

**Santa Monica-Malibu Unified School District
Board of Education
MEETING MINUTES (from REVISED AGENDA)**

**UNADOPTED
December 6, 2001**

A regular meeting of the Santa Monica-Malibu Unified School District's Board of Education was held on December 6, 2001, in the Board Room of the District's Administrative Offices, 1651 16th Street Santa Monica. Following Roll Call, at 5:00 PM the Board moved to **CLOSED SESSION**, for reasons listed in Section III, below. The Board reconvened in **OPEN SESSION** at 7:12 P.M. in the Board Room.

THE PUBLIC PORTION OF THE MEETING BEGAN AT 7:12 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 present, with the exception of Malibu High School Student Representative Greg Sands, who was excused
- B Pledge of Allegiance - the Pledge was led by retiring Board President, Tom Pratt

II PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY. None.

III CLOSED SESSION

- Request from Parents for Pupil Records Correction/Grade Change, Pursuant to Education Code §GC49070 and §GC78232, as cited in the Brown Act
Student D-O-B: 10-29-84
In Closed Session, the Board of Education denied a request from parents for a Pupil Records Correction/ Grade Change, Pursuant to Education Code §GC49070 and §GC78232, as cited in the Brown Act

<u>Motion Made By:</u>	<u>Mrs. Gottfried</u>
<u>Seconded By:</u>	<u>Ms. Brownley</u>
<u>Ayes: (to deny)</u>	<u>Five: (Brownley, Escarce, Gottfried, Jordan, Leon-Vazquez)</u>
<u>Noes: (to approve)</u>	<u>Two (Brady, Pratt)</u>
- 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 *(please refer to pages 57-58)*

- 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
- Receipt of Recommendation from Special Education administrators to approve the proposed settlement of Due Process Case No. SN01-02235, pursuant to GC§ 54954.5 (h), as cited in the Brown Act:

In Closed Session, the Board of Education took action to approve settlement of Due Process Case No. SN01-02235

<u>Motion Made By:</u>	<u>Mrs. Brady</u>
<u>Seconded By:</u>	<u>Ms. Brownley</u>
<u>Ayes:</u>	<u>Seven (All)</u>
<u>Noes:</u>	<u>Zero (None)</u>
<u>Abstentions:</u>	<u>Zero (None)</u>

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

- Receipt of Recommendation from the Deputy Superintendent to approve the proposed settlement of Small Claims Court Case No. SMO1A01169, pursuant to GC§ 54954.5 (d), as cited in the Brown Act

In Closed Session, the Board of Education took action to approve payment of Small Claims Court Case No. SM0A1169, pursuant to GC§54954.5 (d), as cited in the Brown Act

<u>Motion Made By:</u>	<u>Mrs. Leon-Vazquez</u>
<u>Seconded By:</u>	<u>Mrs. Gottfried</u>
<u>Ayes:</u>	<u>Seven (All)</u>
<u>Noes:</u>	<u>Zero (None)</u>
<u>Abstentions:</u>	<u>Zero (None)</u>

- Public Employee Performance Evaluation/ Superintendent/ Contract, relative to finalizing Performance Targets, pursuant to GC§54954.5 and 54957 as cited in the Brown Act

NOTE: This item was added to the Closed Session Calendar prior to the meeting; the addition was properly noticed. This addition constitutes the Revised Agenda referenced above.

IV BOARD OF EDUCATION - COMMENDATIONS/RECOGNITIONS

- ✓ Presentation from John Adams Middle School - Dan Brown, representing the acclaimed John Adams Middle School Science Magnet introduced students who showcased various science experiments and projects. It was noted that JAMS Science students regularly advanced to the county and state levels of competition. Linda Cady, Science Magnet Chair, was recognized for her outstanding service and dedication.

Commendation for Meritorious Service: President Pratt, Vice President Brownley - Superintendent Deasy thanked the Board for its leadership, especially noting how both Tom Pratt and Julia Brownley had gone out of

their respective ways to welcome him and his family to the community, helping to make their relocation easier; he indicated that it had been a personal pleasure serving under their leadership. Mr. Deasy also stated that every bit of work he had done with board leadership had served as a positive model for students

Mr. Pratt thanked Ms. Brownley for her steadfast support, especially in the areas of team building and serving as parliamentarian for the Board meetings.

Each Board member then took a few moments to reflect on Mr. Pratt's Presidency. Mention of critical attributes included:

- building Board consensus and communication (Brownley)
- sharing core values; being a decent human being (Brady)
- a real sense of equanimity (Escarce)
- high regard for the family unit and a sense of compassion (Gottfried)
- willingness to work hard for the kids (Leon-Vazquez)
- dignity and respect for process and procedure (Jordan)
- leadership and encouragement for students (Gary)

Mr Pratt sincerely thanked everyone for their support also indicating that, although he was still looking forward to serving as a board member, he was more than happy to hand over the leadership reins

V APPROVAL OF THE AGENDA

The agenda was approved as follows:

Motion Made By:	Mrs. Brady
Seconded By:	Ms. Brownley
Student Advisory Vote:	Aye (Mr. Gary: for all but Personnel matters)
Ayes:	Seven (All)
Noes:	Zero (None)
Abstentions:	Zero (None)

VI 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 Independent Contractors	2
A.3	Approval of Overnight Field Trips	3
A.4	Approval of Consolidated Application for Funding Categorical Aid Programs (Part II)	4
A.5	Approval with UCLA, Center X, for CTEI Events to be Held at UCLA	5

General Functions

A.6	Approval to Change Board Meeting Date (January, 2002)	6
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- A.7 Approval of 2001-2002 Site Plans 7
NOTE: BY Board consensus, this item was pulled out of order for discussion following the approval of the Consent Calendar.

Business and Finance

- A.8 Award of Purchase Orders, FY 2001-2002 8-8f
A.9 Approval of Conference and Travel 9-15
A.10 Approval of Gifts FY 2001/02 16-16d

Proposition X /State Modernization

None

Personnel

- A.11 Certificated Personnel - Elections, Separations 17-22
A.12 Special Services Employees 23-24
A.13 Special Services Agreement for Services **As Development Director** in the Division of Business and Fiscal Services **for the Balance of the 2001-02 School Year** 25
NOTE: BY Board consensus, this item was pulled out of order for discussion following the approval of the Consent Calendar.
A.14 Student Teaching Agreement - Cal State, Northridge 26
A.15 Agreement to Participate in Multiple Subject Internship Credential Program at Cal State, Los Angeles 27-27b
A.16 Classified Personnel - Merit 28-31
A.17 Classified Personnel - Non-Merit 32

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 is 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.**

Jim Jaffe, Santa Monica - Mr. Jaffe stated that it "...took few words to speak the truth." He commended Board leadership and thanked Mr. Pratt and Ms. Brownley. He also stated that he was encouraged by the administration's commitment to reviewing and bolstering teaching (and other) practices. Finally, Mr. Jaffe remarked that he found the current leadership refreshing and was excited and pleased at such outreach examples as the letter of November, 2001,. from the Superintendent to the community which clearly spelled out the district's priorities, among other things.

