

For a Listing of Upcoming Board Meetings see Page 6 of this Table of Contents

**Santa Monica-Malibu Unified School District**  
**Board of Education**  
**MEETING AGENDA** *Minutes*

**April 25, 2002**

A regular meeting of the Santa Monica-Malibu Unified School District's Board of Education was held on April 25, 2002, in the Board Room of the District's Administrative Offices, 1651 16th Street Santa Monica. Following Roll Call, at 4:30 PM the Board moved to **CLOSED SESSION**, for reasons listed in Section III, below. The Board reconvened in **OPEN SESSION** at 7:06 PM in the Board Room.

**I CALL TO ORDER**

- A. Roll Call - the meeting was called to order by President Julia Brownley at 7:06 P.M.
- B. (The) Pledge of Allegiance was lead by JAMS Principal-elect, Lise Reilly

**II PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY - None.**

**III CLOSED SESSION**

- Personnel matters related to Public Employee discipline/dismissal/release/employment status pursuant to GC§54947, as cited in the Brown Act
- Conference with Superintendent and Assistant Superintendents regarding 2001-2002 Strategies for Negotiations with Non-Represented Employees and the Santa Monica-Malibu Classroom Teachers Association (SMMCTA) pursuant to §GC 54957.6 as cited in the Brown Act
- Public Employee: Performance Evaluation/Superintendent/Contract, Pursuant to GC§ 54954.5 and 54957, as cited in the Brown Act
- Certificated Administrative Appointment: Principal, John Adams Middle School, Pursuant to GC§54957, as cited in the Brown Act
- Certificated Administrative Appointment: Director, Pupil Services, Pursuant to GC§54957, as cited in the Brown Act
- Certificated Administrative Appointment: Director, Special Education, Pursuant to GC§54957, as cited in the Brown Act

In Closed Session, following a motion made by Mr. Pratt, which was seconded by Mrs. Brady, the Board of Education approved by a vote of 7 ayes and 0 noes, the appointment of Lise Reilly to the position of Principal John Adams Middle School.

In Closed Session, following a motion made by Mrs. Brady, which was seconded by Mrs. Gottfried, the Board of Education approved by a vote of 7 ayes and 0 noes, the appointment of Laurel Schmidt to the position of Director, Pupil Services.

There were no other items reported out from Closed Session.

#### IV BOARD OF EDUCATION - COMMENDATIONS/RECOGNITIONS

##### ✓ Presentation from Edison Language Academy

Steve Martinez, Principal of Edison Language Academy introduced PTA co-Presidents Tina Wiatrack and Carolina Kaback who, in turn, introduced the student speakers from Edison. Addressing the Board about the importance of participating the student at all levels government were: Josh Navez-Berry, Brittany Neff, Harrison Hodkin, Christopher Featherstone, Harrison Long, Pablo Valdez, Kyle Girgis, Reuben Tomlins and Victoria Martin.

**NOTE:** The Edison School PTA Report followed the student presentation. Co-Presidents Wiatrack and Kaback reported on the various events of the year, indicating that the PTA had met all of its goals, due in large part to the collaborative efforts of PTA members, parent volunteers and staff. The Board was invited to the upcoming School Science Fair and Cinco de Mayo celebrations. Mrs. Leon-Vazquez thanked the Edison contingent, remarking on the importance of bi-lingual education at all levels. Superintendent Deasy echoed her thanks and announced that steps were underway to ensure a continuation of the dual immersion program throughout a student's life in the district, including through graduation at Santa Monica High School.

#### V APPROVAL OF THE AGENDA

The agenda was approved in a motion made by Mrs. Brady, seconded by Mrs. Leon-Vazquez.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Mrs. Leon-Vazquez
STUDENT ADVISORY VOTE:	Aye (on all but Personnel items)
AYES:	7 (all)
NOES:	0 (none)
ABSTENTIONS:	0 (none)

#### VI APPROVAL OF MINUTES ..... 1

April 11, 2002 - approved as written

May 17, 2001 - **pulled by staff**

#### VII CONSENT CALENDAR

##### **Curriculum and Instruction**

A.2 Approval of Overnight Field Trips ..... 2

A.3 Approval of Independent Contractors ..... 3

##### **General Functions**

None.

##### **Business and Finance**

A.4 Award of Purchase Orders, FY 2001-2002 ..... 4-4d

A.5 Approval of Conference and Travel ..... 5-9

A.6 Denial of Claim - John Laspia ..... 10

##### **Proposition X /State Modernization**

None.

## **Personnel**

- A.7 Certificated Administrative Appointment: Director, Pupil Services ..... 11
- A.8 Certificated Administrative Appointment: Director, Special Education ..... 12
- NOTE: This item was pulled by staff.**
- A.9 Certificated Administrative Appointment: Principal, John Adams  
Middle School ..... 13
- A.10 Certificated Personnel - Elections, Separations ..... 14-15
- A.11 Classified Personnel - Merit ..... 16-18
- NOTE: Mrs. Gottfried requested that this item be pulled for a separate vote.**  
**Please see the notations on the actual item**
- A.12 Classified Personnel - Non-Merit ..... 19
- (Please see the correction on the actual item)**

## **VIII PUBLIC COMMENTS**

None.

## **IX COMMUNICATIONS**

### **A. Student Board Member Reports**

Mr. Gary - Santa Monica High School - *in absentia*

Mr. Sands - Malibu High School - *in absentia*

Ms. de los Santos - Gabriela de los Santos reported that Santa Monica Mayor, Mike Feinstein, spoke to the student body inspirationally urging them to stay the course: "If you try hard enough and long enough, you'll get there." She also reported that, of all the high schools, Olympic had the least stable population because they have open enrollment and exit. The students who are currently there are enjoying the greater stability of a dedicated principal and staff and the sense of support that the Board provides. It is anticipated that the Class of 2001 will be the largest graduating class to date. Finally, Ms. de los Santos reported that the Santa Monica City-sponsored art program would have a public opening at Santa Monica Place May 7, 2002 – invitations will be delivered this week. Olympic is the only high school to enjoy City support in this program. Ms. de los Santos ended her report by thanking the Board of Education, stating emphatically that they were her guardian angels.

### **B. School Reports - Edison Language Academy (see above)**

### **C. SMMCTA Report - Mr. Keiley reported that Americore is a working success. He also stated that a dinner for NBTC was being held at the 17<sup>th</sup> Street Café on May 15; the dinner is being co-sponsored by the Superintendent's Office and SMMCTA. The Board will be invited. The meeting is an informational meeting for district teachers who may be interested in pursuing national board certification.**

### **D. SEIU Report - a copy of Ms. Cartee's report is attached hereto and made a part hereof these original Minutes.**

### **E. PTA Council President Reports - Cheri Orgel, Council President, reported that she and other district PTA representatives had recently attended the Thirty-third District Annual meeting; Santa Monica was well-represented. Board member Pam Brady was honored with the Continuing Service Award – well-deserved. Mrs. Orgel noted that the State PTA Convention was being held next week in Los Angeles. Finally, she requested that the Board consider extending a short amnesty period to non-resident students/families who are currently in the district without being on proper permit**

Those who are using an address not their own to attend SMMUSD schools. The amnesty period would allow families to come forward and correct their resident status without retribution. The Board requested that staff prepare a response to Mrs. Orgel's request.

**F. Santa Monica-Malibu Education Foundation - none.**

**G. Proposition X Oversight Committee Report - none.**

**H. District Advisory Committee Reports ..... 20**

1. Child Care and Development ..... 21-25

2. Fine Arts ..... 26-28f

***Please note:** these special reports are printed on yellow paper.*

NOTE: Remarks pertaining to these discreet reports are included with the actual item.

## **X SUPERINTENDENT'S REPORT**

- ✓ District Update, As Needed - Superintendent Deasy reported that the much-touted HiPlaces survey from NCPE (the National Center on Public Education and Social Policy) will begin this week; the extensive survey has been sent to all district parents, teachers and administrators; it is voluntary and a totally anonymous. The data from the survey will be gathered, distilled and distributed to the district by the middle of summer. The survey will be repeated in each of the two following years and then, it is anticipated, every third year thereafter.

Mr. Deasy stated that copies of the recent CNN tape which followed high school students for a year (and included former Samohi Board rep Joe Green) had been duplicated and sent to the Board.

Finally, Mr. Deasy discussed the recent State decision to abandon SAT9 testing in favor of to-be-developed tests coming from Educational Testing Service; the State anticipates that the new test will more appropriately reflect state educational standards. Mr. Deasy and the staff are working diligently to make the transition a smooth one; he also indicated that all SAT9 data is not lost but rather that it provides a bank of data against which new data can be measured.

**MEETING NOTE:** President Brownley moved "Discussion Item D.1: Memo from the Superintendent to the Board of Education: Preparation for Budget Planning" forward to this spot. Please see the remarks relative to this item that are written on the actual item.

## **XI MAJOR ACTION ITEMS**

- A.13 Approval of Salary Advance for Superintendent ..... 29-30
- A.14 Adoption of Resolution Number 01- 15: In Recognition of the National Day of the Teacher ..... 31-32
- A.15 Approval of Special Education Contracts ..... 33-34
- A.16 Adoption of California State Board of Education Recommended Reading Lists ..... 35-36
- A.17 Adoption of English Language Development (ELD) Standards, Kindergarten through Grade Twelve ..... 37-38

- A.18 Adoption of Resolution Number 01- 16: Energy Conservation Plan ..... 39-41d
- A.19 Recommendation to Issue an Invitation for Bids for the Remediation  
of Damage to the Exterior Walls at the John Adams Middle School  
Cafeteria ..... 42  
**NOTE: This item was pulled by staff.**
- A.20 Recommendation to Issue an Invitation for Bids for the Repair of  
Damaged Roof Trusses Over the John Adams Middle School Auditorium  
Stage ..... 43  
**NOTE: This item was pulled by staff.**

## **XII DISCUSSION ITEMS**

- D.1 Memo from the Superintendent to the Board of Education: Preparation for Budget  
Planning ..... 44-54d  
**PLEASE NOTE: This item was moved forward to the Superintendent's  
Report; please see remarks written on the actual item.**
- D.2 Approval of Board Policy 6146.11 - Alternative Credit Toward  
Graduation ..... 55-58

## **XIII INFORMATIONAL ITEMS**

- I.1 Basic/Supplemental Textbooks to be Adopted ..... 59-60

## **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** Not needed.

## **XVII BOARD MEMBER COMMENTS - None**

## **XVIII FUTURE AGENDA ITEMS - None**

## **XIX CLOSED SESSION** Not needed.

## **XX ADJOURNMENT** The meeting was adjourned at 11:15 PM in a motion by Mrs. Gottfried, seconded by Mrs. Leon-Vazquez and unanimously voted. This meeting adjourned to the next regularly scheduled meeting of the Board of Education, next week, **Thursday, May 2, 2002**, at 7 PM, in the Auditorium of HRL Laboratories, 3011 Malibu Canyon Road, Malibu, California.

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION

I CALL TO ORDER

A Roll Call - all members were present

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 <i>in absentia</i>
Christopher Gary	Student Board Member, Santa Monica High School <i>in absentia</i>
Gabriela de los Santos	Student Board Member, Olympic High School (Voting)

B Pledge of Allegiance - led by JAMS Principal-elect, Lise Reilly

II CLOSED SESSION

Please see report out on page one of this document.

# **S.E.I.U. Board Report**

**Thursday, May 02, 2002**

**7:00 P.M.**

1. **Legislative Efforts:** SEIU Local 99 is preparing a hugh legislative push in Sacramento to protect education dollars. Local 660 will be joining Local 99 to seriously address the state's budgetary cuts to education dollars. There are two (2) trips planned for June and August. The dates and application forms to participate will be distributed throughout the District by the Stewards' Council.
2. **Classified Employee Week:** May 20 - 24, 2002. This will be a week to honor the classified employees for their contribution and dedication to the support services of the educational process.

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## **Consent Calendar**

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

ACTION  
04/25/02

RECOMMENDATION NO. A.1

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

~~May 17, 2001~~ - pulled by staff

April 11, 2002 - approved as written

MOTION MADE BY: Mrs. Brady  
SECONDED BY: Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye  
AYES: 7 (All)  
NOES: 0 (None)  
ABSTENTIONS: 0 (None)

TO: BOARD OF EDUCATION

ACTION  
04/25/02

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP (S) 2001-02

RECOMMENDATION NO. A.2

It is recommended that the Board of Education approve the special field trip (s) listed below for students for the 2001-02 school year. No child will be denied due to financial hardship.

<u>School Grade # Students</u>	<u>Destination Dates</u>	<u>Principal Teacher</u>	<u>Cost / Paid for by</u>	<u>Subject</u>	<u>Purpose of Trip</u>
Samohi 4 student	Washington D.C 5/2/02 to 5/6/02	Kirsten Hibert Ingo Gaida	\$675 paid by U.S. Dept. Of Energy	Academi c Decathl on	The purpose of this trip is for 4 students from the Academic Decathlon to compete in the National Science Bowl Competition having earned the right by winning the Los Angeles County JPL Regional Competition.
Samohi 3 students	Salt Lake City 4/20/02 to 4/23/02	Miriam Shafrey Joy Bramlette	\$169 paid for by a Grant	Marketi ng	Students are to attend a leadership conference with DECAL Marketing student organization.

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE:

Aye

AYES:

7 (All)

NOES:

0 (None)

ABSTENTIONS:

0 (None)

TO: BOARD OF EDUCATION

CONSENT/ACTION

4/25/02

FROM: SUPERINTENDENT/LISE REILLY/TIM McNULTY

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
Music Center April 25, 2002 Cost: Not to exceed \$1,440	To provide education to the students how to use their bodies as a creative tool as they explore imaginary objects (ropes, wall, balls), play games and physicalize characters. To learn how to use their creations in mime stories, incorporating emotions as well as actions	Franklin	PTA  01-90150-0-11100-10000-5802-002-1501
Natalie Pace April 16 - May 28, 2002 Cost: Not to exceed \$575	To provide poetry writing sessions in 7th grade Language Arts classes; create two anthologies of student work; five sessions of 45 minutes each	JAMS	GATE  01-71400-0-11100-10000-5802-011-4100
Tom Justice  09/10/01 - 11/30/01 Extend to 05/30/02  Cost: Amount of Increase \$ 2,000	Assist in the development of Special Education Division functional performance targets and accountability measures.	Student Services Department	Special Education Division - Instructional Administration  01-65000-0-50010-21000-5802-043-1400

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye

AYES: 7 (All)

NOES: 0 (None)

ABSTENTIONS: 0 (None)

TO: BOARD OF EDUCATION

ACTION/CONSENT  
04/25/02

FROM: KENNETH R. BAILEY/ VIRGINIA I. HYATT

RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.4

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from March 29, 2002, through April 16, 2002, for fiscal year 2001/02.

