

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

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

September 6, 2001

A regular meeting of the Santa Monica-Malibu Unified School District's Board of Education was held on September 6, 2001, in the Board Room of the District's Administrative Offices, 1651 16th Street, Santa Monica. Following Roll Call, at 4:30 P.M. the Board moved to **CLOSED SESSION**, for reasons listed in Section III, below. The Board reconvened in **OPEN SESSION** at 7:20 P.M. in the Board Room.

THE PUBLIC PORTION OF THE MEETING BEGAN AT 7:20 P.M.

If you wish to address the Board of Education, you must submit the "request to address" card **prior** to discussion of the item. The cards are located with meeting materials at the room's entrance.

I CALL TO ORDER

- A. Roll Call - the meeting was called to order by President Tom Pratt; all Board members were in attendance
- B. Pledge of Allegiance - the Pledge of Allegiance was led by Mike Jordan

II PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY. None.

III CLOSED SESSION. There was no report out from Closed Session. Three appointments were made; the appointments were announced at the time the item came before the Board.

- Conference with Real Property Negotiator regarding property negotiations/ district office site Pursuant to GC 52956.8 as cited in the Brown Act
- Public Employee Performance Evaluation/ Superintendent/ Contract, relative to finalizing Performance Targets, Pursuant to GC 54954.5 and 54957 as cited in the Brown Act
- Conference with Superintendent and Assistant Superintendents regarding 2000-2001 negotiations with the Santa Monica-Malibu Teachers Association (SMMCTA) regarding Child Development Services (CDS) pursuant to GC 54957.6 as cited in the Brown Act

- Conference with Superintendent and Assistant Superintendents regarding 2001-2002 Strategies for Negotiations with Non-Represented Employees, the Santa Monica-Malibu Classroom Teachers Association (SMMCTA) and Santa Monica Chapter of Local 660 Service Employees International Union (SEIU) pursuant to GC 54957.6 as cited in the Brown Act
- Personnel Matter/ Classified Appointment/ Assistant Superintendent - Business and Fiscal Services - Pursuant to GC54957 as cited in the Brown Act
- Personnel Matter/ Classified Appointment/ Director of Business and Fiscal Services - Pursuant to GC 54957 as cited in the Brown Act
- Personnel Matter/ Certificated Appointment - Child Development Services and Head Start Program Supervisor - Pursuant to GC 54957 as cited in the Brown Act (**Janice Onami**)
- Personnel Matter/ Certificated Appointment - Coordinator - Student Services Pursuant to GC 54957 as cited in the Brown Act (**Rochelle Garbarini**)
- Personnel Matter/ Certificated Appointment - Coordinator Student Services - Pursuant to GC 54957 as cited in the Brown Act (**Don Dever**)

IV BOARD OF EDUCATION - COMMENDATIONS/RECOGNITIONS

Tracie Thomas - Nutrition Services, upon receipt of the American Cancer Society's Nutrition and Youth Award.

Ms. Thomas was thanked for her dedication and creativity in helping the district promote healthy eating within the student ranks; the Board presented Ms. Thomas with a Certificate of Appreciation.

V APPROVAL OF THE AGENDA

The Agenda was approved as follows:

Motion Made By:	Mrs. Brady
Seconded By:	Mrs. Leon-Vazquez
Student Advisory Vote	Chris Gary, Santa Monica High School (voting - for all but Personnel matters)
Ayes:	Seven (All)
Noes:	Zero (None)
Abstentions:	Zero (None)

I APPROVAL OF MINUTES

A.1 Approval of Minutes (None) 1

VII CONSENT CALENDAR

Consent agenda items are considered routine, as agreed by the President, Vice President and Superintendent, requiring no discussion, and are normally all approved at one time by the Board of Education. However, members of the Board of Education, staff, or the public may request an item be removed from the consent agenda for clarification and/or discussion. Consideration will occur during Section XI.

Curriculum and Instruction

A.2	Approval of Basic Textbooks to be Adopted	2
A.3	Approval of Supplemental Textbooks to be Adopted	3
A.4	Approval of Independent Contractors (Ed Services)	4
A.5	Approval of Independent Contractors (Health Services)	5

General Functions

A.6	Adoption of Attendance Calendar for 2001-2002	6-6a
A.7	Ratification of Nomination for Membership on the LACOE Committee on School District Organization	7

Business and Finance

A.8	Award of Purchase Orders, FY 2001-2002	8-8d
A.9	Approval of Conference and Travel	9-11

Proposition X /State Modernization

A.10	Approval to Decrease BLA #5/ Contract Amendment 8.2: Malibu High School Track and Field	12-12a
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Personnel

A.11	Certificated Personnel - Elections, Separations	13-16
A.12	Special Services Employees	17-18
A.13	Special Services Employees	19
A.14	Appointment of Child Development Services and Head Start Program Supervisor	20
A.15	Appointment of Student Services Coordinator	21
A.16	Appointment of Student Services Coordinator	22
A.17	Classified Personnel - Merit	23-28
A.18	Classified Personnel - Non-Merit	29

VIII PUBLIC COMMENTS

Public Comments is the time when members of the audience may address the Board of Education on items not scheduled on the meeting's agenda. All speakers are limited to three (3) minutes. When there are a large number of speakers, the Board may reduce the allotted time to two(2) minutes per speaker. The Brown Act (Government Code) states that Board members may not engage in discussion of issues raised during "VIII, Public Comments" except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff. This Public Comment

section is limited to 20 minutes. If the number of persons wishing to address the Board of Education exceeds the time limit, additional time will be provided in Section **XVI, CONTINUATION OF PUBLIC COMMENTS.**

Brian Hutchins (Quincy), Santa Monica - discussed political correctness.

IX COMMUNICATIONS

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

A. School Reports - Olympic High School: Suzanne Toyryla, Principal, addressed the Board, stating that she was pleased and honored to have been asked to represent her school to the Board. Ms. Toyryla said this was the first school report she's given since she arrived four years ago. Ms. Toyryla reported that the enrollment is up 59% over last year, for a total of 145 students – this is due to the concerted effort the school (and district) is making to take back students who have been placed in an NPS (nonpublic school) setting. Olympic staff are committed to this approach, feeling it is better for the student and much more cost effective for the district. There are a number of exciting programs planned for the upcoming year, including student participation in the Peace Games with Muir, serving as a weather station for a UCLA atmospheric study, and numerous Fine Arts opportunities. Ms. Toyryla concluded her report with the news that a student board member representing Olympic High School would be elected by the student body shortly.

Board member Brady requested that staff prepare a report for the Board comparing the cost of NPS to district schooling, especially in the case of Olympic High School which may have saved enough to hire a full time Counselor.

B. SMMCTA Report - Mark Sanschagrín gave the SMMCTA report as President Harry Keiley was unavailable. Membership was generally pleased with the opening of the school year. The Executive Committee is opening negotiations with the district. Mr. Sanschagrín reported that the membership feels the SBRCs (Standards-based Report Cards) may be too much work and are more confusing than they are enlightening. Members have also reported difficulties in finding adequate space on the cards for additional documentation; the general consensus is that the cards (in the current state, at least) are NOT a good communication tool. Finally, Mr. Sanschagrín asked for clarification concerning who was legally responsible for the district's retention policy.

C. SEIU Report - Keryl Cartee, Chief Steward, presented her report, a copy of which is attached hereto and made a part hereof these original Minutes.

D. PTA Council President Report (s) - Cheri Orgel, PTA Council President, thanked the Superintendent and all staff for the cleanliness and safety of all

schools on opening day. Mrs. Orgel stated that, in here first year as President, her overall goal was to assess the strengths, weaknesses and opportunities available of the SMMUSD PTA organization. She also stated that the specific goals she had set for the group were: 1) improving communication, 2) cooperation with all district schools and offices: developing an awareness of everything that occurs, 3) development and refinement of the group's common purpose and, 4) developing a greater sense of community; expanding the commitment for excellent public schools to the entire community.

- E. Proposition X Oversight Committee Report** - Dr. Jean Gebman, Chair of the Oversight Committee, deferred the report until Action Item A.24, Acceptanace of Bids for New Construction and Modernization at Malibu High School
- F. Malibu Youth Foundation** (additional report) - Laure Stern, Director, extended an invitation to the Board and all members of the Malibu and Santa Monica communities to the upcoming Celebration of Youth sponsored by the Malibu Youth Foundation facility.

X Superintendent's Report

The Superintendent and/or Assistant Superintendents may report on items not requiring action by the board but are of interest to the Board and public.

- ✓ Strategic Planning - the Superintendent noted that the Board would be interviewing and appointing candidates for the Strategic Planning Steering Committee on Thursday, September 13 at 4 P.M. The public is invited. The meeting will be properly noticed.
- ✓ Opening of School: Enrollment and Impact - Mr. Deasy reported that the opening of school was remarkable: well-run, well orchestrated, well received. Members of the senior administrative team were present at each school to welcome parents and students. The Superintendent stated that the district owed a tremendous debt to Wally Berriman, Rick Demuth and the entire Maintenance and Operations team for seeing that the schools and playgrounds were prepared and safe for the opening of school. He also announced that there were no waiting lists for bus passes, according to Transportation Director, Neal Abramson.

Mr. Deasy reviewed the most current enrollment statistics, copies of which were distributed at the meeting and are attached hereto and made a part hereof these original Minutes. He stated that the numbers are extremely tight with no space currently available in any Kindergarten classes, 6th Grade at Lincoln Middle School and 9th Grade at Samohi.

Ms. Brownley requested information on the tardy delivery of the Elementary School Mathematics texts; in response, Peggy Harris indicated that there had been shipping delays and that the tardy texts were being missed across the district. She is staying on top of the concern and assured Ms. Brownley that the books are expected any day.

Mr. Deasy commented that Ms. Peggy Harris and Tony Dahl had hosted a series of uniquely positive, well-organized pre-service activities around the new Math texts; additionally, the Superintendent stated that Steve Cannell, in concert with BTSA, had orchestrated a thorough and creative introduction to SMMUSD life for the 90 new SMMUSD faculty members.

The Superintendent noted that the following new position would come before the Board for approval at the September 20th, 2001, meeting: 1 teacher at Cabrillo, 1 teacher at Malibu High School, 1 (perhaps 2) new Math teachers at Samohi.

Dr. Escarce stated that he was concerned about the dramatic discrepancy between Malibu High School enrollment numbers and those at Samohi. The Superintendent explained that, traditionally, Samohi numbers are systematically undercounted and that the high school has had an on-going systemic problem with student communication regarding the importance of timely enrollment. He stated that correcting the communication conundrum was one of his goals this year,

- √ Board Goals - Superintendent Deasy reported that the Board and he were crafting the Board goals which would be made available for public review and comment in the near future. He also noted that his professional goals for the current year were to be approved by the Board at this meeting, having been available for public review .

Regarding Major and Discussion Items

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

XI MAJOR ITEMS

These items are considered to be of major interest and/or importance and are presented for **ACTION (A)** or **INFORMATION (I)** at this time. Many have been reviewed by the Board at a previous meeting under the Discussion Items section of the agenda.

Action Items are submitted to the Board of Education with a recommendation from the Superintendent. They may be tabled or postponed by action of a quorum of the Board. Items pulled from Section VII, Consent Agenda, will be deliberated in Section XI following the scheduled Action Items. When a member of the Staff presents an item, the Board may ask clarifying questions before the Public is heard on that item. Board discussion of the item will take place after hearing from the Public.

A.19	Approval of Special Education Contracts (2001-2002)	30-31
A.20	Approval/Ratification of Governor's Performance Award "A" of Santa Monica High School Site Governance Budget	32-32a

A.21	Authorization to Award Computer Equipment Bid for St. Anne's Title I Program to Gateway Computers	33
A.22	Approval of Restructuring of Ground Lease Between SMMUSD and Dial Advisory Group (Pulled by staff)	34
A.23	Approval to Adopt Resolution 01-03 Authorizing the Sale of Certificates of Participation (COPS) Relative to the Restructuring of the Ground Lease Between SMMUSD and Dial Advisory Group (Pulled by staff)	35
A.24	Acceptance of Bids for New Construction and Modernization at Malibu High School	36-39l
A.25	Approval of BLA #18/ Master Contract #22: Modernization and New Construction at Malibu High School	40-41
A.26	Resolution <u>in Support of AB 540: In Support of Treating All California High School Graduates Equally By Exempting Certain Undocumented Immigrants from Paying Out-of-State Tuition</u>	42-42a
A.27	Acceptance of Formal Summary Letter from the Financial Oversight Committee with Request for Near-Term Involvement Direction	43-44e
A.28	Approval/ Ratification of Selection Process, Solicitation Piece and Application for the Strategic Planning Design Team	45-46g
A.29	Approval of Superintendent's Performance Targets	47-47g

XII DISCUSSION ITEMS

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

D.1	Acceptance of the Staff Response to the Special Education District Advisory Committee (SEDAC) Report	48-48c
D.2	Status Report on the 2001-2002 General Fund Unrestricted Budget	49-50f

XIII INFORMATIONAL ITEMS

I.1	Personnel Commissioner Term of Office	51-51f
I.2	Letter from LACOE Regarding County Review of the District's Final Budget for Fiscal Year 2001-02	52-52d
I.3	Monthly Budget Report as of June 30, 2001	53-53c

XIV BOARD MEMBER ITEMS

These items are submitted by individual Board members for information or discussion, in accordance with Board Policy 8320(b). **None.**

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

These items are submitted by members of the public to address the Board of Education on a matter within the jurisdiction of the Board, as per Board Policy 8320(c). **None.**

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

These items are submitted by members of the public to address the Board of Education on a matter within the jurisdiction of the Board, as per Board Policy 8320(c). Requests must be submitted to the Superintendent in writing ten days before the Board meeting or prior to agenda planning, in accordance with the established agenda planning schedule, whichever is less. The written request will not exceed 500 words and will include, as an attachment, brief background information and the reason for the request. **None.**

XVI CONTINUATION OF PUBLIC COMMENTS

A continuation of Section VIII, as needed. **None.**

XVII BOARD MEMBER COMMENTS

Board Member Comments is the section where a Board member may make a brief announcement or make a brief report on his or her own activities relative to Board business. There can be no discussion under "BOARD MEMBER COMMENTS". **None.**

XVIII FUTURE AGENDA ITEMS

Items for future consideration will be listed with the projected date of consideration. The Board of Education will be given any backup information available at this time. **None.**

XIX CLOSED SESSION

The Board of Education may adjourn to CLOSED SESSION to complete discussion on items listed for CLOSED SESSION. **None.**

XX ADJOURNMENT

12:17 A.M., Friday, September 7, 2001. Moved by Ms. Brownley, seconded by Dr. Jordan and voted unanimously, this meeting was adjourned to a special meeting of the Board of Education **Thursday, September 13, 2001**, at 4 P.M. in the District Offices, 1651 16th Street, Santa Monica, California, for the purpose of appointing Strategic Planning Design Team Members.

The next regularly scheduled meeting of the Board of Education is **Thursday, September 20, 2001, at 7PM** in the City Council Chambers of the City of Santa Monica, 1685 Main Street, Santa Monica, California.

Approved: _____

President _____

Superintendent _____

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

Meetings are rebroadcast in Malibu on Government Access Channel 15 every Thursday at 2:00 P.M.; every Saturday & Sunday at 8 P.M.

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

Board of Education Meeting Schedule 2001-2002*					
July through December, 2001					
Month	1st Week	2nd Week	3rd Week	4th Week	Special/Comments
July		11 (W)	18th (W)	26	11 & 18 are Wednesdays 18 & 26: Duplicate Strategic Planning Workshops
August	2		16		
September	6	13	20		13 - Strategic Planning Design Team Appointments
October	4		18		
November	1		15		
December	6		XX		
January through June, 2002					
January		10		24	
February	7		21		
March	7		20 (W)		Wednesday (to accommodate Stairway)
April		11		25	
May	2		16		
June	6		20		

AGENDA DISTRIBUTION -- Agendas are distributed to:
 All District principals/District managers/supervisors
 all branches of the public library in Santa Monica and Malibu
 print media in both Santa Monica and Malibu
 SMMCTA and SEIU representatives
 presidents of PTA Council and site PTAs
 African American Parent Support Group
 District Legal Counsel
 the City Managers of both Santa Monica and Malibu
 members of the public who may subscribe
 electronic media - surfsantamonica.com, oceanparkgazette.com

Agenda Tables of Contents are mailed first class mail at no cost to the receiving party to:
 chairs of District Advisory Committees, chairs of Site Governance Councils,
 members of the Prop X Oversight Committee
 City Council members of both Santa Monica and Malibu
 Board of Trustees Members Santa Monica College
 representatives of child care/child welfare agencies in Santa Monica
 representatives of various City commissions
 requesting members of the public.
 members, Superintendent's Financial Task Force; members Financial Oversight Committee
 e-mail distribution list

A copy of the Table of Contents is posted 72 hours in advance of regularly scheduled Board of Education meetings and is accessible to the public 24 hours/day at the District Offices' entrance, 1651 - 16th Street in Santa Monica. Special meeting agendas are posted 24 hours prior to special meetings of the Board of Education. It is also available 24/7 on the District's website, www.smmusd.org.

PLEASE NOTE: LOCATIONS FOR THE MALIBU MEETINGS ARE STILL BEING CONFIRMED. 09/06/01

September 6, 2001

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

I CALL TO ORDER

- A Roll Call - all members of the Board were present, with the exception of the Student Board Representatives from Malibu and Olympic High Schools

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

Gregory Sands Student Board Member representing Malibu High School
 (in absentia)
Christopher Gary Student Board Member representing Santa Monica High School
 (voting)
TBA Student Board Member representing Olympic High School

- B Pledge of Allegiance - the Pledge of Allegiance was led by Mike Jordan.

II CLOSED SESSION

There were no items reported out of Closed Session.

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

ACTION
09/06/01

RECOMMENDATION NO. A.1

It is recommended that the Board of Education approve the following Minutes: None

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

Consent Calendar

TO: BOARD OF EDUCATION

CONSENT/ACTION

09/06/01

FROM: SUPERINTENDENT

RE: BASIC TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. A.2

It is recommended that the following basic textbooks(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 textbooks(s) listed below will be on public display for the next two weeks in the Educational Services Department at 1638 17th St., Santa Monica, CA 90404.

ECONOMICS, PRINCIPLES AND PRACTICES, written by Gary E. Clayton, Ph.D., Glencoe/McGraw-Hill Publishers, copyright 2001, Economics, Grade 12

GOVERNMENT IN AMERICA, PEOPLE, POLITICS AND POLICY, Eighth Edition, George C. Edwards III, Martin P. Wattenberg, Robert L. Lineberry, Longman Publishers, copyright 2000, U.S. Government AP, Grade 12

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

CONSENT/ACTION

09/06/01

FROM: SUPERINTENDENT

RE: SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. A.3

It is recommended that the following supplemental textbooks(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 textbooks(s) listed below will be on public display for the next two weeks in the Educational Services Department at 1638 17th St., Santa Monica, CA 90404.

THE GOLDEN GOBLET, written by Eloise Jarvis McGraw, Puffin Books, copyright 1961, Humanities, Grade 6

THE BOY OF THE PAINTED CAVE, written by Justin Denzel, The Putman & Grosset Group, copyright 1988, Humanities, Grade 6

THE BRONZE BOW, Written by Elizabeth George Speare, Houghton Mifflin Company, copyright 1961, Humanities, Grade 6

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

CONSENT/ACTION

09/06/01

FROM: SUPERINTENDENT/LISE REILLY

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.4

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
Dona Richwine July 1, 2001 - June 30, 2002 Cost: Not to exceed \$312.34	To present cooking demonstration in the classroom and nutrition education	Food Services	Food Services 13-531000-0-00000-37000-5802-057-2570
Robert Mackin August 13 and 14, 2001 increase contract by \$510.00 To cover expenses	Facilitator for Site Administrators' Two-day retreat	Ventura	01-00000-0-91000-59000-5802-030-1300

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE:

Aye

AYES:

Seven (All)

NOES:

Zero (None)

ABSTENTIONS:

Zero (None)

TO: BOARD OF EDUCATION

CONSENT/ACTION

09/06/01

FROM: SUPERINTENDENT/LAUREL SCHMIDT

RE: APPROVAL FOR INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.5

It is recommended that the Board of Education enter into the following Independent Contract. This contract is included in the 2001/2002 budget.

Contractor	Description	Site	Funding
Eleanore U. Meyer School Physician Consultant 08/30/01-06/30/02 Total amount of contract not to exceed \$10,000.	Provide medical consultation services for the district, particularly school nurses	Student Services	Student Services - Medi- Cal reimbursement - 01-56400-0-00000-39000- 5802-041-1400

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE:

N/A

AYES:

Seven (All)

NOES:

Zero (None)

ABSTENTIONS:

Zero (None)

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/06/01

FROM: SUPERINTENDENT/JAN WILLIAMS

RE: ATTENDANCE CALENDAR FOR 2001/02

RECOMMENDATION NO. A.6

It is recommended that the Board of Education adopt the attached Attendance Calendar for the 2001/02 school year.

COMMENTS: Education Code §73201 allows us to build an attendance school calendar to maximize ADA by strategically positioning the start and end of the P-2 Apportionment period. Historically, the District's secondary enrollment drops from the seventh month onward. Since P-2 is computed as the average attendance from the beginning of the school year through the last whole school month ending on or before April 15, the earlier the ADA is counted, the more apportionment will be generated. This can be accomplished by excluding the winter break and filing P-2 through the 7th school month rather than the 8th school month as is currently depicted in the regular school calendar.

This will not, in any way, change the current adopted school calendar. It is for accounting purposes only.

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE:

Aye

AYES:

Seven (All)

NOES:

Zero (None)

ABSTENTIONS:

Zero (None)

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

2001-02 Attendance Calendar

Adopted by Board of Education 09/06/01

School Month	First Week					Second Week					Third Week					Fourth Week					Elem Days Taught	Sec. Days Taught	# contract days
	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri			
1st	Sept 3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	17	17	All 1
2nd	Oct 1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	20	20	0
3rd	Nov 29	30	31	1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	17	17	0
4th	Dec 26	27	28	29	30	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	19	20	Elem 1
5th	Jan 7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	Feb 1	19	18	Sec 1
6th	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	Mar 1	19	19	0
7th	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	15	15	0
8th	Apr 1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	15	15	0
9th	May 29	30	1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	20	20	0
10th	June 27	28	29	30	31	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	19	19	0
<div> <div>LEGAL HOLIDAY</div> <div>LOCAL HOLIDAY (Classes/Offices Closed)</div> <div>SCHOOL RECESS (Classes not in session)</div> </div>																					180	180	2

TO: BOARD OF EDUCATION

CONSENT/ACTION
09/06/01

FROM: SUPERINTENDENT

RE: RATIFICATION OF NOMINATION FOR MEMBERSHIP ON THE
LOS ANGELES COUNTY COMMITTEE ON SCHOOL DISTRICT
ORGANIZATION

RECOMMENDATION NO. A.7

It is requested that the Board ratify a direction to its voting delegate, Brenda Gottfried, relative to the Los Angeles County Office of Education's call to cast ballots for membership to the LACOE County Committee on School District Organization, to nominate incumbent, Mr. A.J. Willmer of the Beverly Hills Unified School District. The deadline for nomination was August 30, 2001. Mr. Willmer's biographical materials have been forwarded to the County Committee, accompanied by a copy of this Board item, suggesting that ratification is imminent.

COMMENT: The Los Angeles County Committee on School District Organization (County Committee) is an 11-member body charged by the legislature with responsibilities in the area of school district organization, unification, formation, boundary changes, the manner in which the governing board members are elected and the establishment and abolishment of trustee areas. The County Committee is comprised of two (2) members representing each of the five (5) supervisorial districts, plus one member elected at large.

In October, 2001, the four-year term of **Mr. A.J. Willmer**, representing the Third Supervisorial District, will expire. Education Code provisions require that vacated seats will be filled by election. The County Committee has requested that the governing board of each school and community college district submit nominations for membership on the County Committee.

Mr. Willmer is well-known and widely-respected for his numerous contributions to the educational advancement of the greater Los Angeles learning community. Materials supporting his re-election will have been forwarded to Board members under separate cover.

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

CONSENT/ACTION
09/06/01

FROM: SUPERINTENDENT

RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.8

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from August 7, 2001 through August 27, 2001 for fiscal year 2000/01.

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

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF SEPTEMBER, 2001

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
<u>*** NEW PURCHASE ORDERS ***</u>					
251785	AAA FLAG AND BANNER/W.L.A.	CUSTOM SIGNS FOR MAINT SHOP	FACILITY MAINTENANCE	526.50	U
251780	ABACUS/REES ELECTRONICS	FAX SUPPLIES	R O P	82.99	U
250830	ABP SCANNING SYSTEMS	GRADE INPUT SHT/REPORT CARDS	INFORMATION SERVICES	7,436.80	U
251621	ACORN NEWSPAPER, THE	ADVERTISING	PERSONNEL COMMISSION	500.00	U
251707	ADVANCED BATTERY SYSTEMS	OPEN ORDER-ELECTRICAL SUPPLIES	FACILITY MAINTENANCE	1,500.00	U
251618	ADVANTIDGE ID SOLUTIONS	PICTURE ID EQUIPMENT	TRANSPORTATION	7,225.15	U
251553	AHERONI, EVIE	REIMB/S.E. SUMMER SCH SUPPLIES	SPECIAL ED EXTENDED YEAR	125.00	U
251584	ALLIED STORAGE CONTAINERS	TWO 20'S STORAGE CONT/SANTA MON.	SANTA MONICA HIGH SCHOOL	2,500.00	
251712	AMERICAN COUNCIL ON EDUCATION	GED TESTING MATERIALS	ADULT EDUCATION CENTER	3,083.40	CD
251117	AMSTERDAM PRINTING AND LITHO	PRINT PLANNING CALENDARS	JOHN ADAMS MIDDLE SCHOOL	183.89	U
250741	APPLE COMPUTER CORP	IMACS FOR COMPUTER LAB	FRANKLIN ELEMENTARY SCHOOL	23,539.68	U
251574	ARGONAUT, THE	DISPLAY ADVERTISING FOR ROP	R O P	1,080.00	U
251752	BARRETT'S APPLIANCE	REFRIGERATOR	CHILD DEVELOPMENT CENTER	1,079.98	
251479	BAXTER, CATHERINE	REIMB./INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	1,330.51	U
251535	BAY PRINTING CO	BUSINESS CARDS	ADULT EDUCATION CENTER	63.18	CD
251583	BMC	PRINT CARTRIDGES FOR FAX	BUSINESS SERVICES	83.76	U
251727	BORDERS BOOKS & MUSIC	BOOKS	BOE/SUPERINTENDENT	100.00	U
251458	BURROWS, LINDA	REIMB/S.E. SUMMER SCH SUPPLIES	SPECIAL ED EXTENDED YEAR	124.46	U
251566	BUSY BEE HARDWARE	GROUNDS PEST CONTROL	GROUNDS MAINTENANCE	243.65	U
251658	CALIFORNIA HARDWARE CO.	PADLOCKS	DISTRICT-WIDE	2,787.70	U
251764	CALIFORNIA OFFICE SYSTEMS	PRINT STN SUPPLIES, OPEN ORDER	FRANKLIN ELEMENTARY SCHOOL	2,500.00	U
250070	CANON BUSINESS SOLUTIONS	MAINTENANCE AGT, CANON IR 600	FRANKLIN ELEMENTARY SCHOOL	3,600.00	U
250073	CANON BUSINESS SOLUTIONS	MAINTENANCE AGT CANON IRS 400S	FRANKLIN ELEMENTARY SCHOOL	2,160.00	U
251480	CANON BUSINESS SOLUTIONS	EQUIPMENT AGREEMENT	SANTA MONICA HIGH SCHOOL	635.04	U
251782	CANON FINANCIAL SRV	LEASE ON CANON IR400S COPIER	FRANKLIN ELEMENTARY SCHOOL	3,175.32	U
251468	CARIATI, RENE	REIMB/S.E. SUMMER SCH SUPPLIES	SPECIAL ED EXTENDED YEAR	118.76	U
251505	CARUSO, STEPHANIE	REIMB/S.E. SUMMER SCH SUPPLIES	SPECIAL ED EXTENDED YEAR	262.79	U
251549	CASEY, JACK	REIMB./COMPUTER SUPPLIES	OLYMPIC CONTINUATION SCHOOL	170.03	U
251569	CCS PRESENTATION SYSTEMS	MICROPORTABLE LCD PROJECTOR	BOE/SUPERINTENDENT	4,065.00	U
251777	CDW-G COMPUTING SOLUTIONS	PALM PILOT	JOHN ADAMS MIDDLE SCHOOL	631.91	U
251636	CERTIFIED ART SUPPLY	INSTRUCTIONAL SUPPLIES	DISTRICT-WIDE	682.34	U
251522	CHANG, CAROL	REIMB/S.E. SUMMER SCH SUPPLIES	SPECIAL ED EXTENDED YEAR	122.08	U
251579	CITY OF SANTA MONICA-ACCTG OFF	CITY OF SM-CUPA PROGRAM 01/02	UTILITIES MANAGEMENT	6,146.50	U
251710	COMTONICS	MICROPHONE REPAIR	BOE/SUPERINTENDENT	105.00	U
251559	CURRICULUM ASSOC INC	QUICKWORD HANDBOOKS	WILL ROGERS ELEMENTARY SCHOOL	227.68	U
250462	CYNA ENTERPRISES INC	LIBRARY FURNITURE	WILL ROGERS ELEMENTARY SCHOOL	19,713.60	U
251439	DAILY BITE EDUCATIONAL MATERIA	INSTRUCTIONAL SUP/API	JOHN ADAMS MIDDLE SCHOOL	106.15	U
251624	DAILY BREEZE	ADVERTISING	PERSONNEL COMMISSION	250.00	U
251625	DAILY NEWS	ADVERTISING	PERSONNEL COMMISSION	300.00	U
251609	DAVIS BACON MATERIAL HANDLING	OPEN ORDER GROUNDS VEHICLE REP	GROUNDS MAINTENANCE	750.00	U
251121	DAWS, TRACY CHRISTINE	REIMBURSE SUP/SUMMER SCHOOL	JOHN ADAMS MIDDLE SCHOOL	79.75	U
251705	DAY-TIMERS INC	OFFICE SUPPLIES	PERSONNEL SERVICES	24.34	U
251788	DEREK CONSULTING GROUP	ANNUAL MAINTENANCE PLAN	PURCHASING/WAREHOUSE	895.00	U
251429	DUNCAN, KRISTIN	REIMBURSEMENT/FIELD TRIP	CHILD DEVELOPMENT CENTER	386.50	
251441	DURHAM TRANSPORTATION	FIELD TRIP BUSES/ASB	JOHN ADAMS MIDDLE SCHOOL	2,109.11	U
251592	DURHAM TRANSPORTATION	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	841.64	U
251637	DURHAM TRANSPORTATION	TRANSPORTATION	CHILD DEVELOPMENT CENTER	1,078.99	

