trips
32043 Snakebite kits on field trips
32044 Violations
35330 Excursions and field trips
35331 Provision for medical or hospital service for pupils (on field trips)
35332 Chartered airline transportation
35350 Transportation of students
44808 Liability when pupils not on school property
48908 Duties of pupils; authority of teachers

Board Goal

A. Quality Education for All

Board Amended: ????

Board Amended: June 13, 1988

Board Amended: July 27, 1987

Board Amended: January 23, 1984

Board Adopted: November 8, 1982

CSBA Updated: May, 1991

NOTE: Mrs. Brownley requested that the new policay, and specifically **Section A, Prohibited Field Trips, Off-Campus Activities and Outings**, be clearly and visibly posted at all sites on February 21, 2002, with all site adminsitrators being given special notice of the passing of the Approval of this policy. All Board members concurred.

TO: BOARD OF EDUCATION ACTION/MAJOR
02/20/02
FROM: SUPERINTENDENT / KENNETH R. BAILEY
RE: APPROVAL OF REVISED CALENDAR FOR THE BUDGET PLANNING
PROCESS

RECOMMENDATION NO. A.20

It is recommended that the Board of Education adopt the following updated calendar for the District's Budget Planning process.

NOTE: Mrs. Gottfried, as Board Liaison to the Financial Oversight Committee, relayed their request to review the second interim report before it comes to the Board. Mrs. Brady suggested that such a protocol could cause difficulty for Board Members if there are specific questions on the report directed to Board Members who had not yet seen it. Mrs. Leon-Vazquez suggested that the distribution, and future such distributions, could be simultaneous and notated "The Financial Oversight Committee has received this report," as a courtesy to Board members. All concurred with that suggestion.

| | |
|------------------------|------------|
| MOTION MADE BY: | Mrs. Brady |
| SECONDED BY: | Mr. Jordan |
| STUDENT ADVISORY VOTE: | Aye |
| AYES: | 7 (all) |
| NOES: | 0 (none) |
| ABSTENTIONS: | 0 (none) |

BUDGET DEVELOPMENT CALENDAR
2002-03 BUDGET
(Revised)

| <u>BUDGET DEVELOPMENT TASK</u> | <u>DUE DATE</u> | <u>PERSON RESPONSIBLE</u> |
|------------------------------------------------|----------------------------|--------------------------------------|
| 1. Revenue Projections - Initial | 02-04 | Asst. Supt-F/B |
| 2. Enrollment Projections - Initial | 02-04 | Asst. Supt-F/B |
| 3. Budget Assumptions - Initial | 03-04 | Asst. Supt-F/B |
| 4. Budget Development Forms Ready | 03-04 | Asst. Supt-F/B |
| 5. Revenue Projections - R/R | 03-11 | Asst. Supt-F/B |
| 6. Determine Budget Allocations | 03-18 | Superintendent |
| 7. Distribute Budget Materials | 03-18 | Asst. Supt-F/B |
| 8. District Goals - R/R as Necessary | 03-18 | Superintendent |
| 9. Budget Planning Meeting - District | | Asst. Supt-F/B |
| a. Schools | 03-18 | |
| b. Departments | 03-25 | |
| 10. Submission of Budgets | | Budget Planners |
| a. Departments | 04-12 | |
| b. Schools | 04-12 | |
| 11. Complete Data Entry | 05-03 | Budget Accountant |
| 12. Enrollment Projections - R/R | 05-03 | Asst. Supt-F/B |
| 13. Estimate Year-end Balance | 05-03 | Asst. Supt-F/B |
| 14. Budget Revisions As Necessary (May Revise) | 05-03 | Asst. Supt-F/B |
| 15. Processing Budget Adjustments | 05-03 | Budget Accountant |
| 16. Preparation-Printing of Planning Budget | 05-03 | Budget Accountant |