MOTION MADE BY: Mrs. Brady  
SECONDED BY: Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye  
AYES: 7 (All)  
NOES: 0 (None)  
ABSTENTIONS: 0 (None)

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

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PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF APRIL 25, 2002

U-GENERAL FUND,UNRESTRICTED R-GENERAL FUND,RESTRICTED A-ADULT ED CD-CHILD DEVELOPMENT F-CAFETERIA  
SF-SPECIAL FINANCING (FLEX) EX-PROP ES and X D-DEVELOPER FEES EQ-EARTHQUAKE  
SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
*** CHANGED PURCHASE ORDERS ***					
257176	CHANNING L. BETE CO INC	ADDITIONAL ITEMS ORDERED	LINCOLN MIDDLE SCHOOL	18.54	U
256951	CONTEMPORARY BOOKS/MCGRAW-HILL	INCREASE SHIPPING	ADULT EDUCATION CENTER	78.00	A
256864	U S OFFICE PROD./CORPORATE EXP	ADDL PURCHASES	JOHN ADAMS MIDDLE SCHOOL	32.00	
256945	XEROX CORP/SUPPLIES	OVERAGE DUPLICATE ORDER	FISCAL SERVICES	264.13	U
** CHANGED PURCHASE ORDERS TOTAL:				392.67	
*** NEW PURCHASE ORDERS ***					
257054	ADMINISTRATIVE SOFTWARE	GENERAL SUPPLIES & MATERIALS	ADULT EDUCATION CENTER	300.07	A
256994	ADVANTIDGE ID SOLUTIONS	NON-INSTRUCTIONAL SUPPLIES	PERSONNEL SERVICES	1,088.43	U
257141	AMERICAN LIBRARY PUBLISHERS	K-4 CLASS LIBRARY/ALP	JOHN MUIR ELEMENTARY SCHOOL	655.79	R
256682	APPLE COMPUTER CORP	COMPUTER EQUIPMENT	MALIBU HIGH SCHOOL	2,162.76	R
256954	APPLE COMPUTER CORP	COMPUTERS	PT DUME ELEMENTARY SCHOOL	3,502.67	U
256949	ASPEN PUBLISHERS INC	REIMBURSEMENT FOR AUTO DAMAGE	INSURANCE SERVICES	133.68	U
256965	ATKINS,CAROL	INSERVICE TRAINING	SPECIAL EDUCATION REGULAR YEAR	200.00	R
257105	AVEDIAN,RAY	REIMBURSEMENT FOR RAY AVEDIAN	JOHN ADAMS MIDDLE SCHOOL	95.89	U
256961	BAILEY,KEN	REIMBURSEMENT-INTERVIEW EXP	BUSINESS SERVICES	1,460.96	U
257170	BAILEY,KEN	MOVING EXPENSES FOR KEN BAILEY	BUSINESS SERVICES	2,705.70	U
257061	BARNES & NOBLE/SANTA MONICA	LIBRARY REF BKS/SMMEF	MUIR/SMASH	250.00	
256811	BAY PRINTING CO	PRINT BUSINESS CARDS	CHILD DEVELOPMENT CENTER	29.40	CD
256868	BAY PRINTING CO	PRINT BUSINESS CARDS	PERSONNEL COMMISION	31.55	U
257129	BAY PRINTING CO	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	31.25	U
257139	BAY PRINTING CO	PRINT BUSINESS CARDS	PURCHASING/WAREHOUSE	31.55	U
257027	BEL AIR CAMERA	computer supplies	JOHN ADAMS MIDDLE SCHOOL	94.32	U
256946	BMC	FAX TONER	PURCHASING/WAREHOUSE	204.59	U
256982	BMI EDUCATIONAL SERVICES	BOOKS/TAPES	GRANT ELEMENTARY SCHOOL	779.76	R
256940	BOXLIGHT CORPORATION	LCD PROJECTOR	SANTA MONICA HIGH SCHOOL	3,176.74	R
257103	BROWN, DAN	REIMBURSEMENT	JOHN ADAMS MIDDLE SCHOOL	79.18	U
256998	BUSY BEE HARDWARE	OPEN ORDER-MAINT.SUPPLIES	FACILITY MAINTENANCE	550.00	
256899	CANON BUSINESS SOLUTIONS	TONER FOR CANON IR8500 COPIER	GRANT ELEMENTARY SCHOOL	385.37	U
256975	CANON BUSINESS SOLUTIONS	MAINTENANCE AGREEMENT	CHILD DEVELOPMENT CENTER	83.00	CD
256976	CANON BUSINESS SOLUTIONS	MAINTENANCE AGREEMENT	CHILD DEVELOPMENT CENTER	371.00	CD
257057	CANON BUSINESS SOLUTIONS	COPIER DRUM/ADMIN	JOHN ADAMS MIDDLE SCHOOL	236.09	U
256901	CANON FINANCIAL SERVICES	LEASE OF COPY MACHINE	GRANT ELEMENTARY SCHOOL	1,219.68	R
256942	CAPITOLA VENTURES dba	SOFTWARE PROGRAMS	SANTA MONICA HIGH SCHOOL	1,419.88	R
257084	CAROLINA BIOLOGICAL SUPPLY CO	SCIENCE SUPPLIES/SHANAGRAY	STATE AND FEDERAL PROJECTS	253.55	R
257037	CASTILLO,ALMA	reimburse for btsa materials	STATE AND FEDERAL PROJECTS	58.67	R
257063	CDW-G COMPUTING SOLUTIONS	DIGITAL CAMERA	SANTA MONICA HIGH SCHOOL	590.50	R
257098	CHILDCRAFT EDUCATION CORP.	CLASSROOM SUPPLIES/BAIRD	GRANT ELEMENTARY SCHOOL	67.05	R
257083	CHILDREN'S LIBRARY RESOURCES	K-4 CLASS LIBR/CHILD LIB RESRC	SMASH SCHOOL	297.66	R
257143	CHILDREN'S LIBRARY RESOURCES	K-4 CLASS LIBRARY/CLR	JOHN MUIR ELEMENTARY SCHOOL	977.30	R
257082	CHILDREN'S PRESS SCHOOL AND	K-4 CLASS LIBR/CHILDRENSPRESS	SMASH SCHOOL	99.55	R
257145	CHILDREN'S PRESS SCHOOL AND	K-4 CLASS LIBRARY/CHILDR.PRESS	JOHN MUIR ELEMENTARY SCHOOL	256.94	R
257052	CLARK SECURITY	PADLOCKS FOR PE/ADMIN	JOHN ADAMS MIDDLE SCHOOL	1,961.49	U
256948	COMPTON,SHIRLEY	REIMBUSEMENT FOR AUTO DAMAGE	INSURANCE SERVICES	395.00	U
257022	CORPORATE EXPRESS ACCT #69639	PRINTER INK CARTRIDGES	FRANKLIN ELEMENTARY SCHOOL	438.25	
256839	CRABTREE PUBLISHING CO	LIBRARY BOOKS, AB862/CRABTREE	JOHN MUIR ELEMENTARY SCHOOL	157.03	R
257042	CURRICULUM ASSOC INC	INSTRUCTIONAL SUP/HUMANITIES	JOHN ADAMS MIDDLE SCHOOL	173.83	U
257111	CURRICULUM ASSOC INC	TESTING MATERIAL FOR 2nd/3rd	PT DUME ELEMENTARY SCHOOL	315.78	
256973	D.J. CO-OPS	REBATE ADMINISTRATION FEE	FOOD SERVICES	36.40	F

## SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

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PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF APRIL 25, 2002

U-GENERAL FUND, UNRESTRICTED R-GENERAL FUND, RESTRICTED A-ADULT ED CD-CHILD DEVELOPMENT F-CAFETERIA  
 SF-SPECIAL FINANCING (FLEX) EX-PROP ES and X D-DEVELOPER FEES EQ-EARTHQUAKE  
 SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
256932	DICK BLICK	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	857.77	U
256935	DICK BLICK	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	156.75	U
256937	DICK BLICK	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	1,119.63	U
256922	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	1,727.29	CD
256926	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	159.26	CD
256981	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	1,562.20	CD
257026	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	2,288.66	CD
256931	DURHAM TRANSPORTATION	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	1,076.57	U
257065	EAI EDUCATION	Math manipulatives for 4th	PT DUME ELEMENTARY SCHOOL	160.08	R
257001	EDUCATION DESIGN	IIP ORDER / BTSA/BRENDA CALDER	STATE AND FEDERAL PROJECTS	80.50	R
257041	EDUCATION FUNDING RESEARCH	TITLE ONE HANDBOOK	STATE AND FEDERAL PROJECTS	317.00	R
257087	EDUCATIONAL RESOURCES	ST. MONICA ORDER TITLE VI	STATE AND FEDERAL PROJECTS	474.92	R
256996	EDUCATORS PUBLISHING COMPANY	CLASSROOM SUPPLIES	WEBSTER ELEMENTARY SCHOOL	75.43	
257189	EMPIRE FLOOR MACHINE	OPEN ORDER CUSTODIAL EQUIP REP	FACILITY OPERATIONS	900.00	U
256984	ENSLOW PUBLISHERS INC	LIBRARY BOOKS, AB862/ENSLOW	JOHN MUIR ELEMENTARY SCHOOL	268.11	R
256947	ESTRADA, FRANK	REIMBURSEMENT FOR AUTO DAMAGE	INSURANCE SERVICES	100.00	U
256812	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS	MCKINLEY ELEMENTARY SCHOOL	1,600.00	R
257059	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS	ROOSEVELT ELEMENTARY SCHOOL	1,860.00	R
257118	FOLLETT LIBRARY BOOK CO	Library Reference	WILL ROGERS ELEMENTARY SCHOOL	1,500.00	
257136	FORESTRY SUPPLIERS INC	SCIENCE MAGNET SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	1,268.24	U
257161	FOWLER, AMY	REIMBURSEMENT	STATE AND FEDERAL PROJECTS	80.35	R
257126	FRANK STEIN NOVELTY COMPANY	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	178.87	U
257104	FRUMOVITZ, ALEXANDRA	REIMBURSEMENT FOR FRUMOVITZ	JOHN ADAMS MIDDLE SCHOOL	94.26	U
256955	GANZ INC	LIP BALM & LOCKER SPRAY	SAMOHI STUDENT STORE	318.00	U
256958	GATEWAY 2000 MAJOR ACCOUNTS	COMPUTER	BOE/SUPERINTENDENT	1,474.37	U
257024	GATEWAY 2000 MAJOR ACCOUNTS	COMPUTERS	PT DUME ELEMENTARY SCHOOL	5,084.50	U
257160	GATEWAY 2000 MAJOR ACCOUNTS	Gateway Computer-P. Martinez	SPECIAL EDUCATION REGULAR YEAR	1,208.07	R
257121	GATEWAY 2000 MAJOR ACCT ADD ON	MONITORS	PT DUME ELEMENTARY SCHOOL	474.14	U
257106	GBC/EDUCATION DEPARTMENT	LAMINATING FILM	SMASH SCHOOL	57.89	R
257044	GRYPHON HOUSE	INSTR MATERIALS	CURRICULUM AND IMC	38.61	R
257046	HARCOURT BRACE	TEXTBOOKS	CABRILLO ELEMENTARY SCHOOL	15,058.93	R
257034	HARCOURT EDUCATIONAL MEASURE-	OTHER TEXTBOOKS	ADULT EDUCATION CENTER	73.23	A
256924	HIBERT, KIRSTEN	CELL PHONE CHARGES	SANTA MONICA HIGH SCHOOL	85.90	U
257187	HILLYARD FLOOR CARE SUPPLY	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	102.90	U
256927	HOME DEPOT- L.A.	OPEN ORDER/WOOD WORKING ITEMS	CHILD DEVELOPMENT CENTER	100.00	CD
256944	HUMANKIND SYSTEMS	EMAIL UTILITY SOFTWARE	INFORMATION SERVICES	125.57	U
256920	INFORMS/THE PERFORMANCE GROUP	MAILING LABELS	DISTRICT-WIDE	136.49	EX
256992	INPATH DEVICES	SCANNING WAND FOR iMAC	ROOSEVELT ELEMENTARY SCHOOL	272.76	R
257036	INTELLI-TECH	NON-CAP EQUIPMENT	ADULT EDUCATION CENTER	321.50	A
257003	JOSTENS/DIPLOMAS	DIPLOMA INSERTS	OLYMPIC CONTINUATION SCHOOL	73.53	
256905	KAPLAN SCHOOL SUPPLY CORP	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	2,604.77	CD
257060	KAPLAN SCHOOL SUPPLY CORP	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	4,038.11	CD
257078	KAPLAN SCHOOL SUPPLY CORP	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	1,704.00	CD
257080	KAPLAN SCHOOL SUPPLY CORP	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	2,975.04	CD
257081	KAPLAN SCHOOL SUPPLY CORP	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	2,078.39	CD
256938	KRAMER SPORTING GOODS	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	569.29	U
257064	LACOE ATTN: PAM POST	CAHSEE student guides	STATE AND FEDERAL PROJECTS	4,059.38	U
257070	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	200.00	CD
257114	LAKESHORE (PICK UP ONLY)	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	200.00	U
257115	LAKESHORE (PICK UP ONLY)	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	175.00	U
256921	LAKESHORE CURRICULUM	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	3,368.39	CD

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF APRIL 25, 2002

U-GENERAL FUND, UNRESTRICTED R-GENERAL FUND, RESTRICTED A-ADULT ED CD-CHILD DEVELOPMENT F-CAFETERIA  
 SF-SPECIAL FINANCING (FLEX) EX-PROP ES and X D-DEVELOPER FEES EQ-EARTHQUAKE  
 SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
256979	LAKESHORE CURRICULUM	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	3,222.22	CD
257028	LAKESHORE CURRICULUM	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	3,548.92	CD
257016	LEARNING RESOURCE	CLASSROOM SUPPLIES	ROOSEVELT ELEMENTARY SCHOOL	148.59	
256731	LIBRARY VIDEO COMPANY	CURRICULUM VIDEOS	MCKINLEY ELEMENTARY SCHOOL	307.34	R
257123	LOUISE'S TRATTORIA	INSERVICE SUPPLIES	STATE AND FEDERAL PROJECTS	95.17	R
256933	LUDDY, KELLY	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	62.13	U
257038	MACMALL/PC MALL	NON-CAP EQUIPMENT	ADULT EDUCATION CENTER	154.79	A
256969	MARC FREDERICKS DESIGN	ROP INSTRUCTIONAL SUPPLIES	R O P	1,082.50	R
257124	MICRO BIO-MEDICS	OPEN ORDER HEALTH SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	100.00	U
257058	MIRACLE RECREATION EQUIPMENT	PLAYSYSTEM	EDISON ELEMENTARY SCHOOL	8,734.71	
257125	MOUNTAIN HOME BIOLOGICAL	SCIENCE SUPPLIES	GRANT ELEMENTARY SCHOOL	221.67	R
256934	NCS/NATIONAL COMPUTER SYSTEMS	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	500.00	U
256993	NELI'S INC	NON-INSTRUCTIONAL SUPPLIES	PERSONNEL SERVICES	750.00	U
256972	NEXTEL COMMUNICATIONS	Cell Phones	INFORMATION SERVICES	350.97	U
256999	OLIVER & WILLIAMS ELEVATOR	OPEN ORDER-ELEVATOR REPAIR	FACILITY MAINTENANCE	1,000.00	
256936	PASCO SCIENTIFIC	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	5,315.34	R
257029	PEDIATRIC THERAPY NETWORK	THERAPY EQUIPMENT	SPECIAL ED SPECIAL PROJECTS	4,608.00	
257079	PERFECTION LEARNING CORP	K-4 CLASS LIBR/PERFECTION	SMASH SCHOOL	479.67	R
257146	PERFECTION LEARNING CORP	K-4 CLASS LIBRARY/PERFECTION	JOHN MUIR ELEMENTARY SCHOOL	852.30	R
256876	PERMABOUND/HERTZBERG	books	JOHN ADAMS MIDDLE SCHOOL	493.56	R
257072	PERMABOUND/HERTZBERG	K-4 CLASSRM LIBR/PERMABOUND	SMASH SCHOOL	71.63	R
257140	PIONEER BOULANGERIE	Inservice supplies	CURRICULUM AND IMC	162.38	U
256898	PLAY WITH A PURPOSE	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	1,280.21	CD
257068	PLAY WITH A PURPOSE	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	3,189.99	CD
257073	PLAY WITH A PURPOSE	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	1,719.39	CD
257066	POSITIVE PROMOTIONS	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	300.00	U
257117	PREMIERE SCHOOL AGENDAS	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	924.07	
257071	QUALITY RUBBER STAMPS	SELF-INKING RUBBER STAMPS	CHILD DEVELOPMENT CENTER	213.85	CD
256978	R & D TRANSPORTATION SERVICES	TRANSPORTATION	CHILD DEVELOPMENT CENTER	300.60	CD
256840	RAINTREE STECK-VAUGHN PUBLISH	LIBRARY BOOKS, AB862/RAINTREE	JOHN MUIR ELEMENTARY SCHOOL	145.33	R
256490	ROMERO, CLARA	OFFICE SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	71.42	U
256849	ROSEN PUBLISHING GROUP	LIBRARY BOOKS, AB862/ROSEN	JOHN MUIR ELEMENTARY SCHOOL	255.09	R
256977	ROTARY CLUB OF SANTA MONICA	MEMBERSHIP FEE	BOE/SUPERINTENDENT	769.00	U
256848	ROURKE PUBLISHING GROUP	LIBRARY BOOKS, AB862/ROURKE	JOHN MUIR ELEMENTARY SCHOOL	206.11	R
256930	SADDLEBACK EDUCATIONAL INC	Reading materials - S. Leslie	SPECIAL EDUCATION REGULAR YEAR	118.87	R
256963	SANTA MONICA MUN BUS LINES	BUS TRANSPORTATION	CURRICULUM AND IMC	330.00	
257089	SCHOLASTIC BOOK CLUBS INC	INSTRUCTIONAL SUP/HUMANITIES	JOHN ADAMS MIDDLE SCHOOL	31.66	U
257088	SCHOOL SPECIALTY INC	CLASSROOM SUPPLIES/MCDANIEL	GRANT ELEMENTARY SCHOOL	321.71	R
257130	SCHOOL SPECIALTY INC	CLASSROOM SUPPLIES/CHEMEL	GRANT ELEMENTARY SCHOOL	164.40	R
256894	SLISS, JOHN J	REIMBURSEMENT	PERSONNEL COMMISION	162.34	U
257048	SLOSSER, JUDITH	REIM. EARTHQUAKE SUPPLIES	CABRILLO ELEMENTARY SCHOOL	144.40	R
257010	SMART & FINAL	INSERVICE SUPPLIES	CURRICULUM AND IMC	300.00	R
257108	SMITH, LUZ ESTELLA	Reimbursement-Luz Smith	SPECIAL EDUCATION REGULAR YEAR	75.72	R
256891	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES/NEUMANN	GRANT ELEMENTARY SCHOOL	65.76	U
256895	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES/BAIRD	GRANT ELEMENTARY SCHOOL	317.75	U
257062	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES/MCDANIEL	GRANT ELEMENTARY SCHOOL	52.61	U
257153	SOUTHWEST STRINGS	VIOLIN CASES/ELEM	CURRICULUM AND IMC	1,410.34	U
257049	SPECTRATURF INC	BLACK RUBBER FOR PLAY STRUCTUR	EDISON ELEMENTARY SCHOOL	7,217.09	
257069	SPORTIME	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	59.99	U
256989	STAPLES/PICK UP/SANTA MONICA	NON INSTRUCTIONAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	300.00	U
257116	STAPLES/PICK UP/SANTA MONICA	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	100.00	U

## SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PAGE 4

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF APRIL 25, 2002

U-GENERAL FUND,UNRESTRICTED R-GENERAL FUND,RESTRICTED A-ADULT ED CD-CHILD DEVELOPMENT F-CAFETERIA  
 SF-SPECIAL FINANCING (FLEX) EX-PROP ES and X D-DEVELOPER FEES EQ-EARTHQUAKE  
 SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
257040	STECK VAUGHN CO.	TEXTBOOK	ADULT EDUCATION CENTER	55.97	A
255574	STEINMETZ, BRIGITTE	REIMBURSEMENT OF STEINMETZ	JOHN ADAMS MIDDLE SCHOOL	129.00	U
257184	STERICYLE	CUSTODIAL HAZ WASTE DISPOSAL	FACILITY OPERATIONS	213.36	U
256970	SWRCB ACCOUNTING OFFICE	ANNUAL STORM WATER PERMIT-TRSP	FACILITY MAINTENANCE	250.00	
257045	T & M SPECIALTIES	INSTALLATION PLAY EQUIP	EDISON ELEMENTARY SCHOOL	1,800.00	
256962	TAMAI, GLORIA	PRODUCE FOR FARMERS' MRKT SBP	FOOD SERVICES	990.00	F
256822	TEPLIN, AMY	CHILD CARE FOR PARENT ED MTG	WILL ROGERS ELEMENTARY SCHOOL	125.00	
256860	TINYINKLING.COM/MATMATSMATS.CO	YOGA MATS	OLYMPIC CONTINUATION SCHOOL	266.59	U
256995	TRAULSEN & CO INC	PART FOR MCKINLEY FREEZER	FOOD SERVICES	274.75	F
256966	U S OFFICE PROD./CORPORATE EXP	ROP Supplies	R O P	541.25	R
257099	U S OFFICE PROD./CORPORATE EXP	OPEN ORDER/INST SUP/ALPHA/APPL	JOHN ADAMS MIDDLE SCHOOL	79.00	U
257128	U S OFFICE PROD./CORPORATE EXP	OPEN ORDER/USOP/INST SUP/MATH	JOHN ADAMS MIDDLE SCHOOL	80.00	U
257134	U S OFFICE PROD./CORPORATE EXP	OPEN ORDER/USOP/INST SUP/MATH	JOHN ADAMS MIDDLE SCHOOL	80.00	U
257135	U S OFFICE PROD./CORPORATE EXP	OPEN ORDER/USOP/INST SUP/MATH	JOHN ADAMS MIDDLE SCHOOL	80.00	U
257177	U S OFFICE PROD./CORPORATE EXP	OPEN ORDER/USOP/INST SUP/MATH	JOHN ADAMS MIDDLE SCHOOL	150.00	U
256956	U S POSTMASTER-SANTA MONICA	1ST CLASS PRESORT FEE	PURCHASING/WAREHOUSE	125.00	U
257131	VIRCO MFG CORP	CHAIRS	EDISON ELEMENTARY SCHOOL	1,603.29	R
256983	VONS MARKET-SANTA MONICA	OPEN ORDER/SNACKS	CHILD DEVELOPMENT CENTER	1,000.00	CD
256794	VONS STORE #2262	IN-SERVICE SUPPLIES	CURRICULUM AND IMC	162.38	
257005	W. W. GRAINGER	OPEN ORDER-ELECTRICAL SUPPLIES	FACILITY MAINTENANCE	2,000.00	
257006	W. W. GRAINGER	OPEN ORDER-HVAC SUPPLIES	FACILITY MAINTENANCE	1,500.00	
256959	W.A.S.T.E.C.	OPEN ORDER-DUMPING @ MALIBU	FACILITY MAINTENANCE	1,000.00	
257004	WALLACE COMPUTER SVCS	Labels	INFORMATION SERVICES	190.00	U
257097	WARREN DISTRIBUTING INC.	OPEN PO FOR PARTS/REP. TRANSP.	TRANSPORTATION	500.00	R
257039	WESTERN GRAPHIX	REPAIR LAMINATOR MACHINE	WEBSTER ELEMENTARY SCHOOL	120.00	U
257032	WESTERN LABEL	GENERAL SUPPLIES	ADULT EDUCATION CENTER	459.63	A
256928	ZEE MEDICAL	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	119.78	U
** NEW PURCHASE ORDERS TOTAL:				158,947.55	

TO: BOARD OF EDUCATION

ACTION/CONSENT

04/25/02

FROM: SUPERINTENDENT/KENNETH R. BAILEY

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.5

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

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

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>BERRIMAN, Wally</u> Facilities Management 01-81500-0-00000-81100-5220- 061-2602 General Fund - <u>Resource</u> : Ongoing and Major Maintenance	Recent Developments in School Facilities Law Downey, CA April 22, 2002	\$89.00
<u>CANNELL, Steve</u> Educational Services 01-72800-0-11100-10000-5220- 035-1300 General Fund - <u>Resource</u> : BTSA	BTSA Director's Colloquium 01-02 Monterey, CA May 20 - 22, 2002	\$2,000.00

NAME SITE Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>DEASY, John</u> Superintendent 01-00000-0-00000-72000-5220- 020-1200 General Fund - <u>Function:</u> Other Genl. Admin.	Dinner Meeting Malibu, CA March 7, 2002	\$171.09
01-00000-0-00000-72000-5220- 020-1200 General Fund - <u>Function:</u> Other Genl. Admin.	Breakfast Meeting Santa Monica, CA March 26, 2002	\$30.22
01-00000-0-00000-72000-5220- 020-1200 General Fund - <u>Function:</u> Other Genl. Admin.	Luncheon Meeting Santa Monica, CA March 27, 2002	\$83.99
01-00000-0-00000-72000-5220- 020-1200 General Fund - <u>Function:</u> Other Genl. Admin.	Dinner Meeting Santa Monica, CA April 4, 2002	\$50.38
01-00000-0-00000-72000-5220- 020-1200 General Fund - <u>Function:</u> Other Genl. Admin.	Luncheon Meeting Santa Monica, CA April 5, 2002	\$88.10
<u>ECKER, Rosemary</u> Special Education 01-34050-0-57700-11900-5220- 044-1400 General Fund - <u>Resource:</u> Special Education- Workability I	Workability/spring State Business Meeting Reseda, CA April 8 - 9, 2002	\$635.00
<u>GRISWOLD, Mike</u> Santa Monica High No Cost to District  No Cost to District	33rd Annual CSADA Conference San Diego, CA April 19, 2002  Kids and Sports 2002 Irvine, CA May 1, 2002	SUB ONLY   SUB ONLY
<u>HAENSCHKE, Kristine</u> Lincoln Middle 01-00030-0-11100-10000-5220- 012-4120 General Fund - <u>Resource:</u> API Award	The Atlantic Slave Trade Pasadena, CA April 3, 2002	\$40.00
<u>HOLLANDER, Christine</u> Pt. Dume Elementary 01-90120-0-11100-10000-5220- 019-4190 General Fund - <u>Resource:</u> Gifts	International Reading Assn. San Francisco, CA April 29 - May 2, 2002	\$400.00 + SUB

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>HYATT, Virginia</u> Purchasing & Warehouse 01-00000-0-00000-72000-5220- 055-2550 General Fund - <u>Function:</u> Other Genl. Admin.	Recycled Product Trade Show Anaheim, CA April 4, 2002	\$50.00
<u>McNULTY, Tim</u> Special Education No Cost to District  01-33400-0-50010-21400-5220- 044-1400 General Fund - <u>Resource:</u> Special Education- IDEA Local Staff Developmt.	Meeting of the Special Education Teacher Recruitment Task Force Sacramento, CA April 24 - 25, 2002  2002 Annual Meeting of the Partnership Committee on Spec. Ed. Sacramento, CA May 21 - 22, 2002	0     \$450.00
<u>MENJIVAR, Leyla</u> Personnel Services 01-00000-0-00000-72000-5220- 025-1250 General Fund - <u>Function:</u> Other Genl. Admin.	Teach Now - Southern California Job Fair Norwalk, CA March 16, 2002	\$50.00
<p align="center"><b>Adjustments</b> (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)</p>		
<u>SCOTT, Kathy</u> Lincoln Middle 01-72600-0-11100-10000-5220- 012-4120 General Fund - <u>Resource:</u> SIP K-6	California League of Middle Schools San Francisco, CA March 8 - 9, 2002	\$65.06 OVERAGE
<u>STRAUS, Ilene</u> Lincoln Middle 01-72650- 11100-10000-5220- 012-4120 General Fund - <u>Resource:</u> SIP, 7-12	California League of Middle Schools San Francisco, CA March 8 - 9, 2002	\$217.69 OVERAGE

NAME SITE Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<b>Group Conference and Travel: In-State</b> * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>BOERS-PALMER, Desiree</u> + 2 Additional Staff Health Services 01-00000-0-11000-31400-5220- 041-1400 General Fund - <b>Function:</b> Health Services	School Issues Related to Children with Special Health Care Needs Hollywood, CA April 18, 2002	\$75.00 Total + 2 SUBS
<u>GONZALEZ, Irene</u> <u>KRUG, Jessica</u> Educational Services 01-72800-0-11100-10000-5220- 035-1300 General Fund - <b>Resource:</b> BTSA	CFASST Network Meeting Torrance, CA April 18, 2002	\$120.00 Total
<u>HERNANDEZ, Diane</u> <u>WITHERSPOON, Roberta</u> Fiscal Services 01-00000-0-00000-72000-5220- 051-2510 General Fund - <b>Function:</b> Other Genl. Admin.	General Ledger Sessions I and II Downey, CA April 22 - 23, 2002	\$65.00 Total
<u>BELTRAN, Tom</u> + 3 Additional Staff Lincoln Middle 01-72600-0-11100-10000-5220- 012-4120 General Fund - <b>Resource:</b> SIP K-6	Working with ELL Students in Social Studies Curriculum Los Angeles, CA April 27, 2002	\$100.00 Total
<u>BRADY, Pam</u> <u>BROWNLEY, Julia</u> 01-00000-0-00000-71000-5220- 020-1200 General Fund Function: Other Genl. Admin.	CSBA Annual Delegate Assembly Sacramento, CA May 3-5, 2002	\$665.00 each
<u>BAXTER-LAM, Nan</u> <u>McNULTY, Nancy</u> Special Education 01-34050-0-57700-11900-5220- 044-1400 General Fund - <b>Resource:</b> Special Education- Workability I	Workability Region 3 Spring Business Training Santa Barbara, CA May 21 - 23, 2002	\$720.00 Total

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>McNULTY, Tim</u> + 3 Additional Staff Special Education 01-33400-0-50010-21400-5220- 044-1400 General Fund - <u>Resource</u> : Special Education- IDEA Local Staff Developmt.	Evaluating Special Education Expenditures Ontario, CA May 23, 2002	\$420.00 Total
<u>TAYLOR, Rodney</u> + 3 Additional Staff Food Services 13-53100-0-00000-37000-5220- 057-2570 General Fund - <u>Resource</u> : Child Nutrition	California Healthy Kids Conference Lake Tahoe, CA June 29 - July 2, 2002	\$860.00 Total
<b>Out-of-State Conferences: Individual</b>		
NONE		
<b>Out-of-State Conferences: Group</b>		
NONE		

MOTION MADE BY: Mrs. Brady  
 SECONDED BY: Mrs. Leon-Vazquez  
  
 STUDENT ADVISORY VOTE: Aye  
 AYES: 7 (All)  
 NOES: 0 (None)  
 ABSTENTIONS: 0 (None)

TO: BOARD OF EDUCATION

ACTION/CONSENT

4/25/02

FROM: KENNETH R. BAILEY/BETH CONNORS

RE: DENIAL OF CLAIM - JOHN LASPIA

RECOMMENDATION NO. A.6

It is recommended that the Board of Education reject the claim presented on behalf of John Laspia by James R. Braufman, Esq., representing the Braufman and Braufman Law firm, on March 18, 2002.

COMMENTS: Claim alleges injury and property damages arising from an incident where John Laspia ran into the alley and collided with a District vehicle.

This claim was forwarded to the District's Insurance Administrator for review and recommended action, denial of claim.

Amount of Claim - Unknown.

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE:

Aye

AYES:

7 (All)

NOES:

0 (None)

ABSTENTIONS:

0 (None)

TO: BOARD OF EDUCATION

ACTION/CONSENT

04/25/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: ~~CERTIFICATED ADMINISTRATIVE APPOINTMENT:~~  
DIRECTOR, PUPIL SERVICES

RECOMMENDATION NO. A.7

~~It is recommended that the Board of Education make the following  
certificated administrative appointment:~~

-----  
Director, Pupil Services

MEETING

NOTE: This item was pulled by staff.

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

AYES:

7 (All)

NOES:

0 (None)

ABSTENTIONS:

0 (None)

TO: BOARD OF EDUCATION

ACTION/CONSENT

04/25/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENT:  
DIRECTOR, SPECIAL EDUCATION

RECOMMENDATION NO. A.8

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

Laurel Schimdt  
Director, Special Education

MEETING

NOTE:

Ms. Schmidt was introduced by the Superintendent who  
stated that she really needed no introduction. Ms.  
Schmidt has been serving a Student Services  
administrator for several years and her work is both  
well-known and well-regarded in the community.