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF SEPTEMBER, 2001

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U-GENERAL FUND, UNRESTRICTED R-GENERAL FUND, RESTRICTED A-ADULT ED CD-CHILD DEVELOPMENT F-CAFETERIA
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SM-STATE MODERNIZATION NC-STATE NEW CONSTRUCTION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
251678	DURHAM TRANSPORTATION	FIELDTRIP EXPENSES	ADULT EDUCATION CENTER	447.40	CD
251765	DURHAM TRANSPORTATION	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	867.89	U
251573	DYNAMED	ROP CLASSROOM SUPPLIES	R O P	1,000.00	U
251626	ENGINEERING NEWS-RECORD	ADVERTISING	PERSONNEL COMMISION	100.00	U
251729	FLEXI-TECH	REPAIR DECK-MUIR ELEMENTARY	FACILITY MAINTENANCE	1,192.00	U
251303	FOLLETT EDUCATIONAL SERVICES	TEXTBOOKS	MALIBU HIGH SCHOOL	1,032.48	U
251560	FOLLETT EDUCATIONAL SERVICES	3RD GR SOC STUDIES TEXT	WILL ROGERS ELEMENTARY SCHOOL	180.36	U
251561	FOUR SEASONS LANDSCAPING (DBA)	TREE TRIMMING	GROUNDS MAINTENANCE	2,000.00	U
251794	FOWLER, AMY	REIMB/TEACHER ACADEMY SUPPLIES	STATE AND FEDERAL PROJECTS	285.11	U
251638	FUNACHO WEST	CREAM CHEESE & NACHO PRODUCTS	FOOD SERVICES	5,000.00	
251588	GATEWAY 2000 MAJOR ACCOUNTS	COMPUTER EQUIPMENT	ADULT EDUCATION CENTER	3,819.96	CD
251718	GATEWAY 2000 MAJOR ACCOUNTS	COMPUTERS	SPECIAL EDUCATION REGULAR YEAR	4,812.48	U
251608	GENERAL BINDING CORP	LAMINATING MACHINE	STATE AND FEDERAL PROJECTS	2,967.84	U
251614	GEOBASE INC	SOIL TESTING FOR BARNUM HALL	SANTA MONICA HIGH SCHOOL	25,000.00	F
251112	HART, MATTHEW	REIMBURSE SUP/SUMMER SCHOOL	JOHN ADAMS MIDDLE SCHOOL	75.00	U
251446	HENRY RADIO INC	REPAIR OF SECURITY RADIOS	JOHN ADAMS MIDDLE SCHOOL	100.00	U
251476	HERTZ FURNITURE SYSTEMS CORP	INSTRUCTIONAL SUPPLIES	ADULT EDUCATION CENTER	307.55	CD
251720	HEWLETT PACKARD	Deskjet printer	SPECIAL EDUCATION REGULAR YEAR	376.07	U
251685	HIGHSMITH CO INC	NONCAPITALIZED EQUIPMENT	ADULT EDUCATION CENTER	870.69	CD
251546	HIMELRIGHT, BILL	REIMB/S.E. SUMMER SCH SUPPLIES	SPECIAL ED EXTENDED YEAR	229.76	U
251623	HOLMES, ELIZABETH	REIMBURSEMENT OF EMPLOYEE	PERSONNEL SERVICES	132.60	U
251738	HORN, LORRI	CONFERENCE	SANTA MONICA HIGH SCHOOL	300.00	U
251620	HOTJOBS.COM	ADVERTISING	PERSONNEL COMMISION	1,000.00	U
251773	IDEAL OFFICE INTERIORS	OFFICE FURNITURE	SANTA MONICA HIGH SCHOOL	2,880.26	U
251294	IMED	OVERHEAD PROJECTORS	LINCOLN MIDDLE SCHOOL	517.21	U
251683	IMED	AUDIO VISUAL EQUIPMENT	ADULT EDUCATION CENTER	965.52	CD
251747	IMED	AUDIO VISUAL EQUIPMENT	EDISON ELEMENTARY SCHOOL	1,142.32	U
251750	IMED	AUDIO VISUAL/BOOK CART	ADULT EDUCATION CENTER	685.37	CD
251770	IMED	AUDIO VISUAL EQUIPMENT	SANTA MONICA HIGH SCHOOL	482.76	U
251808	INTELLI-TECH	NETWORK COVERSION	BUSINESS SERVICES	9,900.00	U
251627	JOBS AVAILABLE	ADVERTISING	PERSONNEL COMMISION	500.00	U
251681	JOSTENS - CAMARILLO	GRADUATION SUPPLIES	ADULT EDUCATION CENTER	540.00	U
251484	JOSTENS/DIPLOMAS	SUMMER DIPLOMAS	SANTA MONICA HIGH SCHOOL	201.25	U
251613	JOYCE INSPECTIONS	CLOSEOUT O.P.SCHOOL-DSA#61057	DISTRICT-WIDE	4,270.16	
251793	KELLER, ANNE	REIMB/TEACHER ACADEMY SUPPLIES	STATE AND FEDERAL PROJECTS	69.81	U
251572	KELLY PAPER/SANTA MONICA	SUPPLIES FOR ROP OFFICE	R O P	300.00	U
251585	KERN HIGH SCHOOL DISTRICT	SIMULATION FEE	R O P	1,000.00	U
251492	KEYBOARD CONCEPTS	MUSICAL INSTRUMENT	SANTA MONICA HIGH SCHOOL	1,658.88	U
251736	KINKO'S	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	1,200.00	U
251760	KINKO'S	OPEN ORDER/PRINTING	CURRICULUM AND IMC	2,000.00	U
251547	KITTEL, GINA	REIMB/S.E. SUMMER SCH SUPPLIES	SPECIAL ED EXTENDED YEAR	125.00	U
251548	KLEIS, HEIDI	REIMB/S.E. SUMMER SCH SUPPLIES	SPECIAL ED EXTENDED YEAR	118.53	U
251725	KRAMER SPORTING GOODS	FOOTBALL HELMETS	SANTA MONICA HIGH SCHOOL	1,864.18	U
251792	KRUG, JESSICA	REIMB/TEACHER ACADEMY SUPPLIES	STATE AND FEDERAL PROJECTS	50.75	U
251767	KYOCERA MITA DIRECT (BENCHMARK)	MAINTENANCE AGREEMENT	SANTA MONICA HIGH SCHOOL	475.92	U
251628	LA OPINION NEWSPAPER	ADVERTISING	PERSONNEL COMMISION	500.00	U
251694	LOS ANGELES COUNTY OFFICE OF	CONSULTANT	PERSONNEL SERVICES	250.00	U
251582	LOS ANGELES COUNTY TAX	CERTIFICATION-BACKFLOW PREVENT	FACILITY MAINTENANCE	197.00	U
251629	LOS ANGELES SENTINEL	ADVERTISING	PERSONNEL COMMISION	300.00	U
251581	LOS ANGELES TIMES	Periodical	PUBLIC INFORMATION OFFICE	78.00	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
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251630	LOS ANGELES TIMES	ADVERTISING	PERSONNEL COMMISION	3,500.00	U
251704	MACWAREHOUSE/MICROWAREHOUSE	Software	INFORMATION SERVICES	95.97	U
251616	MADICO SOUTHWEST	OPEN ORDER-GLAZING/WINDOW FILM	FACILITY MAINTENANCE	500.00	U
251631	MALIBU SURFSIDE NEWS	ADVERTISING	PERSONNEL COMMISION	400.00	U
251632	MALIBU TIMES	ADVERTISING	PERSONNEL COMMISION	500.00	U
251575	MARC FREDERICKS DESIGN	CLASSROOM SUPPLIES	R O P	900.00	U
251467	MARKS, PATTY	REIMB/S.E. SUMMER SCH SUPPLIES	SPECIAL ED EXTENDED YEAR	125.00	U
251486	MAYORAL, EVA	REIMB./INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	133.97	U
251597	MCKINLEY EQUIPMENT CORP	CART REPAIRS	SANTA MONICA HIGH SCHOOL	348.38	U
251487	MEGAFFIN, CHRIS	REIMB./INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	145.80	U
251436	MIRABAL, MARTY	OFFICE SHREDDER/ADMIN	JOHN ADAMS MIDDLE SCHOOL	75.59	U
251276	MONARCH BUS. FORMS/STRATACOM	PRINTING	BOE/SUPERINTENDENT	469.80	U
251619	MONSTER.COM	ADVERTISING	PERSONNEL COMMISION	1,200.00	U
251766	NASSP	COLLEGE APPLICATIONS	SANTA MONICA HIGH SCHOOL	59.00	U
251564	NEOPOST	MAILING MACHINE SOFTWARE	PURCHASING/WAREHOUSE	199.80	U
251713	NEWS FOR YOU	GENERAL INSTR SUPPLIES	ADULT EDUCATION CENTER	133.65	CD
251305	NORTHERN TOOL	GROUNDS SUPPLIES/PARTS	GROUNDS MAINTENANCE	1,119.16	U
251437	O'BRIEN, LOURDES	INSTRUCTIONAL SUP/SUMMER SCH	JOHN ADAMS MIDDLE SCHOOL	78.19	U
251463	OBUSEK, JOHN	REIMB/S.E. SUMMER SCH SUPPLIE	SPECIAL ED EXTENDED YEAR	141.72	U
251755	ORIENTAL TRADING CO INC	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	132.16	
251122	ORLOWSKI, JAMI	REIMBURSE COUNSELING SUP/ADMIN	JOHN ADAMS MIDDLE SCHOOL	88.27	U
251703	PACIFIC COAST PARTS	THERMOSTATS FOR MALIBU CAFE	FOOD SERVICES	90.90	
251789	PACIFIC PLUMBING	OPEN ORDER-PLUMBING SUPPLIES	FACILITY MAINTENANCE	1,000.00	U
251577	PAGNET PAGING NETWORK	PAGER SERVICE/RENTAL FEES	R O P	204.38	U
251529	PARAMOUNT UNIFIED SCHOOL DIST	EMPLOYEE RELATIONS	PERSONNEL SERVICES	1,851.29	U
251639	PEARSON EDUCATION	EMT Textbooks	R O P	2,921.00	U
251602	PEARSON EDUCATION #3	TEXTBOOKS	ADULT EDUCATION CENTER	2,700.00	CD
251798	PERMABOUND/HERTZBERG	ENGLISH TEXTBOOKS	SANTA MONICA HIGH SCHOOL	20,562.54	U
251633	PIHRA	ADVERTISING	PERSONNEL COMMISION	100.00	U
251711	POLITIC ART	BOARD MEMBERS PHOTOS	BOE/SUPERINTENDENT	160.95	U
251533	QSS	AP INTERFACE TO LACOE	BUSINESS SERVICES	1,620.00	U
251666	R & D TRANSPORTATION SERVICES	TRANSPORTATION	CHILD DEVELOPMENT CENTER	721.10	
251731	RIVERSIDE PUBLISHING	PSYCH. MATERIALS -BARAL	SPECIAL EDUCATION REGULAR YEAR	9,162.30	U
251322	RUSCO INC	combo locks for lockers, resale	SAMOHI STUDENT STORE	3,800.00	U
251647	SAMS U DRIVE RENTALS	OPEN ORDER OPERATIONS EQUIP R	FACILITY OPERATIONS	500.00	U
251444	SANTA MONICA MUN BUS LINES	BUS PASSES/ASB	JOHN ADAMS MIDDLE SCHOOL	250.00	U
251563	SANTA MONICA RADIATOR	REPAIR OPERATIONS VEHICLE	GROUNDS MAINTENANCE	446.04	U
251394	SCHOOL SPECIALTY INC	CLASSROOM SUPPLIES	DISTRICT-WIDE	541.73	U
251781	SCHOOL SPECIALTY INC	INSTRUCTIONAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	10,000.00	U
251791	SEIDEN, JESSICA	REIMB/TEACHER ACADEMY SUPPLIES	STATE AND FEDERAL PROJECTS	61.86	U
251680	SJEMS INC/CENTER FOR HEALTH	OPEN PURCHASE ORDER	PERSONNEL SERVICES	500.00	U
251737	SOCIAL STUDIES SCHOOL SVCS	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	600.00	U
251567	SOUTHERN CAL TRACTOR SALES INC	OPEN ORDER GROUNDS VEHICLE REP	GROUNDS MAINTENANCE	750.00	U
251748	SOUTHWEST SCHOOL SUPPLY	OPEN ORDER/NON-INS SUP/ASB	JOHN ADAMS MIDDLE SCHOOL	300.00	U
251787	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	EDISON ELEMENTARY SCHOOL	999.00	U
251790	SPARKLETT'S WATER CO	OPEN ORDER/DRINKING WATER	STUDENT SERVICES	150.00	U
251589	SPECTRA/SHAW CONTRACT FLOORING	CARPETING INSTALLATION	SANTA MONICA HIGH SCHOOL	921.24	U
251590	SPECTRA/SHAW CONTRACT FLOORING	CARPETING INSTALLATION	SANTA MONICA HIGH SCHOOL	1,398.60	U
251635	SPICERS PAPER INC.	PAPER	PRINTING SERVICES	1,968.45	U
251761	SPIRAL BINDING	SPIRAL BINDING MACHINE	STATE AND FEDERAL PROJECTS	1,671.19	U
251445	STANDARD BRAND PAPER	PROMOTION PROGRAMS/ASB	JOHN ADAMS MIDDLE SCHOOL	302.40	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
251706	STAPLES - DELIVERIES ONLY	FAX MACHINE SUPPLIES	BOE/SUPERINTENDENT	332.32	U
251612	STAPLES BUSINESS ADVANTAGE	OPEN ORDER/OFFICE SUPPLIES	STATE AND FEDERAL PROJECTS	1,000.00	U
251739	STAPLES BUSINESS ADVANTAGE	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	500.00	U
251558	STAPLES/PICK UP/SANTA MONICA	OFFICE SUPPLIES	BUSINESS SERVICES	400.00	U
251570	STAPLES/PICK UP/SANTA MONICA	SACS OFFICE SUPPLIES	BUSINESS SERVICES	500.00	U
251545	SUFFOLK, STEFANIE	REIMB/S.E. SUMMER SCH SUPPLIES	SPECIAL ED EXTENDED YEAR	125.00	U
251758	SURFAS INC.	FURNITURE FOR GRANT ELEMENTARY	GRANT ELEMENTARY SCHOOL	2,605.70	F
251528	TATYANA M THOMPSON & ASSOC INC	Consultant BH Curtain Restore	SANTA MONICA HIGH SCHOOL	2,500.00	F
251722	TATYANA M THOMPSON & ASSOC INC	B.H. CURTAIN RESTORATION/SVCS.	SANTA MONICA HIGH SCHOOL	3,000.00	F
251771	TRI-BEST CHALKBOARD CO	WHITE MARKER BOARD	WEBSTER ELEMENTARY SCHOOL	253.64	U
251475	U S OFFICE PROD./CORPORATE EXP	STORAGE CABINETS	ADULT EDUCATION CENTER	2,033.86	CD
251520	U S OFFICE PROD./CORPORATE EXP	CHAIR ARM KIT	STUDENT SERVICES	119.40	U
251576	U S OFFICE PROD./CORPORATE EXP	OFFICE SUPPLIES	R O P	500.00	U
251599	U S OFFICE PROD./CORPORATE EXP	NON-INSTRUCTIONAL SUPPLIES	PERSONNEL SERVICES	1,000.00	U
251740	U S OFFICE PROD./CORPORATE EXP	OPEN ORDER/INS SUP/8TH BLUE	JOHN ADAMS MIDDLE SCHOOL	50.00	U
251568	U S POSTMASTER-SANTA MONICA	POSTAGE STAMPS	DISTRICT-WIDE	5,100.00	U
251735	UNIFORMS INC	UNIFORMS	SANTA MONICA HIGH SCHOOL	2,810.81	U
251775	UNITED STATES POSTAL SERVICE	METER POSTAGE	PURCHASING/WAREHOUSE	10,000.00	U
251622	VENTURA COUNTY STAR	ADVERTISING	PERSONNEL COMMISSION	600.00	U
251732	VIRCO MFG CORP	STUDENT DESKS	SANTA MONICA HIGH SCHOOL	3,628.04	U
251733	VIRCO MFG CORP	FURNITURE & COMPUTER SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	6,619.16	F
251751	VIRCO MFG CORP	ADDITIONAL CHARGES, CLSRM FURN	FRANKLIN ELEMENTARY SCHOOL	1,405.07	U
251498	VISIONICS CORPORATION	MAINTENANCE AGREEMENT	PERSONNEL SERVICES	6,060.00	U
251757	VONS STORE #2262	INSERVICE SUPPLIES	STATE AND FEDERAL PROJECTS	500.00	U
251501	WEATHERPROOFING TECHNOLOGIES	MAINT TO JAMS & ROGERS ROOFS	FACILITY MAINTENANCE	15,750.00	U
251530	WEEKLY READER PERIODICALS	MAGAZINES FOR ESL	JOHN ADAMS MIDDLE SCHOOL	442.76	U
251763	WEST LA MUSIC	AUDIO EQUIPMENT	SANTA MONICA HIGH SCHOOL	1,997.95	U
251543	WINNER INDUSTRIAL SUPPLY INC	CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	124.69	U
250105	WITTCO SYSTEMS INC.	MAINTENANCE AGREEMENT/GR 3710	FRANKLIN ELEMENTARY SCHOOL	1,825.00	U
251634	WORKING WORLD	ADVERTISING	PERSONNEL COMMISSION	1,750.00	U
251715	XEROX CORP/SUPPLIES	STAPLES FOR XEROX COPIER	JOHN ADAMS MIDDLE SCHOOL	158.76	U
251708	XEROX CORPORATION	MAINT.AGREE.MAINT XEROX 5328	FACILITY MAINTENANCE	550.00	U
** NEW PURCHASE ORDERS TOTAL:				339,947.88	

TO: BOARD OF EDUCATION

CONSENT/ACTION

09/06/01

FROM: SUPERINTENDENT

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.9

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 - Program Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>BARBA, Maricela</u> Food & Nutrition Serv. 13-53100-0-00000-37000-5220- 057-2570 Cafeteria Fund - Resource: Child Nutrition: School Programs	Systems Training - General Ledger I & II Downey, CA (LACOE) July 10 - 11, 2001	\$45.63
<u>DAHL, Tony</u> Educational Services 01-00000-0-19510-31600-5220- 030-1300 General Fund - Function: Pupil Test. Serv.	2001 CRESST Conference Los Angeles, CA (UCLA) September 13 - 14, 2001	\$300.00
<u>PARKER, Jason</u> Samohi 01-73150-0-00000-21400-5220- 015-4150 General Fund - Resource: SB 1882	New Mathematics Teacher Institute Los Angeles, CA (UCLA) June 27 - 27, 2001	\$305.00 + Sub

NAME SITE Account Number Fund - Program Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
TARBELL, Cynthia Insurance/Risk Mgmt. 01-00000-0-00000-72000-5220- 045-2511 General Fund - Function: Other General Administration	Blue Shield Open Enrollment Seminar Los Angeles, CA August 7, 2001	\$10.00
01-00000-0-00000-72000-5220- 045-2511 General Fund - Function: Other General Administration	ACES Training (PERS Online) Glendale, CA August 14, 2001	\$20.00
TAYLOR, Rodney Food & Nutrition Serv. 13-531000-0-00000-37000- 5220-057-2570 Resource: Child Nutrition: School Programs	Social Marketing Conference Sacramento, CA August 8 - 9, 2001	\$525.00
SIEMER, Deborah Olympic High School 01-41100-0-11100-10000-5220- 014-4140 General Fund - Resource: IASA Title VI	Classroom Management & Student Discipline Cerritos, CA July 9 - 10, 2001	\$141.40
<p style="text-align: center;">Adjustments (Preapproved expenses 10% in excess of approved costs that must be approved by Board) (Changes in Personnel Attendance)</p>		
NONE		
<p style="text-align: center;">Group Conference and Travel: In-State * a complete list of conference participants is on file in the Department of Fiscal Services</p>		
DEASY, John + 35 Additional Staff Superintendent/Various 01-00000-0-00000-72000-5220- 020-1200 General Fund - Function: Other General Administration	Administrators' Retreat Ventura, CA August 13 - 14, 2001	\$8,000.00
BOERS-PALMER, Desiree McELVAIN, Nora NIEMI, Charlene Health Services 01-56400-00000-39000-5220- 041-1400 General Fund - Resource: Medi-Cal Billing Option	12th Annual Orientation & Review Workshop for School Nurses Paramount, CA Oct. 11, 22; Nov. 7, 29; and, Dec. 13, 2001	\$380.00 each + 3 Subs

<u>NAME</u> <u>SITE</u> Account Number Fund - Program Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
DeLaCRUZ, Gilda Reichle, Tisha Wells, Leslie Samohi No Cost to District (Paid by LACOE)	AVID Training: Building Schools of Excellence, Rigor & Support San Diego, CA August 6 - 10, 2001	3 Subs Only
HIBERT, Kirsten KELLY, Mark Samohi 01-00000-0-11100-27000-5220- 015-4150 General Fund - Function: School Administration	Principal/Assistant Principal Retreat San Diego, CA July 15 - 17, 2001	\$293.10 \$662.83
Out-of-State Conferences: Individual		
NONE		
Out-of-State Conferences: Group		
NONE		

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

 STUDENT ADVISORY VOTE: Aye
 AYES: Seven (All)
 NOES: Zero (None)
 ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

CONSENT/ACTION
9/6/01

FROM: SUPERINTENDENT

RE: RECOMMENDATION FOR A DECREASE IN BUDGET LIMITATION
AGREEMENT #5 - MALIBU HIGH SCHOOL

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve a decrease in Budget Limitation Agreement (BLA) #5 from \$1,698,650 to \$1,686,672, in the form of Contract Amendment 8.2, an amount equal to \$11,978, to correct a miscalculation in the Construction Contingency and Program Construction Management Fee.

Funding: State Modernization Funds

COMMENTS:

When Budget Limitation Agreement #5 (Malibu High School Track/Field & Parking Lot) was initially developed, a miscalculation was made in determining the necessary Construction Contingency and Program Construction Management Fee. This miscalculation was recently discovered by District Staff.

The initial Construction Contingency should have been \$137,601, rather than \$147,415; and the initial Program Construction Management Fee should have been \$303,224, rather than \$305,388.

This change has no overall effect on the District wide budget. It will shift funding within the Malibu High School budget.

The Proposition X Oversight Committee reviewed this recommendation at its meeting of August 27, 2001, and voted to support this it.

Public Comment:

Laure Stern, Malibu - "YAY!"