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. Student Board Member Reports - Chris Gary, Santa Monica High School Student Board Representative: Mr. Gary reported that a scholarship touting non-violence may become available in honor of Deanna Maran. Mr. Gary also stated that there is a community march for peace scheduled for December 17th. The candlelight march, "Honoring the Light of Youth," will begin at St. Anne's Church and proceed to Douglas Park. Everyone is encouraged to attend.
- B. School Reports - John Adams Middle School Candi Lara, PTSA President: Mrs. Lara thanked the Board for their support; she indicated that the PTSA was working closely with the school's staff to develop a family support system, one in which a teacher or staff member would be available to help any student in need or identified at risk. She also stated that the site goals for the year are on track for being met:
- 1) to meet or exceed grade level proficiency in all testing areas
 - 2) community outreach and communication
 - 3) development and implementation of a truly safe school environment
 - 4) development and implementation of a responsible, proactive peer mediation program
- C. SMMCTA Report - Harry Keiley, President: Mr. Keiley reported that:
- 1) 98% of the membership had voted to ratify the agreement between the district and Child Development Services (*please refer to pages 58-59*)
 - 2) he had recently attended a wonderful workshop given by Craig Nelson the topic of which was staff development and dovetailing professionalism in teaching/teachers with the California Standards
 - 3) 12/18/01 there is a BTSA-sponsored joint panel on classroom management; participants include Dr. Quarles and Stave Cannell
 - 4) Cheri Orgel and the PTA Council are working hard with SMMCTA to ensure increased parent participation; they are currently distributing the PTA brochure, *Your Child's Education Begins At Home*
 - 5) the NEA homepage (NEA.org) has interesting information on accountability systems
 - 6) the SMMCTA executive board unanimously endorses exploration of redistribution of API funds (placing all the funds in one pool and redirecting them to schools of greatest need); the site representatives are going back to rank and file with the proposal
- D. SEIU Report -Keryl Cartee, SEIU Chief Steward: Ms. Cartee also thanked Mr. Pratt and Mrs. Brownley for their wonderful dedication and support. The text of Ms. Cartee's report is attached hereto and made a part hereof of these original Minutes.
- E. PTA Council President Reports - Cheri Orgel, PTA Council President: on behalf of the parents, teachers and students of the District, Mrs. Orgel thanked Mr. Pratt and Ms. Brownley for the past year of executive service. She noted that many forward-looking projects and plans had received impetus and approval from this

Board. She also thanked them for taking active roles in expanding Board visibility in Malibu. Finally, she thanked Mr. Keiley for having the temerity to move forward in the augmented collaborative efforts between SMMCTA and PTA.

- F. Santa Monica-Malibu Education Foundation: Ralph Mechur, SMMEF President, joined the ranks of those giving thanks to Mr. Pratt and Ms. Brownley. He especially noted their contagious enthusiasm.
- G. Proposition X Oversight Committee Report -none.
- H. Financial Oversight Committee Report - Michael Rich, Committe Chair, and Gloria Reisner attended the meeting; Mr. Rich read a statement that had been prepared and approved by all committee members. The statement, pertaining to upcoming SMMCTA (labor) negotiations was presented as an accurate reflection of the committee's deliberations and findings. There were no questions or comments by the Board.

A copy of the full statement is attached hereto and made a part hereof of these original Minutes.

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.

- ✓ State of the Schools - Superintendent Deasy indicated that staff is dedicated to ensuring that the tragic passing of Deanna Maran will not be in vain. The district is looking at ways to understand the nature of the tragedy and to infuse future community events with that understanding. Staff is further dedicated to helping students (and the community) reflect on and respect the dignity of life and the critical need to curb violent responses.

Jacobs Facilities: Mr. Deasy indicated that Noel Watson, principal at Jacobs, and at least one of his senior staff members, will join the Board at the January 24th meeting to personally present the revised Performance Assessment Team Report . To facilitate process, it is being suggested that the Board convene a special "meeting within a meeting" as part of the regular January 24, to include members of the Board-appointed Proposition X Oversight Committee. If that scenario occurs, the public will be duly noticed. Mr. Deasy further noted that there was growing concern with completion of the Malibu High School classroom building; he indicated that temporary housing might be needed and thanked the Malibu community, parents, students and staff for their support and cooperation.

- ✓ Strategic Planning Update - Mr. Deasy noted that the last of the pivotal Community Assessment meetings will be held at the Santa Monica High School Cafeteria on Sunday afternoon, December 9. Generally, the previous three meetings have brought the hoped-for cross section of identified

stakeholders: students, parents, certificated and classified staff, Board members, city council members, police and fire department representatives as well as members of the overall learning community who are interested in student success. Everyone is strongly encouraged to attend as the strategic plan can only be as strong and diverse as its creators, the communities of Malibu and Santa Monica. The district website (www.smmusd.org - click on Strategic Planning) contains up-to-date as well as archived information on the emerging strategic planning process.

- ✓ Science Achievement - the Board may expect a staff report in January or early February about Science; there is a current nationwide educational assessment of criterion- referenced, technical core competencies; the staff report would pertain to the district's academic position in comparison to the United States. Mr. Deasy stated that he felt it was imperative that all 6-12 Science and Math teachers held degrees in Science or Math. He stated that he could not stress strongly enough the importance of highly specialized teachers for increased student success.

Finally, Mr. Deasy indicated that appropriate recognition for achievements of SMMUSD's National Board Certified Teachers would occur at one of the January meetings.

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.18	Election of the President of the Board of Education	33
A.19	Election of the Vice President of the Board of Education	34
A.20	Designation of the Superintendent as Secretary to the Board	35
A.21	Election of Annual Representative to LACSTA for 2002	36
A.22	Call for Nominations for CSBA Delegate Assembly	37

A.23	Ratification for Candidate in the Run-off Election for the Los Angeles County Committee on School District Organization	38
	<u>NOTE: This item was pulled by Board consensus; please refer to the meeting Note on the actual agenda page.</u>	
A.24	Approval of Special Education Contracts	39-41
A.25	Approval of BP 5129 - Beepers, Pagers, Cellular Phones and Other Electronic Signaling Devices	42-49
A.26	PUBLIC HEARING: To Hear Public Input Regarding Sufficient Textbooks and/or Instructional Materials for 2001-2002	50
A.27	Approval of Notification to California Department of Education on Section 60119: Sufficient Textbooks and/or Instructional Materials ...	51-52
A.28	Reapproval of the California Public School Library Act of 1998 (K-12) .	53-54L
A.29	Memorandum of Understanding with LACOE for <u>Steppin' Up to Better Health</u> Program	55-55a
A.30	Approval of the Sound Body, Sound Mind Program Grant	56-56j
A.31	Approval of Negotiated Settlement with SMMUSD and SMMCTA Matters Related to Child Development Services	57-58
A.32	Certification of Authorized Signatures	59
A.33	Acceptance of Wurlitzer Theatre Pipe Organ	61-61b
A.34	Approval for the Disposal/Sale of Surplus Equipment	62-64
A.35	Acceptance of Work Completed by Southern California Roofing: Quote #01.07	65
A.36	Amendment to Contract with Graph Construction Company: Bid#02.03	66
A.37	Acceptance of Work Completed by Graph Construction Company: Bid#02.03	67
A.38	Budget Enhancement to Meet Elementary School Physical Education Staffing Requirements	68
A.39	Budget Adjustments	69-73
A.40	2001-02 First Interim Report	74

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	Report On the District's Use of Inter-District Permits	75
D.2	Report On Class Size Reduction	76

XIII INFORMATIONAL ITEMS

I.1	Basic and Supplemental Textbooks to be Adopted	77
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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. None

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.

XVI CONTINUATION OF PUBLIC COMMENTS. None.

A continuation of Section VIII, as needed.

XVII BOARD MEMBER COMMENTS. None.

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".

XVIII FUTURE AGENDA ITEMS. None.

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.

XIX CLOSED SESSION. None.

The Board of Education may adjourn to CLOSED SESSION to complete discussion on items listed for CLOSED SESSION.

XX ADJOURNMENT

In a motion made by Mrs. Gottfried, seconded by Mrs. Leon-Vazquez (Five-Zero: Mr. Pratt and Mrs. Brady having been excused) at 12:55 A.M., Friday, December 7, 2001, this meeting adjourned to the next ~~regularly scheduled meeting of the Board of Education~~ **Thursday, January 10, 2002**, at 7 PM in the District Offices, 1651 16th Street, Santa Monica, California. ~~However, if Consent Calendar Item A.6 is passed, the next~~ regularly scheduled meeting of the Board of Education which will be held on Thursday, January 17, 2002, at 7 P.M. in the District's Administrative Offices, 1651 16th Street, Santa Monica, California.

The meeting was adjourned in memory of Cabrillo teacher, Nancy, and Board member Dr. Jordan's father/ father-in-law.

Meetings held in Santa Monica are taped for rebroadcast
and played on Cable Channel 16 (City TV) at 11:00 AM
on the Sunday following the Board meeting.
Meetings are rebroadcast in Malibu on Government Access
Channel 15 every Thursday at 2 PM; every Saturday & Sunday at 8 PM
For a Listing of All Upcoming Board Meetings see Page X of this Table of Contents

Approved: 3-11-04

H. E. Seane
President

J. E. Dwyer
Superintendent

Tentative 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		20		
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.