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

AYES:

7 (All)

NOES:

0 (None)

ABSTENTIONS:

0 (None)

TO: BOARD OF EDUCATION

ACTION/CONSENT

04/25/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENT:  
PRINCIPAL - JOHN ADAMS MIDDLE SCHOOL

RECOMMENDATION NO. A.9

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

Lise Reilly

Principal - John Adams Middle School

MEETING

NOTE:

The Superintendent introduced Ms. Reilly, giving her the highest praise for her work, support and dedication during the past year. He stated, without equivocation, that his first year of work here would not have proceeded well without her uncompromising understanding and professional steadfastness.

When she was introduced, Ms. Reilly received a standing ovation both for her appointment and as recognition for the outstanding job she has done serving as the Interim Assistant Superintendent of Educational Services. A large crowd of supporting JAMS parents, students and staff were on hand to celebrate the appointment

Ms. Reilly took a moment to reflect on her year and then addressed the Board about the goals for her tenure as JAMS Principal. She indicated that she is already spending time at the school speaking with teachers, parents and students and helping to direct the upcoming 8<sup>th</sup> Grade student exit interviews.

Her talk was typified by the last commitment to excellence "We're on our way!"

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

AYES:

7 (All)

NOES:

0 (None)

ABSTENTIONS:

0 (None)

TO: BOARD OF EDUCATION ACTION/CONSENT  
04/25/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.10

ELECTIONS

ADDITIONAL ASSIGNMENTS

<u>Name/Location</u>	<u>Rate</u>	<u>Effective</u>	<u>Not to Exceed</u>
<u>ADAMS</u>			
Bon, Nancy	\$150 Stipend	5/2-26/02	<u>Stipend/\$150</u>
	TOTAL STIPEND		\$150
Comment: Helping with Testing			
01-Govrnrs's Perf Awards-On Going-33%			
01-Unrestrictued Resource-67%			
Calderon, Brenda	\$150 Stipend	5/2-26/02	Stipend/\$150
Laduke, Jan	\$150 Stipend	5/2-26/02	<u>Stipend/\$150</u>
	TOTAL STIPEND		\$300
Comment: Helping with Testing			
01-Unrestricted Resource			

CHILD DEVELOPMENT SERVICES

Hannan, Ellen	40 hrs @\$34.90	3/1/02-6/30/02	Est Hrly/\$1396
Waldorf, Sherry	40 hrs @\$34.90	3/1/02-6/30/02	<u>Est Hrly/\$1396</u>
	TOTAL ESTABLISHED HOURLY		\$2,792
Comment: Nurse			
12-Head Start Model 1			

**TOTAL ESTABLISHED HOURLY and STIPENDS = \$ 3,242**

SUBSTITUTES

EFFECTIVE

REGULAR DAY-TO-DAY  
(@118 Daily Rate)  
Gunson, Janet

4/10/02

LONG-TERM SUBSTITUTES  
(@\$180 Daily Rate)  
Gunson, Janet  
Kartiganer, Kathy  
Lockwood, Courtney

5/20/02-6/21/02  
4/8/02-5/6/02  
4/8/02-6/21/02

TEMPORARY CONTRACTS

<u>Name/Assignment</u>	<u>Not to</u>	<u>Effective</u>
<u>Location</u>	<u>Exceed</u>	
Lowe, Brian	100%	1/29/02-6/30/02
SAMOHI/Math		

Scott, Laura 50%  
Pine Street Pre-School/IS Teacher

3/18/02-6/22/02

LEAVES OF ABSENCE (with pay)

Name/Assignment <u>Location</u>		<u>Effective</u>
Chaheme, Yesenia CDS/Muir	[maternity]	3/27/02-5/13/02
Cueva, Martha Will Rogers	[maternity]	2/22/02-4/29/02
Harris, Stacy Webster Elementary	[maternity]	4/08/02-5/07/02
Lynch, Jennifer Cabrillo	[maternity]	3/8/02-5/20/02
Robles, Angela SAMOHI	[maternity]	4/8/02-6/21/02

LEAVES OF ABSENCE (without pay)

Name/Assignment <u>Location</u>		<u>Effective</u>
Alonso, Stephanie CDS-Grant	[child care]	4/8/02-6/21/02
Cueva, Martha Will Rogers	[child care]	4/30/02-6/21/02
Harris, Stacy Webster Elementary	[child care]	5/8/02-6/21/02

RESIGNATIONS

<u>Name/Location</u>	<u>Effective</u>
Joyce, Liam SAMOHI	4/12/02
Mills, Robin Special Education	4/8/02
Nystrom, Nicole Special Education	6/21/02
Stein, Anita R.O.P.	3/18/02
Vinograd, Daniel SAMOHI	3/1/02

MOTION MADE BY:  
SECONDED BY:  
AYES:  
NOES:  
ABSTENTIONS:

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

ACTION/CONSENT  
04-25-02

RECOMMENDATION NO. A.11

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

DEMPSEY, DANIEL	ACCOUNTANT 8.0 HRS/12 RANGE: 41	FISCAL STEP: 01	04-09-02
JENSEN, SARA	INST ASST - CLASSROOM 6.0 HRS/SY RANGE: 18	SMASH STEP: 01	04-10-02
NELLI, MARIA	INST ASST - CLASSROOM 3.0 HRS/SY RANGE: 18	ROGERS STEP: 01	04-08-02
VILLASENOR, LORENA	CAFETERIA WORKER I 3.0 HRS/SY RANGE: 11	ADAMS STEP: 01	04-08-02

WORKING OUT OF CLASS

GUTIERREZ, MARTHA	ADMINISTRATIVE ASSISTANT 8.0 HRS/10 FR: OFFICE ASST II	FRANKLIN	03-04-02 04-30-02
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TEMPORARY INCREASE IN ASSIGNMENT

DUFFY, KATHERINE	INST ASST - SPECIAL ED 6.5 HRS/SY FR: 3.5 HRS/SY	PINE STREET	03-18-02 06-21-02
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PROMOTIONS

JONES, CHANCY	CUSTODIAN I NSI 8.0 HRS/12 FR: INST ASST - SPECIAL ED	OPERATIONS	04-15-02
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REINSTATED

ROSE, JASON	INST ASST - SPECIAL ED 3.0 HRS/SY RANGE: 20	MALIBU PRE-SCH STEP: 04	04-08-02
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INVOLUNTARY TRANSFER

BARBA, MARICELA	FOOD SERVICE ACCTG TECH 8.0 HRS/12 FR: FOOD SERVICE	FISCAL	04-01-02
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**PAID MEDICAL LEAVE OF ABSENCE**

CARDIEL, MIGUEL	CUSTODIAN I - DAY MALIBU	03-15-02 04-15-02
CHRISTENSEN, YVONNE	CHILDREN CENTER ASSISTANT ROGERS	03-22-02 07-01-02
KEISER, KEVIN	CUSTODIAN I NSI WEBSTER	03-14-02 04-18-02

**FAMILY CARE LEAVE**

HAGEN, MARCIA	PERSONNEL SERVICE SPEC PERSONNEL SERVICES	03-18-02 06-07-02
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**PROFESSIONAL GROWTH**

MARTIN, LINDA	CHILDREN CENTER ASST PINE STREET	03-01-02
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**TEMP/ADDITIONAL**

JOHNSTON, KIMBERLEE	INST ASST - PHYSICAL ED FRANKLIN	03-01-02 06-30-02
LOWNDS, ELI	INST ASST - PHYSICAL ED ROOSEVELT	03-01-02 06-30-02
MEDES, ABIGAIL	SR. OFFICE ASSISTANT SAMOHI	03-01-02 05-31-02

**SUBSTITUTE**

BROWN, KIMBERLY	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	03-01-02 06-21-02
DE ANGELIS, PHYLLIS	INST ASST - SPECIAL ED SPECIAL ED	03-08-02 06-21-02
FRANCO, ALICIA	CAFETERIA WORKER I FOOD SERVICES	04-11-02 06-30-02
GLEASON, TIMOTHY	CUSTODIAN I OPERATIONS	04-01-02 06-30-02
HERRERA, JOSE	INST ASST - BILINGUAL ROGERS	04-08-02 06-21-02
HUBBARD, LULA	CAFETERIA WORKER I FOOD SERVICES	04-09-02 06-30-02
MANCIA, ANGELA	CHILDREN CENTER ASST CDS	02-06-02 06-30-02

SAUCEDO, ISELA	INST ASST - SPECIAL ED SPECIAL ED	03-01-02 06-21-02
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WEBSTER-JOSEPH, SHIRLEY	CAFETERIA WORKER I FOOD SERVICES	04-10-02 06-30-02
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**HOME ASSIGNMENT**

BERRY, CLARENCE	CUSTODIAN I NSI SAMOHI/OPERATIONS	04-16-02 04-25-02
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TITUS, RACHEL	COMPUTER LAB TECHNICIAN SAMOHI	04-12-02 04-25-02
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**TERMINATION**

BERRY, CLARENCE	CUSTODIAN I NSI SAMOHI/OPERATIONS	04-26-02
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TITUS, RACHEL	COMPUTER LAB TECHNICIAN SAMOHI	04-26-02
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**MEETING NOTE:** Mrs. Gottfried voted 'No' on both of the above terminations; the Vote was then  
Ayes: 6  
Noes: 1  
Abstentions: 0

**RESIGNATION**

DEMUTH, JAMES	SPECIAL SERVICES EMPLOYEE MAINTENANCE	04-05-02
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**MEETING NOTE:** This resignation was moved forward to Item A.12 at the request of Mrs. Brady. (7-0)

GARCIA, VERONICA	CHILDREN CENTER ASST MCKINLEY	03-15-02
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MELCHER, MEGAN	CHILDREN CENTER ASST ROOSEVELT	04-26-02
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WOLDE-TSADIK, TSEDAY	INST ASST - CLASSROOM ROGERS	06-21-02
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MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE:	Aye
AYES:	7 (All)
NOES:	0 (None)
ABSTENTIONS:	0 (None)

TO: BOARD OF EDUCATION

ACTION/CONSENT

04-25-02

FROM: SUPERINTENDENT/JOHN SLISS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.12

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 GRANT

ANDARZA, ROBERT	SAMOH	03-01-02 - 06-30-02
BADILLO, ABRAHAM	SAMOH	03-01-02 - 06-30-02
COLLINS, BRANDON	SAMOH	03-01-02 - 06-30-02
FRANCO JR, OSCAR	SAMOH	03-01-02 - 06-30-02
HILLIARD, SHELENA	SAMOH	02-01-02 - 06-30-02
NICHOLSON, CURTIS	SAMOH	03-01-02 - 06-30-02
TIRADO, MOSES	SAMOH	03-01-02 - 06-30-02

STUDENT HELPER

LARKIN, AMY	ED SERVICES	03-01-02 - 06-30-02
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NOON SUPERVISION AIDE

BARRAZA, JOEL	ROOSEVELT	04-08-02 - 06-21-02
BELL, DALE	GRANT	04-01-02 - 06-21-02
ESCOTO, ARACELI	GRANT	03-23-02 - 06-21-02
HERRERA, HECTOR	ROOSEVELT	04-08-02 - 06-21-02

ASSISTANT COACH

ARMSTRONG, BROOK	SAMOH	03-22-02 - 06-30-02
FIELD, JESSE	SAMOH	04-07-02 - 06-30-02

CHILD CARE ASSISTANT

GUTIERREZ, SARA	ED SERVICES	03-05-02 - 06-21-02
VASQUEZ, EDITH	CDS	04-10-02 - 06-30-02

RESIGNATIONS:

DeMUTH, JAMES

SPECIAL SERVICES

EMPLOYEE 04-05-02

MEETING

NOTE: This resignation was brought forward from Item A.11 at the request of Mrs. Brady. All agreed. (7-0)

MOTION MADE BY: Mrs. Brady  
SECONDED BY: Mrs. Leon-Vazquez

AYES: 7 (All)  
NOES: 0 (None)  
ABSTENTIONS: 0 (None)

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# **District Advisory Committee Reports**

TO: BOARD OF EDUCATION

COMMUNICATIONS  
04/25/02

FROM: DISTRICT ADVISORY COMMITTEES

RE: ACCEPTANCE OF THE DAC YEARLY REPORT FROM THE CHILD CARE  
AND DEVELOPMENT AND FINE ARTS DISTRICT ADVISORY  
COMMITTEES

COMMUNICATIONS ITEM NO. C.1

Relative to the Administrative Regulations governing District  
Advisory Committees, BP1220/AR1220, the following District  
Advisory Committees will present its annual report of committee  
activity and recommendations:

- ♦ Child Care and Development
- ♦ Fine Arts

COMMENT: It is anticipated that each report will take no longer  
than 20 minutes.

<u>Verbal Report</u>	
Single Discipline	5-7 Minutes
Multiple Disciplines	8-10 Minutes
<u>Input from Staff Liaison</u>	2-3 Minutes
<u>Superintendent's Recommendation</u>	2-3 Minutes
<u>Dialog with Board</u>	As Needed

A complete report from each committee follows.

Mrs. Brownley thanked each group of presenters for both the actual  
presentation and the hard work they have done on behalf of the district all  
year long.

Both Judy Abdo and Gleam Davis (Child Care) and Zina Josephs and Tom Whaley  
(Fine Arts) thanked the committees and the Board for their time and interest.

The Superintendent echoed the remarks and indicated that the DAC reporting  
process is revised and, it is hoped, will accomplish several things including:  
offering an atmosphere that is respectful of the work that's being done and  
providing enough time that the work can be thoughtfully presented within the  
scope or confines of a regular school board business meeting; the process will  
be to listen to the reports and any staff liaison comments, entertain any  
dialog with the board (as needed), bring the recommendations back as  
actionable items with the staff response and Superintendent's recommendation.

PURPOSEFULLY LEFT BLANK

**RECOMMENDATIONS FROM THE DISTRICT ADVISORY COMMITTEE  
ON CHILD CARE AND DEVELOPMENT  
(April 25, 2002)  
(Executive Summary)**

The future is not a result of choices among alternative paths offered by the present, but a place that is created--created first in the mind and will, created next in activity. The future is not some place we are going to, but one we are creating. The paths are not to be found, but made, and the activity of making them, changes both the maker and the destination.

**John Schaar, futurist**

With Judy Abdo assuming the role of Coordinator of Child Development Services last fall, it would have been easy to discount this year as a 'transition' year. Thanks to the hard work of Judy and her staff, that did not happen. It has been an exciting year that culminated at the District's strategic planning conference with the inclusion of the goal of universal access to quality early childhood education and after school programs. This has reinvigorated the DAC and we look forward to actively participating in the implementation of the strategic plan.

In fact, Child Development Services already has made significant strides towards implementing that plan. This year, the District's half-day preschools began to participate in the Head Start program. With the Head Start funds, the District was able to lengthen the preschool day and to begin to significantly improve the quality of the programs. As the program develops, we plan to see improved parent participation, better professional development, and increased availability of important ancillary services like counseling.

The DAC was disappointed that the District was unable to continue to operate the full-day preschools at Lincoln and John Adams Middle Schools. However, it appears that a collaborative of Easter Seals and Santa Monica College will step in and operate those programs. Preservation of these full-day, full inclusion programs is vital to meeting the needs of working parents and to achieving the goal of providing universal access to quality early childhood education programs.

While we will continue to work on the District's preschool programs, the DAC would like to devote more time next year to the after school programs. As more and more of the District's families need these programs, it is our responsibility to elevate them above mere 'day care' programs and ensure that they are an integrated and meaningful part of a student's educational experience.

**RECOMMENDATIONS FROM THE DISTRICT ADVISORY COMMITTEE  
ON CHILD CARE AND DEVELOPMENT  
(April 25, 2002)**

Recommendation	Cost/ Allocation Source	Suggested Implementa- tion Date	Relate to Strategic Plan	Net Effect on Students
SMMUSD should stop referring to itself as a K-12 district or even a pre-K through 12 district. Our preschoolers do, in fact, attend school. SMMUSD is an educational community of lifelong learners.	The only cost is that associated with relinquishing outdated (and inaccurate) perspectives.	Immediately	It enhances all aspects of the strategic plan by being inclusive and recognizing that education sustains the soul of our community and its residents.	Our preschool and after school students, parents, teachers and staff will not be marginalized. This will enhance the educational experience for all. Also, if preschool and after school programs are represented in important organizations like the PTSA and Site Governance there will be better integration of these programs into the core studies program.