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

**Santa Monica - Malibu Unified School District
Bid Tabulation and BLA Summary**

**Bid Package 3A-1
Malibu Track & Field
Parking Lot**

	Track & Modernization	Amendment 8.1	Amendment 8.2	Total
A. Construction Budget				
Track and Field	\$175,529			\$175,529
Modernization (Supports Track & Parking Lot)	\$1,298,625			\$1,298,625
Budget	\$1,474,154			\$1,474,154
Contingency	\$147,415			\$147,415
Budget w/o Contingency	\$1,326,739			\$1,326,739
B Construction Bids				
1 T G Construction (Incl. Alt. # 1)	\$1,227,810			\$1,227,810
CO's to Bids:				
2	\$0			\$0
C. Changes / Allowances				
1 Relocate Guy Wires @ Parking Lot	\$10,000			\$10,000
2 Pole Vault TG Const. CO Req.	\$0	\$5,986	\$0	\$5,986
3	\$0		\$0	\$0
4	\$0		\$0	\$0
5	\$0		\$0	\$0
D. Sub-Total (Sec.B+Sec.C)	\$1,237,810	\$5,986		\$1,243,796
E. Balance(A.3-C)	\$88,929	1		\$88,929
F. Additional Costs for Additional Work				
Additional Work	\$0		\$0	\$0
Contingency@10%	\$0	\$599	\$0	\$0
Program/Construction Management @ 15.3%	\$0	\$1,452	\$0	\$0
G. Funding Additional Work	\$0		\$0	\$0
H. Work to be determined	\$88,929	1		\$88,930
I. BLA CALCULATION				
Bids & Changes/Allowances	\$1,237,810	\$5,986	\$0	\$1,243,796
Work to Be Determined	\$0		\$0	\$0
Contingency	\$147,415	\$599	-\$9,814	\$138,200
Prog./Construction Mgt	\$305,388	\$1,452	-\$2,164	\$304,677
TOTAL BLA	\$1,690,613	\$8,037	-\$11,978	\$1,686,672

1. To be directed to site Modernization

TO: BOARD OF EDUCATION CONSENT/ACTION
9/06/01

FROM: SUPERINTENDENT/JOSEPH N.QUARLES/RICK BAGLEY

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.11

ELECTIONS

ADDITIONAL ASSIGNMENTS

<u>Name/Location</u>	<u>Rate</u>	<u>Effective</u>	<u>Not to Exceed</u>
<u>CHILD DEVELOPMENT SERVICES</u>			
Namdar-Shahfar, Goli	392 hrs @\$20.30	6/25/01-8/31/01	<u>Own Hrly/\$7958</u>
		TOTAL OWN HOURLY	\$7,958
Comment: CDS Summer Program Operating 6/25/01-8/31/01 (49 days) 12-CD St Genl Child Care (GCTR)			

Gonzales, Yolanda	352 hrs @\$17.37	7/2/01-8/31/01	Own Hrly/\$6114
Martinez, Maria	352 hrs @\$19.56	7/2/01-8/31/01	Own Hrly/\$6885
Rodriguez, Melinda	352 hrs @\$18.22	7/2/01-8/31/01	<u>Own Hrly/\$6413</u>
		TOTAL OWN HOURLY	\$19,412
Comment: CDS Summer Program Operating 6/25/01-8/31/01 (44 days) 12-CD St Genl Child Care (GCTR)			

EDUCATIONAL SERVICES

Berman, Jody	5 hrs @\$34.90	7/30/01	Est Hrly/\$175
Horn, Lorri	5 hrs @\$34.90	7/30/01	Est Hrly/\$175
Krug, Jessica	5 hrs @\$34.90	7/30/01	Est Hrly/\$175
Louria, Meredith	5 hrs @\$34.90	7/30/01	Est Hrly/\$175
Roberts, LaSonja	5 hrs @\$34.90	7/30/01	Est Hrly/\$175
Sanders, Bryan	5 hrs @\$34.90	7/30/01	<u>Est Hrly/\$175</u>
		TOTAL ESTABLISHED HOURLY	\$1,050

Comment: Assessment Scoring
01-Unrestricted Resource/Assessment

Labov, Lauren	186 hrs @\$34.90	7/1/01-8/31/01	<u>Est Hrly/\$6491</u>
		TOTAL ESTABLISHED HOURLY	\$6,491

Comment: Service Learning Coordinator, Read 2 Connect Program Director
01-Staff Development-50%
01-Environmental Service Learning-50%

Labov, Lauren	92 hrs @\$34.90	7/1/01-8/31/01	<u>Est Hrly/\$3211</u>
		TOTAL ESTABLISHED HOURLY	\$3,211

Comment: Service Learning Coordinator, Read 2 Connect Program Director
01-Staff Development-50%
01-Environmental Service Learning-50%

STUDENT SERVICES

Bush, Mary	20 days @\$409.44	7/1/01-8/28/01	Own Daily/\$8189
Martinez, Pat	10.5 days @\$433.31	7/1/01-8/28/01	Own Daily/\$4550
Sinfield, Deanna	19 days @\$409.44	7/1/01-8/28/01	Own Daily/\$7779
Velasquez, Cynthia	12.5 days \$390.29	7/1/01-8/28/01	Own Daily/\$4878
Vonderlieth, Jadean	12.5 days @\$422.32	7/1/01-8/28/01	<u>Own Daily/\$5279</u>
			\$30,675

Comment: Psychologist-Assessments
01-Special Education/Unspecified

Conrad, Allison	7 days @\$350.15	7/1/01-8/30/01	<u>Own Daily/\$2451</u>
		TOTAL OWN DAILY	\$2,451

Comment: Developing Inclusion Program Guidelines
01-Special Education, Unspecified

SUMMER SCHOOLSTUDENT SERVICES

(80% Own Daily Rate)

Besser, Christopher	20 days @\$167.23	7/5/01-8/3/01	Own Daily/\$3345
Harris, Jerry Lee	25 days @\$296.21	7/1/01-8/3/01	Own Daily/\$7405
TOTAL OWN DAILY			\$10,750

Comment: APE Specialist/Summer School
01-Special Education/Unspecified

Bolton, Susannah	7 days @\$167.23	7/26/01-8/3/01	Own Daily/\$1171
TOTAL OWN DAILY			\$1,171

Comment: Summer School
01-Special Educ, 5-22 Nonsevere

Jeffries, Jane	25 days @\$284.63	7/1/01-8/3/01	Own Daily/\$7116
Conrad, Allison	25 days @\$280.13	7/1/01-8/3/01	Own Daily/\$7003
Palilis, Barbara	25 days @\$311.02	7/1/01-8/3/01	Own Daily/\$7776
Nix, Marcia	25 days @\$176.12	7/1/01-8/3/01	Own Daily/\$4403
Center-Brooks, Cheryl	25 days @\$290.42	7/1/01-8/3/01	Own Daily/\$7261
Elgart, Candace	25 days @\$252.79	7/1/01-8/3/01	Own Daily/\$6320
Copeland, Barbara	25 days @\$311.02	7/1/01-8/3/01	Own Daily/\$7776
Kanoff, Lisa	25 days @\$280.13	7/1/01-8/3/01	Own Daily/\$7003
Bishop, Shannon	25 days @\$238.94	7/1/01-8/3/01	Own Daily/\$5974
TOTAL OWN DAILY			\$60,632

Comment: Summer School
01-Special Educ, 5-22 Severe

Aheroni, Evie	25 days @\$169.26	7/1/01-8/3/01	Own Daily/\$4232
Brown, Elissa	25 days @\$203.58	7/1/01-8/3/01	Own Daily/\$5090
Chang, Carol	25 days @\$218.35	7/1/01-8/3/01	Own Daily/\$5459
Goldsmith, Otis	25 days @\$341.92	7/1/01-8/3/01	Own Daily/\$8548
Gonzalez, Gabriela	25 days @\$167.23	7/1/01-8/3/01	Own Daily/\$4181
Kittel, Gina	25 days @\$280.13	7/1/01-8/3/01	Own Daily/\$7003
Kleiss, Heidi	25 days @\$259.53	7/1/01-8/3/01	Own Daily/\$6488
Marks, Patty	25 days @\$336.13	7/1/01-8/3/01	Own Daily/\$8403
Schneider, Rhonda	25 days @\$246.88	7/1/01-8/3/01	Own Daily/\$6172
TOTAL OWN DAILY			\$55,576

Comment: Summer School
01-Special Educ, 5-22 Nonsevere

Berezowski, Lisa	25 days @\$260.61	7/1/01-8/3/01	Own Daily/\$6515
Burrows, Linda	25 days @\$261.90	7/1/01-8/3/01	Own Daily/\$6548
Carriati, Rene	25 days @\$167.23	7/1/01-8/3/01	Own Daily/\$4181
Catanzano, Linda	25 days @\$266.40	7/1/01-8/3/01	Own Daily/\$6660
Evans, Elaine	25 days @\$305.23	7/1/01-8/3/01	Own Daily/\$7631
Harris, Ken	25 days @\$274.33	7/1/01-8/3/01	Own Daily/\$6858
Jacoby, Richard	25 days @\$311.02	7/1/01-8/3/01	Own Daily/\$7776
Johnson, Ethel	25 days @\$315.54	7/1/01-8/3/01	Own Daily/\$7889
Keller, Anne	25 days @\$341.92	7/1/01-8/3/01	Own Daily/\$8548
Obusek, John	25 days @\$274.34	7/1/01-8/3/01	Own Daily/\$6859
Rues, Kevin	25 days @\$300.73	7/1/01-8/3/01	Own Daily/\$7518
Schaefer, Carol	25 days @\$321.33	7/1/01-8/3/01	Own Daily/\$8033
Shaw, Linda	25 days @\$192.10	7/1/01-8/3/01	Own Daily/\$4803
Suffolk, Stephanie	25 days @\$273.26	7/1/01-8/3/01	Own Daily/\$6832
Vescera, Pamela	25 days @\$300.73	7/1/01-8/3/01	Own Daily/\$7518
TOTAL OWN DAILY			\$104,169

Comment: Summer School
01-Special Educ, 5-22 Severe

HOURLY TEACHERSROP

Just, Peggy	680 hrs @\$47.73	7/1/01-6/30/01	<u>Own Hrly/\$32,116</u>
Computer Applications			

TOTAL OWN HOURLY	\$32,116
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Comment: ROP Hourly Teachers
ROC/P Apportionment

TOTAL ESTABLISHED HOURLY, OWN HOURLY and OWN DAILY	= <u>\$335,662</u>
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CHANGE IN ASSIGNMENT

Name/Assignment

LocationEffective

Clark, Karen	8/31/01-6/21/02
Grant/Smash/Muir Psychologist	

From: 100%To: 80%

Freedman, Marolyn	7/1/01-6/30/02
Student Services	

From: 100% - CoordinatorTo: 40% - School Safety

Gonzalez, Irene	8/31/01-6/30/02
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From: McKinley-RSPTo: Ed Services-BTSA

Holmstrom, Toni	8/31/01
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Rogers

From: MalibuTo: Rogers-Speech [replacing J. Cutting]

Krug, Jessica	8/31/01-6/30/02
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From: Samohi-EnglishTo: Ed Services-BTSA

(Corrects item on Board Agenda of August 16, 2001)

Limb, Christine

Educational Services/Elementary Music

From: 58%To: 100%

Wells, Leslie	7/30/01-8/7/01
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Freshman Camp

From: 40%-6/27/01-7/27/01To: 80%-7/30/01-8/7/01SUBSTITUTE TEACHERSEffectivePREFERRED SUBSTITUTES (summer)

(Daily Rate @\$139)

Mitchell, Michael	6/25/01
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Vandercook, Michael	7/1/01
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PREFERRED SUBSTITUTES

(Daily Rate @\$139)

Browne, Jackie	9/5/01
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Lucariello, Gina	8/21/01
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Sorbille, Selva	8/21/01
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REGULAR DAILY SUBSTITUTE

(Daily Rate @\$118)	
Abrar, Gooya	9/5/01
Anderson, Dianne	9/5/01
Ashkar, George	9/5/01
Chou, Victor	9/5/01
Danesi, Dana	9/5/01
DeVase, Jerone	9/5/01
Haggstrom, Wendie	9/5/01
Jones, Susan	9/5/01
Kazan, Tricia	9/5/01

PREFERRED SUBSTITUTES (Summer)

(Daily Rate @\$139)	
DiMercurio, Joe	8/23/01
Duran, Concepcion	8/23/01
Peterson, Suzanne	8/23/01

PROBATIONARY CONTRACTS

Name/Assignment <u>Location</u>	Not to <u>Exceed</u>	<u>Effective</u>
Alcalay, Vivian Olympic/English-Art	100%	8/31/01
Reff, Eric Franklin/4th Grade	100% [replacing S. Larkin]	8/31/01
Morrell, Dena Malibu HS/Resource Specialist	100%	8/31/01 [replacing T. Moore]

TEMPORARY CONTRACTS

Name/Assignment <u>Location</u>	Not to <u>Exceed</u>	<u>Effective</u>
Higginson, Samuel Student Services/APE	50% [replacing J. Harris]	8/31/01-6/21/02
Jessie, Jennifer SAMOHI/Biology	100% [replacing T. Sohn]	8/31/01-6/21/02
Neill, William SAMOHI/Math	100%	8/31/01-6/21/02
Pillai, Sujit SAMOHI/Science-Chemistry	100% [replacing E. Mayoral]	8/31/01-6/21/02
Simone, Laura SAMOHI/Counselor	100%	8/31/01-6/21/02
Van Cott, James Student Services/APE	100%	8/31/01-6/21/02

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

STUDENT ADVISORY VOTE:	N/A
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

TO: BOARD OF EDUCATION CONSENT/ACTION
9/06/01
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY
RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.12

It is recommended that the following Special Services Employee contracts be approved in accordance with District policies and salary schedules and be assigned pursuant to BP 4102. Funding for the positions listed are included in the 2001/02 budget.

ELECTIONS

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>	<u>Rate</u>
Avila, Alfredo	\$3,500	7/26/01-8/31/01	\$12/hr
Educational Services, Conduct assessments for 4th-8th gr students			
FUNDING: 01-62880-0-11100-10000-2917-035-1501-100%			
Engl Lang/Intens Literary Prog			
Brotman, Mary	\$1562.40	7/1/01-8/3/01	\$19.53/hr
	\$8100.00	8/31/01-11/30/01	\$2700/mo
Plus Mileage reimbursement @\$.34½/mile			
Student Services, Assistant Occupational Therapist (COTA) to provide direct services to students with signed IEP's which have occupational therapy goals under the supervision of a licensed occupational therapist			
FUNDING: 01-65000-0-57700-11900-2917-042-1501-100%			
Special Education, 5-22 Nonsever			
Caruso, Stephanie	\$8000.00	7/1/01-8/3/01	\$320/day
	\$19,200.00	8/31/01-11/30/01	\$6400/mo
Plus Mileage reimbursement @\$.34½/mile			
Student Services, Occupational Therapy Administrator, to provide direct services to students with signed IEP's which have occupational therapy goals			
FUNDING: 01-65000-0-50010-11900-2917-042-1501-100%			
Special Education, Unspecified			
Circenis, Anita	\$22,000	8/13/01-6/21/02	\$28/hr
Franklin Elementary, troubleshoot and maintain classroom, library and administrative and support staff connections to the web at Franklin. Research new purchases and set-up new equipment; consult and confer with site team and district personnel.			
FUNDING: 01-72600-0-11100-10000-2917-002-4020-100%			
School Improvement Prog, K-6			

Gore, Robert \$8,000 7/01/01-6/30/02 \$30/hr
Olympic High School, Technical support for all computers,
programs, server, installation and training
FUNDING: 01-00000-0-11100-24200-2917-014-1501-100%
Unrestricted Resource, Regular Education K-12

Harris, Jerry K. \$27,000 7/01/01-6/30/02 \$2250/mo
Olympic High School, SARB Coordinator
FUNDING: 01-00000-0-11100-31300-2917-014-1501-100%
School Improvement Prog, K-6

Rocha, Michael \$3,500 7/02/01-8/31/01 \$12/hr
Educational Services, Conduct assessments for 4th-8th grade
students
FUNDING: 01-62880-0-11100-10000-2917-035-1501-100%
Engl Lang/Intens Literary Prog

Salloom, Salem \$12,375 9/05/01-6/21/02 \$25/hr
SMASH, Provide art instruction to students in cores 1, 2
and 3
FUNDING: 01-90120-0-11100-10000-2917-009-1501-100%
Gifts, Regular Education K-12

Wintner, Lisa \$9,000 7/02/01-8/31/01 \$35/hr
Educational Services, Conduct assessments for 4th-8th grade
students
FUNDING: 01-62860-0-11100-10000-1130-035-1501-100%
ELAP-Engl Lang Acquisition Prog

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

STUDENT ADVISORY VOTE: N/A
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

ACTION
09/06/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.13

It is recommended that the following Special Services Employee contract(s) be ratified in accordance with District policies and salary schedules and be assigned pursuant to BP 4102. Funding for the positions listed are included in the 2000/01 budget.

ELECTIONS

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>	<u>Rate</u>
Orozco, David	\$1,000	5/01/01-6/22/01	\$1000/assign
Olympic High School,			
2001			
FUNDING:	03-271000-1148000-1498-100%		
	Classroom Instruction 9-12		

MOTION MADE BY:

Mrs. Brady

SECONDED BY:

Mrs. Leon-Vazquez

STUDENT ADVISORY VOTE:

N/A

AYES:

Seven (All)

NOES:

Zero (None)

ABSTENTIONS:

Zero (None)

TO: BOARD OF EDUCATION

CONSENT/ACTION
09/06/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENTS: CHILD
DEVELOPMENT SERVICES & HEAD START PROGRAMS SUPERVISOR

RECOMMENDATION NO. A.14

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

Janice Onami

Supervisor Child Development & Head Start Programs

BACKGROUND INFORMATION

The Board will act on this recommendation in Closed Session and the
appointment will be announced during the Public portion of the
meeting.

MEETING NOTE:

There was no report out from Closed Session; each appointee was
announced at the time the item came before the Board.

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

STUDENT ADVISORY VOTE: N/A
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

CONSENT/ACTION
09/06/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENTS:
COORDINATOR - STUDENT SERVICES

RECOMMENDATION NO. A.15

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

Rochelle Garbarini
Coordinator - Student Services

BACKGROUND INFORMATION

The Board will act on this recommendation in Closed Session and the appointment will be announced during the Public portion of the meeting.

MEETING NOTE:

There was no report out from Closed Session; each appointee was announced at the time the item came before the Board.

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

STUDENT ADVISORY VOTE: N/A
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

CONSENT/ACTION
09/06/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENTS:
COORDINATOR - STUDENT SERVICES

RECOMMENDATION NO. A.16

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

Donald Dever
Coordinator - Student Services

BACKGROUND INFORMATION

The Board will act on this recommendation in Closed Session and the appointment will be announced during the Public portion of the meeting.

MEETING NOTE:

There was no report out from Closed Session; each appointee was announced as the item came before the Board.

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

STUDENT ADVISORY VOTE: N/A
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

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

CONSENT/ACTION
09-06-01

RECOMMENDATION NO. A.17

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

ELECTION

BOLDEN, DAYLAN	INST ASST - PHYSICAL ED 6.0 HRS/SY LINCOLN RANGE: 20 STEP: 01	09-04-01
CERVANTES, HAYDE	INST ASST - BILINGUAL 3.5 HRS/SY LINCOLN RANGE: 20 STEP: 01	09-04-01
FRIEDENBERG, MINDY	INST ASST - CLASSROOM 2.0 HRS/SY GRANT RANGE: 18 STEP: 01	09-04-01
LOWNDS, ELI	INST ASST - PHYSICAL ED 5.0 HRS/SY ROOSEVELT RANGE: 20 STEP: 01	09-04-01
REID, SHUNTORIA	INST ASST - CLASSROOM 3.0 HRS/SY WEBSTER RANGE: 18 STEP: 01	09-04-01
SAITO, LORINE	INST ASST - CLASSROOM 2.0 HRS/SY WEBSTER RANGE: 18 STEP: 01	09-04-01
SILVERS, ROBERT	INST ASST -SPECIAL ED 6.0 HRS/SY MALIBU RANGE: 20 STEP: 04	09-04-01

VOLUNTARY TRANSFER

BEAVER, GUADALUPE	INST ASST - CLASSROOM 3.0 HRS/SY GRANT FR: 2.4 HRS/SY PT.DUME	09-04-01
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LATERAL TRANSFER

CAPITANO, CAROL	INST ASST - CLASSROOM 4.0 HRS/SY MUIR FR: CHILDREN CENTER ASST	09-04-01
CASTILLO, CAROLINA	INST ASST - CLASSROOM 6.0 HRS/SY MUIR FR: CHILDREN CENTER ASST	09-04-01

INCREASE IN ASSIGNMENT

GRAVES, GIZELLE	COMMUNITY LIAISON 8.0 HRS/11 ED SERV FR: 8.0 HRS/10 ED SERV	08-01-01
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MEDICAL PAID LEAVE OF ABSENCE

CRUZ, TERESITA	INST ASST - BILINGUAL ROGERS	09-04-01 10-15-01
JONES, CECELIA	INST ASST - SPECIAL ED MUIR	09-21-01 11-19-01

UNPAID LEAVE OF ABSENCE

OBIENU, OBIDI	CHILDREN CENTER ASST MUIR	09-04-01 11-04-01
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SUSPENSION WITHOUT PAY PENDING TERMINATION

MORGOVSKY, MIKHAIL	ACCOMPANIST SAMOHI	09-04-01 09-06-01
VARNER, MARCLEON	EQUIPMENT OPERATOR GROUNDS MAINTENANCE	08-23-01 09-06-01

SUMMER ASSIGNMENT

ARJOMAND, SHARAREH	INST ASST - SPECIAL ED SPECIAL ED	07-01-01 08-03-01
BASSEL, JACKIE	INST ASST - SPECIAL ED SPECIAL ED	07-30-01 08-03-01
BATCHELOR, EUGENE	CAMPUS SECURITY OFFICER SAMOHI	08-13-01 08-23-01
BAXTER-LAM, BEATRICE	INST ASST - SPECIAL ED SPECIAL ED	07-01-01 08-03-01
CAVALUZZI, LISA	OFFICE ASSISTANT II STUDENT SERVICES	08-06-01 08-17-01
DAVIS, JONATHAN	INST ASST - SPECIAL ED SPECIAL ED	07-01-01 08-03-01
DIAKITE, ADRIANA	CHILDREN CENTER ASST CDS	07-02-01 08-31-01
FORD, DIANE	CUSTODIAN I OPERATIONS	07-01-01 08-30-01
GARCIA, ZENA	CUSTODIAN I OPERATIONS	07-01-01 08-31-01

GEVORKYAN, ARUTYUN	BUS DRIVER TRANSPORTATION	08-06-01 08-21-01
GIBBONS-FLY, SHEILA	INST ASST - SPECIAL ED SPECIAL ED	07-30-01 08-03-01
GUPTA, SAROJ	CAFETERIA WORKER II FOOD SERVICES	08-20-01 08-31-01
GUTIERREZ, MARTHA	OFFICE ASSISTANT II FRANKLIN	08-24-01 08-27-01
HARRIS, JERRY	CAMPUS SECURITY OFFICER OLYMPIC	07-01-01 08-31-01
HUNTER, CLIFTON	CAMPUS SECURITY OFFICER SAMOHI	08-13-01 08-23-01
JOHNSTON, CINDY	PERSONNEL ASSISTANT PERSONNEL COMMISSION	08-01-01 08-31-01
LANCASTER, KELLY	CAFETERIA WORKER I FOOD SERVICES	08-20-01 08-31-01
LOPEZ, VICTORIA	CAMPUS SECURITY OFFICER SAMOHI	08-13-01 08-23-01
MANGUM, MARTHA	SITE FOOD SERV COORD FOOD SERVICES	08-20-01 08-31-01
MARTIN, LINDA	CHILDREN CENTER ASST CDS	06-25-01 08-31-01
MARTINEZ, LUZ	SITE FOOD SERV COORD FOOD SERVICES	08-20-01 08-31-01
MARZULLI, MARGARET	OFFICE ASSISTANT II CABRILLO	07-02-01 07-27-01
MCGRATH, KATHLEEN	OFFICE ASSISTANT II ROOSEVELT	08-02-01 08-06-01
MC NULTY, NANCY	INST ASST - SPECIAL ED SPECIAL ED	07-01-01 08-03-01
MESROBIAN, VARSO	OFFICE ASSISTANT II FRANKLIN	08-20-01 08-27-01
MORALES, CARLOS	CHILDREN CENTER ASST CDS	07-02-01 08-31-01
NOLEN, HENRY	CAFETERIA WORKER II FOOD SERVICES	08-20-01 08-31-01

OYENOKI, ELIZABETH	OFFICE ASSISTANT II MCKINLEY	08-14-01 08-30-01
PEREZ, MARIA	CAFETERIA WORKER I FOOD SERVICES	08-20-01 08-31-01
PRECIADO, IRIS	OFFICE ASSISTANT II EDISON	08-21-01 08-27-01
RAMIREZ, MARTHA	SR. OFFICE ASSISTANT CDS	07-02-01 08-15-01
RAZON, MONICA	CHILDREN CENTER ASST CDS	06-25-01 08-31-01
REDFERN, JILL	CAFETERIA WORKER II FOOD SERVICES	08-20-01 08-31-01
SANTIAGO, GUILLERMO	CUSTODIAN I OPERATIONS	07-01-01 08-31-01
TAPIA, SUSAN	JOB DEVELOPMENT/PLACE SPEC SPECIAL ED	07-01-01 08-03-01
TURNER, THERESA	CUSTODIAN I ROOSEVELT	07-02-01 08-03-01
VELASQUEZ, JOSE	CAFETERIA WORKER I FOOD SERVICES	08-20-01 08-31-01
WILLIAMS, ROBERT	INST ASST - SPECIAL ED SPECIAL ED	08-06-01 08-30-01
<u>TEMP/ADDITIONAL</u>		
PALKOVIC, DIANE	OFFICE ASSISTANT II OLYMPIC	06-25-01 06-30-02
SUGARS, CURTIS	UTILITY WORKER ADULT ED	07-01-01 06-30-02
VARGAS, PATRICIA	ADMINISTRATIVE ASST ADULT ED	07-01-01 06-30-02
<u>SUBSTITUTE</u>		
BASS, RONALD	CAMPUS SECURITY OFFICER SAMOHI	08-01-01 08-31-01
COOPER, RAYMOND	CAMPUS SECURITY OFFICER SAMOHI	07-01-01 08-31-01
GOMEZ, NANCY	INST ASST - SPECIAL ED SPECIAL ED	07-01-01 08-03-01

GONZALEZ, MARIA	OFFICE ASST I ADULT ED	07-01-01 06-30-02
HAROONI, SHAHIN	INST ASST - SPECIAL ED SPECIAL ED	09-01-01 06-21-02
HUNTER, CLIFTON	CAMPUS SECURITY OFFICER SAMOHI	08-01-01 08-31-01
MARTIN, KEVIN	CAMPUS SECURITY OFFICER SAMOHI	08-06-01 08-07-01
MESTERPHAZY, YVONNE	OFFICE ASSISTANT II PURCHASING	08-20-01 08-24-01
MESTERPHAZY, YVONNE	OFFICE ASSISTANT II PERSONNEL COMMISSION	08-15-01 08-27-01
PETERSON, EILEEN	OFFICE ASSISTANT II PERSONNEL COMMISSION	08-28-01 06-30-02
SAAD, CAROLINE	INST ASST - SPECIAL ED SPECIAL ED	07-01-01 08-03-01
SCOTT, BEN	CAMPUS SECURITY OFFICER ADAMS	08-13-01 08-17-01
SCOTT, BEN	CAMPUS SECURITY OFFICER SAMOHI	06-27-01 08-28-01
SMITH, DUNELL	CAMPUS SECURITY OFFICER LINCOLN	06-29-01 08-26-01
TOPHAM, VALERIE	ADMINISTRATIVE ASST SPECIAL ED	07-01-01 07-31-01
VENABLE, MARK	CUSTODIAN I OPERATIONS	07-01-01 06-30-02
VIESCA, JOSEPH	SKILLED MAINTENANCE WORKER MAINTENANCE	07-01-01 08-06-01
<u>RESIGNATION</u>		
CALDERON, TERESA	INST ASST - SPECIAL ED LINCOLN	08-15-01
GARCIA, AURORA	CHILDREN CENTER ASST CDS	10-31-00
GRDELICS, CYNTHIA	INST ASST - SPECIAL ED SAMOHI	06-30-01

HODGES, RAPHAELA	CHILDREN CENTER ASST EDISON	08-31-01
RIVERA, A.M.	INST ASST - SPECIAL ED LINCOLN	08-15-01
SHEPCARO, KIM	INST ASST - SPECIAL ED CABRILLO	07-31-01
WIEDLIN, MARGARET	INST ASST - SPECIAL ED CABRILLO	06-23-01
YAMASHIRO, SANDRA	INST ASST - CLASSROOM/SPEC ED MUIR	06-22-01

ESTABLISHED POSITION

14 POSITIONS	CHILDREN CENTER ASSISTANT 3.5 HRS/SY CDS	08-25-01
2 POSITIONS	OFFICE ASSISTANT II 8.0 HRS/11 CDS	08-25-01

ABOLISH POSITION

VACANT	INST ASST - CLASSROOM 5.0 HRS/SY WEBSTER	09-01-01
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NOTE: This entry was pulled by Board consensus.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Mrs. Leon-Vazquez
STUDENT ADVISORY VOTE:	N/A
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

TO: BOARD OF EDUCATION

CONSENT/ACTION
09-06-01

FROM: SUPERINTENDENT/JOHN SLISS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.18

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

ATIA, DANIELLE	SAMOH	07-01-01 - 08-31-01
BRADFORD, JAMILA	SAMOH	07-01-01 - 08-31-01
ECHEVERRIA, BRENDA	SAMOH	07-01-01 - 08-31-01
FESSEHATSION, YOHANNES	SAMOH	07-01-01 - 08-31-01
GILBERT, NICHOLAS	SAMOH	07-01-01 - 08-31-01
HOPKINS, FELICIA	SAMOH	07-01-01 - 08-31-01
LEDESMA, MARIO	SAMOH	07-01-01 - 08-31-01
RIVERO, VANESSA	SAMOH	07-01-01 - 08-31-01
RUEDA, JANE	SAMOH	07-01-01 - 08-31-01
THOMAS, MYA	SAMOH	07-01-01 - 08-31-01
VALENZUELA, ANA	SAMOH	07-01-01 - 08-31-01

STUDENT INTERN -WORKABILITY

VARGUEZ, CLAUDIA	WORKABILITY	07-01-01 - 06-30-02
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CHILD CARE ASSISTANT

FLORES, CARMEN	ADULT ED	07-01-01 - 06-30-02
GALLARDO, IRMA	ADULT ED	07-01-01 - 06-30-02

NOON SUPERVISION AIDE

DIXON, CRYSTAL	MCKINLEY	09-05-01 - 06-21-02
MORGAN, JENNIFER	EDISON	09-04-01 - 06-21-02

ASSISTANT COACH

BOOKMAN, CORY	SAMOH	08-01-01 - 11-30-01
GRAY, CARLOS	MALIBU	08-15-01 - 06-21-02
HAMER, JOHN	MALIBU	08-15-01 - 06-21-02
MCCAMPBELL, JOHN	MALIBU	08-15-01 - 06-21-02
TAPIA, ADRIANA	SAMOH	08-01-01 - 11-30-01
WEBER, MARY	MALIBU	08-15-01 - 06-21-02

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

STUDENT ADVISORY VOTE: N/A
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

Major Items

TO: BOARD OF EDUCATION

ACTION/MAJOR
09/06/01

FROM: SUPERINTENDENT/TIM McNULTY/ROSEMARY ECKER

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

RECOMMENDATION NO. A.19

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 01-65000-0-50010-11800-5825-043-1400

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
North Hills Prep	04/10/87	NPS	#63	\$ 33,290
ERAS	05/28/89	NPS	#64	\$ 23,304
Vista/Julia Ann Singer	09/19/96	NPS	#65	\$ 22,500
Vista	05/05/91	NPS	#66	\$ 25,740
Vista	12/23/86	NPS	#67	\$ 25,740
Debra Tate	07/12/98	NPA-PT	#17	\$ 2,600
Intercare Therapy	03/29/97	NPA-PT	#18	\$ 6,450
Intercare Therapy	12/24/97	NPA-OT	#19	\$ 1,530
Kelter Center	06/30/86	NPA- Education Therapy	#20	\$ 6,840
Kelter Center	02/10/85	NPA- Education Therapy	#21	\$ 6,840
Kelter Center	04/09/93	NPA- Education Therapy	#22	\$ 3,420
Greg Kimberlin	04/10/84	NPA-DHH Counseling	#23	\$ 4,750
Greg Kimberlin	02/08/91	NPA-DHH Counseling	#24	\$ 4,500
Greg Kimberlin	10/28/85	NPA-DHH Counseling	#25	\$ 4,500
Greg Kimberlin	10/07/83	NPA-DHH Counseling	#26	\$ 4,500

Amount Budgeted NPS/NPA	\$2,546,666
Encumbered/Expended as of 9/06/01	2,063,560
Total Amount for these Contracts	176,504
BALANCE	\$ 306,602

Instructional - Administration
2001-2002 Budget 01-65000-0-50010-21000-5802-043-1400

Non-Instructional Consultant	Service Description	Contract Number	Cost Not to Exceed
Tom Justice	Assist in the development of Special Education Division functional performance targets and accountability measures	#1	\$ 4,800

Amount Budgeted Instructional Administration	\$ 15,000
Encumbered/Expended as of 8/16/01	\$ 0
Total Amount for this Contract	4,800
BALANCE	\$ 10,200

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:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

TO: BOARD OF EDUCATION

MAJOR ACTION

09/06/01

Previously 06/07/01

FROM: SUPERINTENDENT/LISE REILLY

RE: GOVERNOR'S PERFORMANCE AWARD 'A' APPROVAL OF THE SANTA MONICA HIGH SCHOOL SITE GOVERNANCE BUDGET

RECOMMENDATION NO. A. 20

It is recommended that the Board of Education approve/ratify the attached Santa Monica High School Site Governance Council-approved budget. The funds in the total amount of \$704,617 were awarded by the State Department of Education to each site based on Average Daily Attendance (A.D.A.) results from the 1999-2000 Academic Performance Index. The Governing Board approves/ratifies the plan for expenditures. At this time, the funding is ongoing at the State level, but one-time at the site. The Santa Monica High School Governor's Award A is \$186,602.