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

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

December 6, 2001

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

I. CALL TO ORDER

A. Roll Call

Tom Pratt, President - excused at 10:15 P.M.

Julia Brownley, Vice President

Pam Brady - excused at 11:20 P.M.

Jose Escarce

Brenda Gottfried

Mike Jordan

Maria Leon-Vazquez

Gregory Sands - Student Board Member representing Malibu High School
(Absent/excused)

Christopher Gary - Student Board Member representing Santa Monica High
(Voting)

TBA - Student Board Member representing Olympic High School

B. Pledge of Allegiance - the Pledge of Allegiance was led by President Tom Pratt

II. CLOSED SESSION

- Request from Parents for Pupil Records Correction/Grade Change, Pursuant to Education Code §GC49070 and §GC78232, as cited in the Brown Act

In Closed Session, the Board of Education denied a request from parents for a Pupil Records Correction/ Grade Change, Pursuant to Education Code §GC49070 and §GC78232, as cited in the Brown Act :

Student D-O-B: 10-29-84

Motion Made By: Mrs. Gottfried

Seconded By: Ms. Brownley

Ayes: (to deny) Five: (Brownley, Escarce, Gottfried, Jordan, Leon-Vazquez)

Noes: (to approve) Two (Brady, Pratt)

- Receipt of Recommendation from Special Education administrators to approve the proposed settlement of Due Process Case No. SN01-02235, pursuant to GC§ 54954.5 (h), as cited in the Brown Act:

In Closed Session, the Board of Education took action to approve settlement of Due Process Case No. SN01-02235

Motion Made By: Mrs. Brady

Seconded By: Ms. Brownley

Ayes: Seven (All)

Noes: Zero (None)

Abstentions: Zero (None)

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

- Receipt of Recommendation from the Deputy Superintendent to approve the proposed settlement of Small Claims Court Case No. SMO1A01169, pursuant to GC§ 54954.5 (d), as cited in the Brown Act

In Closed Session, the Board of Education took action to approve payment of Small Claims Court Case No. SM0A1169, pursuant to GC§54954.5 (d), as cited in the Brown Act

Motion Made By: Mrs. Leon-Vazquez

Seconded By: Mrs. Gottfried

Ayes: Seven (All)

Noes: Zero (None)

Abstentions: Zero (None)

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

ACTION/CONSENT
12/06/01

RECOMMENDATION NO. A.1

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

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

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

Consent Calendar

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

FROM: SUPERINTENDENT/LISE REILLY

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.2

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
Don Shalvey Oct 1, 2001- May 30, 2002 Cost: Not to exceed \$2,750	To provide critical inquiry consultation	Lincoln	School Improvement 01- 72600-0-11100- 10000-5802-012-4120
Dr. George Wood Nov 19, 2001 (one day only) Cost: Not to exceed \$300	To lead a forum for parents and staff on authentic assessment and how to incorporate it in the educational program	SMASH	School Improvement 01-60170-0-11100- 10000-5802-009-4090
Martha Stevens December 6, 2001 to June 30,2002 Cost: not to exceed a total of \$5,000.00	To provide one full day literacy-based activity for each elementary school during the 2001-2002 school year	Educational Services for the Education Foundation	Education Foundation 01-90820-0-11100-10000- 5802-030-1300

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP (S) 2001-02

RECOMMENDATION NO. A.3

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

<u>School Grade # of Students</u>	<u>Destination Dates</u>	<u>Principal Teacher</u>	<u>Cost / Paid for</u>	<u>Subject</u>	<u>Purpose of Trip</u>
Pt. Dume 4th & 5th Grade 94 students	Monterey Bay 4/23/02 to 4/24/02	Kris Jennings	\$175.00 per student paid for by students	Science	This is a five day enrichment program offered to 4th and 5th graders to study Hands On Marine Life
Malibu 6th grade 155 students	Astro Camp 3/11/02 to 3/13/02	Matthews Eicks	\$200.00 per student paid for by students	Science	The theme of the camp is space and physics, which compliments the eighth grade theme of space travel

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

FROM: SUPERINTENDENT/LISE REILLY/STEVE CANNELL

RE: APPROVAL OF 2001-2002 CONSOLIDATED APPLICATION FOR
FUNDING CATEGORICAL AID PROGRAMS (PART II)

RECOMMENDATION NO. A.4

It is recommended that the Board of Education approve the 2001-2002 Consolidated Application for Funding Categorical Aid Programs (Part II).

COMMENT: The Consolidated Application Part II is a document that is submitted to the California State Department of Education every Fall by all school districts that receive funding for categorical programs. Based on the statistical information in Part I of the Consolidated Application, the state allocates funding for each of the specific programs that each school is eligible to participate in.

Part II of the Consolidated Application for Funding Categorical Aid Programs contains our district's information related to entitlements, allocations, and number of participants in special programs. Expenditures of most categorical aid is legally restricted to its particular purpose.

A copy of the grant application is on file in the Educational Services Department.

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

FROM: SUPERINTENDENT/LISE REILLY

RE: AGREEMENT WITH THE UNIVERSITY OF CALIFORNIA, LOS ANGELES,
CENTER X, GRADUATE SCHOOL OF EDUCATION AND INFORMATION
SCIENCE FOR CTEI EVENTS AT UCLA

RECOMMENDATION NO. A.5

It is recommended that the Board of Education enter into a non-instructional contract agreement with the University of California, Center X, Graduate School of Education and Information Science (GSEIS), for the 2001-2002 school year. Estimated cost for this agreement is not-to-exceed \$13,500.00.

Funding Information:

Source:	Categorical - Restricted
Currently Budgeted:	Yes
Account Number	01-73450-0-11100-10000-5890-030-1300
Description:	Non-Instructional Contracts/CTEI/ Educational Services

COMMENT: The California Department of Education grant, Comprehensive Teacher Education Institute (CTEI) is a partnership grant with SMMUSD and UCLA Center X, GSEIS. In 2001-2002, there will be various teacher institutes held at UCLA. With the establishment of this non-instructional contract, UCLA will be able to invoice the District for expenses which may include: UCLA meeting room rental, parking costs for attendees, substitute or stipend costs for attendees from other partnership districts, books, in-service supplies which may include lunch and/or refreshments, instructional and non-instructional supplies necessary for the meetings.

The CTEI grant funds 60% of the SMMUSD liaison SAMOHI teacher, Meredith Louria to coordinate the grant, to also be released to attend CTEI bi-annual meetings and the non-instructional contract with UCLA.

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

FROM: SUPERINTENDENT

RE: CHANGE OF MEETING DATE FOR JANUARY, 2002

RECOMMENDATION NO. A.6

It is recommended that the Board of Education approve changing the meeting date of the first meeting in January, 2002, **from** Thursday, January 10, 2002, **to** Thursday, January 17, 2002, one week later. It is understood that there will be two consecutive Thursday night meetings.

The location will remain as is: the Board Room of the Santa Monica-Malibu Unified School District Administrative Offices, 1651 16th Street, Santa Monica, California, 90404.

It is similarly recommended that the Board of Education approve a joint meeting with the Financial Oversight Committee as part of its regularly scheduled meeting of **January 17, 2002**. To maximize the time of all concerned parties, it has been suggested that a specific time for the joint meeting be established, **8:30 PM., and that the meeting will last no longer than one (1) hour.**

COMMENT: Both Superintendent and Deputy Superintendent must attend a meeting out of town during the week of January 7, 2002.

Financial Oversight Committee has requested a formal meeting with the Board and it has been suggested that this meeting would provide an excellent opportunity for the two groups to interface prior to the commencement of budget preparation.

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

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

**NOTE: THIS ITEM WAS PULLED FROM ITS SEQUENCE ON THE CONSENT CALENDAR
TO BE DISCUSSED IMMEDIATELY PRIOR TO THE "MAJOR ITEMS" SECTION**

TO: BOARD OF EDUCATION ACTION/CONSENT
12/06/01
FROM: SUPERINTENDENT/LISE REILLY/STEVE CANNELL
RE: 2001-2002 SITE PLANS

RECOMMENDATION NO. A.7

It is recommended that the Board of Education approve the 2001-2002 School Site Plans as developed and approved by each school's Governance Council. **These plans have been reviewed by the Education Services Department and carry their endorsement.**

BACKGROUND INFORMATION

With the assurance of school and community participation, Governance Councils are required to develop comprehensive school improvement plans. These plans require sites to gather and analyze information, identify human and financial resources, develop goals and objectives, and monitor results. Improvement plans are also used by the California Department of Education (CDE) as a tool to monitor a district's compliance in their use of state and federal categorical funds. The focus of these plans should be improving student achievement.