<p>The DAC for Child Care and Development should become the implementing/oversight body for the district's strategic plan to provide universal access to quality early childhood education, family support, and after school programs.</p>	<p>No Direct Cost</p>	<p>June 2002</p>	<p>It will improve the likelihood of achievement of strategic plan goals. It also will increase participation in the process and eliminate duplicative effort.</p>	<p>Quality early childhood education, family support, and after school care programs have been shown to improve school readiness, reduce need for remedial programs, reduce achievement gaps between children from different social and economic circumstances, lower incidence of retention, reduce dropout rates, improve test scores, reduce referral or reliance on special education, and increase likelihood of attending and graduating from college.</p>
<p>SMMUSD should safe harbor the preschool classrooms at Lincoln and John Adams.</p>	<p>None</p>	<p>Immediately</p>	<p>It is consistent with the strategic goal of universal access to quality, full-inclusion early childhood education</p>	<p>Safe harboring of the space will make it possible for a state funded full-day, full-inclusion, full-year preschool program to use the space. This is vital to providing a quality preschool experience to the children of working parents.</p>

<p>SMMUSD must provide dedicated, appropriate space for after school programs. Where classroom sharing is appropriate or necessary, the district cannot rely on teachers to voluntarily share classroom space with the after school programs. The Board should adopt a policy of requiring sharing to accommodate the needs of the after school program.</p>	<p>There should be no cost associated with requiring increased sharing of existing space. Also, after school programs should receive a fair share of any space that is made available by increased construction or decreases in enrollment.</p>	<p>September, 2002</p>	<p>Will allow provision of higher quality, more integrated after school programs.</p>	<p>Higher quality after school programs will provide opportunities for desirable enrichment or additional instruction. Our after school programs do not have basic necessities like bulletin board space or tables where projects may be left overnight. This lack of dedicated space creates a second class feel to the programs, marginalizes after school teachers and staff, and reduces their ability to recognize achievements made in the after school program.</p>
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<p>The Washington West site should be renovated to become an early childhood education center.</p>	<p>The cost is unknown. The project could be funded by state bond money and funds from the City.</p>	<p>September 2003</p>	<p>It will provide additional classrooms and other facilities that are crucial to implementing the strategic plan's goal of providing universal access to quality early childhood education programs.</p>	<p>Students will enjoy the long-term benefits of an early childhood education program.</p>
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## ***SMMUSD Advisory Committee on the Fine Arts***

### ***Report and Recommendations for 2002-2003 presented to the Board of Education on April 25, 2002***

#### ***Summary and Observations***

Thank you to the Board of Education for allowing us this opportunity to present our annual report and recommendations. Per our charge from the Board, we base our recommendations on the *California Framework for the Visual and Performing Arts*, the *National Standards for Arts Education*, and the national *Opportunity-to-Learn Standards for Arts Education*.

It is obviously unfair to expect students to meet achievement standards in any discipline, including the arts, unless they are given reasonable opportunities to learn the skills and knowledge specified. They must be provided with sufficient courses, staffing, materials and equipment, and facilities. Similarly, It is unfair to hold teachers accountable for their students' meeting the standards unless they too are ensured adequate time, materials, and other necessary conditions for teaching. And it is misleading for a school or district to claim a commitment to teaching the arts unless it offers learning opportunities consistent with that claim.

(Opportunity-to-Learn Standards for Arts Education)

#### **Curriculum and scheduling, staffing, and materials and equipment**

Taking into account the current financial situation, our recommendations this year focus on maintaining the existing fine arts programs in the district and accommodating enrollment growth, rather than proposing new programs.

One observation regarding district-funded fine arts programs versus grant programs is that the grant programs provide a much greater allowance for instructional materials. The SMARTS program, for example, allocates staff salaries and budgets for materials at a 4:1 ratio, i.e. \$45,000 for salaries, \$11,000 for instructional materials. In contrast, beginning take home salaries for SMMUSD teachers are ca. \$38,000, but each teacher is allotted only ca. \$1,000 per year in middle school and ca. \$2,000 in high school for instructional materials and equipment.

38:1 and 19:1 ratios are quite different from 4:1. That is why the DAC recommends additional funding each year for materials and equipment. The current situation is similar to asking math and reading teachers to work without textbooks, or asking P.E. teachers to teach baseball without balls, bats, or gloves.

## Facilities

On the elementary level, in visiting the P.S. Arts programs at Grand View Elementary School in LAUSD and at Muir Elementary in SMMUSD, we noted that P.S. Arts has been able to provide and/or obtain dedicated, appropriate classroom space for their elementary arts programs. At Grand View, P.S. Arts has purchased a double bungalow, with one side used only for music and the other side used only for art. At Muir, the P.S. Arts art teacher has been assigned her own panelized classroom. Meanwhile, district music teachers at Muir are assigned to teach in spaces that are inappropriate, i.e., on the tiny stage of a multipurpose room, behind closed curtains, while kids visit the salad bar on the other side of the curtain. The adjacent "music room" does not provide 550 cubic feet per student. Sound "bleeds" through the wall between the music room and the multipurpose room so that violin players are drowned out by trumpet and trombone players and can't hear if they're playing in tune or not. The inadequate acoustical properties have forced one district music teacher to consult with an audiologist and purchase prescription "noise filter" devices in order to save her hearing.

Prop X campaign literature promised to provide additional classrooms for elementary music and art; however, as of January 2002, not enough classrooms were added to accommodate both class size reduction, the shortage of music classrooms that existed prior to class size reduction, AND increased enrollment. With additional music and art classes planned for September 2003, funded by the SM/M Education Foundation "For The Arts" Endowment, providing additional space will be critical.

On the secondary level, Samohi will someday have a new music building and a restored auditorium, Malibu High will soon have an improved auditorium, Lincoln finally has a usable auditorium once again, JAMS is in the midst of some improvements to the auditorium and music building, and we hope that the large kiln and ceramics room at Samohi will be rain-proof this coming year.

However, a facilities bond measure will be needed to further implement the district Fine Arts Facilities Standards, including dedicated, appropriate fine arts classrooms at the elementary schools, a new choir room at Lincoln, a dance classroom at Malibu, and additional art classrooms at Samohi to accommodate growth in enrollment.

### Fine Arts Coordinator

Having a full-time Coordinator this year has been a blessing. In addition to co-coordinating the 53rd annual Stairway of the Stars concert, Tom Whaley has met with all the fine arts teachers in the district, met monthly with all district music teachers, met weekly with the elementary music teachers, improved communication and coordination with principals, coordinated the expanded Model Arts Project at McKinley and Muir as well as the Dream Strings program at all four Title I schools, planned and attended conferences, consulted

with fine arts coordinators in other districts, visited all school sites, prioritized needs, organized in-services, successfully applied for renewals of existing grants as well as new grants, and looked for new ways to obtain needed equipment and instructional materials.

One thing to note, however, is that while Tom has been able to obtain new, safer choral risers for the 3 middle schools and digital cameras and projectors for the secondary art programs, it is much more difficult, if not impossible, to find grants to supply basic materials such as brushes and paper for art classes, clarinets, cello strings, and choral and instrumental music, and costumes and scenery for drama productions.

#### **Strategic Planning**

Fine Arts DAC members have participated in the Strategic Planning process by putting in time and effort to work on the design team, attend the conference, and work on the action committees. We hope that the "Curriculum" action committee template will include a K-12 sequential, comprehensive fine arts program, and that the "Abundant Resources" action plan will help bring in the revenue needed for eventually implementing a program that will guarantee that all students in the district have access to excellent instruction in dance, drama, music, and visual arts.

#### **AGENDA**

##### **NOTE:**

The actual recommendations are not available as part of the electronic agenda. They are included in the printed copy, are on file in the Office of the Superintendent and will be available at the meeting.

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## Major Items

TO: BOARD OF EDUCATION

ACTION/CONSENT

04/25/02

FROM: SUPERINTENDENT/KENNETH R. BAILEY

RE: APPROVE AMENDMENT TO SUPERINTENDENT'S EMPLOYMENT  
AGREEMENT: SALARY ADVANCE

RECOMMENDATION NO. A.13

It is recommended that the Board of Education

- 1) approve an amendment to the Superintendent's employment agreement for housing allowance by providing a salary advance in the amount of \$85,785, which will be adjusted against future salaries; and,
- 2) rescind Item A.21 from the 02/06/02 Board Meeting, "Approve Amendment to the Employment Agreement between the Santa Monica-Malibu Unified School District and John E. Deasy, Superintendent."

COMMENTS: The Board of Education has expressed interest in having the Superintendent live within the Santa Monica-Malibu Unified School District. Subsequently, the Board approved an amendment to his employment agreement that would enable a loan to be provided to the Superintendent for housing assistance. The Los Angeles County Office of Education has subsequently informed the District that they would not allow the District to provide this loan. Therefore, the Board of Education needs to rescind the approval of the action taken at the 02/06/02 Board Meeting for a home loan to the Superintendent.

It is recommended that we make a salary advance to provide housing assistance instead of providing an interest-bearing loan to the Superintendent.

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye

AYES: 7 (All)

NOES: 0 (None)

ABSTENTIONS: 0 (None)

**AMENDMENT  
TO  
EMPLOYMENT AGREEMENT  
BETWEEN  
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
AND  
JOHN DEASY**

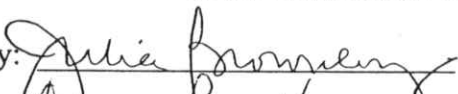
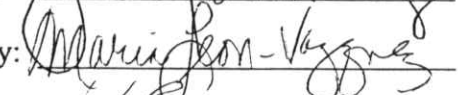

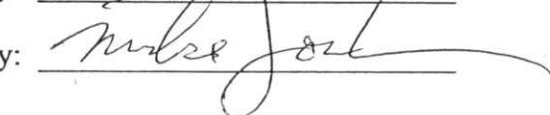
The Santa Monica-Malibu Unified School District (hereinafter "District") and Superintendent John Deasy (hereinafter "Superintendent"), agree to the following amendment to the Employment Agreement, dated July 1, 2001, and attached hereto as Exhibit "1."

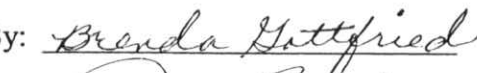
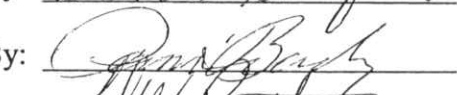

1. The parties agree to extend the housing allowance provided in section 7 from July 1, 2001, through June 30, 2004.
2. On or about May 1, 2002, the District will provide the Superintendent with a salary advancement of \$85,785.00. The Superintendent agrees that future salary increases may be reduced until the advancement has been recovered. Said reductions shall be determined by a majority vote of the Governing Board. Unless otherwise agreed to by the parties, should the Superintendent voluntarily resign his employment or should the Superintendent's employment be terminated for cause prior to the expiration date reflected in section 1, the remaining portion of the salary advancement shall become due and payable within 180 days of the last day of employment.

Except for the above modifications, all other provisions of the Employment Agreement shall remain in full force and effect.

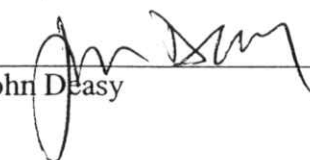
IN WITNESS WHEREOF, the parties hereto have duly approved and executed this Amendment on the 25th day of April, 2002.

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

By:   
By:   
By:   
By: 

By:   
By:   
By: 

Acceptance:

  
John Deasy

4/26/02  
Date

TO: BOARD OF EDUCATION

ACTION/MAJOR  
5/03/01

FROM: SUPERINTENDENT

RE: Adoption of Resolution 01-15 - In Recognition of the  
National Day of the Teacher

RECOMMENDATION NO. A.14

It is recommended that the Board of Education adopt Resolution  
No. 01-15 in recognition of the National Day of the Teacher,  
which follows.

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE:

Aye

AYES:

7 (All)

NOES:

0 (None)

ABSTENTIONS:

0 (None)

## RESOLUTION NUMBER 01-15

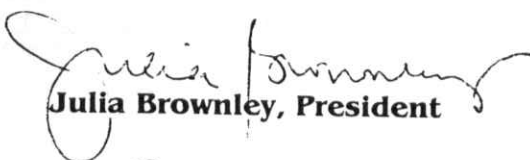
### In Recognition of the National Day of the Teacher

- Whereas, teachers personify our society's belief that universal public education is key to meeting the challenges of a changing world; and
- Whereas, teachers strive to make every classroom an exciting environment where productive and useful learning can take place and each student is encouraged to grow and develop; and
- Whereas, teachers reach out to foster the well-being of each student, regardless of ability, social or economic background, race, or ethnic origin or religion; and
- Whereas, teachers motivate individual students to find new directions in life and reach high levels of achievement;


Now, therefore, be it resolved that the Santa Monica-Malibu Unified School District Board of Education does hereby urge our entire Education Community to observe May 8, 2002, as the National Day of the Teacher by taking time to remember and salute the teachers who mold and educate our children, impact and enrich our lives, and, thereby, are critical to the constant transformation of our society.

PASSED AND ADOPTED by the Santa Monica-Malibu Unified School District Board of Education, County of Los Angeles, California on the 25<sup>th</sup> Day of April, 2002.

#### GOVERNING BOARD OF THE SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

  
Julia Brownley, President

  
Maria Leon-Vazquez, Vice President

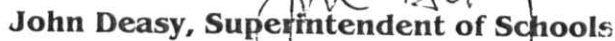
  
Pam Brady

  
Jose Escarce

  
Brenda Gottfried

Mike Jordan

  
Tom Pratt

  
John Deasy, Superintendent of Schools

TO: BOARD OF EDUCATION

ACTION/MAJOR

04/25/02

FROM: SUPERINTENDENT/TIM McNULTY

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

RECOMMENDATION NO. A.15

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
Islandview	12-07-85	NPS	#91	\$ 3,000
Summitview	06-27-88	NPS	#92	\$ 17,595
Village Glen	11-06-90	NPS	#93	\$ 21,625
Village Glen	06-08-87	NPS	#94	\$ 13,000
Poseidon Contract Increase	09-02-88	NPS	#84 #UC-02297	\$ 90
Sycamores Contract Increase	03-12-87	NPS	#59 #UC-02065	\$ 800

Amount Budgeted NPS/NPA \$ 2,800,000

Prior Board Authorization as of 04/11/02 \$ 2,752,116

Balance 47,884

Positive Adjustment \$ 49,510

Balance \$ 97,393

Total Amount for these Contracts \$ 56,110

Projected Balance \$ 41,284

### 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 \$ 49,510 as of April 25, 2002.

Nonpublic School/ Agency	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Eras	NPS	#6 #UC-02012	E	\$ 11,680	Exited District
Excelsior	NPS	#70 UC-02174	E	\$ 5,750	District Placement
Westview	NPS	#52 UC-02058	E	\$ 11,400	Exited District
Steve Kaufman & Associates	NPA	#11 #UC-02078	E	\$ 20,680	Service Ended

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.

MOTION MADE BY: Mrs. Brady  
 SECONDED BY: Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye  
 AYES: 7 (All)  
 NOES: 0 (None)  
 ABSTENTIONS: 0 (None)

TO: BOARD OF EDUCATION

ACTION/MAJOR

4/25/02

FROM: SUPERINTENDENT/ PEGGY HARRIS

Previously 4/11/02

RE: ADOPTION OF CALIFORNIA STATE BOARD OF EDUCATION  
RECOMMENDED READINGS LISTS

RECOMMENDATION No. A.16

It is recommended that the Board of Education approve the adoption of all recommended literature lists published by the California State Board of Education for use in the Santa Monica-Malibu Unified School District. Adoption of these publications will permit schools to use as part of their instructional program, any and all titles contained therein.