COMMENT: In order to be eligible for these awards the school site must meet or exceed its 5% growth target on the A.P.I. and the growth for significant subgroups must meet or exceed 80% of the school target. Elementary and middle schools must have 95% of the enrolled students participating in the SAT9. High schools must have 90% of the enrolled students participating in the SAT9.

Governor's Award A funds must go directly to the site. The Site Governance Council is responsible for determining a plan for expenditure of the money. Guidelines that were used when developing the plan include:

- * connecting the expenditure with School Improvement Plan;
- * focusing on improving student learning;
- * looking for ways to maximize the dollars;
- * keeping collective bargaining groups in mind regarding contract, salaries and working conditions, and
- * concentrating on one-time expenditures, such as materials, supplies and equipment.

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

Santa Monica High School
2001-02 A.P.I. (Governor's Performance Award A) Budget Priorities

Curriculum Revision						
(Summer 2001) English						
	4	9th grade	40hrs	\$35.00/hr		\$5,600.00
	4	10th grade	40hrs	\$35.00/hr		\$5,600.00
	4	11th grade	40hrs	\$35.00/hr		\$5,600.00
	4	11th AP	40hrs	\$35.00/hr		\$5,600.00
					sub total	\$22,400.00
Social Studies						
	4	9th grade	20 hrs	\$35.00/hr		\$2,800.00
	4	10th grade	20 hrs	\$35.00/hr		\$2,800.00
	4	11th grade	20 hrs	\$35.00/hr		\$2,800.00
	4	12th grade	20 hrs	\$35.00/hr		\$2,800.00
					sub total	\$11,200.00
Differentiated						
Inservice Consultant						
						\$3,000.00
Participants						
	30		12hrs	35.00/hr	sub total	\$12,600.00
Summer Coordinator for SLC Grant						
					sub total	\$4,200.00
Low Level Construction						
(attendance, signs,cabinets)						
					sub total	\$25,000.00
Expand Freshmen Camp to 500 students						
personnel						
						\$14,000.00
supplies						
						\$10,000.00
					sub total	\$24,000.00
FTE 01-02						
Activities						
	0.2					\$8,000.00
FOL						
	0.2					\$8,000.00
SLC						
	0.6					\$36,000.00
					sub total	\$52,000.00
Small Learning Communities						
Mailing/Needs Survey						
						\$2,500.00
Data Processing						
						\$1,200.00
Analysis						
					approx.	\$4,000.00
					sub total	\$7,700.00
Classified Training						
Customer Service Training						
						\$4,000.00
On-going Classified Training						
						\$4,000.00
					sub total	\$8,000.00
					API total	\$186,000.00
					total spent	\$167,100.00
					balance to roll over to 01-02 school year	\$18,900.00

TO: BOARD OF EDUCATION MAJOR/ACTION
09/06/01
FROM: SUPERINTENDENT/VIRGINIA I. HYATT
RE: AUTHORIZATION TO AWARD COMPUTER EQUIPMENT BID #02.01 TO
GATEWAY COMPUTERS FOR ST. ANNE'S CATHOLIC SCHOOL

RECOMMENDATION NO. A.21

It is recommended that the Board of Education award Bid #02.01, Computer Equipment, to Gateway Computers, for St. Anne's Title I program, in an amount not to exceed \$62,526.66

Funding Information

Source: General Fund/Restricted
Account number: 01-30100-0-11100-10000-6400-035-1300
Description: Title I/St. Anne's/All Other Equipment

COMMENT: St. Anne's Catholic School is allowed funding through the Title I program for the purchase of instructional supplies. The Title I program requires the LEA (lead educational agency) to provide educational services in a non parochial environment for students qualified for the Title I program. This order is for one (1) server, eight(8)desktop computers and thirty-five (35) laptop computers. These computers will be used in the new relocatable classroom being installed this fall.

Three vendors were contacted for computer equipment bids. All vendors have "piggy backable" bids which are available for the District to use. The bid results are as follows:

Gateway Computers	Gateway computers	\$62,526.66
Intelli-tech	Compaq computers	\$63,965.16
Ed-Tech	Toshiba computers	\$68,625.36

The District is ordering Gateway computers per Long Beach Unified's Bid #21-0001/14. Furthermore, during the Board meeting of February 9,1995, the Board of Education declared Gateway Computers a sole source vendor for computer equipment purchases.

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

NOTE: THIS ITEM WAS PULLED BY STAFF PRIOR TO THE MEETING AND
DULY NOTICED.

TO: BOARD OF EDUCATION MAJOR/ACTION
09/06/01
FROM: SUPERINTENDENT
RE: RESTRUCTURING OF GROUND LEASE

RECOMMENDATION NO. A.22

It is recommended that the Board of Education approve the restructuring of the Joint Occupancy Lease between the Santa Monica-Malibu Unified School District and the Dial Advisory Group which will: (1) net the School District additional ground rent revenue; (2) provide the School District 4,500 square feet of additional administrative facility space; (3) permit the School District to acquire the Dial Advisory Group's fifty (50) remaining years of interest in the School District's administrative facility; and, (4) create a new independent lease structure for the School District's administrative facility involving the issuance of a thirty (30) year Certificate of Participation.

COMMENTS: The School District has had in place a Joint Occupancy Lease since 1984, involving its 16th Street property (the site of the current Administration Building), its 9th Street and Colorado property and its 4th Street/4th Street Adjacent Property (the site of the DoubleTree Hotel). The current Lessee, Dial Advisory Group, has approached the School District with a proposal to restructure this lease arrangement. The following summary, regarding the Joint Occupancy Lease and the proposed restructuring, has been prepared by the School District's Legal Counsel, O'Melveny & Meyers, LLP.

The summary was not available at the time the Agenda was being printed, but has been distributed to Board Members under separate cover, and is available for public review at the Office of the Superintendent.

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

NOTE: THIS ITEM WAS PULLED BY STAFF PRIOR TO THE MEETING AND
DULY NOTICED.

TO: BOARD OF EDUCATION ACTION/MAJOR
09/06/01
FROM: SUPERINTENDENT
RE: ADOPT RESOLUTION NO. 01-03 APPROVING DOCUMENTS
ASSOCIATED WITH THE AUTHORIZATION TO SELL CERTIFICATES
OF PARTICIPATION FOR THE PURPOSE OF ACQUIRING,
CONSTRUCTING AND REHABILITATING SCHOOL DISTRICT
FACILITIES

RECOMMENDATION NO. A.23

It is recommended that the Board of Education approve Resolution No. 01-03 for the selling of Certificates of Participation to facilitate the restructuring of the Joint Occupancy Lease between the Santa Monica-Malibu Unified School District and the Dial Advisory Group.

COMMENTS: The Board of Education approved Item A.22 in the September 6, 2001, Board Meeting Agenda which is related to the restructuring of the Joint Occupancy Agreement between the School District and the Dial Advisory Group. By approving this Resolution, the Board of Education will authorize the School District to sell Certificates of Participation to facilitate the restructuring.

The Resolution and accompanying documents, were not available at the time the Agenda was being printed, but have been distributed to Board Members under separate cover, and are available for public review at the Office of the Superintendent.

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

TO: BOARD OF EDUCATION

Action
9/6/01

FROM: SUPERINTENDENT

RE: RECOMMENDATION FOR ACCEPTANCE OF BIDS FOR NEW
CONSTRUCTION AND MODERNIZATION WORK AT MALIBU HIGH
SCHOOL

RECOMMENDATION NO. A.24

It is recommended that the Board of Education:

- (1) accept the bids submitted by I.C.E. Builders in the amount of \$2,333,646 for modernization work at Malibu High School; the work involved being the conversion of the cafeteria to a performing arts auditorium, with an orchestra pit, and campus wide accessibility work;
- (2) Request Jacobs Facilities' to prepare a Budget Limitation Agreement (BLA), for Board of Education approval, setting forth the costs to complete this modernization work; and
- (3) Commit \$214,025 of Deferred Maintenance Funds to the Pt. Dume Marine Science Elementary School Project and shift an equal amount of the Proposition X "Stand Alone" funds from the Pt. Dume budget to the Malibu High School budget.

COMMENT: The current Construction Budget (excluding contingency allowance) for this work is \$3,590,225. Jacobs Facilities' advertised for bids for new construction and modernization work at Malibu High School, and received bids on June 29, 2001. Seven (7) bidders were pre-qualified for this package. I.C.E. Builders was the lone bidder and submitted bids for the following components of construction work:

MEETING NOTE:

Exhibits A, B, and C, attached hereto and made apart hereof of these original Minutes, represent the previous versions of the following agenda items; they were prepared and submitted to the Board in anticipation of the discussion surrounding this item.

New Competition Gymnasium and Site Work for Classroom Building	\$4,682,756
Locker Rooms for Gymnasium	\$672,945
Corridor to Connect Existing and New Gymnasium	\$214,192
Conversion of the Cafetorium to Performing Arts Auditorium	\$1,819,773
Orchestra Pit for Auditorium	\$267,995
Exterior Canopy for Auditorium	\$195,073
Accessibility Work - Campus Wide	\$245,878

Given the situation that the I.C.E. Builders' bid exceeded the available construction budget by approximately \$4.5 million, District Staff is recommending that only the work associated with the conversion of the cafetorium to a performing arts auditorium, with the inclusion of an orchestra pit, and the campus wide accessibility work be awarded. District staff will discuss with Jacobs Facilities an appropriate approach for rebidding the new gymnasium and associated work. Because "finishing" site work associated with the new classroom building, currently under construction, was included as part of the gymnasium work, it will be necessary to rebid this work. The estimated cost for this "finishing" site work, including Jacobs Facilities' construction management fees is \$350,000.

If the Board of Education approves this recommendation regarding this bid award, the Malibu High School Prop X Budget will have \$1,705,141 remaining to apply to the site work and new gymnasium work. Consequently, District Staff is recommending that the Board use as much Deferred Maintenance funding on the Pt. Dume project as possible in order to free up Proposition X "Stand Alone" for the future construction work at Malibu High School. To accomplish this involves committing \$214,025 of Deferred Maintenance funds to Pt. Dume and shifting an equal amount of "Stand Alone" funds from Pt. Dume to Malibu High School. When this is done the Malibu High School Proposition X Budget will have \$1,919,166 available for the site work and new gymnasium.

Given the fact that the I.C.E. bids for the gymnasium and associated locker rooms and connecting corridor were in excess of \$5 million, additional funding will have to be identified to complete this work. It is not realistic to assume that a redesign and rebid effort for the gymnasium and associated will work

reduce the construction cost by \$3 million. The spreadsheet on the following pages presents the current status of the Malibu High School Budget and the possible funding sources for the gymnasium work.

If the Board accepts the bids of I.C.E. Builders for the auditorium, orchestra pit and accessibility work, Jacobs Facilities' will prepare a Budget Limitation Agreement (BLA) for the work, incorporating the construction costs based on the bid, a ten percent contingency for unforeseen conditions and Jacobs Facilities' Construction Phase Program Management costs. The Board of Education must approve this BLA before any construction work commences.

The Proposition X Oversight Committee will review this recommendation prior to the Board of Education meeting September 6, 2001.

MEETING NOTE:

Jean Gebman, Chairman of the Proposition X Oversight Committee, presented a report on the construction challenges currently facing the district at Malibu High School. He stated that the committee was concerned with using the scarce "public purse" funds wisely, retaining a prudent reserve. He indicated that on July 9, the committee voted (7-2, with one abstention) to proceed with a total rebidding process, reviewing the plans for the auditorium and performing a comprehensive evaluation of the gym project. Dr. Gebman was thanked for his dedication and unflagging support of the district and its programs.

The Superintendent stated his unequivocal support of continuing a full-fledged, head-on building program at Malibu High School; stating that he could, in no way, support a piece meal solution, Mr. Deasy also said the students' needs must be met in as timely a way as possible. He indicated he was committed to finding the funding and, consequently, he was working with staff to reconcile significant cost overruns with the delivery of the project. (Jacobs Facilities). The Superintendent then read Exhibit A and stated that it had his backing, specifically because it addressed the "whole school" concept.

Public Comment:

Deirdre Roney, Malibu
Laure Stern, Malibu
Wendy Cary, Malibu

The above speakers supported the Superintendent's position; Mrs. Stern additionally stated that the challenge at Malibu High School was not a Malibu issue, but rather a matter of keeping campaign promises to voters.

Bob Moore, President and CEO of ICE Builders and
Bob Anderson, Project Manager, ICE Builders

The above speakers spoke in favor of using local contractors and subcontractors primarily because each was more familiar with the covenants, conditions and restrictions imposed by state and local governments. Mr. Moore also committed to working as closely as possible with Jacobs to initiate and complete the deductive change order in a timely manner.

Board Member Comments

Board engaged in lengthy discourse around these items, with board members expressing individual and collective commitment to fulfilling the needs of students. It was noted that, while reallocation of funds presented a large dilemma, at least \$1.2 million would not be spent until 18-20 months down the line and funding could probably be reallocated within that time frame.

After lengthy discussion, the Board voted to bring forward Exhibit A, placing it on the agenda to replace agenda item Recommendation A.24. This motion was made by Dr. Jordan and seconded by Mrs. Brady: 7 (All) -0 (none).

A roll call vote was then called for by President Pratt, to approve Exhibit A, as written, as follows:

Mrs. Brady	Aye
Dr. Escarce	Aye
Mrs. Gottfried	Aye
Mrs. Leon-Vazquez	Aye
Dr. Jordan	Aye
Ms. Brownley	Aye
Mr. Pratt	Aye

Finally, in a motion made by Ms. Brownley, seconded by Mrs. Gottfried [7 (All), 0 (none)], any idea to accept any piecemeal bids was defeated.

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

MALIBU HIGH SCHOOL PROP X BUDGET STATUS AND AWARD ICE FOR AUDITORIUM AND ADA WORK					
I. BUDGET (Prop X Budget-R12)			12,206,025		
A	Prop X - Track		252,923		
B	State Modernization-Track/Parking		1,738,424		
C	Prop X - Classroom Bldg		3,607,550		
D	Prop X - Gym		2,277,381		
E	State Modernization-Auditorium		1,505,055		
F	State Modernization-Gen		995,604		
G	State Modernization-Underground U.		646,941		
H	Prop X - Classroom Bldg-Underground U		129,924		
I	Prop X - Gym-Underground U.		82,223		
J	Prop X - Unidentified Projects		970,000		
II. BUDGET COMMITMENTS			7,337,436	JFI FEES	
A	Jacobs' Pre-Construction Fees (Prop X Budget-R12)		1,867,522	CM	Pre-Constr
B	BLA # 5 - Track & Parking Lot		1,686,672	304,677	304,677
C	BLA # 11 - Underground Utilities		727,647	131,440	131,440
D	BLA # 14 - New Panelized Classroom Building		3,055,595	551,955	551,955
				988,072	988,072
III. BUDGET BALANCE			4,868,589		
A	Construction Bids		3,590,225		
B	Construction Contingency		398,914		
C	Jacobs' Construction Management Fee		879,450		
IV. ICE BID FOR AUDITORIUM AND ADA WORK			2,333,646		
V. BUDGET BALANCE AFTER AWARDED ICE BID			1,705,141		
A	Malibu High School Designated FF& E (Not include in BLA)		51,694		
B	Construction Budget Needed		2,333,646		
C	Asbestos Monitoring Allowance		25,000		
D	Construction Contingency Budget Needed		233,365		
E	Jacobs Construction Management Fee Needed (Based on Bid Estimate of \$2,333,646)		571,437		
VI. BUDGET BALANCE AFTER AWARDED ICE BID COMMITTING \$214,025 OF ADDITIONAL DEFERRED MAINTENANCE FUNDS TO PT. DUME MODERNIZATION WHILE TRANSFERRING AND EQUAL AMOUNT OF "STAND ALONE" FUNDING FROM PT. DUME TO MHS			1,919,166		

MALIBU HIGH SCHOOL PROP X BUDGET STATUS AND AWARD ICE FOR AUDITORIUM AND ADA WORK

VII. FUNDING FUTURE GYMNASIUM REBID

A	Use Malibu Schools' "Unidentified Projects" funds		1,668,136				
B	Use remaining Malibu Schools' Construction Contingency funds from "Stand Alone" funded projects						
1	MHS Clsrm Bldg, BLA#14	250,364					
2	Pt. Dume, BLA#6	170,279					
3	Total	420,643					
4	Assume 40% Remains	168,257	168,257				
C	Use Malibu Schools' share of remaining "Unforeseen Contingency" funds	1,666,274					
1	Assume 20% Remains	333,255					
2	Malibu's Share - 27%	89,979	89,979				
D	Use Malibu Schools' share of the anticipated unused Transporation Facility Acquisition Funds	700,000					
1	Malibu's Share - 27%	189,000	189,000				
E	Commit Developer Fees to be collected in 2000-01 and in 2001-02, which are in excess of those projected in the current Prop X Budget, to MHS. (As of 6/30/01, Dev Fee Projection: \$583,452 Ending Balance on 6/30/02 (def plan-9)		583,452				
F	Commit Developer Fees to be collected in 2002-03 (not currently in the Prop X Budget), if justified in new 2002 Jusification Study, to MHS.		400,000				
G	Sub-total		3,098,824				

VIII. POSSIBLE SOURCES OF ADDITIONAL FUNDING IF NEEDED

A	Greater than projected Arbitrage Earnings - Cannot be determined until mid-2002						
B	Request a contribution from the City of Malibu toward the construction of the new MHS gym						
C	Use "facility" restricted funds anticipated to be received from the restructuring of the Administration Building Ground Lease (as much as \$2 million may be available - will be known by Nov. 2001)						
D	Sell a 20 Year COP after the purchase of the Transporation Facility; and, use the unrestricted funds currently being appropriated (\$112,000 per year) for the Transportation Facility Lease to pay the debt service on the COP. The amount of the COP will be determined at or near the "end" of the project. Any unused construction contingency for MHS project will be used to reduce the "needed amount" of the COP.						

Exhibit A

TO: BOARD OF EDUCATION

FROM: SUPERINTENDENT

RE: RECOMMENDATION FOR ACCEPTANCE OF BIDS FOR NEW
CONSTRUCTION AND MODERNIZATION WORK AT MALIBU HIGH
SCHOOL

~~Action~~
~~9/6/01~~

RECOMMENDATION NO. A.

It is recommended that the Board of Education:

(1) Accept Jacobs Facilities' recommendation to accept the bids submitted by I.C.E. Builders in the amount of \$7,507,754 for new construction and modernization work at Malibu High School with the understanding that Jacobs Facilities' will negotiate a deductive change order in the amount of \$852,117 for the purpose of presenting a Budget Limitation Agreement with a construction work value of \$6,655,637;

(2) Approve an increase in the Malibu High School Proposition X/State Facility Program budget in the amount of \$1,882,161 based on the following:

(a) Commit all of the currently identified Unidentified Projects line item funding designated for the Malibu Schools, which amounts to \$1,668,136;

(b) Commit \$214,025 of Deferred Maintenance Funds to the Point Dume Marine Science Elementary School Project and shift an equal amount of the Proposition X "Stand Alone" funds from the Pt. Dume budget to the Malibu High School budget;

(3) Approve an increase to the Malibu High School Proposition X/State Facility Program budget in the amount of \$2,715,877, which will be funded from one or more of the following or other sources to be determined at a later date:

(a) Commit any remaining Malibu Schools' Construction Contingency funds from the following "Stand Alone" funded projects: MHS Classroom Building, BLA #14 and Pt. Dume, BLA #6;

(b) Commit any remaining Malibu Schools' share of the District wide "Unforeseen Contingency funds;

(c) Commit the Malibu Schools' share of any unused Transportation Facility Acquisition funds;

(d) Increase the Proposition X/State Facility Program Budget by \$583,452 in recognition of greater than projected 2000-01 and 2001-02 Developer Fees and commit this additional amount to the Malibu High School Budget;

(e) Increase the Proposition X/State Facility Program Budget by \$400,000 in recognition of projected 2002-03 Developer Fees, not currently included in the Proposition X/State Facility Program Budget, and commit this additional amount to the Malibu High School Budget;

(f) Commit "facility" restricted funds anticipated to be received from the restructuring of the Administration Building Ground Lease;

(g) Sell a Certificate of Participation; and,

(4) Request Jacobs Facilities' to prepare a Budget Limitation Agreement (BLA), for Board of Education approval, setting forth the costs to complete this modernization and new construction work.

COMMENTS: The current Construction Budget (excluding contingency allowance) for this work is \$3,590,225. Jacobs Facilities' advertised for bids for new construction and modernization work at Malibu High School, and received bids on June 29, 2001. Seven (7) bidders were pre-qualified for this package. I.C.E. Builders was the lone bidder and submitted a bid of \$7,507,754.

The bid was for seven (7) components of work: (1) a new competition gymnasium, (2) locker rooms for the gymnasium, (3) a corridor to connect the existing gymnasium to the new gymnasium, (4) conversion of the existing cafetorium to a performing arts auditorium, (5) the inclusion of an orchestra pit in the auditorium, (6) the installation of an exterior canopy at the auditorium's entrance and (7) campus wide accessibility work.

Given the situation that the I.C.E. Builders bid exceeded the available construction budget by approximately \$4 million, District Staff and Jacobs Facilities' personnel met extensively to examine alternatives for accomplishing this work for a lesser amount of money. Although some hypothetical savings were identified, when such factors as redesign costs, potential siting/location changes which could require additional Coastal Commission approvals and possibly raise concerns by surrounding residents, the uncertainty

of the bidding market and the effect of time delays on school programs were considered, it was the judgement of those involved that an appropriate option would be to attempt to negotiate a deductive change order with I.C.E. Builders to bring the cost of the project closer to the available budgeted funds. Several meetings were held with I.C.E. Builders which resulted in I.C.E. Builders agreeing to enter into a contract with Jacobs Facilities for all of bid work except the auditorium's exterior canopy for a contract amount of \$6,655,637.

If the School District accepts the I.C.E. Builders bid and a subsequent deductive change order which will result in a \$6,655,637 million contract, Jacobs Facilities has agreed to cap its associated fees at a level based upon its pre-bid estimates for the work (\$6,118,160). This fee modification amounts to a \$260,684 District savings.

In order for the Board to accept this bid, it will be necessary to increase the Malibu High School Proposition X/State Facility Program Budget by \$4,598,038. This increase would come from two different types of funds: (1) those which can be immediately allocated to the Malibu High School Budget from within the existing District wide Proposition X/State Facility Program Budget (Points 2a and 2b in the Recommendation Section) and (2) those which are not currently in the District wide Budget, but which are potentially available, if the Board of Education takes certain actions (Points 3a, 3b, 3c, 3d, 3e and 3f in the Recommendation Section). The spreadsheet on the following pages presents the current status of the Malibu High School Budget and the possible means of funding the balance of the project based on I.C.E. Builders doing the work for \$6,655,637 million.

If the Board accepts Jacobs Facilities' recommendation to accept the bid of I.C.E. Builders with a deductive change order in the amount \$852,117, Jacobs Facilities' will prepare a Budget Limitation Agreement (BLA) for the work, incorporating construction costs based on the bid and deductive change order, a ten percent contingency for unforeseen conditions and Jacobs Facilities' Construction Phase Program Management costs based on its pre-bid estimates for this work. The Board of Education must approve this BLA before any construction work commences.

The Proposition X Oversight Committee will review this recommendation on August 27, 2001. Staff will report the Oversight Committee's action at the Board meeting.

MALIBU HIGH SCHOOL PROP X BUDGET STATUS AND ADDITIONAL FUNDING NEEDED TO AWARD FINAL WORK TO ICE

I. BUDGET (Prop X Budget-R12)		12,206,025			
A	Prop X - Track	252,923			
B	State Modernization-Track/Parking	1,738,424			
C	Prop X - Classroom Bldg	3,607,550			
D	Prop X - Gym	2,277,381			
E	State Modernization-Auditorium	1,505,055			
F	State Modernization-Gen	995,604			
G	State Modernization-Underground U.	646,941			
H	Prop X - Classroom Bldg-Underground U	129,924			
I	Prop X - Gym-Underground U.	82,223			
J	Prop X - Unidentified Projects	970,000			
II. BUDGET COMMITMENTS		7,337,436			
A	Jacobs' Pre-Construction Fees (Prop X Budget-R12)	1,867,522	JFI FEES		
B	BLA # 5 - Track & Parking Lot	1,686,672	CM	Pre-Constr	
C	BLA # 11 - Underground Utilities	727,647	304,677	304,677	
D	BLA # 14 - New Panelized Classroom Building	3,055,595	131,440	131,440	
			551,955	551,955	
			988,072	988,072	
III. BUDGET BALANCE		4,868,589			
A	Construction Bids	3,590,225			
B	Construction Contingency	398,914			
C	Jacobs' Construction Management Fee	879,450			
IV. ICE BID AFTER DEDUCTIVE CHANGE ORDER		6,655,637	JFI Fee Differential	JFI Fee Calculation Based on JFI Pre-bid Estimate	JFI Fee Calculation Based on ICE "Bid" after Deductive C.O.
V. BUDGET DEFICIT CONSIDERING "ICE BID"		-4,598,038			
A	Malibu High School Designated FF& E (Not include in BLA)	-51,694			
B	Construction Budget Needed (Based On ICE "bid")	-3,065,412			
C	Construction Contingency Budget Needed	-306,541			
D	Jacobs Pre- Construction Fee Budget Needed (Based on Pre bid Estimate of \$6,118,160)	-613,042		2,527,935	3,065,412
E	Jacobs Construction Management Fee Needed (Based on Pre-bid Estimate of \$6,118,160)	-613,042	252,793	306,541	
			260,684	613,042	743,384
				613,042	743,384

MALIBU HIGH SCHOOL PROP X BUDGET STATUS AND ADDITIONAL FUNDING NEEDED TO AWARD FINAL WORK TO ICE

VI. FUNDING THE DEFICIT

A Use Malibu Schools' "Unidentified Projects" funds 1,668,136

B Use remaining Malibu Schools' Construction Contingency funds from "Stand Alone" funded projects

1 MHS Clrm Bldg, BLA#14 250,364

2 Pt. Dume, BLA#6 170,279

3 Total 420,643

4 Assume 40% Remains 168,257 168,257

C Use Malibu Schools' share of remaining "Unforseen Contingency" funds 1,666,274

1 Assume 20% Remains 333,255

2 Malibu's Share - 27% 89,979 89,979

D Use Malibu Schools' share of the anticipated unused Transportation Facility Acquisition Funds 700,000

1 Malibu's Share - 27% 189,000 189,000

E Commit additional Deferred Maintenance Funds to Pt.Dume modernization work and free up an equal amount of "Stand Alone" funding to redirect to MHS. 214,025

F Commit Developer Fees to be collected in 2000-01 and in 2001-02, which are in excess of those projected in the current Prop X Budget, to MHS. (As of 6/30/01, Dev Fee Projection: \$583,452 Ending Balance on 6/30/02 (def plan-9) 583,452

G Commit Developer Fees to be collected in 2002-03 (not currently in the Prop X Budget), if justified in new 2002 Jusification Study, to MHS. 400,000

H Sub-total 3,312,849

VII. ADDITIONAL FUNDING NEEDED 1,285,189

VIII. POSSIBLE SOURCES OF ADDITIONAL FUNDING

A Greater than projected Arbitrage Earnings - Cannot be determined until mid-2002 ?