| | | |
|-----------------------------------------------------------------------------------------------------------------------|----------|-------------------|
| 17. Distribute Planning Budget to BOE | 05-10 | Asst. Supt-F/B |
| 18. Special BOE Planning Workshop | 05-16 | Superintendent |
| 19. Board Directed Budget Adjustments | 05-16 | Asst. Supt-F/B |
| 20. Estimate Year-end Balance | 06-01 | Asst. Supt-F/B |
| 21. Prepare Final Budget | 06-01 | Budget Accountant |
| 22. Budget Posted for Public Review | 06-05 | Asst. Supt-F/B |
| 23. Budget Presentation to BOE | 06-27 | Asst. Supt-F/B |
| 24. BOE Approves Final Budget | 06-27 | Asst. Supt-F/B |
| 25. Distributing a User-Friendly Budget to District and Community. (Include explanation of Distribution of Calendar.) | 06-28 | Asst. Supt-F/B |
| 26. Final Budget Sent to L.A. County | 06-28 | Asst. Supt-F/B |
| 27. Budget Planners Sent Final Budgets | 08-22 | Budget Accountant |
| 28. Updated Budget Report to BOE | 09-19 | Asst. Supt-F/B |
| 29. Budget Revisions As Necessary | 09-19 | Asst. Supt-F/B |
| 30. First Interim Report and Board Approval | 12-12 | Dir.-Fis. Serv. |
| 31. Submission of First Interim Report to LACOE | 12-15 | Asst. Supt-F/B |
| 32. Second Interim Report and Board Approval | 03-06-03 | Dir.-Fis. Serv. |
| 33. Submission of Second Interim Report to LACOE | 03-15-03 | Asst. Supt-F/B |

MOTION MADE BY:
 SECONDED BY:

Mrs. Brady
 Mr. Jordan

STUDENT ADVISORY VOTE:
 AYES:
 NOES:
 ABSTENTIONS:

Aye
 7 (all)
 0 (none)
 0 (none)

TO: BOARD OF EDUCATION

ACTION/MAJOR

02/20/02

FROM: SUPERINTENDENT

RE: 2002 CSBA DELEGATE ASSEMBLY ELECTION BALLOTT

RECOMMENDATION NO. A.21

It is recommended that the Board of Education cast a ballot for vacancies for the CSBA Delegate Assembly. The Board may vote for up to eight (8) candidates. Candidates include the following:

- ✓ Leighton Anderson, Whittier Un HSD*
- William Warren Brien, Beverly Hills USD
- ✓ Julia Brownley, SMMUSD *
- ✓ Gloria Duran, Los Nietos SD*
- Linda Garcia, Paramount USD
- ✓ Teri Greene, Manhattan Beach USD
- Cynthia Green Geter, Lynwood USD
- ✓ Gary Kuwahara, Torrance USD*
- ✓ Donald E. LaPlante, Downey USD*
- ✓ Ellen Perkins, Palos Verdes Pen. USD*
- ✓ Ann M. Phillips, Lawndale ESD*
- Cathy Warner, Whittier Un HSD
- Tracey Windes, Manhattan Beach USD

* denotes incumbent

COMMENT: Copies of each candidate's biographical sketch and optional resume have been provided to members of the Board of Education. Regardless of the number of vacancies, each Board may cast not more than one vote for any one candidate. The ballot also contains a provision for write-in candidates. Once the Board has determined for whom votes will be cast, the official ballot will be so marked, signed and returned on or before March 15, 2002.

NOTE: Mrs. Brownley recused herself (from the vote).

MOTION MADE BY: Mrs. Brady

SECONDED BY: Mr. Jordan

STUDENT ADVISORY VOTE: Aye

AYES: 6 (all: Mrs. Brownley recused)

NOES: 0 (none)

ABSTENTIONS: 0 (none)

TO: BOARD OF EDUCATION

ACTION/MAJOR
02/20/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: RATIFICATION OF AGREEMENT BETWEEN THE SANTA MONICA-
MALIBU UNIFIED SCHOOL DISTRICT AND THE SERVICE
EMPLOYEES INTERNATIONAL UNION (SEIU), LOCAL 660

RECOMMENDATION NO. A.22

It is recommended that the Board of Education ratify the Agreement reached with Service Employees International Union (SEIU), Local 660, during the collective bargaining process concluded on November 16, 2001. Terms were reached on the negotiated successor agreement.