COMMENT: The California Department of Education periodically publishes lists of non-text book readings and/or titles that it recommends for use in instructional programs in schools in the state. These lists are intended as guides to assist local curriculum planners select books that enrich and extend student learning. Publications to date include:

- Read To Me - Recommended Literature for Children Ages Two through Seven
- Recommended Readings in Literature, Kindergarten Through Grade Eight
- Recommended Literature Grades Nine Through Twelve
- Recommended Readings In Spanish Literature
- Literature for the Visual and Performing Arts; Kindergarten Through Grade Twelve
- Literature For Science and Mathematics; Kindergarten Through Grade Twelve

The lists of titles are compiled by California Department of Education ad hoc committees, consisting of teachers, librarians, administrators, and curriculum planners with expertise in the area of focus, from throughout California. All titles are screened to meet State Department of Education criteria.

Copies of the state's current recommendation publications are available for review in the Educational Services Department prior to the Board of Education meeting, and will be on display at the meeting.

Public Comments:

Brian Quincy Hutchins addressed the Board regarding the efficacy of having excellent, appropriate reading lists that reflect the intelligence and wide range of interests found in the SMMUSD student body.

MOTION MADE BY: Mrs. Brady  
SECONDED BY: Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye  
AYES: 7 (All)  
NOES: 0 (None)  
ABSTENTIONS: 0 (None)

TO: BOARD OF EDUCATION ACTION/MAJOR  
04/25/02  
FROM: SUPERINTENDENT/LISE REILLY/JESUS VACA PREVIOUSLY  
4/11/02  
RE: ENGLISH LANGUAGE DEVELOPMENT STANDARDS, KINDERGARTEN  
THROUGH TWELVE

RECOMMENDATION NO. A.17

It is recommended that the Board of Education adopt the *English Language Development Standards for California Public Schools*, as adopted by the California State Board of Education for English Language Development, grades Kindergarten through Grade Twelve.

BACKGROUND AND RATIONALE

When the State introduced standards two years ago, each district had to decide whether to simply accept the State standards, or to establish their own set of standards. At that time, it was unclear how extensively the State would include the standards in a state-wide assessment.

The culture of the SMMUSD has been engaged in thoughtful dialogue on all aspects of school reform and to make decisions in the best interest of students, guided by the belief that 'one size does not fit all'. The District had historically used a process of analysis and discussion to make district-wide decisions, and therefore, this same course of action was taken.

A district Standards task force was formed, under direction of Aida Diaz, former Coordinator of Multicultural/Bilingual Programs, consisting of English Language Development (ELD) teachers from every school; and an intensive review of the new State standards was begun in the fall of 2000. The review included not only analyzing the State standards, but also the standards from other districts in California. This analysis of standards was a valuable process in that ELD teachers became familiar with what standards are and how standards guide curriculum, assessment and instruction. One planned result was accomplished: A core group of teachers developed a knowledge base about standards in English Language Development. This group of teachers is prepared to educate others across the district on this important topic.

NEW INFORMATION

Recent development at the State level have changed the picture on standards, causing school leaders and teachers who were engaged in the English Language Development Standards Task Force to revisit the decision which led to the work on the District standards. These developments have made it necessary for our recommendation to adopt the State English Language Development Standards.

These changes include:

- + Development of the California English Language Development Test;
- + Development of supplemental materials bridging the State Adopted English Language Development Standards to the Stated Adopted English Language Arts Standards, and
- + New emphasis on adoption of texts and instructional materials which are keyed to the State Standards.

#### NEXT STEPS

In the 2001-2002 school year, the following timeline will be in place:

- + Submit the English Learners Master Plan for adoption (4/25/02) \*
- + Submit Administrative Regulations and Board Policy for English Learners.

\*

#### AGENDA

NOTE: Copies of the Master Plan have been forwarded to members of the Board of Education under separate cover. Copies are available for public review in the Office of Educational Services and were available at the meeting. A copy is attached hereto and made a part hereof of these original Minutes.

#### MEETING

NOTE: On behalf of the Superintendent and Board, President Brownley thanked Mr. Vaca for all the work and for providing the Master Plan. She wanted to make sure that the district would continue to build on the work that's already been done.

MOTION MADE BY: Mrs. Brady  
SECONDED BY: Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye  
AYES: 7 (All)  
NOES: 0 (None)  
ABSTENTIONS: 0 (None)

TO: BOARD OF EDUCATION ACTION/MAJOR  
04/25/02  
FROM: SUPERINTENDENT/KENNETH R. BAILEY/BETH CONNORS  
RE: ADOPT RESOLUTION NUMBER 01-16- ENERGY CONSERVATION  
PROGRAM - APPROVE THE DISTRICT'S PARTICIPATION IN THE  
PROGRAM

RECOMMENDATION NO. A.18

It is recommended that the Board of Education adopt Resolution Number 01-16 "Energy Conservation Program" and approve the District's participation in the Program.

COMMENTS: The Governor and Legislators of California have acknowledged that an increase in energy rates is having a major financial impact on school districts throughout the State.

In order to help the schools face the unprecedented rate increases, the legislature has provided an energy grant to school districts with a provision that an energy conservation program must be adopted by the local Board of Education. This program was approved by the Board on 6/27/01 (Item A.33 - District Wide Energy Conservation Plan/SMMUSD Energy Conservation Program).

The Board of Education now needs to adopt a Resolution, which will restate the energy conservation steps the District has taken and will continue to take to mitigate this problem.

AGENDA

NOTE:

Copies of the SMMUSD Energy Conservation Program are not available in the electronic agenda; it is printed in the published agenda. Copies are on file in the Office of the Superintendent.

PUBLIC

COMMENT:

Brian Quincy Hutchins addressed the Board regarding the advantageous use of CNG busses in transportation programs.

**MEETING**

**NOTE:**

The Energy Conservation Plan has some strikeovers in the mention of percentages; it was recommended by Mrs. Brady that all similar references be standardized and that the item be brought back as an action item to reflect the corrections. Mr. Bailey explained that the document to which she referred, while being corrected for our records, was not to be submitted as part of the resolution and consequently that there would be no need to bring the item back. It was so agreed.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Mrs. Leon-Vazquez
STUDENT ADVISORY VOTE:	Aye
AYES:	7 (All)
NOES:	0 (None)
ABSTENTIONS:	0 (None)

**RESOLUTION NUMBER 01-16**  
**ENERGY CONSERVATION RESOLUTION**

**WHEREAS,** the State of California, pursuant to Senate Bill 3X 1 (Chapter 1, Statutes of 2002), will provide energy conservation funding based on an average daily attendance (ADA) basis to all school districts, county offices, and charter schools that have adopted a resolution identifying energy conservation measures that will result in a decrease in the amount of energy used by schools within the local education agency; and

**WHEREAS,** these funds are authorized to be used for energy conservation measures, increased energy costs, career/technical education one-time purposes, or any other one-time educational purpose; and

**WHEREAS,** in order to qualify for the funding a school agency must identify energy conservation measures that result in a decrease in the amount of energy used by schools in the local education agency and must list the specific actions that will be carried out to achieve the reduction in energy use; and

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Board of the Santa Monica-Malibu Unified School District hereby confirms its commitment to the attached "District Wide Energy Conservation Plan/SMMUSD Energy Conservation Program" (adopted on 6/27/01-Item A.33) which is expected to result in a decrease in the amount of energy used by schools within the local education agency.

PASSED AND ADOPTED, on this 25th day of April, 2002, by the Governing Board of the Santa Monica-Malibu Unified School District.

  
\_\_\_\_\_  
John Deasy, Board Secretary

TO: BOARD OF EDUCATION

FROM: SUPERINTENDENT / JOSEPH N. QUARLES /  
VIRGINIA I. HYATT

ACTION  
06/27/01  
Previously  
06/14/01

RE: DISTRICT WIDE ENERGY CONSERVATION PLAN

RECOMMENDATION NO. A.33

It is recommended that the Board of Education approve the District Wide Energy Conservation Plan. Revised copies will be available at the meeting.

COMMENT: Recent census data on the state population growth indicates that the state under-funded the Proposition 98 minimum funding levels in each of three years beginning in 1995-96. Based upon the revised population figures, the state owes \$540.8 million in Proposition 98 settle-up funds under the "restoration" provisions for these years.

Budget discussions by the Governor is considering allocating funds on a one-time basis to assist school districts with energy costs. The State Administration indicates that, as a condition for receipt of funds being considered, school districts "will be required to commit to energy conservation measures that will result in a ten percent (10%) reduction in school energy use." Under this proposal, governing board will be required to adopt at a public meeting energy plans designed to achieve at least a ten percent (10%) reduction in energy use.

A broad based committee consisting of representation from the school sites, central office administration, maintenance, operations, food services, transportation, Child Development Services, SEIU, and SMMCTA, participated in several meeting with the purpose of developing a plan to submit to the Board for its approval. A sub-committee headed by the Deputy Superintendent will continue to meet periodically following Board approval of the plan, to monitor implementation. The committee as a whole will meet on an as needed basis during the year. The plan was submitted to the Board for first reading on June 14, 2001. Board input from the meeting of 6/14/01 has been incorporated into the final draft of the District Wide Energy Conservation Plan, which is being submitted to the Board for adoption, and is available to the public under separate cover.

PLEASE NOTE: Asterisks indicate a cost of implementation. Funding sources have not been identified at this time.

MOTION MADE BY: Mrs. Brady  
SECONDED BY: Ms. Brownley

STUDENT ADVISORY VOTE: N/A  
AYES: 7 (All)  
NOES: 0 (None)  
ABSTENTIONS: 0 (None)

## SMMUSD ENERGY CONSERVATION PROGRAM

**GOAL** Reduce energy use by 20% Districtwide. To reach this goal, we will conserve energy and upgrade old, inefficient equipment and fixtures as budget permits. In conserving our use of energy, we will train and inform not only our employees and students, but the community as well.

Comment: The plan (listed below) is part conservation goals and part efficiency goals. Conservation goals are crisis-driven and so address the immediate situation by adopting practices to mitigate peak prices and curb the threat of rolling blackouts. Efficiency goals, on the other hand, are generally measures that are longer-term, and may require an investment in equipment or procedural changes that yield savings (and thus payback) over time. The acceptable planning horizon is determined by the District and is related to their perceived discount rate.

Comment: Statewide reductions of 10% were made already by virtue of energy consciousness raising. A target of 20% is the stretch goal recommended by the City of Santa Monica.

### **I. LIGHTING**

**GOAL** In conserving energy, we will reduce use of lighting 20% by using more efficient lighting systems and by reducing their hours of operation.

#### **A. Immediate Action:**

1. Lights to be turned off in all unoccupied areas
2. Lights to be turned off in any area that occupant is leaving for more than 2 minutes unless light source is H.I.D. (eg. some gymnasiums)
3. Lighting to be turned off, or to ½ light if switches allow for partial lighting, where classrooms have full or partial exposure to natural light through windows. (Unit of light to be checked for standard)
4. Training to staff and students will be provided for optimal use of evenetian blinds to permit daylight while minimizing direct solar insolation and glare.
5. Lighting to be turned off in all rooms after 6:00 p.m. unless an authorized program (staff meeting, governance council, open house, etc.) is taking place.
6. Use only energy efficient compact florescent light bulbs currently stocked in warehouse

#### **B. Short Term Action:**

1. Check exterior lighting - corridors vs outdoor hallways vs safety. Change to lower watt bulbs and/or reduce number of fixtures. Implement frequent adjustment of timers.
2. Check or add timers to basement lighting (SAMOHI, McKinley, Lincoln)
3. Check types of lights and usage in gymnasiums/auditorium areas. Consolidate usage and watch peak usage times in summer months.

#### **C. Long Term Action:**

1. Installation of timers, in place of light switches, in staff/adult restrooms.\*
2. Motion detectors (outside) installed in place of some all-night security lights \*
3. Installation of occupancy sensors in rest rooms, auditoriums, meeting rooms, and other spaces with intermittent use.
4. Replace old ballasts in Administration Offices with T-8 lamps and electronic ballasts\*
5. Change classroom light fixtures at school sites with old, high energy use fixtures: SAMOHI, Olympic, Washington West and Edison. Replace F40 fluorescents with F32T8 lamps and replace magnetic ballasts with electronic ballasts\*

6. Change incandescent light bulbs over to compact florescent bulbs. Fixtures may have to be changed. Consider alternatives to ALL incandescent light sources\*

## **II. HEATING/AIR CONDITIONING**

**Goal** In conserving energy, we will reduce use of HVAC 20% by raising thermostats on air conditioners, lowering temperatures on heating units and reducing hours of operation.

### **A. Immediate Action:**

1. All heating/ventilation units thermostats are to be set and kept at 68 degrees or lower for heating and 74 degrees or higher for cooling. Night-time setback, if available should be 55 degrees and 80 degrees respectively.
2. All heating/ventilation units should be turned off when areas are unoccupied. Ventilation should not be run after 6:00 p.m. All systems are to be turned off on weekends except when authorized programs are taking place.
3. Heaters and boilers to be adjusted during morning hours and will be turned off once rooms are warm. Elementary schools may be on longer than secondary schools.
4. Eliminate use of individual space heaters, and moderate use of fans, except in cases where room-heating systems are not working due to equipment failure or repair. [Fans provide no cooling effect unless moving cooler air from outside into inside (mornings and evenings) or directly moving air across persons (room is occupied)].
5. When heating/air conditioning units are running, doors and windows are to be kept closed
6. Pool temperature to be maintained at 80-81 degrees by all users - permits included.
7. Turn off air conditioning units in buildings on week-ends (Administration building, relocatable classrooms)
8. Consider availability and use of economizer cycles in rooftop package units.

### **B. Long Term Action:**

1. Evaluate the need/use of window coverings/blinds in classrooms and offices. Investigate window coverings that allow light, yet limit heat. Evaluate for economy and practicality.\*
2. Consider shading devices (awnings, shutters) on solar-exposed, south facing windows\*
3. Replace air conditioning units in Administration Offices with efficient SEER units\*
4. Installing locks on HVAC thermostats so that temperatures will remain constant and not changed by individuals other than Maintenance staff\*

## **III. GENERAL ELECTRICAL**

**Goal** In conserving energy, we will reduce use of electricity <sup>20</sup>~~10~~% by reducing the use of appliances/equipment.

### **A. Immediate Action:**

1. Computer CPUs, printers and monitors are to be turned off at the end of each working day or when not going to be utilized for more than one hour.
2. All PC's monitors should be set on power saver mode after 10 minutes of no use. Screen savers can be sued during these 10 minutes (ie. screen saver set to activate after 1 minute of non-sue) but NOT beyond ten minutes.

### **Comment:**

PC (CPU) power saving features to be sued at the discretion of the suer - power-on sequences of the processor often adversely affect productivity because of the time they take while the user must wait.

3. All office/work room equipment to be turned off at the end of the workday and when not in use (TV's, VCR's copiers, microwaves coffee pots, calculators, typewriters, etc.)

**Comment:**

Ideally, power should be ganged on surge suppressor strips and turned off at the power switch (Many electronic devices draw power if just "turned off" but are still plugged in.

4. Kilns are to be run during non-peak hours (11 pm - 8 am summer; 9 pm - 8 am winter) Diligence should be exercised to ensure full loading prior to their operation.
5. Non-essential electrical turned off in summer (June 1 - October 1) during peak hours 12 pm - 6 pm. Adjust start-stop cycles in Energy Management Systems (EMS) to avoid peak and "super peak" periods.

**B. Short Term Action:**

1. Screen savers on monitors to be changed over to a black screen.
2. Moderate the use of private/personal refrigerators, microwaves, and coffee pots located in individual classrooms and/or office spaces.

**Comment:**

Consider central locations and larger volumes. Replace with efficient appliances (especially refrigerators.

**C. Long Term:**

1. Reduce/limit the use of vending machines. Disable display lighting (ask vendors for permission). Move setpoint up a few degrees on thermostat.

**IV. CUSTODIAL**

**Goal** In conserving energy, we will reduce use of electricity 20% by increasing employee awareness of conservation measures.