B Request a contribution from the City of Malibu toward the construction of the new MHS gym ?

C Use "facility" restricted funds anticipated to be received from the restructuring of the Administration Building Ground Lease (as much as \$2 million may be available - will be known by Nov. 2001) ?

D Sell a 20 Year COP in an amount up to \$1.5 million after the purchase of the Transportation Facility; and, use the unrestricted funds currently being appropriated (\$112,000 per year) for the Transportation Facility Lease to pay the debt service on the COP. The amount of the COP will be determined at or near the "end" of the project. Any unused construction contingency will be used to reduce the "needed amount" of the COP. ?

Exhibit B

TO: BOARD OF EDUCATION

~~ACTION~~
~~9/6/01~~

FROM: SUPERINTENDENT/ARTHUR L. COHEN

RE: APPROVAL OF BUDGET LIMITATION AGREEMENT #18 (MASTER CONTRACT AMENDMENT NO. 22) FOR MODERNIZATION AND NEW CONSTRUCTION WORK AT MALIBU HIGH SCHOOL

RECOMMENDATION NO. A

It is recommended that the Board of Education approve Budget Limitation Agreement #18 (Master Contract Amendment Number 22) regarding modernization and new construction work at Malibu High School in the amount of \$8,853,584.

Funding Information:

Source: Proposition X - General Obligation Bonds
State Modernization Funds

Comment:

The Master Contract with Jacobs Facilities', as approved by the Board in Action Item A.41 on 8/12/99, establishes two forms of program costs: (1) Pre-construction Phase costs, which encompass project planning and design services; and (2) Construction Phase costs, which encompass the actual construction and program/construction management services. The Pre-construction Phase costs are stipulated in the Master Contract to be equal to fifteen point three (15.3) percent of each project's budget. The Construction Phase costs are stipulated in Budget Limitation Agreements (BLA), proposed by Jacobs Facilities' and approved by the Board of Education, which establish fixed construction, construction contingency and program/construction management services costs.

Once a BLA is agreed to by the District and Jacobs Facilities', the District's Construction Phase fiscal obligations, except for costs related to District directed project scope changes and unforeseen site conditions, will not exceed that of the BLA; and Jacobs Facilities' will be responsible for project cost overruns. According to the Master Contract, the value of each BLA will be composed of the respective project's Board approved construction costs which includes: the bid amounts for construction; a contingency amount equal to 10% of the construction budget; allowances; and other specifically identified construction expenses and a program/construction management services fee for Jacobs Facilities' equal to fifteen point three (15.3) per cent

of each project's budget. The Board and Jacobs Facilities' may agree to amend the BLA, after its initial adoption, to reflect owner directed scope changes and unforeseen site conditions as referenced in the Master Contract. ~~The scheduled completion date associated with this project is ?????? (Will be provided at Oversight Meeting).~~

~~Milestone Completion dates: (Will be discuss at Oversight Meeting)~~

~~?~~
~~?~~

A \$750 per day liquidated damage penalty will apply to each "milestone completion" date and the project completion date.

The attached summary details the budget associated with the Pre-Construction Phase (planning & design) of this BLA, and the budget associated with the Construction Phase (construction & construction management) of this BLA.

The complete Budget Limitation Agreement, along with the Master Contract, is on file for public review in the Office of the Assistant Superintendent for Fiscal and Business Services.

The Proposition X Oversight Committee will review this recommendation for approval on August 27, 2001. Staff will report the Oversight Committee's action at the Board meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Santa Monica - Malibu Unified School District
BLA #18 Summary

September 6, 2001
Modernization, Gymnasium and
Auditorium
Malibu High School

		Malibu HS	Total
A.	Budget-Balance of Construction		
1	Budget	\$ 3,989,139	\$ 3,989,139
2	Contingency	\$ 398,914	\$ 398,914
3	Budget w/o cont.	\$ 3,590,225	\$ 3,590,225
B	Construction Bids		
1	I.C.E. Builders	\$ 7,507,754	\$ 7,507,754
	CO's to Bids:		
1		\$ -	\$ -
C.	Changes / Allowances		
1	Deductive Change Ord	\$ (852,117)	\$ (852,117)
D.	Sub-Total (Sec.B+Sec.C)	\$ 6,655,637	\$ 6,655,637
E.	Balance(A.3-C)	\$ (3,065,412)	\$(3,065,412)
F.	Additional Costs for		
	Additional Work	\$ 3,065,412	\$ 3,065,412
	Contingency@10% (D.)	\$ 306,541	\$ 306,541
	Program/Construction Management @ 15.3% (D.)	\$ 743,384	\$ 743,384
	Program/Construction Management Discount Based on Pre-bid Estimate	\$ 130,342 *	\$ 130,342
	Program/Construction Management to be Applied to BLA	\$ 613,042	\$ 613,042
G.	Funding Additional		
H.	Work to be determined		\$ -
I.	BLA CALCULATION		
	Bids & Changes/Allowances	\$ 6,655,637	\$ 6,655,637
	Work to Be Determined	\$ -	\$ -
	Contingency	\$ 705,455	\$ 705,455
	Prog./Construction Mgt	\$ 1,492,492	\$ 1,492,492
	TOTAL BLA	\$ 8,853,584	\$ 8,853,584
	Pre-Construction Service	\$ 1,492,492 *	\$ 1,492,492
	* Discount also applied to a portion of Pre-Construction Services Fee		

Exhibit C

TO: BOARD OF EDUCATION ~~Action~~
9/6/01

FROM: SUPERINTENDENT

RE: RECOMMENDATION TO REJECT OF BIDS FOR NEW
CONSTRUCTION AND MODERNIZATION WORK AT MALIBU HIGH
SCHOOL

RECOMMENDATION NO. A.

It is recommended that the Board of Education reject the recommendation of Jacobs Facilities regarding the I.C.E. Builders' bid for Malabo High School and request Jacobs Facilities to immediately rebid the plans for the site work associated with the new classroom building, the conversion of the cafetorium to a performing arts auditorium, with inclusion of an orchestra pit and campus wide accessibility work.

COMMENTS: The current Construction Budget (excluding contingency allowance) for this work is \$3,590,225. Jacobs Facilities' advertised for bids for new construction and modernization work at Malibu High School, and received bids on June 29, 2001. Seven (7) bidders were pre-qualified for this package. I.C.E. Builders was the lone bidder and submitted bids for the following components of construction work:

New Competition Gymnasium and Site Work for Classroom Building	\$4,682,756
Locker Rooms for Gymnasium	\$672,945
Corridor to Connect Existing and New Gymnasium	\$214,192
Conversion of the Cafetorium to Performing Arts Auditorium	\$1,819,773
Orchestra Pit for Auditorium	\$267,995
Exterior Canopy for Auditorium	\$195,073
Accessibility Work - Campus Wide	\$245,878

I.C.E. Builders' bid exceeded the available construction budget by approximately \$4.5 million. Jacobs Facilities, after meeting with I.C.E., has indicated that I.C.E. will perform all of their bid work, except for the canopy for auditorium, for \$6.665 million. Jacobs Facilities has recommended that the School District accept this offer. If the offer were accepted, the construction work would still exceed the construction budget by more than \$3 million.

After considering possible options which included awarding some components at this time (the auditorium and accessibility work) and redesigning/rebidding the gymnasium, it has been concluded that the best course of action would be to immediately rebid the plans for the auditorium and accessibility work and then begin redesign/rebid activities for the gymnasium. With this strategy, the performing arts auditorium could be available for the 2002-03 School Year and the gymnasium would be available for the 2003-04 School Year.

The Proposition X Oversight Committee....

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

CONSENT/ACTION

09/06/01

FROM: SUPERINTENDENT

RE: APPROVAL OF BUDGET LIMITATION AGREEMENT #18 (MASTER
CONTRACT AMENDMENT NO. 22) FOR MODERNIZATION WORK AT
MALIBU HIGH SCHOOL

RECOMMENDATION NO. A. 25

It is recommended that the Board of Education approve Budget Limitation Agreement #18 (Master Contract Amendment Number 22) regarding modernization at Malibu High School in the amount of \$3,198,484.

Funding Information:

Source: Proposition X - General Obligation Bonds
State Modernization Funds

Comment:

The Master Contract with Jacobs Facilities', as approved by the Board in Action Item A.41 on 8/12/99, establishes two forms of program costs: (1) Pre-construction Phase costs, which encompass project planning and design services; and (2) Construction Phase costs, which encompass the actual construction and program/construction management services. The Pre-construction Phase costs are stipulated in the Master Contract to be equal to fifteen point three (15.3) percent of each project's budget. The Construction Phase costs are stipulated in Budget Limitation Agreements (BLA), proposed by Jacobs Facilities' and approved by the Board of Education, which establish fixed construction, construction contingency and program/construction management services costs.

Once a BLA is agreed to by the District and Jacobs Facilities', the District's Construction Phase fiscal obligations, except for costs related to District directed project scope changes and unforeseen site conditions, will not exceed that of the BLA; and Jacobs Facilities' will be responsible for project cost overruns. According to the Master Contract, the value of each BLA will be composed of the respective project's Board approved construction costs which includes: the bid amounts for construction; a contingency amount equal to 10% of the construction budget; allowances; and other specifically identified construction expenses and a program/construction management services fee for Jacobs Facilities' equal to fifteen point three (15.3) per cent of each project's budget. The Board and Jacobs Facilities' may

agree to amend the BLA, after its initial adoption, to reflect owner directed scope changes and unforeseen site conditions as referenced in the Master Contract. The scheduled completion date associated with this project is July 17, 2002.

The attached summary details the budget associated with the Pre-Construction Phase (planning & design) of this BLA, and the budget associated with the Construction Phase (construction & construction management) of this BLA.

The complete Budget Limitation Agreement, along with the Master Contract, is on file for public review in the Office of the Assistant Superintendent for Fiscal and Business Services.

The Proposition X Oversight Committee will review this recommendation prior to the Board of Education meeting September 6, 2001. **NOTE:** The Oversight Committee approved of this recommendation.

MEETING NOTE:

Exhibit B, attached hereto and made apart hereof of these original Minutes, represents the previous version of this agenda item; it was prepared and submitted to the Board in anticipation of the discussion surrounding this item.

At 10:40 P.M., President Pratt called for a 10 minute break in the meeting.

The meeting reconvened at 10:50 P.M.. In a motion made by Mrs. Leon-Vazquez, seconded by Mrs. Brady, [7 (all) - 0 (none)] the Board agreed to extend the meeting past 11 P.M..

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

MAJOR/ACTION

09/06/01

Previously: 8/6/01

FROM: SUPERINTENDENT

RE: RESOLUTION IN SUPPORT OF AB 540: IN SUPPORT OF TREATING
ALL CALIFORNIA HIGH SCHOOL GRADUATES EQUALLY BY
EXEMPTING CERTAIN UNDOCUMENTED IMMIGRANTS FROM PAYING
OUT-OF-STATE TUITION

RECOMMENDATION NO. A.26

It is recommended that the Board Adopt Resolution No. 01-2, as
sponsored by Assemblyman Marco Antonio Firebaugh, 50th District.

COMMENT: This measure will ensure equal tuition-paying treatment
for all California High School Graduates by exempting
undocumented immigrants from paying out-of-state
tuition. Immigrant students would still pay tuition,
but at the lowest in-state rate if they attended
California high school for three or more years and
graduated from a California high school.

Current California law keeps undocumented immigrant
students, who are academically eligible, from pursuing
higher education because of the prohibitive cost of
out-of-state tuition.

Currently, undergraduate resident students in the
University of California system pay \$3,964 per year
while non-resident students pay in excess of \$10,244.
California State University resident students pay
\$1,839 and non-resident students pay \$7,380. Within
the California Community Colleges, resident students
pay \$11/unit and non-residents pay \$134/unit.

The measure ensures a fair tuition policy for all
California high school students there by increasing the
state's collective productivity and economic growth.

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)


RESOLUTION NO. 01-01

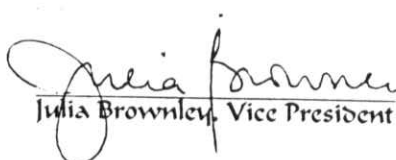
IN SUPPORT OF ASSEMBLY BILL (AB) 540
"In-State Tuition for California Undocumented High School Graduates"
(Firebaugh-Maldonado)

- Whereas, there is currently a measure, Assembly Bill 540 (Firebaugh-Maldonado) entitled "In-State Tuition for California Undocumented High School Graduates" before the State Appropriations Committee, having been passed by the California State Senate Education Committee on Wednesday, July 18, 2001; and
- Whereas, this bill recognizes that California's youth is its most valuable natural resource; and,
- Whereas, this bill extends equal financial benefit to all California High School Graduates; and
- Whereas, this bill offers financial fairness as a means of encouragement for all California High School Graduates as they strive for the highest levels of academic success, regardless of their immigration status; and
- Whereas, this bill will promote a fair tuition policy for all California High School Graduates who meet the eligibility requirements stipulated within the language of the bill; and
- Whereas, this bill will provide benefits to all segments of California's diverse socio-economic strata by increasing the collective productivity of its post-secondary school graduates;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Santa Monica-Malibu Unified School District declares its support for AB540, the "In-State Tuition for California Undocumented High School Graduates" Bill.

Passed and adopted by the Board of Education of the Santa Monica-Malibu Unified School District, Los Angeles County, State of California, this 16th Day of August, 2001.

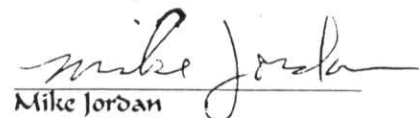

Tom Pratt, President



Julia Brownley, Vice President


Pam Brady


Jose Escarce


Brenda Gottfried


Mike Jordan




Superintendent

TO: BOARD OF EDUCATION

MAJOR/ACTION

09/06/01

FROM: SUPERINTENDENT

RE: ACCEPTANCE OF FORMAL SUMMARY LETTER FROM THE FINANCIAL
OVERSIGHT COMMITTEE WITH REQUEST FOR NEAR-TERM
INVOLVEMENT DIRECTION

RECOMMENDATION NO. A.27

It is recommended that the Board of Education accept the formal letter of summary, dated July 31, 2001, submitted to it by the Financial Oversight Committee. It is further recommended that the Board review the letter in light of committee suggestions and direct staff accordingly.

COMMENT: The Financial Oversight Committee was appointed in the Fall of 2000, in response to city and community suggestion. The referenced letter, copies of which are available upon request through the Office of the Superintendent, provides a summary of the work of the committee to date and suggests three areas for Board direction in order to increase the committee's effectiveness and utility:

- 1) focusing the scope of the committee's objectives
- 2) specific clarification of the committee's role (s) within that scope
- 3) follow-up on Financial Task Force recommendations.

A copy of the letter and all ancillary materials are available for review on request from the Office of the Superintendent. A copy of the document is attached hereto and made a part hereof of these original Minutes.

Public Speakers

Deirdre Roney, Malibu
Brian Hutchins (Quincy), Santa Monica

MEETING NOTE:

Each Board member individually thanked the Financial Oversight Committee for the exemplary performance of its appointed charge. Additional comments and suggestions included but were not limited to the committee's

- 1) assessment of state and federal financing as it relates to on going district funding and programs
- 2) thoughts on a possible bond measure

- 3) willingness to participate in a work session with the Board
- 4) understanding of the district's needs and its efforts to clarify current practices with stated rationale
- 5) commitment to assisting in the preparation of a community-friendly budget format and its importance
- 6) comprehension of the specificity of district expenses (e.g., 85-85% personnel cost) and the differences those high costs bring to the perceived normalcy of running a business

The importance of acknowledging receipt of the report but not responding was also noted. In this vein, the Superintendent was directed to prepare a response from the Board specifying staff positions and perspectives for each recommendation. Staff was also directed to include a prioritization list and subsequent action plan. The Board will review and amend the response, which will be made available for public review.

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

July 31, 2001
(corrected version)

Santa Monica-Malibu Board of Education
1651 16th Street
Santa Monica CA 90404

Dear Members of the Board:

The Financial Oversight Committee you appointed has completed its first school year of work. At the suggestion of the Board's liaison to the Committee, Brenda Gottfried, the other members of the Committee—Patricia Hoffman (vice chair), Craig Hamilton, Babette Heimbuch, Chris Harding, Gloria Reisner, and Walter Rosenthal—and I have prepared this letter to summarize our main findings and recommendations. Drawing on an outline suggested by Superintendent Deasy and Ms. Gottfried, we have summarized our observations and recommendations in three parts: (1) planning and management of expenditures, (2) strengthening of revenues and (3) involvement of our Committee in the near term.

At the outset, we want to note our appreciation for the efforts of the District staff in educating us about the District's finances and assisting us in many ways over the past ten months. Although three of the key individuals we worked with have departed—Dr. Schmidt, Dr. Cohen, and Mr. Cutting—we are already convinced that the new Superintendent will be equally as helpful in our future efforts.

Like all school districts in California and most districts in the nation, our District faces a very challenging financial environment. By appointing our Committee, you have shown that you consider the District's financial well-being a top priority. It is our hope that you will carefully consider our recommendations. To the extent that we can assist you and the District staff, we are eager to do so.

IMPROVING FINANCIAL PLANNING AND MANAGEMENT

1. Strategic Planning. Although it has some of the constituent elements, the District does not have in place a modern, integrated strategic planning process. A working strategic planning process is absolutely essential for any high-performing organization, especially one operating in or facing a resource-constrained environment. We have observed that in operating without such a plan, the District addresses far too many important financial management matters in a reactive mode. The strategic planning process would assist the District in working in a proactive mode that permits more effective option formulation, more careful analysis, more extended community participation, and deeper Board deliberation. Properly designed and conducted, it would allow for action steps, deliverables, and an accountability system that would aid the District in moving toward its goals. As you recall, we urged you as part of our formal mid-year presentation to (1) renew your commitment to developing a sound process for translating a vision for the District into strategic objectives, plans, programs, and budgets, together with the program evaluation and feedback stages that are necessary to assure both effective and efficient operations, and (2) place special emphasis on this objective in the evaluation of candidates for the Superintendent position. We are delighted and encouraged that you have done both. Furthermore, we believe that Mr. Deasy has outlined an excellent process for moving forward and has identified a top-notch facilitator. **We recommend that you maintain your commitment to and focus on this initiative and we are prepared to assist you and the Superintendent, as needed.**

2. Reformatting of Financial Information for Important Management Requirements. We spent much of our first year wading through and understanding the specialized formats in which District financial information is collected, maintained, and displayed. State and County reporting requirements dictate most of these formats. However, while they are sufficient to meet regulatory reporting requirements, the District's formats are not appropriate or adequate for other important purposes, the most pressing of which are strategic planning and interdistrict and intradistrict expenditure accountability. We have concluded that this is a significant weakness. Most high-performance organizations use a different set of reporting formats for financial and management purposes. Therefore, we have urged that the District take steps to improve its ability and means of getting better financial *information* from its raw financial *data*, beginning with the development of a program budget. Due to changes in personnel and a necessary switch to a new underlying financial system, there has been little progress in this area. We are hopeful, though, that the new system will provide the District with more flexibility to reshape financial data than the system it replaced. **We recommend that you place a high priority on developing the necessary financial reports to meet the District's strategic planning and accountability-system needs.**
3. Creating a Community-Format Budget Display. Because community participation and support are so integral to a school district, in general, and an ongoing strategic planning process, in particular, it is essential that the sources and uses of revenues be available in a format that are readily accessible and understandable to broad segments of the community. Such a budget format could help a wider slice of the community understand, participate in discussing, and ultimately support some of the tough choices that will be clarified by the strategic planning process and that will have to be made and implemented in order to achieve the objectives of the plan. No such format currently exists. Therefore, we have recommended the development of a "community-format" budget display and have taken the initial steps to outline what such a display might look like. **We recommend that you make an explicit commitment to charter the development of a "community-format" budget display, perhaps specifically charging the Financial Oversight Committee to take the lead on formulating the initial version and facilitating a subsequent transfer of responsibility to District staff.**
4. Conducting a "Best Practices" Audit. The District is doing well in comparison with many other districts, but our community has the highest aspirations for our schools and you and the new Superintendent, through your actions and statements, have set a high bar for achievement and an ambitious course of improvement. Although we do not have the resources to conduct an in-depth inquiry into any particular District function, our work to date has led us to conclude that substantial improvements are feasible and desirable in at least several important areas, e.g., payroll procedures, invoicing, expenditure tracking and controls. We continue to believe that the Board should commission one or more independent performance audits that would assess the degree to which SMMUSD is employing best-practices in certain areas. There were no resources for this purpose reserved in the 2000-2001 District budget and thus it will be essential to make resources available during the 2001-2002 school year. To help prioritize the areas that would be the focus of the performance audit(s), Mr. Deasy is working with RAND to help it plan and conduct a "best-financial-practices workshop" that would expose him and SMMUSD financial-management staff to the practices of some of the nation's and state's leading districts. The workshop is scheduled for August 24 and RAND has secured the participation of both the Seattle and San Diego school districts, as well as several nearby districts. **We endorse the Superintendent's approach and we recommend that you both maintain your expectation that one or more independent performance audits be commissioned and completed during the 2001-2002 school year and be prepared to provide the necessary funding.**

5. Budgeting of Labor-Related Costs. The Committee strongly believes that the District should alter its practice of not budgeting for the probable financial impact of labor negotiations. The current budget process allocates projected revenues to various programs with no allowance for salary-cost growth, and these programs are then cut back later when the results of the salary negotiations are known. Although this practice is in technical compliance with County requirements, it gives a misleading picture to the community of the financial condition of the District. We have heard the arguments in favor of this practice, but the Committee is not persuaded by them and believes instead that it is not a sound financial practice. **We recommend that you adopt the practice of most other high-performing organizations and begin immediately to incorporate projections of changes in labor cost that will result from union negotiations and other factors into every budget.**
6. Financially Analyzing Major Decisions. Many of the important decisions made by District management that affect the financial condition of the District should be preceded by a careful analysis of options. We suspect that the District does not use financial analysis to the extent it should (or, if it does, it has not been apparent to us). For example, the optimal student enrollment number each year should be preceded by an analysis of the marginal costs and marginal benefits per student. Taking into account projections of resident student attendance and facility capacity, this analysis would inform the District as to how many, if any, permit students should be enrolled. Financial analysis could substantially illuminate numerous other issues, including, for instance, the possible advantages of alternative approaches to the allocation of permits. Another example would be a careful and detailed "sources and uses" analysis that would estimate what revenues would be available and what expenses would be required if the District were to be divided (e.g., into Malibu and Santa Monica districts). Such an analysis would be helpful in determining whether or not to further explore a major issue. **We recommend that you establish the expectation that critical decisions be preceded and informed by careful analysis. This Committee can assist in this process, e.g., by reviewing the analyses before they are presented to the Board.**

STRENGTHENING REVENUE FLOWS

1. Pursuing New and Increased Revenue Sources. All possible sources of new and increased revenues should be explored and pursued, but several paths hold particular promise: additional increases in the parcel tax, grants for innovative programming from regional and national foundations (something on which the new superintendent has done very well in the past), private donations through the existing SMMUSD Educational Foundation, additional financial support from the cities, and a renewed partnership with businesses in our communities. Although the feasibility and desirability of moving down some of those paths have important political considerations that are outside of our purview, there are also numerous considerations of other kinds that could and should be the subject of investigation, perhaps by our Committee. **We recommend that you make the careful and thorough exploration of each of these paths, as well as any others that offer the potential for adding a long-term source of new or increased revenues, a high priority for the superintendent and his staff.**
2. Assessing Future Facility Needs. Given the passage last November of Proposition 39, reducing the percentage vote requirement necessary to approve a general obligation bond, it is the appropriate time for the board to begin considering future facility needs and the costs related thereto. We recognize that we are in the midst of construction under Proposition X, but it is our understanding that the district's needs already exceed the planning under Prop X. **We recommend that you give**

careful consideration to future facility needs and desires and to the optimal time for raising the necessary funds.

3. Improving Communication and Coordination Among Private Fundraising Activities. The District raises private funds in a variety of ways, including through PTAs, booster clubs, alumni associations, the Santa Monica-Malibu Education Foundation, and partnerships with businesses. These groups do not get full benefit from each other's efforts. In fact, often lists of donors are specifically withheld between groups. Coordinating program goals and major donors where mutually beneficial would leverage the District's ability to tap into private funds. **We recommend that you foster an environment of cooperation among the fundraising arms of the District to produce more efficient and effective fundraising.**
4. Increasing Community Involvement and In-Kind Donations. Improving communication with our communities, focusing on a positive relationship with our cities' governments, and engaging our local businesses should assist the District in obtaining not only additional monetary donations, but non-monetary donations as well. Our region is blessed with tremendous resources and the District should be doing all it can to tap into that wealth. **We recommend that you develop a wish list of monetary and non-monetary donations from our community and devise a plan for attracting those donations.**

FUTURE ACTIVITIES OF THE COMMITTEE

Most of our first school-year of work involved familiarizing ourselves with the District's financial operations and related issues. With that investment behind us, we believe that we can be helpful as the District continues to address its financial challenges. However, we have several suggestions that we believe will help increase our effectiveness and utility:

1. Focusing the Scope of the Committee's Objectives. Our initial charter was broad and long. It provided flexibility for us to accomplish the necessary exploration and discussion to complete our familiarization and to enable us to make our initial recommendations. **As we enter our second year, we recommend that you sharpen that charter so that the scope and boundaries of our purview are clearer and so that our limited time is focused on the subjects of most importance to the District.**
2. Specific Clarification of the Committee's Role(s) within That Scope. In the process of focusing the scope of our charter and helping us prioritize our activities, **we recommend that you clarify what roles, if any, the Committee should have in at least (a) the strategic planning process, (b) the annual budget process, and (c) the analysis of the potential financial impacts associated with the District's labor negotiations.**
3. Follow-up on Financial Task Force Recommendations. The Financial Task Force that preceded us made 49 recommendations in four broad categories. Only a small fraction has been implemented and very few are being actively pursued. (See the enclosed summary for more detail.) **We recommend that the Committee be specifically charged with increasing our attention to those recommendations, identifying those that are still relevant, and establishing a process for systematically tracking and reporting on the District's implementation efforts.**

* * * * *

My colleagues and I hope these observations and suggestions are useful. As always, we stand ready to discuss them further at an upcoming Board meeting, joint meeting, or other venue.

Sincerely,

A handwritten signature in cursive script, reading "Michael D. Rich".

Michael D. Rich, Executive Vice President, RAND
Chairman, Financial Oversight Committee
Santa Monica-Malibu Unified School District

Enclosure: Financial Task Force for Fiscal Year 1999-2000: Recommendations and Status

MDR:tea

cc: Members of the Financial Oversight Committee
Mr. John Deasy

TO: BOARD OF EDUCATION

MAJOR/ACTION

09/06/01

FROM: SUPERINTENDENT

Previously 08/02/01

08/16/01

RE: APPROVAL/RATIFICATION OF SELECTION PROCESS, SOLICITATION
PIECE AND APPLICATION FOR THE STRATEGIC PLANNING DESIGN TEAM

RECOMMENDATION NO. A. 28

It is recommended that the Board ratify the following process for selecting participants for the Strategic Planning Process Design Team and other stakeholder groups.

COMMENT: At the first formal strategic planning activity, directed by Consultant Shelley Sweet at the Board of Education meeting, August 2, 2001, the following five (5) groups of stakeholders were identified; the identification process was supported by input from Board members, the general public (audience) and staff:

- 1) Students
- 2) Parents
- 3) Local Governmental Agencies (cities of Malibu and Santa Monica, Santa Monica College, private schools, school board)
- 4) School District Employees (teachers, support staff, administrators, bargaining unit reps)
- 5) Community-at-large (neighborhood groups, nonprofit organizations, boys and girls groups, businesses, chambers of commerce, etc.)

Subsequent to the meeting of August 2, 2001, the Board directed staff to develop a solicitation piece and application relative to the eight-member design team process. The Board was to be apprised of the progress of both pieces and to be offered time for relevant input prior to publication. Similarly the Superintendent was to readdress a few salient issues on this memo to the Board. All items have been completed; the forms are available for the community (as listed below). Copies were made available for public review at the meeting.