In order to complete the plan, sites will conduct needs assessments, identify goals, establish objectives to meet those goals, and coordinate their resources for effective implementation. The 2001-2002 plans listed below are on file for public review in the Educational Services Department.

Site Plans Completed	*Plans not yet completed *Anticipated Completion Date
John Muir	Webster 12/14/01
Grant	Malibu 12/18/01
Franklin	Olympic no date yet
Point Dume	Samohi 12/21/01
Cabrillo	Roosevelt 12/21/01
Lincoln	
John Adams	
McKinley	
Will Rogers	
Edison	
Alternative	

MEETING NOTE: The edits to the first paragraph were suggested by Mrs. Brady and agreed to by the Board in a motion made by Mr. Brownley, Seconded by Mrs. Brady (7-0-0 [All-None-None]).

MOTION MADE BY: Mrs. Brady
SECONDED BY: Ms. Brownley
STUDENT ADVISORY VOTE: Aye (Mr. Gary)
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

FROM: SUPERINTENDENT/VIRGINIA I. HYATT

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 November 9, 2001, through November 28, 2001, for fiscal year 2000/01.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
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 DECEMBER, 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-PROPS and X D-DEVELOPER FEES EQ-EARTHQUAKE
SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
*** CHANGED PURCHASE ORDERS ***					
254276	ABP SCANNING SYSTEMS	ADDITIONAL COSTS	INFORMATION SERVICES	574.27	U
254043	INTELLI-TECH	INCREASE MEMORY QUANTITY	R O P	680.40	R
254022	SCHOOL SPECIALTY INC	INCREASE FOR INST SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	59.18	U
254076	SOUTHWEST SCHOOL SUPPLY	CHARGES NOT COVERED	EDISON ELEMENTARY SCHOOL	50.00	U
254189	T.M. SWEETLAND ROOF CONSULTANT	QUALITY CONTROL INSPECTION	PROP "X" STAND ALONE PROJECTS	1,000.00	EX
				*** CHANGED PURCHASE ORDERS TOTAL:	2,363.85
*** NEW PURCHASE ORDERS ***					
253883	(ASCD)ASSN FOR SUPERVISION &	STANDARDS ASSESSMENT TOOLS	STATE AND FEDERAL PROJECTS	769.16	U
254116	A. G. LAYNE INC	OPEN ORDER GROUNDS VEHICLE REP	GROUNDS MAINTENANCE	1,000.00	U
254232	ABDO, JUDY	REIMBURSEMENT/FINGERPRINT	CHILD DEVELOPMENT CENTER	97.00	CD
253944	ADVANCED ELECTRONICS	SAFETY SUPPLIES/ROOSEVELT	STATE AND FEDERAL PROJECTS	2,309.60	R
254012	ADVANCED ELECTRONICS	VHF Radio/charger - H. Wells	STUDENT SERVICES	1,256.72	U
253980	AGENCIES TOOL CENTER	OPEN ORDER-MAINT.VEH.SUPPLIES	FACILITY MAINTENANCE	500.00	
254114	AGENCIES TOOL CENTER	OPEN ORDER GROUNDS VEHICLE REP	GROUNDS MAINTENANCE	500.00	U
253916	AIRE RITE	REPAIR FREEZER IN WAREHOUSE	FOOD SERVICES	594.13	F
254072	AIRE RITE	REPAIR FREEZER IN WAREHOUSE	FOOD SERVICES	320.52	F
253800	ALCO PRODUCTS INC	SUPPLIES	LINCOLN MIDDLE SCHOOL	349.00	U
254195	ALFAX	OVERHEAD FOR CLASSROOM USE	WILL ROGERS ELEMENTARY SCHOOL	159.32	
253881	ALLYN & BACON/ATLANTA	library book	JOHN ADAMS MIDDLE SCHOOL	50.08	U
254087	ALPHA SCIENTIFIC MEDICAL INC.	SHARPS-A-GATOR	HEALTH SERVICES	25.97	
254204	AMC/SANTA MONICA 7 PLEX	FIELD TRIP/PUPIL FREE	CHILD DEVELOPMENT CENTER	2,212.00	CD
253929	AMERICAN GUIDANCE SERVICE	TEXTBOOKS	OLYMPIC CONTINUATION SCHOOL	1,226.34	R
254149	AMERICAN GUIDANCE SERVICE	TEXTBOOKS	JOHN ADAMS MIDDLE SCHOOL	4,388.18	R
253893	ANIXTER BROS INC	plugs	JOHN ADAMS MIDDLE SCHOOL	36.40	U
253936	APPLE COMPUTER CORP	COMPUTER EQUIPMENT/EDUC TECHN	CURRICULUM AND IMC	36,273.00	U
254036	APPLE COMPUTER CORP	COMPUTER EQUIPMENT/ED TECH	CURRICULUM AND IMC	7,128.96	R
254046	APPLE COMPUTER CORP	COMPUTER EQUIPMENT/EDUC TECH	CURRICULUM AND IMC	2,376.32	R
254063	APPLE COMPUTER CORP	COMPUTERS FOR CLASSROOMS	WEBSTER ELEMENTARY SCHOOL	21,042.40	U
254060	AQUARIUM DESIGN	Library maintenance	PT DUME ELEMENTARY SCHOOL	360.73	
253834	AUSTIN, HEATHER	REIMBURSE/INST SUP/8TH CORE	JOHN ADAMS MIDDLE SCHOOL	67.61	U
254026	AVEDIAN, RAY	REIMBURSEMENT FOR AVEDIAN	JOHN ADAMS MIDDLE SCHOOL	94.80	U
253914	BARNES & NOBLE/LONG BEACH	INSTRUCTIONAL SUP/S.I.	JOHN ADAMS MIDDLE SCHOOL	100.00	R
253911	BARNES & NOBLE/SANTA MONICA	OPEN ORDER/INST SUP/S.I.	JOHN ADAMS MIDDLE SCHOOL	100.00	R
254030	BARNES & NOBLE/SANTA MONICA	DICTIONARIES	JOHN MUIR ELEMENTARY SCHOOL	40.20	R
254088	BAY PRINTING CO	BUSINESS CARDS FOR KEN BAILEY	BUSINESS SERVICES	31.18	U
254091	BAY PRINTING CO	BUSINESS CARDS	HEALTH SERVICES	31.86	U
254083	BECKLEY CARDY/SCHOOL SPECIALTY	CLASSROOM SUPPLIES, CORE 1&2	SMASH SCHOOL	245.81	U
254138	BECKLEY CARDY/SCHOOL SPECIALTY	Classroom Supplies	ROOSEVELT ELEMENTARY SCHOOL	745.97	R
253691	BMC	OFFICE TYPEWRITER	JOHN ADAMS MIDDLE SCHOOL	632.36	U
254023	BMC	Fax machine	CURRICULUM AND IMC	972.76	U
253948	BORDERS BOOKS & MUSIC	BOOKS	SANTA MONICA HIGH SCHOOL	1,220.00	R
253397	BSN SPORTS	P.E. SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	160.67	
253663	BSN SPORTS	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	1,743.50	U
253933	BUCKLE DOWN PUBLISHING CO.	TEXTBOOKS	JOHN ADAMS MIDDLE SCHOOL	53.99	R