**A. Immediate Action:**

1. Night custodians are to insure that lights are turned off after 6:00 pm in all buildings and are to turn on lights only in the rooms that are being cleaned, as they are being cleaned.
2. Custodians are to insure lights, heaters/ ventilators and copiers are turned off when done cleaning a room, and that the windows are closed and locked.

**V. TRAINING**

**Goal** In conserving energy, we will reduce use of electricity 10% by increasing employee awareness of conservation measures and educating employees of energy-conserving practices.

**A. Immediate Action:**

1. Review conservation program with custodial and maintenance staff.
2. Teachers should involve children by appointing an Energy Monitor who will help make sure lighting and heating are off, windows closed and appliances are off at the end of each day.
3. Contractors working on school campuses are to follow the same rules and are to be given a copy of the Energy Conservation measures .
4. Administrator's performance evaluations will be based on using energy conservation measures and showing a reduction in energy.

**B. Short Term Action:**

1. Site training by central administration staff with a review of conservation program by site administrators with staff. Educate staff on energy use of various equipment and operating systems.
2. Monthly electrical use and associated costs will be made available to sites for monitoring. A web based location may be developed for this purpose.
3. Permit staff time to attend energy seminars, trade shows, or off-site training, as need to accomplish 20% efficiency goals.

## **VI. ADDITIONAL ITEMS FOR CONSIDERATION**

**Goal** In conserving energy, we will reduce use of electricity 20% or increase revenues to off-set increase utility costs by participating in rebate programs, modifying or changing existing habits and increasing permit fees.

### **A. Immediate Action:**

1. Implement both a stage 3 emergency and a rolling black-out procedure or set of protocols.
2. Try to attain a 10% energy reduction level in order to participate in the 10% State of California's rebate program
3. Try to attain a 20% energy reduction level in order to participate in the 20/20 summer rebate program with So. California Edison.
4. Request So. California Edison and the Gas Company to perform kitchen audits on equipment for energy efficiency
5. Change Administration office times during the summer months - flex time, or reduced hours of operation

### **B. Short Term Action:**

1. Control or change campus access hours during after school hours and on weekends
2. Change summer school hours and/or combine locations (Savings off-set by higher transportation costs?)
3. Analyze pool costs, limit hours of operation of filter pumps to off-peak hours, if feasible
4. Review and increase permit fees to off-set increased utility costs
5. Review potential cost savings/rebate with So. California Edison's Air Conditioning Program
6. Communicate the importance of the peak energy rates to all District staff during the summer months of June 1 - October 1, between the hours of 12 pm - 6 pm
7. Provide an energy conservation letter to families in our community.
8. Work in partnership with the City of Santa Monica and Santa Monica College's environmental and energy conservation groups.
9. Create a competitive environment at each site and between sites, which is tied directly to conservation goals and objectives. Develop the procedure by which the goals are identified and reached; who decides the winners and what incentives are to be given.

### **Comment:**

Make sure it's on a fair basis - look at kwh per square foot and cost per square foot.

### **C. Long Term Action:**

1. Hire an energy consultant to evaluate the current operation of the District and make recommendations for equipment changes and/or alternative energy sources\*
2. Investigate alternative energy sources\*
3. Understand how the impact of additional classrooms/buildings currently under construction will affect energy bills and the energy reduction programs.
4. Participate in the Green Schools Program\*

\*Cost involved with implementation

**Certification of Compliance  
Governing Board Resolution  
Energy Assistance Allocation, Fiscal Year 2001-02**

County/District/School Code:

1	9	6	4	9	8	0						
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Contact Person: Kenneth R. Bailey County Name: Los Angeles

Telephone: (310) 450-8338, x268 District Name: Santa Monica-Malibu U.S.D.

Charter Name: \_\_\_\_\_

**~~County/District Superintendent or Charter School Director~~ Certification**

I hereby certify that for purposes of receiving the one-time Energy Assistance Allocation, Fiscal Year 2001-02, that this agency has complied with Provision 8(b), Item 6110-485 of Senate Bill 3X 1 (Chapter 1, Statutes of 2002) requiring a local board resolution adopted at a regularly scheduled public meeting by the end of the 2001-02 fiscal year, identifying energy conservation measures that result in a decrease in the amount of energy used by the schools within the local educational agency and a list of specific actions that will be carried out to achieve the reduction in energy use.

  
\_\_\_\_\_  
~~County/District Superintendent, or Charter School Director's~~ Signature

4-26-02

\_\_\_\_\_  
Date of Signature

Date Local Board Resolution Adopted: 04 - 25 - 02  
Month - Day - Year

**Return upon adoption of local governing board resolution to:**

California Department of Education  
School Fiscal Services Division  
560 J Street, Suite 150  
Sacramento, CA 95814

Attn: Shirley McGuire

TO: BOARD OF EDUCATION ACTION/MAJOR  
04/25/02  
FROM: SUPERINTENDENT/KENNETH R. BAILEY/J.WALLACE BERRIMAN  
RE: RECOMMENDATION TO ISSUE AN INVITATION FOR BIDS FOR  
THE REMEDIATION OF DAMAGE TO THE EXTERIOR WALLS AT  
THE JOHN ADAMS MIDDLE SCHOOL CAFETERIA BUILDING

RECOMMENDATION NO. A.19

~~It is recommended that the Board of Education authorize the issuance of an invitation for bids for the purpose of awarding a contract to remove and replace the exterior stucco system for the cafeteria building at John Adams Middle School (JAMS).~~

Funding Information

Source: Proposition X General Obligation Funds  
Currently Budgeted: No  
Account Numbers: 30-00000-0-92000-85000-6111-011-2600  
(Architect Fees)  
30-00000-0-92000-85000-6100-011-2600  
(Construction Management)  
30-0-00000-92000-85000-6200-011-2600  
(Construction)  
Description: Modernization — John Adams Middle School

AGENDA

NOTE: ~~Complete information was not available at the time the agenda was published. It will have been forwarded to members of the Board of Education under separate cover; it is also on file in the Office of the Director of Maintenance and Operations and will be available at the meeting.~~

MEETING

NOTE: This item was pulled by staff.

MOTION MADE BY: Mrs. Brady  
SECONDED BY: Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye  
AYES: 7 (All)  
NOES: 0 (None)  
ABSTENTIONS: 0 (None)

TO: BOARD OF EDUCATION ACTION/MAJOR  
04/25/02  
FROM: SUPERINTENDENT/KENNETH R. BAILEY/J.WALLACE BERRIMAN  
RE: RECOMMENDATION TO ISSUE AN INVITATION FOR BIDS TO  
REMOVE AND REPLACE THE DAMAGED ROOF TRUSSES OVER THE  
STAGE AREA OF THE JOHN ADAMS MIDDLE SCHOOL AUDITORIUM

RECOMMENDATION NO. A.20

~~It is recommended that the Board of Education authorize the issuance of an invitation for bids for the purpose of awarding a contract to remove and replace the damaged roof trusses over the stage area of the John Adams Middle School (JAMS) Auditorium stage.~~

Funding Information

Source:	Proposition X Funds
Currently Budgeted:	No
	30-00000-0-92000-05000-6111-011-2600
	(Architect Fees)
	30-00000-0-92000-05000-6100-011-2600
	(Construction Management)
	30-0-00000-92000-05000-6200-011-2600
	(Construction)
Description:	Modernization - John Adams Middle School

AGENDA

NOTE: ~~Complete information was not available at the time the agenda was published. It will have been forwarded to members of the Board of Education under separate cover; it is also on file in the Office of the Director of Maintenance and Operations and will be available at the meeting.~~

MEETING

NOTE: This item was pulled by staff.

MOTION MADE BY: Mrs. Brady  
SECONDED BY: Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye  
AYES: 7 (All)  
NOES: 0 (None)  
ABSTENTIONS: 0 (None)

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## Discussion Items

**TO: BOARD OF EDUCATION**

**ACTION/MAJOR DISCUSSION**

04/25/02

**FROM: SUPERINTENDENT**

**RE: MEMO TO THE BOARD OF EDUCATION**

DISCUSSION ITEM NO. D.1

Following is a memo directed to the members of the Board of Education relative to their preparation for anticipated shortfalls for Fiscal Years 2002-03, 2003-04, 2004-05 and beyond.

COMMENT: In order to inform the public, the entire above-reference document with the both excel attachments has been posted on the district website, *smmusd.org*, since April 18, 2002.

**MEETING**

**NOTE: This is was brought forward to the "Superintendent's Report" section of the Agenda.**

Mr. Deasy thanked the staff of Business and Fiscal Services, Assistant Superintendent Bailey, Beth Connors and Wade Roach; he also thanked John Harlow of Malibu for his assistance in understanding the impact of various decisions in and on Malibu. Superintendent Deasy then reviewed the entire document indicating:

- 1) that because of the increasingly large state budget shortfall, all school districts will be suffering;
- 2) RE: DECREASING COLA - now 1.7% not 2.5%
- 3) of all three options, he favored option number three which, while reducing some budget expenditures, left many people and programs in place by increasing the amount of revenue received by the district from a incremental increase in parcel taxes; regardless of the revenue increase cuts will be necessary;
- 4) because the district must present a balanced budget to the county on or before June 30, 2002, budget cuts would have to be formalized with the caveat that as additional funding became available many of the cuts would or could be reinstituted;

**PUBLIC**

**COMMENTS:** Keryl Cartee, SEIU Chief Steward, spoke in support of the Superintendent's proposal indicating that the Union would work closely with Senior staff to help in any way possible.

Deirdre Roney representing the Malibu Youth Coalition spoke in favor of proceeding with the exploration of a

new parcel tax. Mrs. Roney suggested having several budget workshops with the various communities, stating that there could not be a better way to build collaboration than through fiscal/budget problem solving;

Harry Keilly indicated that SMMCTA could not support option number two, increasing class sizes.

Mr. Jordan stated that he appreciated the public comments; he also stated that the third option is significant because it presents a new paradigm in school funding and a call to action; he concluded by stating that, as a Board and as a unified community, we must determine:

- 1) what is excellent education?
- 2) what will it take to get it done?
- 3) we must accept the responsibility (for finding the funding) to get it done

A discussion followed in which the following points were made by Board members:

- 1) while budget cuts, *per se*, are unacceptable, it is critical that reductions are made in inverse order to their effect on the classroom: certificated staff, administrators, classified staff;
- 2) it is equally critical to understand the dynamics of ANY budget cut because the functions of all district personnel are so closely intertwined any cut will ultimately affect the classroom;
- 3) continuing to stress staff and facilities by not providing for on-going maintenance and repair or relief from an overloaded work position does not provide a long term solution of any value;
- 4) as the Board is appreciative of the phased-in parcel tax perhaps it should consider the request to the cities on a phased-in basis;
- 5) it is clear that the State (of California) formula is broken and that school districts must absorb on-going increases.

By consensus, the Board agreed that staff should go forward by taking the following steps, including bringing back these items as **action items** for the next Board meeting, May 2, 2002:

- 1) take all appropriate actions to get the parcel tax on the November ballot; these would include but would not be necessarily be limited to:
  - a) forming of an ad hoc parcel tax committee
  - b) engaging a polling firm
  - c) preparing a resolution for consolidated election
  - d) preparing to field a team for exploration of a possible facilities bond following the November election; the proposed bond would be for a future

election

- 2) prepare a final budget with formalized cuts; this would be a collective recommendation between the labor organizations and the district (Senior staff)
- 3) prepare and send a request for additional on-going financial consideration from both the Cities of Malibu and Santa Monica in light of their stated belief in supporting education funding as one of the most critical elements in our community

# Memorandum

To: Board of Education  
From: John E. Deasy, Superintendent  
Date: 5/15/2

This communication is designed to outline several options for balancing the budget for the next two years. At the outset it must be made abundantly clear that we do not have a budget crisis. We are facing a predicted, and expected, serious revenue shortfall. This shortfall is a combination of several factors. All of which were anticipated and explained to the Board and community over the past several months. The revenue shortfall is also predicted to continue into the next several years of budget cycles unless we take proactive and corrective steps to both enhance revenue for district programs and curtail spending in some areas of our budget.

As predicted, the State has encountered a serious fiscal situation created by a number of confluent events. The first was last year's energy crisis, resulting in serious mid-year fiscal cuts to our current budget. It is now apparent that these did not come close to solving the emergent situation of revenue shortfall at the State level. This was compounded by the recession of the last three quarters. And of course, all of these situations were impacted by the economic fallout of the terrible tragedies of September Eleventh.

Our Budget forecasts were on target concerning the unfolding of these events and their anticipated impact on our current budget since September. Furthermore, we

have as a District chosen to enact a class size reduction program across all impacted grades. We have constructed a budget for the next two years based upon the following assumptions:

1. A continued decrease in COLA
2. A loss of key revenue streams from the State and Federal Governments
3. Several significant impacts on budget expenditures:
  - a. Increased insurance for workers compensation
  - b. Increased costs for Health benefits
  - c. The loss of earthquake Federal assistance from 1994
4. No salary enhancements for this current fiscal year
5. A 1.0% increase in salary for all employees for 2002-2003
6. Maintaining all current student programs
7. Offering no programmatic enhancement
8. Maintaining class size reduction
9. A serious loss of revenue due to the State mandated mid-year budget cuts

As a result of these assumptions and the reduction in revenues we anticipated a budget out of balance for the fiscal year 2002-2003 in the amount of approximately 2.5 million dollars. This number is becoming optimistic. We learn daily of the revised estimates being sent from School Services of California about reducing our already reduced COLA for next year. The best estimate is that our COLA will be below 1.8%. (Our budget used 2.5). This, plus other additional reduced revenue and increased costs being passed on from the State now seem likely to increase our estimate of the

shortfall amount by an additional \$274,798. This must be included in our previous 2.5 million. For fiscal year 2003-2004, we anticipate a budget out of balance by more than 2.7 million dollars.

I have thought a great deal about how to respond to this situation. This budget development is not news. Our State Government has been alerting us to this decline in revenue for some time. We have also been squeaking by with cuts/band-aids for years, thus we have failed to build any significant reserves. I do not see the community demanding a reduction in programs or services, actually quite the opposite. I see the community seeking and demanding a high quality of service, education, and program. I also believe they have a right to this, as does our student body. Furthermore, you have endorsed a whole-community wide strategic planning process, which is resulting in the creation of strategic initiatives our community expects to be funded. These along with responsible and justified wage increases for our employees will begin to impact budgets as early as next year.

I propose three distinct options for your consideration. Each comes from a different perspective. The first is from the traditional perspective of expenditure slashing and program elimination. (This will be required with reductions of this magnitude). The second is from the policy perspective of reversing course on your class size reduction initiative and aggressively adding students to the system, claiming the ADA, and certainly facing the consequential results of negatively impacted sites and programs. The third is from the perspective of sustaining the communities' wishes, your policy decisions, and our current thoughtful and effective school

management of our fiscal issues (witness our last audit), and strategically increase revenues. I will outline each and offer my recommendation.

### **BUDGET REDUCTIONS**

The Superintendent's office has composed the attached list of possible expenditure reductions (cuts). These were constructed so as to affect all areas of the school operations as equally as possible. It was also constructed so as to have no one program totally eliminated. As you can clearly see, numerous programs for students are severely impacted when I must offer cuts of this magnitude. The total amount of the cuts exceeds 2.5 million dollars for two reasons. The first is to offer options from which the Board may choose to authorize, and the second is to remind the Board (and community) that we must face a larger shortfall than previously anticipated and a larger set of cuts in the following budget year [2003-2004] if we are to achieve the minimal reductions of 2.8 million and 2.7 million consecutively.

The attached list of possible budget reductions is composed of four types. The first are reductions in personnel and their attendant benefits. Also included are discretionary personnel spending. The second are reductions in support from the general fund for non-instructional support items (travel, conference, etc.). The third are reductions from the general fund, which support categorical programs. And the fourth are from planned re-organizational activities. These basically result from fewer people doing more work. In addition the budget contains increases in expenditures to support programmatic enhancements for the reorganization of SAMOHI (increased student support coordinators).