Copies of the Solicitation Piece (Spanish/English/Farsi) and Design Team Application have been distributed to:

- All Local Libraries
- All District School Sites, including CDS and AEC
- PTA Officers
- DAC Staff Liaisons

and the application is available on the district's homepage and through the Superintendent's Office.

Sample copies of all solicitation pieces and the application are attached hereto and made a part hereof of these original Minutes.

MEETING NOTE:

The Board thanked the Superintendent for a job well done, especially remarking on the community outreach undertaken in order to ensure a wide spectrum of candidates for the Strategic Planning Design Team.

Selection of Design Team members is scheduled for Thursday, September 13, 2001, at 4 P.M. in the Board Room of the District Administrative Offices. The process is open to the public and will be properly noticed.

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

(Text only)

We need you to help us succeed!

Forging ahead to increase student success, SMMUSD is beginning an innovative strategic planning process. And soon the Board of Education will be selecting an eight-member Design Team of superior caliber to build the plan's infrastructure.

If you are

+ organized

+ disciplined

+ creative

+ communicative

+ flexible

+ dedicated and

+ committed to improving our schools

you are strongly encouraged

to apply for the eight-member

Strategic Planning Leadership Design Team.

Applications are **due September 5 , 2001**, and are available:

- + on the district's website www.smmusd.org click on "I Want to Know About" then go to Strategic Planning
- + at your neighborhood school's front office
- + from your PTA or DAC representative
- + at local library branches OR
- + by contacting Paddie Harris in the Superintendent's Office, 310/450-8338, extension 240

(Text only)

Nosotros necesitamos que usted nos ayude a tener éxito

Siguiendo adelante para expandir el éxito de los estudiantes, el Distrito Escolar Unificado de SM-M esta empezando un proceso innovador de planeamiento estratégico. Y pronto la Mesa Directiva de Educación estará seleccionando un *Equipo de Diseño* de ocho miembros de un estándar superior para construir la infraestructura del plan.

Si usted es organizado/a
creativo/a
comunicativo/a
flexible
dedicado/a y
comprometido/a a mejorar nuestras escuelas

A usted se le anima grandemente para que llene su solicitud para ser parte de los ocho miembros para crear el diseño del plan y así formar el *Equipo de Diseño* de liderazgo del planeamiento estratégico.

Las Formas de Solicitud deberán ser regresadas antes del 10 de septiembre, 2001, y están disponibles:

- En la página electrónica “Web” del Distrito www.smmusd.org presione sobre “I want to know about” (Quiero saber acerca de) presione on “Board” (Mesa Directiva) y dirijase a “Strategic Planning” (Planeamiento Estratégico).
 - En los periódicos electrónicos de la comunidad
 - En la oficina de la escuela de su vecindad
 - De su representante de PTA ó DAC
- Ó
- Comunicándose con Paddie Harris en la Oficina del Superintendente 310/450-8338 extensión 240

DIRECTIONS:

1. Complete the following exercises.
2. Do not use more than one (1) page (front and back) per answer.
3. Answers may be handwritten, typed or word-processed. They must be legible.
4. You may answer in whichever language (e.g., English, Spanish, Farsi, etc.) You feel most comfortable.

Exercise One: Describe your personal experience in assisting groups of people to come to consensus on multiple ideas, processes and expectations. Be specific.

Exercise Two: Given the following information, construct a comprehensive project plan for a 3-day meeting.

PROJECT: Organize the Conference

The Conference is a three-day event for approximately 150-200 people; there is no cost for participants to attend

It will occur in Santa Monica in February, 2002

The purpose of the conference is to develop initial strategies for Strategic Planning; Process (critical group activities) at the conference will include self-selection to work teams and establishment of work team co-leaders.

Variables:

Many of the participants may have previous social and/or professional relationships; all will be from the immediate Santa Monica-Malibu community; a percentage will know no other participants, some may speak no English

Attendance at the Conference will include three meals and two breakout sessions per day;

The budget for the **entire conference** (cradle-to-grave) is \$36,000.00

Published results are required.

Exercise Three: Demonstrate how you would raise silenced voice and opinion in large groups of people. Present your strategy to enlarge the circle of a know group to include and empower non-represented members.

Exercise Four: Given your responses above and your understanding of the parameters necessary to be successful in bringing the strategic planning process to positive fruition, convince us to appoint you in 200 words or less.

APPLICATION FOR MEMBERSHIP

Strategic Planning Design Team

2001-2002

TYPE OR PRINT IN BLACK INK

Application deadline: August 29, 2001

Name:			
Mailing Address (include City, State, ZIP)		Please list any affiliation you currently have with the district (children, associations, committees, etc.)	
Home Phone Number:	Work Phone Number:	Fax Number:	Resident in District <input type="checkbox"/> Yes <input type="checkbox"/> No
Please indicate the stakeholder group with which you most closely relate (If there are multiple affiliations, mark 1,2, or 3 in order of preference)			
<div style="display: flex; align-items: flex-start; padding-left: 10px;"> <div style="margin-bottom: 10px;"><input type="checkbox"/></div> <div>STUDENTS</div> </div> <div style="display: flex; align-items: flex-start; padding-left: 10px;"> <div style="margin-bottom: 10px;"><input type="checkbox"/></div> <div>PARENTS</div> </div> <div style="display: flex; align-items: flex-start; padding-left: 10px;"> <div style="margin-bottom: 10px;"><input type="checkbox"/></div> <div>LOCAL GOVERNMENTAL AGENCIES (Cities of Malibu or Santa Monica, Santa Monica College, Pepperdine, private schools, school board)</div> </div> <div style="display: flex; align-items: flex-start; padding-left: 10px;"> <div style="margin-bottom: 10px;"><input type="checkbox"/></div> <div>SCHOOL DISTRICT EMPLOYEE</div> </div> <div style="display: flex; align-items: flex-start; padding-left: 10px;"> <div style="margin-bottom: 10px;"><input type="checkbox"/></div> <div>COMMUNITY-AT-LARGE (neighborhood groups, non-profits organizations, boys and girls clubs, chambers of commerce, businesses, etc.)</div> </div>			
<p>NOTE: At the first formal strategic planning activity, August 2, 2001, the five (5) groups of stakeholders listed above were identified; the identification process was supported by input for Board of Education members, the general public and school district staff.</p>			

All persons are invited to apply for membership on Santa Monica-Malibu Unified School District Strategic Planning Design Team regardless of race, age, sex, religion, marital status, national origin, ancestry, sexual orientation, or disability.

Applicants should not serve on more than one District Committee. The membership of this Committee is appointed or is considered for appointment by the Board of Education at one of its regularly scheduled meetings. Appointees agree to serve a one year term and will be notified by the Office of the Superintendent.

You must answer every question on this application. Additional information may be attached, but a resumé may not be substituted for the application.

ABOUT THIS COMMITMENT . . .

SELECTION CRITERIA:

The successful candidate for Strategic Planning Design Team Assignment will have demonstrable ability **in at least four** for the following areas:

1. Experience in strategic planning
2. Willingness and ability to make the time commitments
3. Previous like/ similar experience
4. Knowledge of planning/ developmental processes
5. Understanding of the process needed to bring diverse voices toward consensus
6. Highly developed time management skills

ATTRIBUTES AND QUALITIES REQUIRED:

The successful candidate for the Strategic Planning Design Team Assignment will have demonstrable ability and experience **in at least two thirds** of the following areas:

1. Assisting groups of people in coming to consensus on ideas, process, expectations and deliverables
2. Organizing, leading and summarizing meetings
3. Communicating in exceptional ways, illustrating dynamic interpersonal skills, including the ability to abstract multiple ideas, synthesize concepts and recap extensive work outcomes
4. Exhibiting an intuitive sense of the means and methods needed to raise silenced voices and opinions as well as the ability to enlarge known circles to include now-marginalized groups
5. Facilitating savvy with groups of all sizes and socio-economic backgrounds savvy
6. Willingness to commit to a minimum of 14 meetings of varying length (average 4 hours) 2001-2002 school year with each meeting requiring approximately equal off-site time to complete the group assignments
7. willingness to participate in all strategic planning activities (see list on page four; complete training in the district's discreet process will be provided

DIRECTIONS:

1. Complete the following exercises.
2. Do not use more than one (1) page (front and back) per answer.
3. Answers may be handwritten, typed or word-processed. They must be legible.
4. You may answer in whichever language (e.g., English, Spanish, Farsi, etc.) You feel most comfortable.

Exercise One: Describe your personal experience in assisting groups of people to come to consensus on multiple ideas, processes and expectations. Be specific.

Exercise Two: Given the following information, construct a comprehensive project plan for a 3-day meeting.

PROJECT: Organize the Conference

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It will occur in Santa Monica in February, 2002

The purpose of the conference is to develop initial strategies for Strategic Planning; Process (critical group activities) at the conference will include self-selection to work teams and establishment of work team co-leaders.

Variables:

Many of the participants may have previous social and/or professional relationships; all will be from the immediate Santa Monica-Malibu community; a percentage will know no other participants, some may speak no English

Attendance at the Conference will include three meals and two breakout sessions per day;

The budget for the **entire conference** (cradle-to-grave) is \$36,000.00

Published results are required.

Exercise Three: Demonstrate how you would raise silenced voice and opinion in large groups of people. Present your strategy to enlarge the circle of a know group to include and empower non-represented members.

Exercise Four: Given your responses above and your understanding of the parameters necessary to be successful in bringing the strategic planning process to positive fruition, convince us to appoint you in 200 words or less.

Strategic Planning Activities for which there will be specific training provided by the Santa Monica-Malibu Unified School District and/or nominee to all Design Team members:

1. Assessment Process Training
2. Training of Trainers Process
3. Use of S.W.O.T. protocol
4. Organizing the Conference
5. Developing the Strategic Question
6. Determination of Stakeholder group members
7. Training for the Conference
8. Development of the 4-6 focus areas
9. The Self-selection process
10. Establishment of co-leaders
11. Training for workgroup activities
12. Establishing a template and action
13. Determining additional participants
14. Coaching-skills training
15. Conducting "The Work"
16. "The Summit" -- developing priorities, sharing the work, integration of time lines, developing the final product
17. Adoption of the Strategic Plan
18. Establishment of the Communication Plan
19. Celebration
20. Well-deserved rest

Submit the completed application to:
Tom Pratt, President
Board of Education
c/o Superintendent's Office
Santa Monica-Malibu Unified School District
1651 16th Street
Santa Monica, California 90404

All applications and any ancillary materials must be received at the Office of the Superintendent **no later than 4:00 PM, Wednesday, September 5, 2001**. Resumes are welcome as additional information but will not constitute a replacement for a completed application.

TO: BOARD OF EDUCATION

MAJOR/ACTION

09/06/01

FROM: SUPERINTENDENT

RE: APPROVAL OF PERFORMANCE TARGETS FOR JOHN E. DEASY,
SUPERINTENDENT OF SCHOOLS

RECOMMENDATION NO. A.29

It is recommended that the Board accept the attached documents entitled, "Performance Targets," as an addendum to the agreement between the Board of Education of the Santa Monica-Malibu Unified School District and the Superintendent of Schools, John E. Deasy, which will be attached to and be made a part of the original employment contract dated May 3, 2001, at Santa Monica, California.

COMMENT: In addition to the regularly performed duties of the Superintendent, the following performance targets have been identified as "optimal desirable deliverables," which, when reached, will be compensated according to the agreement of employment between the Board of Education and the Superintendent John E. Deasy, dated May 3, 2001, at Santa Monica, California.

Specifics (not to exceed a maximum of 10% of the base salary) of a compensation matrix will be agreed upon by the Board and will be brought back to the Board for public ratification prior to being made apart of the original employment agreement. ~~has been agreed upon and was made part of the original employment contract.~~ Copies are available upon request from the Office of the Superintendent. (By consensus, the language in the above paragraph was adjusted.)

Public Speaker:

Brian Hutchins (Quincy) - Santa Monica

Meeting Note:

Speaking for the Board, Mrs. Brownley stated that the four categories defined in the Superintendent's goals were right on target; she also indicated that the Board was very much looking forward to working with Mr. Deasy in the coming months and years.

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

Addendum to the agreement between the Board of Education of the Santa Monica-Malibu Unified School District and the Superintendent of Schools, John E. Deasy, attached hereto and made a part hereof of original employment contract dated May 3, 2001, at Santa Monica, California.

In addition to the regularly performed duties of the Superintendent, the following performance targets are identified as “optimal desirable deliverables,” which, when reached, will be compensated according to the agreement of employment between the Board of Education and the Superintendent dated May 3, 2001, at Santa Monica, California.

PERFORMANCE TARGETS

The following four major Performance Targets have been identified:

- I. Building Instructional Leadership Capacity**
- II. Strategic Planning**
- III. Fiscal Stewardship**
- IV. Communications and Central Office Reorganization**

PERFORMANCE TARGET: BUILDING INSTRUCTIONAL LEADERSHIP CAPACITY

In building the instructional capacity of our leaders, the principals will concentrate on instructional leadership and collaboration with colleagues as determined by activity logs, professional development activities, and survey responses by principals and other staff.

Skill Sets to Develop

- 1) *Principals will develop the skills to establish professional collaborative learning communities*
- 2) *Principals will develop the skill sets to institute Walkthroughs*
- 3) *Principals will develop their capacities to use data and research as part of their supervisory role*
- 4) *Principals will use collaborative consultancy protocols to enhance their individual team's effectiveness*

Outcomes to be Achieved

- 1) *Principals will spend increased time in classrooms providing instructional leadership*
- 2) *Teachers will notice that their principals spend more time in classrooms, providing instructional leadership in one to one discussions in staff meetings*
- 3) *Principals will report an increased emphasis on instructional leadership at principal's meetings*

- more -

BUILDING INSTRUCTIONAL LEADERSHIP CAPACITY

Tasks to be Completed

- 1) Establish multi-walkthrough training sessions
- 2) Establish operating principles for collaborative principal meetings
- 3) Establish four sessions for consultancy protocols
- 4) Establish Principal's Book program
- 5) Establish procedures for classroom observations, review of standard's based lessons and data collection that will result in each principal doing an instructional Walkthrough/Analysis 4 times with every teacher
- 6) Establish guidelines for daily of instructional leadership
- 7) Establish a support and analysis system where the superintendent/designee meets with each principal four times a year to review the instructional leadership activities

Quality Indicators

- 1) List of walkthrough sessions and a 90% positive evaluation by principal participants
- 2) List of consultancy training sessions and 90% positive evaluation by participants
- 3) Board acceptance of instructional leadership guidelines
- 4) List of the Book of the Month
- 5) List of the Superintendent meetings with principals regarding implementation of instructional Walkthroughs
- 6) Log showing the frequency/analysis of each principal's classroom visits/analysis of standards-based lessons
- 7) 80% positive response for teaching staff when asked to respond to the statement "The principal visits my classroom frequently."
- 8) 90% positive response by principals to the statement "My capacity to provide instructional leadership has increased."

PERFORMANCE TARGET: STRATEGIC PLANNING

Complete and implement a strategic planning process that is highly respected by staff and community.

Tasks to be completed

- 1) Identify strategic planning consultants
- 2) Calculate strategic planning activities
- 3) Establish desired levels of participation by community, staff, parents, and students
- 4) Execute the strategic planning activities

Quality Criteria Indicators

- 1) Board adoption of the strategic plan by June 30, 2002
- 2) Meeting attendance reflecting the identified desired levels of participation
- 3) 90% of the participants respond positively to questions pertaining to relevancy and a high degree of participation on the evaluation survey that will be part of the strategic planning process

PERFORMANCE TARGET: FISCAL STEWARDSHIP

Reestablish community confidence in the school district's fiscal stewardship by reaffirming our financial management as highly regarded and service-oriented, maximizing revenues and exhibiting tight fiscal controls.

Tasks to be completed

1. Hire the CFO (Assistant Superintendent) by 11/01/01
2. Approval of Budget Control Protocols by the Board by 01/15/02
3. Report of new budget revenues acquired by 06/15/02
4. Institute a consumer friendly budget process and product for which the following attributes will be associated:
 - a. Capability of program-comparative analysis
 - b. Capability of multi-year projections by program
 - c. Qualitative and quantitative factors for major budget items
 - d. Multi-format for ease of consumption
5. Institute budget interaction/ communication events for which the following venues will be associated:
 - a. Budget newsletters - copies of the newsletters
 - b. Budget information sessions - dates and participants
 - c. School finance workshops for the community
 - d. Presentations to community and service organizations
 - e. Budget sessions for administrative staff
 - f. Presentations to internal support organization(s), (PTA, site governance, etc.)

Quality Indicators

In the surveys conducted this year (1 community, 1 staff) there will be a set of questions about the Fiscal Office and results will be as follows:

- a. 80% positive response regarding participants' increased understanding of the budget workshop evaluation forms
- b. 80% positive response that there is confidence in the fiscal stewardship of the organization AND that the community budget is understandable
- c. 80% positive response from the Management Team on questions related to positive service orientation

PERFORMANCE TARGET:

COMMUNICATIONS AND CENTRAL OFFICE REORGANIZATION

The Central Office, the Office of the Superintendent and Staff will enhance, improve and maintain high quality communication with the SMMUSD Learning Community AND will be recognized by the school staff and parents as a high performing service-oriented division that exhibits responsive support and continuous communication.

Skill Sets to Develop

- 1) *Central Office staff will develop guidelines and climate for service leadership*
- 2) *Central Office staff will develop the skills sets to institute walkthroughs*
- 3) *Central Office staff will exhibit highly responsive and continuous communication*
- 4) *Central Office staff will develop their capabilities to use data and research as part of their supervisory role*
- 5) *Central Office staff will develop and use collaborative consultancy protocols to enhance their individual team's effectiveness*

Outcomes to be Achieved

- 1) *Central Office staff will increase positive/relevant responsive time/information to school sites*
- 2) *Teachers will notice an increased climate of teamwork and efficiency among the central office team*
- 3) *Parents, staff, and students will report a greater set of communication skills and outreach by the Central Office staff*
- 4) *Principals will report an increased sense of support from the Central Office*

- more -

COMMUNICATIONS AND CENTRAL OFFICE REORGANIZATION

Tasks to be Completed

- 1) Establish multi-sessions of walkthrough training
- 2) Establish a second Superintendent's Office in Malibu
- 3) Establish operating principles for consultancy/central office meetings
- 4) Establish four sessions for consultancy protocols
- 5) Establish Central Office Book of the Month program
- 6) Establish guidelines for the daily of service leadership
- 7) Establish support and analysis systems in which the Superintendent and/or designee meet with Central Office staff four times a year to review service leadership activities
- 8) Establish Central Office newsletters to be distributed to staff and the community
- 9) Establish, through conversations with schools, staffs and parents, the priorities and deliverables for service leadership. Use these priorities to establish an implementation process

Quality Indicators

- 1) List of the Walkthrough sessions and 90% positive evaluation by Central Office staff participants
- 2) List of consultancy training sessions with 90% positive evaluation by participants
- 3) Board acceptance of service leadership guidelines
- 4) Lists of the Book of the Month
- 5) List of Superintendent and/or nominee meetings with Central Office staff to support their service learning plan
- 6) Board awareness of newsletters
- 7) 80% positive response from the community when asked to respond to the statement, "The Central Office staff provides relevant information in a friendly and timely manner."
- 8) 80% positive response from teaching staff to the same statement
- 9) 80% positive response from principals to the above statement

Discussion Items

TO: BOARD OF EDUCATION

DISCUSSION

FROM: SUPERINTENDENT

09/06/01

RE: ACCEPTANCE OF SM-MUSD STAFF RESPONSE TO THE SPECIAL
EDUCATION DISTRICT ADVISORY COMMITTEE REPORT

DISCUSSION NO. D.1

It is recommended that the Board of Education accept the staff response to the Special Education District Advisory Committee Report.

COMMENT: The District Advisory Committee on Special Education (SEDAC) presented the report of their year's work on April 25, 2001. Staff response had originally been scheduled for the Special Education Workshop Meeting, June 4, 2001. Time constraints precluded presentation of the response at that time.

Meeting Note:

Mrs. Brady suggested that the Department prepare and send a newsletter several times a year. Mr. Deasy indicated that Laurel Schmidt was working on such a project at the moment, believing that it would be a wonderful communication tool. The Board will be updated on progress and will be included in any newsletter distribution.

Of special importance to the Board was the staff's assertion that they were working diligently to increase internal capacity instead of outsourcing students to NPS facilities. The Board requesting a regular update on the progress that is being made in this area; the report is to include the estimated savings to the district.

The Board also lauded the departmental recommendation to review the Samohi Master Schedule to determine the availability of appropriate elective classes to meet diverse career goals for all students.

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

STUDENT ADVISORY VOTE: Aye
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
STAFF RESPONSE/ SPECIAL EDUCATION DISTRICT ADVISORY COMMITTEE**

	DAC Recommendations	Cost		Staff Recommendations	Cost
1	Inquire of all schools which reading programs are being used and examine the elements established as important to effective instruction		1	<ul style="list-style-type: none"> • Invite a representative from Ed Services to inform DAC of current activities and program approvals • Currently the base programs are Houghton Mifflin, Scholastic and MacMillan McGraw Hill; at the time of adoption these programs were in line with the state frameworks. In 2001-02 the state will adopt new language arts programs to be in alignment with the state standards 	
2	<p>Summer remediation program To be reconsidered in terms of its completeness and effectiveness</p> <p>Requirement that pre and post testing be conducted to assess effectiveness</p>		2	<ul style="list-style-type: none"> • Invite a representative from Ed Services to inform DAC of the scope of activities summer reading intervention program; • As has been the practice, last summer students were pre/post tested. Measures for assessment are continually refined and growth in summer program is integrated into the regular school year program 	

3	Examine local general fund Contributions (LGFC) to Special Ed.		3	<ul style="list-style-type: none"> • The Special Ed Department has been continually examining the increasing amount of the LGFC and its causes. The DAC can request a review of these findings • Survey teachers and psychologists to determine reasons for referrals 	
4	Examine the eliminated electives at Santa Monica High School Consider restoring such electives		4	<ul style="list-style-type: none"> • The Special Education Division recognizes the many talents of our students and currently utilizes ROP, WorkAbility and other Career oriented programs at Santa Monica High School. • The department recommends a review of high school master schedule to determine the availability of appropriate elective classes to meet the diverse career goals for all students 	

5	Position statement on the issue of inclusiveness and equity directing equal representation and resources to sites		5	<p>Board Policy BP 6159 currently addresses the placement of children in the least restrictive setting to facilitate the child's educational needs.</p> <ul style="list-style-type: none"> • The Special Education Division concurs that equity of resources to the sites for all classrooms and schools should be reviewed • The inclusion workgroup has recently completed recommendations to the Assistant Superintendent regarding the training and supports for inclusive activities 	
6	Request support for Program changes and teacher training; actions to support proposed changes		6	<ul style="list-style-type: none"> • The Department has identified key staff development needs, established workgroups And set a goal to address staff development needs through an ongoing committee which will develop a comprehensive training plan for 2001-02 • The department recognizes and has planned he need to provide for training and ongoing inservice to support teachers and para-educators. 	

TO: BOARD OF EDUCATION

DISCUSSION
09/06/01

FROM: SUPERINTENDENT

RE: STATUS REPORT ON THE 2001-02 GENERAL FUND-UNRESTRICTED
BUDGET

DISCUSSION NO. D.2

This status report addresses the impact of the closeout of the School District's 2000-01 General Fund-Unrestricted Budget and the 2001-02 State Budget on the School District's 2001-02 General Fund-Unrestricted Budget, which the Board of Education adopted on June 27, 2001.

Closeout of the School District's 2000-01 General Fund-Unrestricted Budget

The following is a comparison between 2000-01 Revenues, Expenditures, Contributions/Transfers and the Ending Balance as projected in the Board-adopted 2001-02 Budget and the Unaudited Actual values at the close of the Fiscal Year.

	Projected in Adopted Budget	Unaudited Actual	Difference
State Revenues	\$63,209,086	\$63,567,087	\$358,001
Local Revenues	\$10,136,952	\$10,907,418	\$770,466
Expenditures	\$63,196,730	\$61,748,369	-\$1,448,361
Contributions	\$6,349,194	\$6,258,331	-\$90,863
Transfers	\$1,497,683	\$1,505,975	\$8,292
Ending Balance	\$5,820,841	\$8,480,240	\$2,659,399

The difference between the projected values in the adopted budget and unaudited actual values are generally explained as follows:

State Revenues - When the financial records for the 1999-2000 Fiscal Year were closed, approximately \$200,000 of 1999-2000 State Revenue Limit funding was accrued to the 2000-01 Fiscal Year. This amount was not included in the 2000-01 revenue projections. Funding from the State Lottery produced approximately \$140,000 more than forecasted because of large jackpots during the last half of the year.

Local Revenues - Interest earnings exceeded the projected estimate by approximately \$675,000, and Parcel Tax revenue exceeded the estimate by \$55,000.

Expenditures - Of the \$1.4 million of less-than-projected expenditures, approximately \$1.2 million was the result of unexpended Governor's Performance Awards, Site Bonus Awards, Site Block Grant and School Formula funds. All of these unexpended, site-based appropriations, will need to be carried over to appropriate 2001-02 school site budgets.

Contributions - The contributions for Transportation, ESL and ROP ended the Fiscal Year being approximately \$93,000 less than forecasted, while the contribution for Special Education was approximately \$22,000 more than projected.

Ending Balance - The Ending Balance is \$2.6 more projected. However, after factoring out the expenditure carry-over, referred to above, the "additional" Ending Balance is approximately \$1.4 million.

All of these data are unaudited and will be reviewed, confirmed and/or modified by the District's independent auditors, between now and December.

Effects of the 2001-02 State Budget on the School District's Adopted Budget

The State Budget, which provides the School District approximately 85% of its General Fund-Unrestricted revenue, was adopted after the School Board approved the School District's 2001-02 Budget. Only two sources of additional General Fund-Unrestricted funding were included in the State Budget which were not included in the School District's adopted 2001-02 General Fund-Unrestricted Budget: (1) a one-time Energy Grant which will provide approximately \$33 per pupil or \$435,000; and (2) a modification in the PERS Reduction variable in the Revenue Limit formula calculation which will result in the School District receiving approximately an additional \$113,000 of Revenue Limit funding.

The attached *Budget Planning Summary for 2002-03 - General Fund-Unrestricted* incorporates the 2000-01 unaudited actual financial data and the previously unbudgeted State Revenue anticipated to be received as a result from the 2001-02 State Budget.

Meeting Note:

The Superintendent gave a list of three caveats to the Budget Planning Summary which follows:

- 1) it contains no raises for employees
- 2) the chunk of benefits that go into effect after the first of the year have not been budgeted for
- 3) it is no secret that the state is in for significantly leaner years so it is incumbent upon the district to "bank the bucks" wherever/whenever possible

BUDGET PLANNING SUMMARY FOR 2002-03 - GENERAL FUND -
UNRESTRICTED

FD	2000-01 BUDGET/ UNAUDITED ACTUAL	2001-02 ORIGINAL BUDGET(B.1) 6-27-01	2001-02 FIRST INTERIM	2001-02 SECOND INTERIM	2001-02 BUDGET	2002-03 BUDGET FORECAST	2003-04 BUDGET FORECAST	2004-05 BUDGET FORECAST
FUNDING VARIABLES								
ENROLLMENT PROJECTION*	12,500	12,500			12,500	12,500	12,500	12,500
ENROLLMENT (SECOND MONTH)*	12,546	12,500			12,500	12,500	12,500	12,500
P2-ADA (Base Revenue)	11,920	11,922			11,922	11,922	11,922	11,922
ANNUAL ADA (Lottery)	11,910	11,910			11,910	11,910	11,910	11,910
BASE REV/PUPIL - Statutory	\$4,636.84	\$4,810.84			\$4,810.84	\$4,974.41	\$5,118.67	\$5,261.99
BASE REV/PUPIL - Est. Actual	\$4,636.84	\$4,829.37			\$4,829.37	\$4,993.56	\$5,138.38	\$5,282.25
ESTIMATED DEFICIT								
STATE - COLA	3.17%	3.87%			3.87%	3.40%	2.90%	2.80%
LOTTERY/PUPIL-UNRESTRICTED	\$121.00	\$118.00			\$118.40	\$117.80	\$117.80	\$117.80
LOTTERY/PUPIL-RESTRICTED	\$13.00	\$12.00			\$11.60	\$12.20	\$12.20	\$12.20
LOTTERY/PUPIL-PR.YR. ADJUST.-UNRESTRICTED	\$4.33							
PARCELS OF PROPERTY	32,413	32,413			32,413	32,413	32,413	32,413
PARCEL TAX RATE	\$74.99	\$98.00			\$98.00	\$101.14	\$103.97	\$106.88

*The "Statistical" Enrollment Projection for 2001-02 is 12,481 students; 19 "additional" permit students have been added in order to achieve 12,500 students. The "Statistical" Enrollment is based on Second Month historical enrollment data. Consequently, during the budget planning process, the "Projection" and the "Enrollment (Second Month)" are the same.