254096	CAL PACIFIC BUSINESS MACHINES	FAX MACHINE REPAIR	JOHN MUIR ELEMENTARY SCHOOL	150.00	U
254254	CALIF DEPT OF EDUC, ACCT #821	CA PUBLIC SCHOOL DIRECTORY	WILL ROGERS ELEMENTARY SCHOOL	23.85	U
254175	CALIFORNIA DEPT OF EDUCATION	Composite of Law Books/TM	SPECIAL EDUCATION REGULAR YEAR	452.00	R
253998	CALIFORNIA INTERSCHOLASTIC	CIF STATE MEMBERSHIP	SANTA MONICA HIGH SCHOOL	454.50	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
253992	CALIFORNIA SCHOOL LAW	REFERENCE BOOKS	SANTA MONICA HIGH SCHOOL	247.80	U
254282	CANON BUSINESS SOLUTIONS	COPY OVERAGE	SANTA MONICA HIGH SCHOOL	48.73	U
253939	CARLSON, LINDA	REIMBURSEMENT-INST SUPPLIES	WEBSTER ELEMENTARY SCHOOL	100.00	R
254200	CD PUBLICATIONS	REFERENCE MATERIALS	STATE AND FEDERAL PROJECTS	635.04	R
253645	CDW-G COMPUTING SOLUTIONS	ASSESSMENT TOOLS/ART DEPT	STATE AND FEDERAL PROJECTS	6,929.11	R
254124	CDW-G COMPUTING SOLUTIONS	noninstructional supplies/PE	CURRICULUM AND IMC	354.21	U
253891	CENTURY SOFTWARE/R & K COMPUTER	COMPUTER EQUIPMENT REP/TRANSP	TRANSPORTATION	175.00	R
253912	CHILDRENS BOOK WORLD	INSTRUCTIONAL SUP/S.I.	JOHN ADAMS MIDDLE SCHOOL	100.00	R
253896	CLASSROOM READING SERVICE	ENGLISH TEXTBOOKS	SANTA MONICA HIGH SCHOOL	1,278.75	R
254021	CLASSROOMDIRECT.COM	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	214.29	CD
253921	COCA-COLA USA/SERVICE	REPAIR FOUNTAIN IN VIKES CAFE	FOOD SERVICES	200.00	F
254177	CONTINENTAL BUSINESS MACHINES	SHREDDER MACHINE	STUDENT SERVICES	85.00	U
253860	COOPER, BERNIE	REIMBURSEMENT FOR FIELD TRIP	PT DUME ELEMENTARY SCHOOL	85.00	
254274	CORPORATE EXPRESS ACCT #69639	Open Supplies	INFORMATION SERVICES	500.00	U
254249	CRANE, LAKIN	REIMBURSEMENT/MILEAGE	SPECIAL EDUCATION REGULAR YEAR	1,000.00	R
254058	CTB MACMILLAN/MCGRAW HILL	testing materials	STATE AND FEDERAL PROJECTS	7,080.00	U
253950	CULVER CITY AUTO PARTS	REPAIR OF FOOD SERV. VEHICLES	FOOD SERVICES	200.00	F
254006	CULVER CITY AUTO PARTS	OPEN ORDER-AUTO SUPPLIES	FACILITY MAINTENANCE	250.00	
254113	CULVER CITY AUTO PARTS	OPEN ORDER GROUNDS VEHICLE REP	GROUNDS MAINTENANCE	1,000.00	U
253395	CULVER NEWLIN	OUTSIDE STUDY TABLES W/BENCHES	FRANKLIN ELEMENTARY SCHOOL	1,434.11	SM
253485	CULVER NEWLIN	FURNITURE/BETH GORDAN/OLYMPIC	SPECIAL EDUCATION REGULAR YEAR	788.15	R
254024	CURRICULUM ASSOC INC	INSTRUCTIONAL SUP/S.I.	JOHN ADAMS MIDDLE SCHOOL	252.52	R
253990	D & D SECURITY RESOURCES INC	COMPUTER SUPPLIES/ED TECH	CURRICULUM AND IMC	980.65	R
253788	DEMCO LIBRARY SUPPLIES	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	18.41	U
254015	DEPARTMENT OF EDUCATION-CALIF	REIMBURSEMENT TO STATE	DISTRICT-WIDE	12,390.00	CD
254223	DEPT OF GENERAL SERVICES	Employee Relations	EMPLOYEE RELATIONS	600.00	U
254115	DEVELOPMENTAL STUDIES CENTER	INSTRUCTIONAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	114.00	R
254003	DOUBLETREE GUEST SUITES-SM	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	143.66	U
253906	DUPLO/COMPLETE BUSINESS SYS	Duplo Copier Supplies	ROOSEVELT ELEMENTARY SCHOOL	2,231.53	U
254176	DURHAM TRANSPORTATION	BUS TRANSPORTATION, 5TH GRADE	PT DUME ELEMENTARY SCHOOL	769.17	
254034	EBSCO SUBSCRIPTION SERVICES	magazine subscription	JOHN ADAMS MIDDLE SCHOOL	30.19	
254201	EBSCO SUBSCRIPTION SERVICES	SUBSCRIPTION RENEWAL/REFERENCE	CURRICULUM AND IMC	245.16	U
254207	ELLISON EDUCATIONAL EQUIP	ELLISON SUPPLIES FOR SCHOOL	WEBSTER ELEMENTARY SCHOOL	434.89	
254028	ENGLER BROS MOTOR PARTS	INSTRUCTIONAL SUPPLIES	R O P	1,200.00	R
253945	ENSLow PUBLISHERS INC	LIBRARY BOOKS	LINCOLN MIDDLE SCHOOL	1,528.75	R
254273	F K M COPIER PRODUCTS	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	318.60	U
253965	FERRES, KRISTIN	REIMBURSE INST SUP/SPEC ED	JOHN ADAMS MIDDLE SCHOOL	76.06	R
253675	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS	LINCOLN MIDDLE SCHOOL	778.02	R
253780	FOLLETT LIBRARY BOOK CO	library books	JOHN ADAMS MIDDLE SCHOOL	189.18	R
253866	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS/A LA TOLKIEN	SMASH SCHOOL	257.80	R
253930	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS	WEBSTER ELEMENTARY SCHOOL	500.00	
253952	FOLLETT LIBRARY BOOK CO	LIBRARY BOOK ORDER	WILL ROGERS ELEMENTARY SCHOOL	5,000.00	R
254093	FOLLETT LIBRARY BOOK CO	LIBRARY BKS FOR 01-02	MCKINLEY ELEMENTARY SCHOOL	7,000.00	R
253940	FREIMAN, SUSAN	REIMBURSEMENT - INST SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	275.00	R
254027	FRUMOVITZ, ALEXANDRA	REIMBURSEMENT FOR FRUMOVITZ	JOHN ADAMS MIDDLE SCHOOL	66.86	U
253890	GALE SUPPLY CO	CUSTODIAL SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	186.72	U
253955	GALE SUPPLY CO	CUSTODIAL SUPPLIES	DISTRICT-WIDE	9,175.68	U
253900	GARRETT PARK PRESS	COLLEGE CENTER PUBLICATION	MALIBU HIGH SCHOOL	27.00	U
253706	GATEWAY 2000 MAJOR ACCOUNTS	COMPUTER-FAC.MAINTENANCE	FACILITY MAINTENANCE	1,958.04	
254095	GATEWAY 2000 MAJOR ACCOUNTS	LAPTOP	JOHN MUIR ELEMENTARY SCHOOL	1,443.96	U
253678	GBC/EDUCATION DEPARTMENT	BINDERS FOR CLASSROOMS	WEBSTER ELEMENTARY SCHOOL	138.74	U