COMMENT: The District's negotiators and the SEIU Negotiating Team concluded the collective bargaining process during the month of May. Terms were reached on the full contract and will go into effect January 1, 2002, with a zero percent (0%) salary increase for the 2001/02 school year and one percent (1%) on January 1, 2003. Copies of the changes in the agreement have been distributed to members of the Board under separate cover and are available for review in the District Personnel Office. Copies will also be made available for the public at the Board Meeting.

In compliance with the public disclosure requirement of AB1200 (Statutes of 1991, Chapter 1213) the District publicly disclosed on from January 18 to February 12, 2002, that no fiscal implications of negative consequences to the operation of the school district were negotiated by the District with SEIU. In addition, no agreement was concluded which has any negative fiscal implication upon the District in the succeeding years to the initial year of implementation in January, 2002.

The Board of Education and the Service Employees International Union (SEIU), Local 660, having concluded collective bargaining, present the changes to the current agreement, which go into effect January 1, 2002, with salary implementation on December 31, 2003.

NOTE: Superintendent Deasy indicated that the negotiations with SEIU had been marked from beginning to wend with a spirit of collaboration and a true willingness to communicate.

MOTION MADE BY: Mrs. Brady
SECONDED BY: Mr. Jordan
STUDENT ADVISORY VOTE: Aye
AYES: 7 (all)
NOES: 0 (none)
ABSTENTIONS: 0 (none)

SANTA MONICA- MALIBU UNIFIED SCHOOL DISTRICT
Department of Human Resources

SEIU/SMMUSD 2001 CONTRACT NEGOTIATIONS

November 16, 2001

5:07 p.m.

1. The parties agree to a two-year contract, based on a calendar year (January 1, 2002 through December 31, 2003).
2. The parties agree that the District will add a dollar amount necessary to provide a more effective vision care plan, not to exceed an additional \$4 per employee per month above and beyond what is currently being expended.
3. Parties agree that the District will continue to provide and maintain current medical/ dental benefit coverage throughout the term of the contract.
4. On or before July 1, 2002, the parties agree to create five (5) new classified positions. Exact position and titles are to be determined in consultation with SEIU.
5. On or before July 1, 2003, the parties agree to create five (5) new classified positions. Exact position and titles are to be determined in consultation with SEIU.
6. Parties agree to a 0% increase for salary schedule enhancement during the 2001/02 school year.
7. Parties agree to a 1% increase for salary schedule enhancement during the 2002/03 school year, effective January 1, 2003.
8. Parties agree that SEIU members will receive 25% of any new and ongoing, non-restricted funding (Federal, State, local and private) that is received by the District over the term of the contract and that money shall be added to the salary schedule.
9. Parties agree that 25% of any new unrestricted one-time money (Federal, State, local and private) be divided amongst all bargaining unit members as a one-time bonus.
10. Parties agree that effective July 1, 2002, the Board will adopt and implement the corrected and completed OTBS classification study on the current salary schedule.

11. Parties agree that effective July 1, 2003, the Board will adopt and implement the corrected and completed IA, M and O, Transportation and miscellaneous classifications study.
12. Parties agree that SEIU members will receive a compensation package percentage equal to any other employee group in the District during the term of the Agreement.
13. When a Classified budgeted position becomes vacant, it shall be filled within 60 days, when management deems it appropriate to fill the position.
14. A labor/management committee will convene to propose a staffing formula to meet the needs of the District by June 30, 2002.
15. Parties agree that the District will allocate one (1) additional vacation day per year to all eligible classified employees.
16. Parties agree that effective July 1, 2002, any unused accrued vacation days which exceed the maximum of vacation accrual as specified in the contract, shall be paid to the unit member at his/her current rate of pay. This does not include vacation days accrued in prior years.