**GENERAL FUND - UNRESTRICTED
REVENUES**

STATE

Revenue Limit Sources

Base Revenue	1	53,528,003	55,340,542		55,340,542	57,220,898	58,880,319	60,528,986
Unemployment Insurance	1	39,111	13,614		13,614	14,077	14,485	14,891
Meals for Needy	1	251,706	291,262		291,262	301,165	309,899	318,576
Supplemental Instructional Core Programs	1	220,448	165,214		165,214	170,831	175,785	180,707
Supplemental Instructional Mandated Funding	1	322,179	457,666		457,666	473,227	486,950	500,585
Pupil Promotion & Retention/Intense. Algebra	1	202,322	140,223		140,223	144,991	149,195	153,373

Revenue Limit Total	1	54,563,769	56,408,521		56,408,521	58,325,188	60,016,634	61,697,118
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Prior Year Revenue Limit Adjustment

Prior Year Revenue Limit Adjustment - Deficit Factor

Other State Revenues

Site Block Grant-One Time	1	346,172						
District Site Block Grant-One Time	1	487,274						
Class Size Reduction - Elementary	1	3,002,760	3,103,560		3,103,560	3,209,081	3,302,144	3,394,604
Class Size Reduction - High School	1	334,730	350,686		350,686	329,744	353,961	367,735
Class Size Reduction - High School - Prior Yr Adj.	1							
Mandated Costs	1	653,679	615,000		615,000	625,000	635,000	635,000
Special Education Mandate Settlement	1	524,086	52,409		52,409	52,409	52,409	52,409
State Lottery-Unrestricted	1	1,581,311	1,410,155		1,410,155	1,403,009	1,403,009	1,403,009
State Lottery-Rr. Yr. Adjust -Unrestricted	1							
Staff Development "Buy-Back Days"	1	382,069	444,943		444,943	460,071	475,713	491,888
Beginning Teacher Salary	1	69,494	72,183		72,183	74,637	76,802	78,952
Governor's Performance Awards	1	704,617						
School Site Bonus Program	1	917,125						
Other-Energy Grant-One Time	1				435,000			

Other State Revenue Total	1	9,003,317	6,048,936		6,483,936	6,153,951	6,299,039	6,423,597
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STATE SUB TOTAL	1	63,567,086	62,457,458		62,892,458	64,479,140	66,315,672	68,120,715
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BUDGET PLANNING SUMMARY FOR 2002-03 - GENERAL FUND -
UNRESTRICTED

	FD	2000-01 BUDGET/ UNAUDITED ACTUAL	2001-02 ORIGINAL BUDGET(B.1) 6-27-01	2001-02 FIRST INTERIM	2001-02 SECOND INTERIM	2001-02 BUDGET	2002-03 BUDGET FORECAST	2003-04 BUDGET FORECAST	2004-05 BUDGET FORECAST
LOCAL									
Parcel Tax-Current	1	2,485,917	3,176,474			3,176,474	3,278,121	3,369,909	3,464,266
Parcel Tax-Delinquent	1								
Sales	1								
Lease-Hotel	1	495,738	569,529			569,529	587,329	587,329	587,329
Ground Lease Restructure - One time Payment			340,000			340,000			
Lease-Madison/SMC	1	800,000	800,000			800,000	800,000	800,000	800,000
Leases-Other	1	162,030	100,614			100,614	105,645	110,927	116,473
Interest - Unrestricted	1	762,303	430,000			430,000	460,000	470,000	470,000
Interest - Tax Anticipation Notes (TRANS)	1	707,518	393,082			393,082	393,082	393,082	393,082
Daycare Fees	1	45,963	75,000			75,000	75,000	75,000	75,000
Daycare Fees - Prior Years	1								
Civic Center Permits	1	104,821	110,000			110,000	130,000	130,000	130,000
City of Santa Monica	1	2,000,000	2,500,000			2,500,000	2,500,000	2,500,000	2,500,000
City of Santa Monica - Special Grant	1	2,900,000							
City of Malibu - Special Grant	1	150,000							
City of Santa Monica-Physical Act. Specialists	1	29,381	27,359			27,359	27,359	27,359	27,359
SMC Teacher & Security Reimbursement	1	48,971	45,000			45,000	45,000	45,000	45,000
Insurance Settlements	1								
SLIM - Safety Credits	1		27,032			27,032	27,032	27,032	27,032
Student Store - Santa Monica H.S.	1	82,754	72,000			72,000	74,000	74,000	74,000
Student Store - Olympic H.S.	1	1,094	2,000			2,000	2,500	2,500	2,500
City of Malibu-Malibu Pool/Fields Reimbursement	1	23,500	25,000			25,000	25,000	25,000	25,000
Student Teaching Reimbursement	1	6,774	5,000			5,000	5,000	5,000	5,000
Workers' Comp. Retro. Refund (FD 1 & 3)	1								
LACOE - Teacher Contract	1								
UCLA Project	1								
Fingerprint Fee - Non-District	1	8,402	8,696			8,696	8,696	8,696	8,696
SEIU Reimbursement for Shop Stewart Release		35,175	36,315			36,315	37,000	38,500	38,500
Other	1	57,077							
LOCAL SUB TOTAL	1	10,907,418	8,743,101			8,743,101	8,580,764	8,689,333	8,789,237
STATE & LOCAL SUB-TOTAL	1	74,474,504	71,200,559			71,635,559	73,059,903	75,005,006	76,909,952

BUDGET PLANNING SUMMARY FOR 2002-03 - GENERAL FUND -
UNRESTRICTED

	FD	2000-01 BUDGET/ UNAUDITED ACTUAL	2001-02 ORIGINAL BUDGET (B.1) 6-27-01	2001-02 FIRST INTERIM	2001-02 SECOND INTERIM	2001-02 BUDGET	2002-03 BUDGET FORECAST	2003-04 BUDGET FORECAST	2004-05 BUDGET FORECAST
EXPENDITURES	1								
Certificated Salaries	1	36,079,164	38,118,157			38,118,157	38,552,569	38,920,764	39,299,620
Classified Salaries	1	11,108,253	11,270,310			11,270,310	11,579,432	11,875,117	12,182,999
Employee Benefits	1	8,022,146	8,772,101			8,772,101	8,889,066	8,994,584	9,103,838
Books/Supplies	1	1,276,949	1,068,866			2,239,975	1,098,736	1,129,502	1,164,502
Services	1	3,956,785	4,514,497			4,514,497	4,564,497	4,514,497	4,564,497
Capital Outlay	1	747,916	617,247			617,247	494,385	494,385	494,385
Other Outgo	1	1,282,925	1,378,699			1,378,699	1,378,699	1,378,699	1,378,699
Direct/Indirect Credit	1	-710,947	-615,000			-615,000	-625,000	-625,000	-625,000
Prior Year Changes/Adjustment-Cert. Sal.									
TOTAL EXPENDITURES	1	61,763,191	65,124,877			66,295,986	65,932,384	66,682,548	67,563,540
TRANSFERS TO/FROM OTHER FUNDS									
To Fund 27: for Deferred Maintenance	1	-365,000	-400,000			-400,000	-420,000	-420,000	-420,000
To Fund 30: for Food Services	1								
To Fund 36: for Retiree Benefits	1	-510,288	-457,364			-457,364	-400,223	-400,223	-400,223
To Fund 71: for Debt Serv. for COP for SMHS-III	1	-250,000	-250,000			-250,000	-250,000	-250,000	-250,000
To Fund 71: for Debt Serv. for Flex Fund	1	-339,687	-242,990			-242,990			
To Fund 83: for Interest on Fund Borrowing	1	-41,000							
From Fund 30: Food Serv. Support Noon Aides & L	1	20,000	20,000			20,000	20,000	20,000	20,000
TRANSFERS SUB TOTAL	1	-1,485,975	-1,330,354			-1,330,354	-1,050,223	-1,050,223	-1,050,223
OTHER USES	1								
CONTRIBUTIONS TO RESTRICTED PROGRAMS									
To Fund 3: for Special Education	1	-5,321,921	-6,094,413			-6,094,413	-6,094,413	-6,094,413	-6,094,413
To Fund 3: for Transportation	1	-378,366	-386,933			-386,933	-386,933	-386,933	-386,933
To Fund 3: for ESL Program	1	-578,044	-679,663			-679,663	-679,663	-679,663	-679,663
To Fund 3: for Refund of Adams Gift Expenditure	1								
To Fund 3: for ROP	1		-22,155			-22,155	-22,155	-22,155	-22,155
CONTRIBUTIONS SUB TOTAL	1	-6,278,331	-7,183,164			-7,183,164	-7,183,164	-7,183,164	-7,183,164
REVENUE AVAILABLE AFTER CONTR/TRNSFRS	1	66,710,198	62,687,041			63,122,041	64,826,516	66,771,619	68,676,565
BEGINNING BALANCE	1	3,518,400	5,820,841			8,465,407	5,291,462	4,185,594	4,274,665
AUDIT/ACCTS. REC.-PAY. ADJUSTMENT	1								
REVENUE AVAILABLE & BEGIN BAL	1	70,228,598	68,507,882			71,587,448	70,117,978	70,957,213	72,951,230
OPERATING BALANCE	1	4,947,007	-2,437,836			-3,173,945	-1,105,867	89,071	1,113,025

505-

BUDGET PLANNING SUMMARY FOR 2002-03 - GENERAL FUND -
UNRESTRICTED

	FD	2000-01 BUDGET/ UNAUDITED ACTUAL	2001-02 ORIGINAL BUDGET(B.1) 6-27-01	2001-02 FIRST INTERIM	2001-02 SECOND INTERIM	2001-02 BUDGET	2002-03 BUDGET FORECAST	2003-04 BUDGET FORECAST	2004-05 BUDGET FORECAST
BEGINNING BALANCE	1	3,518,400	5,820,841			8,465,407	5,291,462	4,185,594	4,274,665
ENDING BALANCE	1	8,465,407	3,383,005			5,291,462	4,185,594	4,274,665	5,387,691
RESERVE COMPONENTS AFTER LEVEL-I									
Revolving Cash	1	20,000	20,000			20,000	20,000	20,000	20,000
Stores Inventory	1	165,000	165,000			165,000	165,000	165,000	165,000
Prepaid Expenditures	1								
Economic Uncertainties	1	8,280,407	3,198,005			5,106,462	4,000,594	4,089,665	5,202,691
RESERVE REQUIREMENT AFTER LEVEL-I	1								
G.F. Unrestricted Expenditures	1	61,763,191	65,124,877			66,295,986	65,932,384	66,682,548	67,563,540
G.F. Restricted Expenditures	1	22,057,573	26,141,936			26,141,936	26,141,936	26,141,936	26,141,937
Transfers Out and Other Uses	1	1,464,975	1,422,354			1,422,354	1,070,223	1,070,223	1,070,223
3% Reserve Requirement	1	2,558,572	2,780,675			2,815,808	2,794,336	2,816,841	2,843,271
Position in Relation to Reserve Requirement	1	5,721,835	417,330			2,290,653	1,206,258	1,272,824	2,359,420

NOTES:

APPROVED & PROJECTED EXPENDITURE ADJUSTMENTS FOR 2001-02 SUBSEQUENT TO THE ORIGINAL ADOPTED BUDGET

1 Governor's Performance Awards - Carry-Over	603,410
2 School Site Bonus Program - Carry-Over	320,731
3 School Site Block Grant Program - Carry-Over	155,731
4 School Formula - Carry-Over	91,237
TOTAL OF ADJUSTMENTS/CHANGES	1,171,109

DAC AND COMMUNITY REQUESTS:

1

BOARD MEMBER ITEMS FOR CONSIDERATION AND DISCUSSION:

1

LEVEL I - EXPENDITURE ADJUSTMENTS FROM THE 2001-02 PROJECTED BUDGET TO FUTURE BUDGETS

DECREASES:

1 Classified Turnover/Vacancy "Savings"	-75,000	-75,000	-75,000
2 Certificated Teacher Turnover "Savings" - Excludes Early Retirees (40 FTEs @ \$4,185, including benefits - ??)	-183,000	-183,000	-183,000
3 Reduce Contribution for Flex Fund	-242,990		
4 Vehicle Replacement Plan	-90,627		
5 School Bus Replacement: AQMD Grant - Local District Match Requirement	-32,235		
6 Governor's Performance Awards - Carry-Over	-603,410		
7 School Site Bonus Program - Carry-Over	-320,731		
8 School Site Block Grant Program - Carry-Over	-155,731		
9 School Formula - Carry-Over	-91,237		
TOTAL DECREASES	-1,794,961	-258,000	-258,000

BUDGET PLANNING SUMMARY FOR 2002-03 - GENERAL FUND -
UNRESTRICTED

	2000-01 BUDGET/ UNAUDITED FD	2001-02 ORIGINAL BUDGET(B 1) 6-27-01	2001-02 FIRST INTERIM	2001-02 SECOND INTERIM	2001-02 BUDGET	2002-03 BUDGET FORECAST	2003-04 BUDGET FORECAST	2004-05 BUDGET FORECAST
INCREASES:								
1 Board Election Costs						50,000	-50,000	50,000
2 Additional Teachers for Enrollment Growth - 0 FTE-01-02; 0 FTE-02-03								
3 H/W Insurance Premiums - 10% PERS Increase at mid-year (950 FTEs @ \$280/FTE) = \$265,430; To Be Negotiated								
4 Certificated Salary Schedule - Step/Longevity/Advance Placement - Includes Benefits						514,644	524,937	535,436
5 Classified Salary Schedule - Step/Longevity Movement - Includes Benefits						400,972	413,002	427,457
6 Administrative Salary Schedule - Step/Longevity Movement -Includes Benefits						72,320	73,817	74,924
7 Schools' Formula Allocation for Supplies & Equipment- Growth & 3% COLA						29,870	30,766	35,000
8 Additional "Voluntary" Staff Development/Revenue Increase - State Buy Back Program						14,317	15,642	16,175
9 Adjustments for Teachers' Salaries per SMMCTA Agreement - Second Half						77,000		
10 Adjustments for Classified Salaries per SEIU Agreement - Second Half						25,000		
11 Adjustments for Administrative Salaries - Second Half						14,245		
TOTAL INCREASES						1,198,369	1,008,164	1,138,992
TOTAL DECREASES/INCREASES-LEVEL I						-596,592	750,164	880,992
LEVEL II - EXPENDITURE INCREASES/DECREASES FOR CONSIDERATION TO BE APPLIED TO FUTURE BUDGETS								
1								
TOTAL								
ENDING BALANCE AFTER LEVEL II						4,185,594	4,274,665	5,387,691
RESERVE COMPONENTS AFTER LEVEL-II								
Revolving Cash						20,000	20,000	20,000
Stores Inventory						165,000	165,000	165,000
Prepaid Expenditures								
Economic Uncertainties						4,000,594	4,089,665	5,202,691
RESERVE REQUIREMENT AFTER LEVEL II								
G.F. Unrestricted Expenditures						65,932,384	66,682,548	67,563,540
G.F. Restricted Expenditures						26,141,936	26,141,936	26,141,936
Transfers Out and Other Uses						1,070,223	1,070,223	1,070,223
3% Reserve Requirement						2,794,336	2,816,841	2,843,271
Position in Relation to Reserve Requirement						1,206,258	1,272,824	2,359,420
LEVEL III - EXPENDITURE INCREASES/DECREASES FOR CONSIDERATION TO BE APPLIED TO THE 2003-04 & 2004-05 BUDGETS ("PLACEHOLDERS")								
1 Early Retirement Program Savings - "New" Program"						-524,660	-275,000	
2 Reduce 10% High Schools' Extra Duty Increments						-30,000		
3 Reduce 5 FTE Custodial/Grounds Positions						-252,617		
4 Reduce 3 FTE Secondary School Teachers						-156,045		
5 Eliminate .5 FTE Records Clerk						-20,874		
6 Eliminate All Department Chairperson Extra Periods						-60,000		
7 Reduce .5 FTE Teacher for Each Opportunity Class at John Adams and Lincoln Middle Schools						-51,515		
8 Reduce 2 FTE Secondary School Teachers						-103,030		
9 Reduce 1FTE Elementary Assistant Principal						-91,673		

BUDGET PLANNING SUMMARY FOR 2002-03 - GENERAL FUND -

UNRESTRICTED

	2000-01 BUDGET/ UNAUDITED FD ACTUAL	2001-02 ORIGINAL BUDGET(B 1) 6-27-01	2001-02 FIRST INTERIM	2001-02 SECOND INTERIM	2001-02 BUDGET	2002-03 BUDGET FORECAST	2003-04 BUDGET FORECAST	2004-05 BUDGET FORECAST
10 Ed. Services - Eliminate 1 FTE Physical Education Coordinator						-80,181		
11 Ed. Services - Reduce .5 FTE Fine Arts Coordinator						-46,767		
TOTAL						-1,417,362	-275,000	
ENDING BALANCE AFTER LEVEL III						4,185,594	5,692,027	8,497,415
RESERVE COMPONENTS AFTER LEVEL-III								
Revolving Cash						20,000	20,000	20,000
Stores Inventory						165,000	165,000	165,000
Prepaid Expenditures								
Economic Uncertainties						4,000,594	5,507,027	8,312,415
RESERVE REQUIREMENT AFTER LEVEL III								
G.F. Unrestricted Expenditures						64,515,022	63,572,824	62,761,454
G.F. Restricted Expenditures						26,141,936	26,141,936	26,141,936
Transfers Out and Other Uses						1,070,223	1,070,223	1,070,223
3% Reserve Requirement						2,751,815	2,723,549	2,699,208
Position in Relation to Reserve Requirement						1,248,779	2,783,478	5,613,206

Information Items

TO: BOARD OF EDUCATION

INFORMATION

9/6/01

FROM: SUPERINTENDENT/ JOHN J. SLISS

RE: PERSONNEL COMMISSIONER TERM OF OFFICE

INFORMATIONAL COMMUNICATION NO. I.1

It is recommended that the Board of Education receive the following documents concerning Commissioner Term of Office.

BACKGROUND:

On or about September 1st of each year the Director of Classified Personnel shall notify the Board and concerned employee groups of the name and home address of the Commissioner whose term will be expiring and whether he/she will accept reappointment.

Commissioner Adam Blumenstein's term expires on December 1, 2001 at 12 noon. Commissioner Blumenstein's address is : **1308 San Vicente Boulevard, Santa Monica, CA 90402.**

Commissioner Blumenstein does not wish to seek reappointment. Commissioner Blumenstein has clearly demonstrated his support of the merit system and its operation in the Santa Monica-Malibu Unified School District since December 1, 1992. He would like to express his appreciation to the Board of Education, District Administration, and Classified Employees for their many years of support during his three (3) consecutive terms of appointment.

Attached please find a copy of a letter to you from Janet Sterling, Director, School Fiscal Services Division dated August 23, 2001.



DELAINE EASTIN
State Superintendent of Public Instruction

CALIFORNIA
DEPARTMENT
OF
EDUCATION

721 Capitol Mall

P. O. Box 944272

Sacramento, CA

94244-2720

August 23, 2001

John Deasy, Superintendent
Santa Monica-Malibu Unified School District
1651 16th Street
Santa Monica, CA 90404

Dear Superintendent Deasy:

Our records indicate that an appointment to your personnel commission will expire on December 1, 2001. The Superintendent of Public Instruction (SPI) will appoint a commissioner to fill the vacancy created by the expiration of this appointment.

Please follow the enclosed procedures to ensure that the best-qualified candidate is appointed. By November 1, 2001, please send (1) a description of the process used for recruitment and nomination of commissioners, (2) a ranked list of candidates, and (3) a copy of all candidate application materials to my attention at California Department of Education, School Fiscal Services Division, 560 J Street, Suite 170, Sacramento, CA 95814.

Note that, effective January 1, 2001, your district may adopt a locally controlled selection process for personnel commissions if classified employees petition the governing board to hold an election and subsequently vote to have personnel commissioners selected locally. Under this process, the classified employees' representative appoints one member, the governing board makes a second appointment, and these two appointees select the third member of the commission. The enclosed procedures describe this option.

Thank you for your attention to this issue. If you have questions or need further assistance, please contact Larry Shirey at (916) 322-1468.

Sincerely,

Janet Sterling, Director
School Fiscal Services Division

Enclosure

cc: John Sliss, Director, Classified Personnel
Harry Keiley, Representative, SEIU Local 660
Tom Pratt, Governing Board President



Santa Monica-Malibu Schools

Santa Monica-Malibu Unified School District
1651 Sixteenth Street • Santa Monica, California 90404 • 310.450.8338

August 28, 2001

Mr. John Deasy, Superintendent
Santa Monica-Malibu Unified School District
1651 16th Street
Santa Monica, California 90404

Dear Superintendent Deasy,

On or about September 1st of each year the Director of Classified Personnel shall notify the Board and concerned employee groups of the name and home address of the Commissioner whose term will be expiring and whether he/she will accept reappointment. Commissioner Adam Blumenstein's term expires on December 1, 2001 at 12 noon. Commissioner Blumenstein's address is : **1308 San Vicente Boulevard, Santa Monica, CA 90402.**

Commissioner Blumenstein does not wish to seek reappointment. Commissioner Blumenstein has clearly demonstrated his support of the merit system and its operation in the Santa Monica-Malibu Unified School District since December 1, 1992. He would like to express his appreciation to the Board of Education, District Administration, and Classified Employees for their many years of support during his three (3) consecutive terms of appointment.

Attached please find a copy of a letter to you from Janet Sterling, Director, School Fiscal Services Division dated August 23, 2001. Should you have any questions concerning the process for selecting a replacement for Commissioner Blumenstein please contact me.

Sincerely,

John J. Shiss
Director of Classified Personnel
Secretary to the Personnel Commission

JJS/ng

cc: Tom Pratt, President, Board of Education
Keryl Cartee, Chief Steward, SEIU Local 660
Dr. Joseph Quarles, Deputy Superintendent-Chief of Staff
Personnel Commissioners:
Adam Blumenstein, Member
Ken Feingold, Chairperson
Celia Carroll, Vice Chair

PRE-1965 PERSONNEL COMMISSION PROCEDURES
(Revised January 1, 2001)

I. LEGAL BASIS

Education Code Section 45249 assigns responsibility for the appointment of commissioners to personnel commissions established prior to September 17, 1965, as follows:

- (a) (1) After January 1, 2001, the classified employees of any school district that has already adopted this article on September 17, 1965, may, in accordance with this article, petition the governing board to request that the process to determine how personnel commission members are appointed be determined by a majority vote of the classified employees entitled to vote. That petition shall read substantially as follows:

"We, the undersigned classified employees of the _____ (name of the school district), constituting 15 percent or more of the classified personnel entitled to vote, request the governing board to submit to an election the question of how personnel commission members shall be appointed.

NAME _____ POSITION CLASSIFICATION _____

- (2) "Classified employee," as used in this section, shall be construed to include all personnel who are part of the classified service as defined in Section 45103.
- (b) (1) Within 90 days after receipt of a petition pursuant to subdivision (a), the governing board shall conduct an election by secret ballot of its classified personnel to determine the following question and the ballot shall read:

"Shall personnel commission members in the (name of the school district) be appointed as follows:

- (A) One member by the governing board of the district.
(B) One member by the classified employees of the district.
(C) Those two members shall, in turn, appoint the third member.

____ Yes
____ No"

- (2) Although the ballot conducted pursuant to paragraph (1) shall not require the employees' signature or other personal identifying requirements, the governing board shall devise an identification system to ensure against fraud in the balloting process.
- (3) The governing board shall appoint a three-to-five person tabulating committee. At least one member of the committee shall be a member of the governing board, to canvass the ballots and present the results to the governing board and one member shall be a classified employee nominated by the exclusive representative of the classified employees of the district. If a

simple majority votes in favor of the process for appointing personnel commission members, that process shall become applicable in the district as follows:

- (A) The first vacancy on the commission shall be filled by a person nominated by the classified employees of the district.
 - (B) The second vacancy on the commission shall be filled by a person appointed by the governing board of the district.
 - (C) The third vacancy of the commission shall be appointed by the first two members.
- (c) (1) Subject to subdivision (a) and (b), in a school district that has already adopted the provisions of this article on September 17, 1965, members of the personnel commission shall continue to be appointed by the State Superintendent of Public Instruction, who shall consider the recommendation of the governing board and other interested parties. Subsequent appointments shall be made in accordance with the provisions of this section.

No later than 90 days prior to making the appointment, the Superintendent of Public Instruction shall notify the classified employees and the governing board, in writing, of the vacancy on the personnel commission and provide them with guidelines and procedures for making a recommendation and challenging a nomination. If a vacancy occurs during the term of a member of the personnel commission, the Superintendent may appoint a new member after providing the foregoing notice no later than 30 days prior to making the appointment.

A commissioner whose term has expired may continue to discharge the duties of the office until a successor is appointed but for no more than 90 calendar days.

As used in this section, "classified employees" means an organization of classified employees that represents the greatest number of classified employees of the district as determined by the board. If no such organization exists within the district, the governing board by written rule shall prescribe the method by which the recommendation is to be made by its classified employees."

II. NOMINATING AND APPOINTMENT PROCEDURES (For personnel commission hires pursuant to *Education Code* Section 45249 (c) and (d) only)

The Superintendent of Public Instruction wants to ensure that all appointments reflect district needs, interests, and priorities; and equally important, that nominations be arrived at through an open logical process. Those most closely involved in local operations are in the best positions to nominate personnel commissioners.

To make the best appointment, districts are encouraged to follow these basic steps in their recruitment and nomination process:

1. Open recruitment, including at a minimum public announcement of the vacancy through: (a) board of education/personnel commission agendas, (b) press release and (c) notice to employee organizations and community, handicapped, minority, and women organizations.

2. The district governing board is encouraged to select a nominee following an open interview process, in which up to three representatives of the classified employees association, selected by the classified employees association, are allowed to participate.
3. The district governing board and the classified employee organization should submit their recommendations to the Superintendent of Public Instruction in rank order, together with each candidate's resume.

Appointment decisions shall be in accordance with *Education Code* Section 45244 and take several factors into account; the most important of which is that each commissioner "be a known adherent to the principle of the merit system." This and other factors are outlined below for consideration in nominating commissioners:

1. The candidate shall be a known adherent to the principle of the merit system. Known adherent to the merit system means a person who by the nature of their prior public or private service, has given evidence that they support the concept of employment, continuance in employment, in-service promotional opportunities, and other related matters on the basis of merit and fitness.

With respect to a candidate seeking reappointment, known adherent to the merit system shall mean a commissioner who has clearly demonstrated through attendance at meetings and prior actions that he or she, in fact, supports the merit system and its operations.

2. The candidate must be a registered voter and resident within the territorial jurisdiction of the school district.
3. The candidate shall not be a member of the nominating governing board or of any other district governing board or county board of education, nor shall he or she be an employee of the district (relatives of employees of the district are acceptable).

In addition to the requisite factors it is also recommended that:

4. The candidate demonstrates an ability to assess the relative importance of personnel issues and make decisions which enhance merit principles, effective employer-employee relations, and equal employment opportunity. This should not be interpreted to require prior personnel experience. The requisite skills and abilities can be acquired in many ways.
5. The candidate possesses personal characteristics that promote the maintenance of rapport with other commission members; promote open communications with the governing board, classified employees, and other interested parties; and improve the commission's decision making by adding new and creative viewpoints.

6. The candidate's membership on the commission reflects a diversity of interests within the community, such as business, labor, education, taxpayers, parents, students, handicapped, women, and ethnic minority groups. It is recognized that due to the size of the personnel commission, all interests cannot be represented, but efforts should be made to assure that there is no concentration of any one sex, ethnic, or interest group on the commission.
7. The candidate is willing to attend and participate in commission meetings.
8. The candidate demonstrates an understanding of the district's and the commission's role.
9. The candidate is selected through an open process. In the instance of reappointment, when a well-qualified personnel commissioner is available for reappointment and the governing board wishes to recommend reappointment, the open recruitment process need not be initiated. Instead, a public announcement of the intention to recommend reappointment of the personnel commissioner should be made at a meeting of the governing board no later than September 30. Unless contested, the recommendation for reappointment should be forwarded to the Superintendent of Public Instruction by November 1. If the nomination is contested, the process as outlined in the preceding should be followed.