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
254077	GBC/EDUCATION DEPARTMENT	LAMINATING FILM	EDISON ELEMENTARY SCHOOL	78.84	U
254143	GBC/EDUCATION DEPARTMENT	LAMINATING FILM	EDISON ELEMENTARY SCHOOL	57.76	U
254144	GBC/EDUCATION DEPARTMENT	laminating film	GRANT ELEMENTARY SCHOOL	144.40	U
254173	GBC/EDUCATION DEPARTMENT	Laminator Supplies	ROOSEVELT ELEMENTARY SCHOOL	202.15	U
254070	GENERAL BINDING CORP	Laminating Materials	ROOSEVELT ELEMENTARY SCHOOL	287.39	U
254081	GENERAL BINDING CORP	LAMINATING FILM	GRANT ELEMENTARY SCHOOL	256.30	U
253714	GLASS, SUSAN	FIELD TRIP ENTRY REIM.	CABRILLO ELEMENTARY SCHOOL	195.00	U
253907	GLENCOE/MACMILLAN/MCGRAW-HILL	ENGLISH TEXTBOOKS	SANTA MONICA HIGH SCHOOL	1,205.02	R
253178	GOLDMAN, JENNIFER RUTH	File Cabinet	ROOSEVELT ELEMENTARY SCHOOL	128.27	U
254221	GONZALEZ, GABRIELA	career development program	PERSONNEL SERVICES	1,230.00	U
254258	GOPHER SPORTS EQUIP	PE Equipment - Sam Higginson	SPECIAL EDUCATION REGULAR YEAR	115.24	R
253882	GRAYBAR ELECTRICAL	OPEN ORDER-ELECTRIC SUPPLIES	FACILITY MAINTENANCE	5,000.00	
254159	GREAT SOURCE	INSTRUCTIONAL SUP/S.I./HUM	JOHN ADAMS MIDDLE SCHOOL	180.07	R
254141	GREAT SOURCE EDUCATION GROUP	Text Books	WILL ROGERS ELEMENTARY SCHOOL	6,923.45	R
253197	GREENBERGER, LIZ	Computer Software	ROOSEVELT ELEMENTARY SCHOOL	189.00	
253931	GROLIER EDUCATION CORP	LIBRARY BOOKS	WEBSTER ELEMENTARY SCHOOL	1,033.56	
254180	GUIDED DISCOVERIES	5TH GRADE FIELD TRIP	PT DUME ELEMENTARY SCHOOL	8,437.00	
253915	HALE, SHANNON	REIMBURSE INST SUP/S.I.	JOHN ADAMS MIDDLE SCHOOL	64.22	R
254217	HARCOURT BRACE	MATH INSTRUCTIONAL MATERIALS	WEBSTER ELEMENTARY SCHOOL	4,269.38	R
254171	HARCOURT BRACE JOVANOVIH	TEXTBOOKS	JOHN ADAMS MIDDLE SCHOOL	638.89	R
254035	HARDWARE EXPRESS	PIPE RAILS-DRINKING FOUNTAINS	FACILITY MAINTENANCE	830.40	
252813	HARRIS, JEROLD K.	Supplies for Staff Development	ROOSEVELT ELEMENTARY SCHOOL	203.38	R
252943	HARRIS, MICOL	Classroom Supplies	ROOSEVELT ELEMENTARY SCHOOL	169.83	
254049	HARRIS, PADDIE	REIMBURSEMENT/SUPPLIES	BOE/SUPERINTENDENT	2,903.73	
254067	HARTE-HANKS SHOPPERS	CONSULTING/ADVERTISING	ADULT EDUCATION CENTER	3,287.00	A
254007	HB DISTRIBUTORS	PHONE ADAPTER	SANTA MONICA HIGH SCHOOL	83.19	U
253966	HEADSETS.COM	FOREIGN LANGUAGE SUPPLIES	MALIBU HIGH SCHOOL	1,560.06	R
253959	HERNANDEZ, AMANDA	REIMBURSE/INST SUP/7TH ALPHA	JOHN ADAMS MIDDLE SCHOOL	98.03	U
254008	HIBERT, KIRSTEN	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	249.94	U
253917	HOBART CORP.	REPAIR SLICER AT MALIBU CAFE	FOOD SERVICES	310.83	F
253985	HOME DEPOT- L.A.	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	90.00	CD
253923	HOUGHTON MIFFLIN	4th grade English grammar	PT DUME ELEMENTARY SCHOOL	165.63	R
253957	HOUGHTON MIFFLIN	INTERVENTION BKS	MCKINLEY ELEMENTARY SCHOOL	1,983.84	R
253962	HOUGHTON MIFFLIN	DICTIONARIES	ROOSEVELT ELEMENTARY SCHOOL	552.44	R
254129	HOUGHTON MIFFLIN	INTENSIVE INTERVENTION MAT.	WILL ROGERS ELEMENTARY SCHOOL	413.50	R
254074	HYATT, LOVA	INSTRUCTIONAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	421.20	U
254112	IDITAROD TRAIL COMMITTEE INC	SUPPLIES FOR GATE ACCOUNT	WEBSTER ELEMENTARY SCHOOL	119.61	R
253555	IMED	LCD PROJECTOR	JOHN ADAMS MIDDLE SCHOOL	3,283.20	U
254178	IMED	AUDIOVISUAL PARTS	GRANT ELEMENTARY SCHOOL	32.40	U
254202	INTEGRATED RESEARCH SERVICES	RESEARCH MATERIALS	STATE AND FEDERAL PROJECTS	103.68	R
254260	INTEGRITY PRESS	LUNCH TICKETS-NON COMP. SITES	FOOD SERVICES	327.24	F
253960	INTELLI-TECH	24 PORT SWITCHES	FRANKLIN ELEMENTARY SCHOOL	2,049.84	R
253924	INTERACT	CLASSROOM SUPPLIES	CABRILLO ELEMENTARY SCHOOL	59.00	U
253967	INTERNATIONAL ASSOCIATION OF	MEMBERSHIP	MALIBU HIGH SCHOOL	55.00	U
254168	J WESTON WALCH PUBLISHER	TEXTBOOKS	ADULT EDUCATION CENTER	190.85	A
254216	JENNINGS, KRIS	Reimbursement to Kris Jennings	PT DUME ELEMENTARY SCHOOL	100.00	R
253772	KELIN, MARIE-CLAIRE	LIBRARY BOOKS	LINCOLN MIDDLE SCHOOL	76.85	
254055	KELLER, ANNE	REIM.FOR CLASSROOM SUPPLIES	CABRILLO ELEMENTARY SCHOOL	58.66	R
253867	KOKIN, LARAINÉ	REIMBURSE/INST SUP/S.I.	JOHN ADAMS MIDDLE SCHOOL	72.30	R
252936	KRAMER SPORTING GOODS	ATHLETIC SUPPLIES	SANTA MONICA HIGH SCHOOL	1,933.39	U
254059	LACOE	OTHER OPERATING EXP/TECHNOLOGY	CURRICULUM AND IMC	375.00	U