Staff and I are available to detail and explain the impact anticipated for any of these itemized reductions.

[See attachment 1]

### **INCREASE STUDENT POPULATION**

You, as a Board, have enacted groundbreaking policies targeted at systematically reducing our current egregiously high class size. After many months of thoughtful debate, you supported a policy which over time, through the reduction of permits authorized, will reduce class size towards a target of no more than 25:1, K-12 (absent those classes already impacted by State CSR). This remarkable policy, in its desire to create a learning environment significantly more conducive to high achievement, also systematically reduces the ADA revenue limit. This important source of revenue is highly predictable and reliable.

The Board can vote to terminate this policy and reverse course. We can increase student counts and thus increase the revenue limit. It will take approximately 500 to 600 more students, EACH YEAR, to claim an increase in revenue equal to the current revenue shortfall. This, of course, will also result in increased expenses and impact upon our facilities. It is reasonable to expect that simply increasing student counts without also enacting cuts will be required to balance our budgets over the next two years. In addition, this will set up a situation of even higher negative fiscal impacts in the years following our immediate attention. In short, this is not a long term solution.

[See attachment 2]

## **INCREASE REVENUE**

Maintaining your well crafted policies on improving teaching and learning, preparing to fund the strategic planning recommendations, sustaining current programs, and beginning to enhance programs for students will require increased revenue. I propose for your consideration a combination of revenue growth which could do all of the above and could also begin to eliminate the numerous fees we ask students/families to provide in order to support many activities (arts, sports, science, trips, etc.). We strongly need to support our initial improvements at SAMOHI and our strong focus on improving teaching and learning. We also must be mindful of the need to help employees keep up with the cost of living. One of our most important, and seriously under-funded, programs being considered for enhancement by our strategic planning committee is our pre-school initiative. Given the State's decision to reduce funding to this most important community service, increased revenue will be necessary to maintain our current bare-bones program. All of your programs require increased revenue.

We currently receive revenue (of consequence) by only two means other than the ADA revenue limit. The first is our parcel tax and the second are the contributions from our two cities. Santa Monica provides 3 million dollars from their annual budget of approximately 367 million dollars each year. And Malibu provides \$25,000 from their annual budget of approximately 19 million dollars each year. Our current parcel tax is based on 32,413 parcels in the two cities. This tax produces a per pupil revenue

in the bottom quartile of all cities who enact such taxes in California.

I have attached a revenue generation estimate for increases in the parcel tax. Realizing the implementation process for a parcel tax, you could authorize a measure to initiate a second parcel tax for this November in order to support the needs stated above. This type of tax could be specified to provide incremental increases over time.

Example:

2003-2004 + \$100.00

2004-2005 + \$100.00

2005-2006 + \$62.00

This would provide total parcel tax revenue in 2006 of 360.00 per parcel. In addition, I recommend we respectfully ask our cities to increase their ongoing support and tie that support to an index for future increases. An example of the minimal increases requested would be as follows:

Santa Monica 2 million dollars

Malibu 250,000

This will serve two purposes. First, it would assist the district in eliminating our need to cut some (not all) of the reductions necessary over the next two years. Secondly, it would help support the community's recommendations, currently being finalized in our strategic plan.

[See attachment 3]

Regardless of which option you choose, you will face budget reductions in the

next two years. Our reduction strategy should be multi-faceted, which includes both revenue enhancement and budget reductions. While we may plan for a passage of additional parcel tax revenues, we also need to balance our unrestricted revenues with unrestricted expenses. And while we may anticipate additional revenue support from our Cities, we also need to consider the reduction of the size of support staff, as the size of the School District gets smaller (anticipating continued class size reduction).

We need to begin the process of reducing our expenses to demonstrate responsible fiscal stewardship. I recommend we start by announcing budget revisions that restate the level of support to the schools. Examples might be eliminating substitutes for clerical and custodial positions, or reductions for supplies, etc. We should also implement non-staff reductions, such as eliminating District budgets that support school expenditures for conference & travel, consultants, and capital expenditures.

I further recommend we implement a change in allocating certain revenues like lottery, mega-item, parcel tax, or Medi-Cal from the schools' use to uses determined by The Board of Education. Finally, I suggest we direct a study of categorical funds to see if we can redirect expenditures to cover general fund contributions to programs like ESL and voluntary desegregation. This study should also include strategies for all categoricals to keep expenses equal to revenues.

For longer-range expenditure reduction, we need to set targeted reductions for each support department so that staff can be reduced by attrition rather than layoff.

The downsizing of the organization should be appropriately matched to the reduction of student population. We should announce the targeted reductions in terms of percent reduction or a targeted FTE to be met over a 2-year period. Positions that are currently vacant should be frozen (not filled) as the beginning step toward total reduction goals. Certain positions should be targeted for elimination if those duties can be combined or assumed elsewhere in the organization.

For longer-range expenditure reduction of certificated staff, we should establish the ratio of staff to students, not only for teachers, but also for other certificated staff such as counselors, psychologists, nurses, administrators, etc. All extra duty unit pay, or stipends, should be examined to determine if the District can continue to support them. We need to consider discontinuing the practice of giving release time for any extra duty assignment. We need to examine our staffing practices when we are supporting non-academic activities with academic FTEs. Generally, we should look at any pay that is above the base salary and determine if we should discontinue the practice of being compensated.

As for a final recommendation to which option I suggest the Board consider, I strongly endorse the last option. It is without question that I support a plan to increase revenue. We will be required to make budget reductions with this plan, and I have outlined a plan to begin this process. These will be difficult choices, but will not prove catastrophic to any one program. Failure to obtain the additional revenues suggested in this memo will prove to be the whole-scale elimination of programs. As always, I am available to answer questions, provide additional research and

information on other solutions, as you require in order to assist with your deliberations.

**AGENDA**

**NOTE:**

The excel charts and documents are not available as part of the electronic agenda. They are available on the district's website, *smmusd.org*, pdf format, (click on "from the Superintendent," go to April 2002, click on "Attachment 1," or "Attachment 2."

TO: BOARD OF EDUCATION DISCUSSION  
4/25/02  
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY  
RE: APPROVAL OF BOARD POLICY 6146.11 - Alternative Credit  
Toward Graduation

DISCUSSION NO. D.2

It is recommended that the Board of Education adopt Board Policy 6146.11, Alternative Credit Toward Graduation. This item was previously discussed at the Board meeting of March 20th and April 11th, 2002.

COMMENTS: It is recommended that the Board adopt the attached policy, BP 6146.11 - Alternative Credit Toward Graduation.

The attached policy is new to our District and is recommended by the California School Board's Association (CSBA) to specifically address alternative pathways toward the attainment of credits for high school graduation.

Additionally, this policy addresses the issue of "concurrent enrollment" in which students who are currently enrolled in the district may simultaneously enroll in another approved educational program and earn credit toward graduation.

In terms of placement within the policy manual, if adopted this revision will be added to the 6000 series of policies and will be placed immediately after BP 6146.1, High School Graduation Requirements.

**PUBLIC**

**SPEAKERS:** Linda Engel addressed the Board requesting clarification of regulations relative to a child who was taking Hebrew from a Rabbi. Mrs. Gottfried asked that the question of separation of Church and State be addressed on that question.

**MEETING**

**NOTE:** Staff was directed to bring this item back as an action item for the meeting of 5/16/02. Please see further notations on page three of this item.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

**Alternative Credits Toward Graduation**

In order to meet individual student needs and encourage all students to complete their high school education, the Board of Education desires to provide flexibility in the completion of prescribed courses in accordance with law.

As an alternative to completing the course requirements for high school graduation **and with prior approval by the principal or designee**, students may fulfill one or more of the course requirements through:

1. Practical demonstration of skills and competencies
2. Supervised work experience up to 40 semester periods in accordance with 5 CCR 1635, or other outside school experience
3. Vocational education **and/or Regional Occupational Program (ROP)** classes offered through our high schools **district**.
4. Courses offered by regional occupational centers or programs
5. **Interdisciplinary study** (inadvertently omitted - per Mrs. Brady)
6. Independent study
7. Credit earned at a post-secondary institution (Pursuant to 5 CCR 1630)
8. Private instruction (Pursuant to 5 CCR 1631)
9. Military service and training in accordance with 5 CCR 1634.
10. Correspondence instruction from a California university or college accredited for teacher training (Pursuant to EC 51740)

The district shall accept for credit any coursework satisfactorily completed by students while detained in a juvenile court school or county or state-operated institution. District students who successfully complete district graduation requirements while so detained shall receive a diploma from the school they last attended. (Education Code 48645.5)

Students may receive physical education credit for participation in district interscholastic athletic programs carried on wholly or partially after regular school hours when such participation entails a comparable amount of time and physical activity.

Students using interscholastic athletics participation to fulfill physical education requirements may be graded on this participation, provided that a teacher credentialed to teach physical education supervises this participation and assigns the grade

The Superintendent or designee shall determine whether a student has satisfactorily met course requirements through any of the above alternative means.

## SMMUSD Board Policy 6146.11 (Continued)

Page Two of Two

### A. Concurrent Enrollment

Concurrent enrollment means enrollment in any non-SMMUSD course during the school year or during the summer by a regularly enrolled SMMUSD student. Concurrent enrollment is an alternative means by which students may obtain credit toward graduation while being simultaneously enrolled in both the school district and another approved educational program. Students must obtain signed pre-approval for any concurrent enrollment course or program from the school counselor principal or designee.

Concurrent enrollment may be approved for “make-up”, “acceleration”, and/or “enrichment” purposes.

Courses eligible for concurrent enrollment include

1. Any course offered at by Santa Monica High School, Malibu High School, Olympic High School or the SMMUSD Adult School, either during the school year or during the summer.
2. Courses offered at by any accredited public or private high school, community college, public or private college/university
3. Courses offered by the UC Extension Program

Students who demonstrate that the courses they want to take are not available at their high school, may, with the pre- approval of the principal, take courses at accredited high schools other than the schools mentioned above.

### Meeting

Note: Staff was directed to add the following statement to the end of this policy, it being understood that BP6146.11 is silent on the issue of on-line or web-based classes:

“Nothing in this policy is construed to permit web-based or on-line courses either as alternative credits toward graduation or as a course eligible for concurrent enrollment for ‘make-up,’ ‘acceleration,’ and/or ‘enrichment.’

Staff was further directed to prepare a report for the Board relative to on-line classes. The report will service as a foundation for an emerging new board policy on on-line or web-based courses. To be included in the report are:

- 1) an overview of what other comparable school districts are doing
- 2) a ballpark figure of how many institutions are offering on-line courses
- 3) the number of district students who are currently taking on-line courses, separating those who are taking classes for placement or enrichment from those who are taking courses for transcript credit
- 4) a definition of “accredited” as it applies to SMMUSD academic regulations

- and standards; possible means of assessing viable accreditation
- 5) staff (educational expert) beliefs regarding virtual experience *versus* actual experience
- 6) any CSBA guidelines

The emerging board policy is to include:

- 1) a policy statement about how on-line courses will/should impact district transcripts
- 2) a careful delineation between courses that impact district transcripts, GPA, credit, etc., and those that are taken for enrichment and/or placement
- 3) guidelines for approval of on-line courses including
  - a. accreditation issues/ transfers of credits
  - b. qualitative and quantitative student workload requirements
  - c. relevancy to on-going district programs, regulations and standards
- 4) guidelines for assessment vehicles
- 5) a listing of which types of courses specifically **would not be permitted** at this time due largely to the need for human interaction in the student success quotient:
  - a. lab sciences
  - b. certain Mathematics courses
  - c. foreign languages
  - d. performing and kinesthetic arts
  - e. physical education
- 6) possibly a caveat about courses from the above list that might be added, depending on technology advances
- 7) on-going impact on staff time

The Board respectfully requested that the report and first reading of the new policy be brought before it at the meeting of 5/16/02 if at all possible, because time is of the essence as district students are preparing for summer and fall study.

**Legal Reference:**

**EDUCATION CODE**

- 35160 Authority of governing boards
- 35160.1 Broad authority of school districts
- 48645.5 Course credit, juvenile court schools
- 48800-48802 Attendance at community college; advanced education
- 51220 Areas of study; grades 7-12
- 51225.3 Requirements for graduation
- 51240-51246 Exemptions from requirements
- 51740-51741 Authority to provide instruction by correspondence

**CODE OF REGULATIONS, TITLE 5**

- 1600-1635 Alternative credit

**Management Resources:**

SMMUSD BOARD POLICY

BP6145      **Extracurricular and Cocurricular Activities**

CDE PROGRAM ADVISORIES

0418.89 Physical Education, April 18, 1989

0615.89 Granting credit for passing GED, SPB:88/89-11

WEB SITES

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

**BOARD GOAL**

A. Quality Instruction for All

BOARD ADOPTED: \_\_\_\_\_

CSBA UPDATED:      March, 2000

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## Informational Items

TO: BOARD OF EDUCATION

INFORMATION

FROM: SUPERINTENDENT

RE: BASIC/SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

INFORMATIONAL COMMUNICATION NO. I.1

It is recommended that the following textbook(s) be adopted for use in the Santa Monica-Malibu Unified School District. The Board will take action to adopt these books at the next Board of Education meeting.

COMMENT: In accordance with the Board of Education policy, the textbook(s) listed below will be on public display for the next two weeks in the Educational Services Department at 1638 17th Street, Santa Monica, CA 90405.

**DON'T PAT THE WOMBAT**, by Elizabeth Honey, Language Arts, Grade 8, Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**ORWELLS LUCK**, by Richard Jennings, Language Arts, Grade 7, Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**JUNGLE DOGS**, by Graham Salisbury, Language Arts, Grade 7, Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**ESCAPE FROM EGYPT**, by Sonia Levitin, Humanities, Grade 6, Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**THE SKIN I'M IN**, by Sharon Flake, Language Arts, Grade 7, Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**STARGIRL**, by Jerry Spinelli, Language Arts, Grade 8, Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**HOPE WAS HERE**, by Joan Bauer, Language Arts, Grade 8, Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**CHINESE CINDERELLA**, by Adeline Yen Mah, Language Arts, Grade 7, Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**THE GHOST AT THE TOKAIDO INN**, by Dorothy Hoobler, Language Arts, Grade 8, Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**BIRCHBALK HOUSE**, by Louise Erdrich, Language Arts, Grade 7, Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**THE SISTERHOOD OF THE TRAVELING PANTS,** by Anne Brashares  
Language Arts, Grade 8, Juliet Dempsey requesting adoption from  
John Adams, SUPPLEMENTAL

**MIRACLE'S BOYS,** by Caroline Woodson, Language Arts, Grade 7,  
Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**THE WANDERER,** by Sharon Creech, Language Arts, Grade 7, Juliet  
Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**BREAKING THROUGH,** by Francisco Jiminez, Language Arts, Grade 8,  
Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**GUTS,** by Gary Paulsen, Language Arts, Grade 8, Juliet Dempsey  
requesting adoption from John Adams, SUPPLEMENTAL

**SEEK,** by Paul Fleischman, Language Arts, Grade 7, Juliet  
Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**EVERYTHING ON A WAFFLE,** by Polly Horvath, Language Arts, Grade  
7, Juliet Dempsey requesting adoption from John Adams,  
SUPPLEMENTAL

**THE YEAR OF MISS AGNES,** by Kirkpatrick Hill, Language Arts,  
Grade 6, Juliet Dempsey requesting adoption from John Adams,  
SUPPLEMENTAL

**A YEAR DOWN YONDER,** by Richard Peck, Language Arts, Grade 7,  
Juliet Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**FLIPPED,** by Wendelin VanDraanen, Language Arts, Grade 7, Juliet  
Dempsey requesting adoption from John Adams, SUPPLEMENTAL

**HOW TIA LOLA CAME TO STAY,** by Julia Alvarez, Language Arts,  
Grade 7, Juliet Dempsey requesting adoption from John Adams,  
SUPPLEMENTAL

**A LESSON BEFORE DYING,** by Ernest. J. Gaines, English 10 HP,  
Carol Jago requesting adoption from Samohi, BASIC