NOTICE

The advisory guidelines presented in this document are exemplary. Compliance with them is not mandatory. (See *Education Code* Section 33308.5)

TO: BOARD OF EDUCATION

INFORMATION

09/06/01

FROM: SUPERINTENDENT

RE: LETTER FROM LOS ANGELES COUNTY OFFICE OF EDUCATION
ACTING SUPERINTENDENT, MARILYN GOGOLIN, REGARDING
COUNTY REVIEW OF THE DISTRICT'S FINAL BUDGET FOR FISCAL
YEAR 2001-02

INFORMATIONAL COMMUNICATION NO. I.2

The following pages are a copy of a letter of budget review from the Los Angeles County Office of Education received August 14, 2001.



Los Angeles County Office of Education

Donald W. Ingwerson
Superintendent

August 8, 2001

Los Angeles County
Board of Education

Michaelene D. Wagner
President

Sophia Waugh
Vice President

Rudell S. Freer

Leslie K. Gilbert-Lurie

Jeff Horton

Angie Papadakis

Barbara Sandoval

Mr. Tom Pratt, Board President
Santa Monica-Malibu Unified School District
1651 16th Street
Santa Monica, CA 90404

SANTA MONICA-MALIBU USD
SUPERINTENDENT'S OFFICE

RECEIVED
AUG 14 2001

Dear Mr. Pratt:

In accordance with the provisions of Education Code Section 42127, a review of the Santa Monica-Malibu Unified School District's (District) final budget for fiscal year 2001-02 has been completed by the Los Angeles County Superintendent of Schools (County Superintendent) as of July 30, 2001. That review has resulted in the approval of the District's adopted budget with the following concerns.

DEFICIT SPENDING

We have noted that the District is projecting an operating deficit of (\$2,261,493), representing 2.45 percent of the District's projected expenditures and other outgo for fiscal year 2001-02. While the District continues to maintain the required level of reserves, salary negotiations remain unsettled. Furthermore, potential increases have not been budgeted and a final salary agreement, if paid from reserves, could further increase deficit spending. Therefore, it is important that the District monitor the level of deficit spending so that it remains manageable.

SPECIAL EDUCATION COSTS

The District's 2000-01 Contribution to Restricted Programs is projected to increase by 55 percent from its 1999-00 contribution, with the Special Education portion increasing by 58 percent. However, the District and the Assistant Superintendent of Student Services are reviewing program compliance and implementing cost containment procedures for Special Education programs. Measures being considered include the implementation of controls on expenditure authorization, assignment of expenditure accountability and greater utilization of District services rather than contract service providers.

Mr. Tom Pratt, Board President
Santa Monica-Malibu Unified School District
August 8, 2001
Page 2

As a result, the District is budgeting only a 13 percent increase in the 2001-02 Contribution to Restricted Programs with the Special Education portion increasing by only 15 percent. Because the District is still in the initial phase of implementing Special Education cost containment, we request that the District provide a narrative and an updated financial analysis on the Unrestricted General Fund contribution to Special Education with the District's 2001-02 First Interim Report, due to the County Office on or before December 17, 2001.

LABOR CONTRACT NEGOTIATIONS

According to the information provided in your budget, labor contract negotiations for 2001-02 were not settled prior to the adoption of the final budget and potential increases were not calculated and incorporated into budgeted salary and benefit expenditures. Because salary and benefit requirements make up a large portion of the District's budget, we are concerned that the District may have difficulty maintaining the required minimum 3.0 percent Reserve for Economic Uncertainties once a settlement is reached.

This letter is a reminder that, before the District's Board of Education takes any action on a proposed collective bargaining agreement, the District must meet the public disclosure requirements of Government Code Section 3547.5 and California Code of Regulations Title V, Section 15449. The document used for this analysis was included in Informational Bulletin No. 3, dated July 7, 2001, and is titled "Assembly Bill (AB) 1200: Public Disclosure of Proposed Collective Bargaining Agreements." Please call your District's Business Services Consultant if you need an additional copy.

Also, as provided by the State Criteria and Standards, when certificated labor contract negotiations are settled after the adoption of the District's budget, the District must analyze the budget to determine the effect of the settlement, and the governing board must certify to the validity of the analysis within 45 days of the final settlement. If the total settlement is greater than the District's increase in base revenue limit per average daily attendance (ADA), the County Superintendent must transmit his written comments, along with the analysis provided by the District, to the California Department of Education.

Within this 45 day period, the District superintendent must also send the County Superintendent any revisions to the District's current budget necessary to fulfill the terms of the agreement.

OTHER

Because the District has elected to use the single budget option process, please note that the District must still do the following:

- Forty-five days after the Governor has signed the state budget:

Review and revise the District's budget based on the final state budget, make any budget revisions available for public review and file appropriate budget revision summaries with the Los Angeles County Office of Education (County Office). However, it is important that districts make the adjustments to the **PeopleSoft** system **only after their budget has been approved by the Division of Business Advisory Services and confirmation has been received from the Division of School Financial Services that the adopted budget has been frozen.** Please review Information Bulletin No. 1, dated July 1, 2001, for additional information on this process.

- On or before September 17, 2001:

After closing the District's 2000-01 books, file the J-300 series reports along with the J-200 unaudited actuals with this office. It is not necessary to include 2001-02 budget data on the state forms. Please be sure the unaudited actual certification page is included in the forms.

- In preparation for filing the First Interim Report:

File a separate budget revision summary for any changes to the 2001-02 beginning fund balances caused by the difference between 2000-01 estimated actuals and 2000-01 unaudited actuals and reflect the revised figures in the First Interim Report. A separate bulletin will be sent in the fall addressing this and any other revisions your District needs to make.

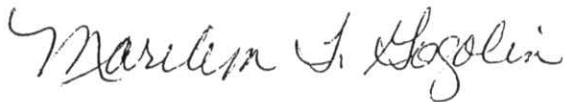
- Prior to submitting the District's First Interim Report:

- Review all revenue and expenditure estimates, revise the budget, file appropriate budget revision summaries and reflect the revised figures in the First Interim Report.
- Since the 2000-01 figure was used for estimating Bond Interest and Redemption Fund amounts, revise the budget when the actual figures are known, file appropriate budget revision summaries, and reflect the actual figure in the First Interim Report.

Mr. Tom Pratt, Board President
Santa Monica-Malibu Unified School District
August 8, 2001
Page 4

We wish to express our appreciation to the District's staff for their cooperation during the preparation and review of the District's budget for fiscal year 2001-02. If our office can be of further assistance, please call your Business Services Consultant, Melvin Iizuka, at (562) 940-1704.

Sincerely,

A handwritten signature in cursive script that reads "Marilyn T. Gogolin".

Marilyn T. Gogolin
Acting Superintendent

MTG/MI:dg

cc: Mr. Deasy, Superintendent
Dr. Cohen, Interim Assistant Superintendent, Business Services
Dr. Welsh, Los Angeles County Office of Education (LACOE)
Ms. Simons, LACOE
Mr. Burdy, LACOE
Mr. Iizuka, LACOE
Ms. Ng, LACOE

TO: BOARD OF EDUCATION

INFORMATION
9/6/01

FROM: SUPERINTENDENT

RE: MONTHLY BUDGET REPORT AS OF JUNE 30, 2001

INFORMATIONAL COMMUNICATION NO. I.3

The following pages contain the Monthly Budget Report as of June 30, 2001.

MONTHLY BUDGET REPORT
JUNE 30, 2001
I - SUMMARY OVERVIEW OF 2000-01 BUDGET
GENERAL FUND - UNRESTRICTED

	1997-98	1998/1999	1999/2000	2000/2001	2000/01
FUNDING VARIABLES	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	ESTIMATED
			ACTUAL	BUDGET	UNAUDITED
				6/29/2000	ACTUALS
ENROLLMENT (Second Month)	11,524.00	12,041.00	12,142.00	12,500.00	12,546.00
P-2ADA (Base Revenue)	11,526.67	11,456.00	11,582.00	11,893.00	11,920.00
ANNUAL ADA (Lottery)	11,528.00	11,452.00	11,590.00	11,889.00	11,910.00
BASE REV/PUPIL - Statutory	\$4,065.25	\$ 4,438.84	\$ 4,498.84	\$ 4,636.84	\$ 4,636.84
BASE REV/PUPIL - Est. Actual	\$3,532.34	\$ 3,969.68	\$ 4,184.42	\$ 4,637.15	\$ 4,636.84
ESTIMATED DEFICIT	\$4,147,560	\$ 4,475,850	\$ 3,663,834	\$ -	\$ -
SMMUSD - COLA	2.65 %	3.95%	1.41%	3.17%	3.17%
LOTTERY/PUPIL-UNRESTRICTED	\$114.00	\$ 120.00	\$ 117.00	\$ 120.00	\$ 121.00
LOTTERY/PUPIL-RESTRICTED	\$0.00	\$ -	\$ 6.00	\$ -	\$ 13.00
LOTTERY/PUPIL - PRIOR YR ADJ.	\$2.80	\$ 0.52	\$ 2.12	\$ -	\$ 4.33
PARCELS OF PROPERTY	31,957	31,957	31,957	31,957	32,413
PARCEL TAX RATE	\$70.26	\$ 71.10	\$ 73.23	\$ 74.99	\$ 74.99
REVENUES					
STATE					
Revenue Limit Sources					
Base Revenue	\$41,285,530	\$ 44,792,537	\$ 46,777,807	\$ 53,303,757	\$ 53,527,993
Unemployment Insurance	\$0	\$ -	\$ 9,757	\$ -	\$ 39,111
Meals for Needy	\$229,758	\$ 232,628	\$ 254,994	\$ 263,592	\$ 251,706
Ca.Intensive Intervention	\$0	\$ -	\$ -	\$ 161,496	\$ 202,332
Summer School - Core	\$187,656	\$ 243,972	\$ 309,568	\$ 534,240	\$ 220,448
Summer School - Mandated	\$159,567	\$ 207,030	\$ 206,507	\$ -	\$ 322,179
Prior Year Rev. Limit Adj.	\$0	\$ -	\$ -	\$ -	\$ -
Pr.Yr. Rev. Limit Adj- Deficit Factor.	\$627,975	\$ -	\$ -	\$ -	\$ -
Revenue Limit Totals	\$42,490,486	\$45,476,167	\$47,558,633	\$ 54,263,084	\$ 54,563,769
District Block Grant One-Time	\$0	\$ -	\$ -	\$ -	\$ 346,172
Site Block Grant One-Time	\$0	\$ 353,633	\$ -	\$ -	\$ 487,274
Class Size Reduction - Elementary	\$2,441,200	\$ 2,917,263	\$ 2,934,588	\$ 3,176,878	\$ 3,002,760
Class Size Reduction - High School	\$116,845	\$ 146,074	\$ 247,305	\$ 352,195	\$ 334,730
Class Size Reduc - High School(PY)	\$0	\$ -	\$ -	\$ -	\$ -
Mandated Costs	\$677,777	\$ 609,849	\$ 643,524	\$ 557,500	\$ 653,679
Spec Education Mandate Settlement	\$0	\$ -	\$ -	\$ -	\$ 524,086
State Lottery	\$1,235,514	\$ 1,451,128	\$ 1,402,681	\$ 1,426,647	\$ 1,581,311
State Lottery-Rr Yr Adjustment	\$0	\$ -	\$ -	\$ -	\$ -
Beginning Teacher Salary Equalization	\$0	\$ -	\$ -	\$ -	\$ 69,494
Governor's Performance Awards	\$0	\$ -	\$ -	\$ -	\$ 704,617
Staff Development"Buy-Back Days"	\$52,545	\$ 62,335	\$ 416,195	\$ 433,246	\$ 382,069
School Site Employee Bonus Awards	\$0	\$ -	\$ -	\$ -	\$ 917,125
STATE SUB-TOTAL	\$ 47,014,367	\$ 51,016,449	\$ 53,202,926	\$ 60,209,550	\$ 63,567,086
LOCAL INCOME					
Parcel Tax-Current	\$2,319,798	\$ 2,291,984	\$ 2,261,086	\$ 2,396,474	\$ 2,485,917
Parcel Tax-Delinquent	\$249,399	\$ -	\$ -	\$ -	\$ -
Sales	\$29,493	\$ 23,972	\$ 24,527	\$ -	\$ -
Lease - Hotel	\$538,210	\$ 524,590	\$ 524,410	\$ 537,520	\$ 495,738
Lease - Madison/SMC	\$800,000	\$ 67,000	\$ 67,000	\$ 67,000	\$ 67,000
Lease - Madison/SMC-PY ADJUST	\$0	\$ 733,000	\$ 733,000	\$ 733,000	\$ 733,000
Leases - Other	\$95,307	\$ 91,941	\$ 84,608	\$ 95,823	\$ 162,030
Interest - Unrestricted	\$486,858	\$ 405,971	\$ 433,188	\$ 375,000	\$ 762,303
Interest - COPs	\$0	\$ -	\$ -	\$ -	\$ -
Interest -Tax Anticipation Notes (TRANS)	\$632,949	\$ 909,655	\$ 742,254	\$ 1,192,840	\$ 707,518
Civic Center Permits	\$117,698	\$ 104,012	\$ 153,364	\$ 130,000	\$ 104,821
Day Care Fees	\$104,095	\$ 74,235	\$ 67,112	\$ 120,000	\$ 45,963

Prepared by District 8/28/2001

LOCAL INCOME	1997-98 ACTUAL	1998/1999 ACTUAL	1999/2000 UNAUDITED ACTUAL	2000/2001 ADOPTED BUDGET 6/29/2000	2000/01 ESTIMATED UNAUDITED ACTUALS
Santa Monica City	\$1,750,000	\$ 1,750,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Santa Monica City -Spec Grant	\$0	\$ -	\$ -	\$ 3,100,000	\$ 2,900,000
Santa Monica City - Phys. Act. Spec.	\$130,900	\$ 153,997	\$ 58,048	\$ 70,491	\$ 29,381
City of Malibu - Spec Grant	\$0	\$ -	\$ -	\$ 150,000	\$ 150,000
SMC Teacher/Secur Reimbursement	\$10,889	\$ 39,039	\$ (8,129)	\$ 45,000	\$ 48,971
Insurance Settlements	\$0	\$ -	\$ -	\$ -	\$ -
LACOE Reimbursement A/V	\$0	\$ -	\$ -	\$ -	\$ -
LACOE-Teacher Contract	\$0	\$ 62,847	\$ 69,490	\$ -	\$ -
SLIM - Safety Credits	\$2,085	\$ -	\$ -	\$ 27,032	\$ -
Student Store-SAMOH	\$46,316	\$ 58,943	\$ 73,535	\$ 72,000	\$ 82,754
Student Store-OLYMPIC	\$0	\$ -	\$ 1,955	\$ 2,000	\$ 1,094
City of Malibu: Malibu Pool Reimbrsmnt	\$20,000	\$ 27,208	\$ 20,000	\$ 25,000	\$ 23,500
Other: LARISA Delta Dental Reimb.	\$256,719	\$ -	\$ -	\$ -	\$ -
Wrks. Comp. Refund	\$257,617	\$ 302,445	\$ 310,201	\$ -	\$ -
Jury Duty	\$0	\$ -	\$ -	\$ -	\$ 3,294
Department of Health/Screening	\$0	\$ -	\$ -	\$ -	\$ 28,212
Yearbook/Journalism	\$0	\$ -	\$ -	\$ -	\$ 3,560
Fingerprinting	\$0	\$ -	\$ -	\$ -	\$ 15,588
Salvage equipment	\$0	\$ -	\$ -	\$ -	\$ 8,402
Other	\$105,215	\$ 33,503	\$ 31,333	\$ -	\$ 6,423
Students Teaching	\$13,708	\$ 4,860	\$ 3,725	\$ 15,000	\$ 6,774
SEIU Reimbursement	\$0	\$ -	\$ -	\$ -	\$ 35,175
UCLA Project	\$0	\$ -	\$ -	\$ -	\$ -
LOCAL SUB-TOTAL	\$ 7,967,256	\$ 7,659,202	\$ 7,650,707	\$ 11,154,180	\$ 10,907,418

STATE & LOCAL SUB-TOTAL	\$54,981,623	\$58,675,651	\$60,853,633	\$71,363,730	\$74,474,504
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EXPENDITURES

Certificated Salaries	\$27,510,294	\$ 30,210,115	\$ 32,356,030	\$ 33,939,218	\$ 36,079,164
Classified Salaries	\$8,971,225	\$ 9,628,645	\$ 9,957,589	\$ 9,936,888	\$ 11,108,253
Employee Benefits	\$7,039,473	\$ 7,008,079	\$ 7,326,770	\$ 8,360,536	\$ 8,022,146
Books and Supplies	\$1,272,250	\$ 1,345,585	\$ 1,093,796	\$ 1,328,482	\$ 1,276,949
Services, Other Operating Exp.	\$3,814,158	\$ 4,280,826	\$ 4,036,319	\$ 4,455,332	\$ 3,956,785
Capital Outlay	\$1,158,013	\$ 1,249,613	\$ 503,127	\$ 631,863	\$ 747,916
Other Outgo	\$473,650	\$ 1,165,350	\$ 1,301,690	\$ 1,321,194	\$ 1,282,925
Direct/Indirect Credit	(\$660,880)	\$ (678,594)	\$ (578,405)	\$ (600,112)	\$ (710,947)
TOTAL EXPENDITURES	\$49,578,183	\$54,209,619	\$55,996,916	\$ 59,373,402	\$ 61,763,191

TRANSFER TO/FROM OTHER FUNDS

Adult Education (From Fnd 29)	\$0	\$0	\$ -	\$ -	\$ -
Noon Aide Support frm: Fnd 30	\$38,000	\$ 55,845	\$ 55,845	\$ 20,000	\$ 20,000
Deferred Maintenance to: Fnd 27	(\$285,000)	\$ (278,000)	\$ (118,034)	\$ (360,000)	\$ (365,000)
Cafeteria Fnd	(\$171,689)	\$ (106,000)	\$ -	\$ -	\$ -
Child Development to: Fnd 11	\$0	\$ -	\$ -	\$ -	\$ -
Retiree Benefits to: Fnd 36	(\$703,180)	\$ (437,800)	\$ (640,347)	\$ (510,288)	\$ (510,288)
Capital Servicing-Flex to: Fnd 71	(\$341,001)	\$ (354,541)	\$ (244,838)	\$ (250,000)	\$ (250,000)
Capital Servicing-Debt Serv. to: Fnd 71	(\$250,000)	\$ (249,338)	\$ (351,323)	\$ (354,541)	\$ (339,687)
Building Fnd to: Fnd 70 (SMHS-Phase III)	\$0	\$ -	\$ -	\$ -	\$ -
Capital Facilities to: Fund 73	(\$270,293)	\$ 270,293	\$ -	\$ -	\$ -
Prop X Funds(Interest owed):To 83	\$0	\$ -	\$ -	\$ -	\$ (41,000)
Samohi Athletics Softball Fld:Fnd 70	\$0	\$ 9,000	\$ -	\$ -	\$ -
Earthquake Fund:(Interest owed):From 60	\$0	\$ -	\$ -	\$ -	\$ -
TOTAL TRANSFERS	(\$1,983,163)	(\$1,090,541)	(\$1,298,697)	(\$1,454,829)	\$ (1,485,975)

	1997-98 ACTUAL	1998-99 ACTUAL	1999/2000 UNAUDITED ACTUAL	2000/2001 ADOPTED BUDGET 6/29/2000	2000/01 ESTIMATED UNAUDITED ACTUALS
CONTRIBUTIONS TO OTHER FUNDS					
LGFC - Special Education	(\$2,089,088)	\$ (2,929,811)	\$ (3,349,749)	\$ (4,988,914)	\$ (5,321,921)
LGFC - ROP	\$0	\$ -	\$ -	\$ (22,155)	\$ -
LGFC - Transportation	(\$420,730)	\$ (423,923)	\$ (322,589)	\$ (345,158)	\$ (378,366)
LGFC - ESL Program	(\$580,874)	\$ (568,834)	\$ (381,142)	\$ (544,517)	\$ (578,044)
LGFC - Alliance/Samohi	0	\$ (15,000)	\$ -	\$ -	\$ -
Adams: Gift Carryover to: Fnd 03	(\$11,350)		\$ (28,844)	\$ -	\$ -
TOTAL CONTRIBUTIONS	(\$3,102,042)	(\$3,937,568)	(\$4,082,323)	(\$5,900,744)	(\$6,278,331)
OTHER USES	\$0	\$ -	\$ -	\$ -	\$ -
OPERATING BALANCE	\$318,235	(\$562,077)	(\$524,303)	\$4,634,755	\$4,947,007
BEGINNING BALANCE	\$5,438,353	\$4,575,245	\$4,013,168	\$1,701,328	\$3,518,400
OTHER ADJUSTMENTS	(\$448,343)	\$ -	\$ -	\$ -	\$ -
AUDIT ADJUSTMENT	(\$733,000)	\$ -	\$ 29,536	\$ -	\$ -
ENDING BALANCE	\$4,575,245	\$4,013,168	\$3,518,400	\$6,336,082	\$8,465,406
RESERVE COMPONENTS					
Revolving Cash	\$20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Stores Inventory	\$172,942	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000
Prepaid Expenses	\$9,498	\$ -	\$ -	\$ -	\$ -
Developer Fee Projects	\$0	\$ -	\$ -	\$ -	\$ -
Preplanning Bond Issue	\$0	\$ -	\$ -	\$ -	\$ -
Economic Uncertainties	\$4,372,805	\$3,828,168	\$3,333,400	\$6,151,082	\$8,280,406
Total Expenditures - Fund 01	\$49,578,183	\$54,209,619	\$55,996,916	\$59,373,402	\$61,763,191
Total Expenditures - Fund 03	\$17,890,190	\$20,263,909	\$22,057,573	\$23,086,401	\$27,128,590
Transfers Out & Uses	\$2,021,163	\$1,425,679	\$1,354,542	\$1,546,829	\$1,577,975
3 % Reserve Requirement	\$2,084,686	\$2,276,976	\$2,382,271	\$2,520,199	\$2,714,093
District's Current Reserve Percentage	6.29%	5.04%	4.20%	7.32%	9.15%
District: 3% Reserve Reqrmnt Position	\$2,288,119	\$1,551,192	\$951,129	\$3,630,883	\$5,566,313

File: 00-01Bdg\Summary.xls
J. Wade Roach

Santa Monica-Malibu Unified School District
Board of Education Meeting/ Updates to the Agenda of September 6, 2001

MINUTES

None.

CONSENT CALENDAR

None.

MAJOR ITEMS

Recommendation No. A.22 **page 33** - Approval of Restructuring of Ground Lease Between SMMUSD and Dial Advisory Group: **Pulled by staff**

Recommendation No. A.23 **page 34** - Approval to Adopt Resolution 0103 Authorizing the Sale of COPs Relative to the Restructuring of the Ground Lease Between SMMUSD and the Dial Advisory Group: **Pulled by staff**

Recommendation No. A.27 **page 42** - Acceptance of Formal Letter from the Financial Oversight Committee with Request for Near-Term Involvement
Direction: **copy of corrected version attached**

DISCUSSION ITEMS

Discussion Item No. D.2 **page 46-47f** - Status Report on the 2001-2002 General Fund Unrestricted Budget: **updated information attached**

INFORMATION ITEMS

None

OTHER

Table of Contents **page 5** - There should be only one item **XV**, the longer one.

Additional Materials **Exhibits A, B, C** - previous versions of Malibu High School bids, BLA and Possible Rejection - prepared in anticipation of the debate

Enrollment Comparisons: 2000/01 to 2001/02

SEIU Report
to the
Santa Monica - Malibu Unified School District Board Of Education
Thursday - September 06, 2001

- I.** SEIU has purchased its own building, located at 520 South Virgil Los Angeles, California. The building has 44,000 square feet and the Business Office personnel and staff plan to occupy the building in January 2002.

The purchase of the property will save SEIU hundreds of thousands of dollars in rent and leasing costs for training and special events. The size of the property also allows us to lease space which is also beneficial in saving the union more money because the leasing income will help to offset payments on the mortgage.

- II.** AB 118 is still alive in Sacramento. The bill is to support reducing the employee contribution percentage from 7% to 5% without reduction to the employee retirement benefits.
- III.** The SEIU Negotiation Team - 2001 has been meeting over the summer months on a weekly basis in preparation for upcoming dates in October and November in Communication Lab and actual Negotiations.
- IV.** Surveys were sent out to all classified employees. They are bright orange and should be returned no later than Tuesday, September 11, 2001. At this late date, if you have not already returned them to the SEIU Business Office, please send them directly to the Chief Steward Office at the District Office.

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
ENROLLMENT COMPARISONS - 2000/01 - 2001/02
DAY ONE COMPARISON

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
			(2/1)		(4/2)			(7/6)
SCHOOL	2000/01 PRJCTD	2000/01 DAY ONE ACTUAL	% OF PRJCTD	2000/01 PEAK** ENRLMNT	PEAK ENR. AS % OF ACTUAL	2001/02 PRJCTD	ADJUST MENTS	% OF PRJCTD
CABRILLO	322	315	97.83%	328	104.13%	316	0	316
EDISON	444	386	86.94%	438	113.47%	435	0	435
FRANKLIN	820	778	94.88%	804	103.34%	773	0	773
GRANT	650	622	95.69%	652	104.82%	641	0	641
MCKINLEY	453	415	91.61%	459	110.60%	469	0	469
MUIR	338	308	91.12%	334	108.44%	315	0	315
PT. DUME	330	301	91.21%	313	103.99%	307	0	307
ROGERS	669	616	92.08%	662	107.47%	664	0	664
ROOSEVELT	745	708	95.03%	738	104.24%	738	0	738
SMASH	135	117	86.67%	128	109.40%	120	0	120
WEBSTER	455	440	96.70%	460	104.55%	445	0	445
TOTAL	5,361	5,006		5,316		5,223	0	5,223
ADAMS	1098	1083	98.63%	1,132	104.52%	1106	0	1106
LINCOLN	1246	1231	98.80%	1,254	101.87%	1195	0	1195
MALIBU	529	539	101.89%	531	98.52%	518	0	518
SMASH	60	59	98.33%	66	111.86%	69	0	69
TOTAL	2,933	2,912		2,983		2,888	0	2,888
MALIBU	607	594	97.86%	596	100.34%	656	0	656
SAMOHAI	3103	2559	82.47%	3,150	123.09%	3206	0	3206
TOTAL	3,710	3,153		3,746		3,862	0	3,862
OLYMPIC	91	76	83.52%	97	127.63%	93	0	93
INDEPENDENT STUDY	36	9	25.00%	33	366.67%	29	0	29
SDC	366	301	82.24%	385	127.91%	385	0	385
DISTRICT TOTAL	12,497	11,457	91.68%	12,560	109.63%	12,480	0	12,480
								11,869
								95.10%

**Districtwide Peak Enrollment for 2000/01 = Third Month Enrollment as of 11/17/00.

DATE: As of Wednesday, September 5th, 2001

Attached hereto and made a part
hereof these original Minutes

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
DAILY ENROLLMENT BY GRADE 2001/02
DAY ONE**

SCHOOL	PROJ. TOTAL INCL. SP ED	Kdgn	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL	SDC	SCHOOL TOTAL
CABRILLO -	346	45	51	40	44	59	76								315	29	344
EDISON -	435	58	45	86	71	73	36								369	0	369
FRANKLIN -	798	116	121	119	138	144	147								785	15	800
GRANT -	659	106	101	106	110	126	94								643	20	663
MCKINLEY -	483	58	85	65	72	59	89								428	14	442
MUIR -	340	54	38	56	57	59	50								314	15	329
PT DUME -	307	41	51	56	57	61	32								298	0	298
ROGERS -	677	98	117	97	121	106	110								649	16	665
ROOSEVELT -	768	105	119	120	129	123	121								717	24	741
SMASH -	120	19	18	20	19	25	23								124	0	124
WEBSTER -	445	76	59	68	83	73	76								435	0	435
TOTAL	5,378	776	805	833	901	908	854								5,077	133	5,210
ADAMS -	1142							406	412	352					1,170	26	1,196
LINCOLN -	1246							457	411	421					1,289	48	1,337
MALIBU -	547							191	159	164					514	25	539
SMASH -	69							20	14	26					60	0	60
TOTAL	3,004							1074	996	963					3,033	99	3,132
MALIBU -	667										196	160	154	131	641	23	664
SAMOHI -	3292										759	783	679	476	2,697	72	2,769
TOTAL	3,959										955	943	833	607	3,338	95	3,433
OLYMPIC	110														75	8	83
IND. STUDY	29														11		11
DISTRICT TOTAL	12,480														11,534	335	11,869

FILENAME: ENRGR.DAY
DATE: 5-Sep-01
PREPARED BY: Kim Melly