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
253978	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	200.00	CD
253986	LAKESHORE (PICK UP ONLY)	OPEN ORDER/CONSUMABLES	CHILD DEVELOPMENT CENTER	475.00	CD
254020	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	215.00	CD
254121	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	2,000.00	CD
254123	LAKESHORE CURRICULUM	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	5,542.02	CD
254080	LANIER VOICE PRODUCTS	LANIER TONER	EDISON ELEMENTARY SCHOOL	318.12	U
254192	LAUREATE LEARNING SYSTEMS	CLASSROOM SUPPLIES	CABRILLO ELEMENTARY SCHOOL	869.60	R
254190	LEARNING LINKS INC	PRINTED FORMS	SPECIAL EDUCATION REGULAR YEAR	428.76	R
253904	LECTORUM PUBLICATIONS	TEXTBOOKS	EDISON ELEMENTARY SCHOOL	177.07	R
254248	LINDAMOOD-BELL LEARNING	CLASSROOM BOOKS	WEBSTER ELEMENTARY SCHOOL	433.50	R
253951	LOS ANGELES COATINGS	TRAFFIC PAINT-STRIPING BUS	FACILITY MAINTENANCE	264.92	
253937	LOYD, ALLEN	MILEAGE/LOYD	CURRICULUM AND IMC	800.00	U
254057	LYNCH COMPUTER SERVICES	ARMS Training	STATE AND FEDERAL PROJECTS	972.00	U
254037	MACMILLAN/MCGRAW-HILL	STUDENT MATERIALS	JOHN MUIR ELEMENTARY SCHOOL	289.01	R
254038	MACMILLAN/MCGRAW-HILL	STUDENT MATERIALS	JOHN MUIR ELEMENTARY SCHOOL	28.90	R
253827	MARTEL, DAWN	REIMBURSEMENT FOR FIELD TRIP	PT DUME ELEMENTARY SCHOOL	170.00	
254199	MARYLAND STATE DEPT OF ED	GUIDELINES FINE ARTS	CURRICULUM AND IMC	43.20	U
254170	MC DOUGAL LITTELL CO	TEXTBOOKS	JOHN ADAMS MIDDLE SCHOOL	4,580.05	R
254241	MCGRATH, MARILYN	NON-INSTRUCTIONAL SUPPLIES	CURRICULUM AND IMC	218.72	R
253336	MCMURRAY-STERN	COMPUTER WORKSTATIONS	SANTA MONICA HIGH SCHOOL	6,864.24	R
254053	MEHRING, PATTI	REIM. CLASSROOM SUPPLIES	CABRILLO ELEMENTARY SCHOOL	85.59	U
254122	MEREDITH BOOKS	INSTRUCTIONAL SUP/EXPLOR	JOHN ADAMS MIDDLE SCHOOL	50.19	R
253901	MICRO BIO-MEDICS	HEALTH SUPPLIES	MALIBU HIGH SCHOOL	88.82	
253422	MONARCH BUS. FORMS/STRATACOM	REQUEST FOR REIMBURSEMENT FORM	DISTRICT-WIDE	324.00	U
253803	MONARCH BUS. FORMS/STRATACOM	PRINT RETURN ADDRESS ENVELOPES	ADULT EDUCATION CENTER	165.24	A
254266	MONARCH BUS. FORMS/STRATACOM	SMMUSD VISITOR BADGES	STUDENT SERVICES	1,053.54	U
253941	MOORE, SUE	REIMBURSEMENT - INST SUPPLY	FRANKLIN ELEMENTARY SCHOOL	220.00	R
254119	MULLEN, RUSS	REIMBURSE/GIFT	JOHN ADAMS MIDDLE SCHOOL	98.97	
254154	NASCO WEST - MODESTO	INSTRUCTIONAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	67.94	U
254255	NASCO WEST - MODESTO	PE Equipment/Sam Higginson	SPECIAL EDUCATION REGULAR YEAR	56.03	R
253961	NATIONAL EDUCATIONAL SERVICE	BAC PARENT MATERIAL	WILL ROGERS ELEMENTARY SCHOOL	527.79	R
254183	NEW MONIC BOOKS INC	INSTRUCTIONAL SUP/S.I./L.A.	JOHN ADAMS MIDDLE SCHOOL	57.80	R
254068	NEWS FOR YOU	GENERAL INSTRUCTIONAL SUPPLIES	ADULT EDUCATION CENTER	133.65	A
253839	NEXTEL COMMUNICATIONS	Nextel phone	SPECIAL EDUCATION REGULAR YEAR	267.04	R
253964	NONHOF, SANDY	REIMBURSE INST SUP/EXPLORATORY	JOHN ADAMS MIDDLE SCHOOL	78.63	U
254002	OCE' USA INC	REMOVAL CHARGE	SANTA MONICA HIGH SCHOOL	475.00	U
254229	ONAMI, JANICE	REIMBURSEMENT/FINGERPRINT	CHILD DEVELOPMENT CENTER	97.00	CD
254272	OWENS, CHARLES M	PERFORMANCE PAYMENT	SANTA MONICA HIGH SCHOOL	600.00	R
253840	PAGNET PAGING NETWORK	Pager	SPECIAL EDUCATION REGULAR YEAR	.00	R
253994	PARIS PRINTERS	PRINTER REPAIR	SANTA MONICA HIGH SCHOOL	1,000.00	R
254146	PATTERSON, NANCY	REIMBURSEMENT	GRANT ELEMENTARY SCHOOL	68.00	U
254147	PATTERSON, NANCY	REIMBURSEMENT	GRANT ELEMENTARY SCHOOL	69.03	U
254150	PATTERSON, NANCY	REIMBURSEMENT	GRANT ELEMENTARY SCHOOL	102.57	U
254050	PCI EDUCATIONAL PUBLISHING	SPECIAL ED MATERIALS	GRANT ELEMENTARY SCHOOL	98.88	R
253760	PEARSON EDUCATION #1	ELD/DRA TESTING PKG	STATE AND FEDERAL PROJECTS	1,811.36	R
254004	PEARSON EDUCATION #2	SPELLING BOOKS/ EDC	ROOSEVELT ELEMENTARY SCHOOL	21.13	R
253902	PENGUIN USA	ENGLISH TEXTBOOKS	SANTA MONICA HIGH SCHOOL	533.06	R
253805	PERFECTION LEARNING CORP	4TH GR. CLASSROOM LIBRARY	ROOSEVELT ELEMENTARY SCHOOL	1,200.00	R
253808	PERFECTION LEARNING CORP	CLASSROOM LIBRARY BOOKS	ROOSEVELT ELEMENTARY SCHOOL	750.00	R
253809	PERFECTION LEARNING CORP	CLASSROOM LIBRARY BOOKS	ROOSEVELT ELEMENTARY SCHOOL	1,450.00	R
254029	PERFECTION LEARNING CORP	CLASSROOM LIBRARY	ROOSEVELT ELEMENTARY SCHOOL	1,100.00	R

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF DECEMBER, 2001

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
254130	PERFECTION LEARNING CORP	CLASSROOM LIBRARY BOOKS	ROOSEVELT ELEMENTARY SCHOOL	800.00	R
254220	PETERSON, SUZANNE	MILEAGE REIMBURSEMENT	CURRICULUM AND IMC	150.00	U
254128	PIONEER CHEMICAL CO	PAPERTOWEL DISPENSERS	FACILITY MAINTENANCE	492.16	
253880	PRENTICE-HALL INC	TEXTBOOKS	LINCOLN MIDDLE SCHOOL	1,025.14	R
254075	PROMACO INC	CUSTODIAL SUPPLIES	EDISON ELEMENTARY SCHOOL	77.49	U
254181	PRUDENTIAL OVERALL SUPPLY	UNIFORM SHIRTS/DRIVERS TRANSP.	TRANSPORTATION	1,300.00	R
254194	PUBLISHERS QUALITY LIBRARY	LIBRARY BOOKS	CABRILLO ELEMENTARY SCHOOL	752.99	R
253942	PUNT, RUTH	REIMBURSEMENT - INST SUPPLIES	ROOSEVELT ELEMENTARY SCHOOL	275.00	R
253996	R & D TRANSPORTATION SERVICES	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	280.60	U
253999	R & D TRANSPORTATION SERVICES	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	270.60	U
254069	RAINTREE STECK-VAUGHN PUBLISH	GENERAL INSTRUCTIONAL SUPPLIES	ADULT EDUCATION CENTER	209.02	A
253958	RAYVERN LIGHTING	LIGHT BULBS/AUDITORIUM/KITCHEN	WEBSTER ELEMENTARY SCHOOL	127.86	U
253463	REDWOOD PRESS	PRINT HS EDUCATIONAL PLAN FORM	MALIBU HIGH SCHOOL	321.64	U
253798	REDWOOD PRESS	PRINTING REGRISTATIONS FORMS	ADULT EDUCATION CENTER	369.36	A
253969	REDWOOD PRESS	PROMOTION & RETENTION FORMS	GRANT ELEMENTARY SCHOOL	65.21	U
254179	REDWOOD PRESS	PRINT REPORT CARDS	ROOSEVELT ELEMENTARY SCHOOL	613.44	U
254235	REDWOOD PRESS	PRINT REPORT CARDS	DISTRICT-WIDE	831.06	U
254242	REDWOOD PRESS	PRINTED FORMS	SPECIAL EDUCATION REGULAR YEAR	428.76	R
254289	REDWOOD PRESS	PROMOTION & RETENTION FORMS	ROOSEVELT ELEMENTARY SCHOOL	47.28	U
254290	REDWOOD PRESS	PROMATION AND RETENTION FORMS	WILL ROGERS ELEMENTARY SCHOOL	78.66	U
254045	RIGBY BIG BOOKS & MORE	LEVEL BOOKS	MCKINLEY ELEMENTARY SCHOOL	963.38	R
253918	RIVERDEEP	MATERIAL FOR NUTRITION ED.	FOOD SERVICES	188.00	F
254066	RIVERSIDE PUBLISHING	Literacy Program Materials	ROOSEVELT ELEMENTARY SCHOOL	584.39	U
253428	S & S WORLDWIDE	PE SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	287.72	
254100	SALUMBIDES, ROSEANN	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	72.15	U
254105	SANTA MONICA MUN BUS LINES	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	550.00	U
254297	SANTA MONICA MUN BUS LINES	BUS TOKENS FOR FMSB TOURS	FOOD SERVICES	200.00	F
254214	SANTA MONICA POLICE DEPT-ALARM	FALSE ALARMS-BOARD OFFICES	FACILITY MAINTENANCE	254.38	
253970	SARGENT WELCH/VWR SCIENTIFIC	SCIENCE SUPPLIES	MALIBU HIGH SCHOOL	207.55	U
254082	SAVIN CORP (FORMER GESTETNER)	GESTETNER SUPPLIES	GRANT ELEMENTARY SCHOOL	283.20	U
253903	SCANTRON CORPORATION	SCANTRON MATERIALS	MALIBU HIGH SCHOOL	632.12	U
254167	SCANTRON CORPORATION	MAINTENANCE AGREEMENT	ADULT EDUCATION CENTER	307.80	A
254127	SCHOLASTIC INC	INTENSIVE INTERVENTION MATERIA	WILL ROGERS ELEMENTARY SCHOOL	171.20	R
254225	SCHOOL SERVICES OF CALIFORNIA	Reference Books	PERSONNEL SERVICES	250.00	U
253339	SCHOOL SPECIALTY INC	BEAN BAG CHAIRS	SANTA MONICA HIGH SCHOOL	246.24	U
253895	SCHOOL SPECIALTY INC	INSTRUCTIONAL SUP/ADMIN/MATH	JOHN ADAMS MIDDLE SCHOOL	155.33	U
253919	SCHOOL SPECIALTY INC	FILE CABINET FOR OFFICE	WILL ROGERS ELEMENTARY SCHOOL	96.12	U
254247	SCHOOL SPECIALTY INC	OFFICE SUPPLIES	PURCHASING/WAREHOUSE	100.00	U
254155	SCHOOLS EXCESS LIABILITY FUND	EXCESS LIABILITY COVERAGE	INSURANCE SERVICES	3,683.46	U
253971	SCIENCE KIT & BOREAL LABS	SCIENCE SUPPLIES	MALIBU HIGH SCHOOL	524.38	U
254153	SCOTT FORESMAN & CO	TEXTBOOKS	JOHN ADAMS MIDDLE SCHOOL	1,528.10	R
254009	SECOND SUN	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	191.16	U
253692	SEHI COMPUTER PRODUCTS	OFFICE LASER PRINTER	JOHN ADAMS MIDDLE SCHOOL	1,564.92	U
253949	SEHI COMPUTER PRODUCTS	LAB TONER CARTRIDGES	WILL ROGERS ELEMENTARY SCHOOL	238.98	U
254252	SEHI COMPUTER PRODUCTS	PRINTERS	SPECIAL EDUCATION REGULAR YEAR	582.36	R
253932	SELIG CHEMICAL	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	142.85	U
254182	SHEPCARO, KIM	REIMBURSEMENT	PT DUME ELEMENTARY SCHOOL	60.58	R
253984	SMART & FINAL	OPEN ORDER/COOKING/SCIENCE	CHILD DEVELOPMENT CENTER	90.00	CD
253987	SMART & FINAL	OPEN ORDER/COOKING/SCIENCE	CHILD DEVELOPMENT CENTER	90.00	CD
254019	SMART & FINAL	OPEN ORDER/COOKING/SCIENCE	CHILD DEVELOPMENT CENTER	100.00	CD
254196	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	51.41	U