Discussion Items

TO: BOARD OF EDUCATION

DISCUSSION

2/20/02

FROM: SUPERINTENDENT/LISE REILLY/MARK KELLY/KIRSTEN HIBERT

RE: HIGH SCHOOL SCIENCE

DISCUSSION NO. D.1

It is recommended that the Board of Education discuss the merits of all ninth graders participating in Biology. This topic emerged as part of the discussion about the rigor of our high school courses and their availability for all students. Information will be provided to facilitate consideration of the steps necessary for all ninth grade students to successfully participate in Biology.

Public Speakers:

Joan D'Agostino, Chairman of the Math Department of Malibu High School who urged the Board not to adopt a district-wise 9th Grade Biology Program.

Eileen Corliss, Math Teachers at Santa Monica High School, who urged the Board to work toward much more stringent, rigorous science classes at all high school levels.

Keryl Cartee, as a parent, who urged to Board to provide rigorous courses at all levels.

NOTE: A powerpoint presentation was given by the Steve Cannell and Lise Reilly of the Department of Educational Services. A copy is attached hereto and made apart hereof of these original Minutes and is on file both in the Office of the Superintendent and the Office of the Assistant Superintendent of Educational Services.

Comments made by the Board include but are not limited to:

1. The need to raise the bar for all our students at an early age; equalizing academic access and success for all students.
2. Reference to the TIMSS Report regarding closing achievement gaps and the high level of achievement very young students can have.
3. Developing a timeline for the multiyear process of having a district-wide 9th Grade Biology class.

4. Interest in increased exploration of the possibility and probabilities of instituting such a "gate-keeping" class

The Superintendent indicated that there was no research that indicated students in lower levels could not learn the necessary skills to be prepared for a 9th grade Biology program.

The Board instructed staff to return with:

- 1) probability studies relative to implementation
- 2) timelines relative to implementation
- 3) any data necessary to enrich the conversation

This item will come before the Board of Education at a later date, to be determined.

TO: BOARD OF EDUCATION

DISCUSSION

02/20/02

FROM: SUPERINTENDENT/LISE REILLY/STEVE CANNELL

RE: REPORT ON THE ADVANCED PLACEMENT PROGRAM OFFERED BY
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

DISCUSSION ITEM NO. D.2

It is recommended that the Board of Education consider the staff report on the Advanced Placement Program offered at Santa Monica High School and Malibu High School.

NOTE: A PowerPoint presentation was made at the meeting a copy of which is attached hereto and made a part hereof of these original minutes. An additional copy is on file the Office of Assistant Superintendent of Educational Services.

Public Speakers:

Manika Brooks, 2001 Santa Monica High School Graduate, who addressed the Board relative to hiring and retaining teachers of color who were willing to work with students of color in their search for excellence through AP courses.

Ronda Younger, parent of a Junior at Santa Monica High School, who concurred with Ms. Brooks statements and reiterated her concerns about equal access to AP courses for students of color.

Staff requested that this item return again on the meeting of March 20, as a discussion item, revised to include information pertaining to these issues:

- 1) making every effort to hire and retain teachers of color who will willingly work with students of color (at all grade levels) and especially for AP/ Honors classes;
- 2) implementing a rigorous student/parent information program; integrating the information program into the vertical team concept, beginning before middle school;
- 3) encouraging students at all grade levels to stretch their learning patterns and expectations by taking Honors and A/P classes; working to increase family understanding of the import of these classes;
- 4) training all teachers to be in tune with the needs of students of color

- 5) encouraging faculty and staff to provide wrap-around support for families and students (especialaly gifted students [of color]); clarifying the defination of support;
- 6) extrapolating successful teachings straetgies across all classrooms; expanding the success to the larger population;
- 7) building-in a professioanl development componenet for teachers working in the Honors/AP arena.

TO: BOARD OF EDUCATION

DISCUSSION

2/20/02

FROM: SUPERINTENDENT/LISE REILLY/SUZANNE PETERSON

RE: LIBRARIANS' SUPPORT OF STUDENT OUTCOMES

DISCUSSION ITEM NO. D.3

The librarians will give a PowerPoint presentation on student outcomes as outlined in the Board of Education adopted SMMUSD Library Plan. Information will be shared about librarians' collaboration with teachers to support standards-based curriculum and instruction in various content areas including language arts, science and social studies.