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

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SF-SPECIAL FINANCING (FLEX) EX-PROP ES and X D-DEVELOPER FEES EQ-EARTHQUAKE
SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
254240	SOUTHWEST SCHOOL SUPPLY	OFFICE SUPPLIES	GRANT ELEMENTARY SCHOOL	300.00	U
254292	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	GRANT ELEMENTARY SCHOOL	141.91	U
254156	SOUTHWESTERN PUBLISHING	INSTRUCTIONAL MATERIALS	R O P	208.44	R
254054	STANLEY, ERIN	REIM. CLASSROOM SUPPLIES	CABRILLO ELEMENTARY SCHOOL	64.46	R
253889	STAPLES - DELIVERIES ONLY	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	2,000.00	U
253909	STAPLES - DELIVERIES ONLY	supplies	PERSONNEL COMMISION	2,000.00	U
253617	STAPLES BUSINESS ADVANTAGE	OPEN ORDER: GE. INSTRUC. SUPP	LINCOLN MIDDLE SCHOOL	500.00	U
254283	STAPLES BUSINESS ADVANTAGE	OPEN ORDER/OFFICE SUPPLIES	SANTA MONICA HIGH SCHOOL	3,000.00	U
253865	STAPLES/P-U/WLA/CUST#240174490	GNRL INST SUPPLIES	EDISON ELEMENTARY SCHOOL	138.00	R
254097	STAPLES/P-U/WLA/CUST#240174490	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	500.00	U
254117	STAPLES/P-U/WLA/CUST#240174490	OPEN P.O. BTSA	STATE AND FEDERAL PROJECTS	250.00	R
251723	STAPLES/PICK UP/SANTA MONICA	OFFICE SUPPLIES	DISTRICT-WIDE	1,000.00	EX
253995	STAPLES/PICK UP/SANTA MONICA	COMPUTER SUPPLIES	SANTA MONICA HIGH SCHOOL	1,500.00	R
254101	STAPLES/PICK UP/SANTA MONICA	OPEN ORDER/INSTRUCTIONAL SUPPL	SANTA MONICA HIGH SCHOOL	300.00	U
253892	STATE OF CALIFORNIA	EPA ID CAL000173532-DISTRICT	UTILITIES MANAGEMENT	175.00	U
254278	STONE, JACK	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	35.00	U
254257	SURF SANTA MONICA.COM	ADVERTISING	PUBLIC INFORMATION OFFICE	950.00	U
253824	TEACHER'S VIDEO COMPANY	INSTRUCTIONAL SUP/S.I./EXPLOR	JOHN ADAMS MIDDLE SCHOOL	71.88	R
253792	TEACHING RESOURCE CENTER	testing materials	STATE AND FEDERAL PROJECTS	2,907.63	R
253991	TECHNOLOGY INTEGRATION GROUP	COMPUTER SUPPLIES/ED TECH	CURRICULUM AND IMC	1,512.50	R
253910	THOMSON LEARNING	SCIENCE TEXTBOOKS	SANTA MONICA HIGH SCHOOL	3,587.20	R
254056	THORNE, LAUREL	REIM. CLASSROOM SUPPLIES	CABRILLO ELEMENTARY SCHOOL	340.09	U
254052	TIME FOR KIDS	CLASSROOM SUBSCRIPTION	CABRILLO ELEMENTARY SCHOOL	133.25	U
254270	TIMMERMAN, CAROL	REIMBURSEMENT	GRANT ELEMENTARY SCHOOL	96.92	R
254275	TIMMERMAN, CAROL	REIMBURSEMENT	GRANT ELEMENTARY SCHOOL	92.87	R
254103	TRANSCOM USA/CARTER CO.	CART REPAIR	SANTA MONICA HIGH SCHOOL	36.55	U
253628	TRI-BEST CHALKBOARD CO	WHITE BOARDS FOR CLASSROOMS	FRANKLIN ELEMENTARY SCHOOL	1,255.28	SM
254025	TRI-BEST CHALKBOARD CO	ROLLING DRY ERASE BD/OLYMPIC	SPECIAL EDUCATION REGULAR YEAR	570.08	R
253595	U S OFFICE PROD./CORPORATE EXP	DESK TOP COPIER	MALIBU HIGH SCHOOL	609.33	
253776	U S OFFICE PROD./CORPORATE EXP	SCIENCE MAGNET SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	1,000.00	U
253894	U S OFFICE PROD./CORPORATE EXP	OPEN ORDER/INST SUP/8TH CORE	JOHN ADAMS MIDDLE SCHOOL	100.00	U
253926	U S OFFICE PROD./CORPORATE EXP	OPEN ORDER/INST SUP/6TH GOLD	JOHN ADAMS MIDDLE SCHOOL	100.00	U
254073	U S OFFICE PROD./CORPORATE EXP	Bookshelf	ROOSEVELT ELEMENTARY SCHOOL	172.28	U
254092	U S OFFICE PROD./CORPORATE EXP	FILE CABINET	WEBSTER ELEMENTARY SCHOOL	185.11	U
254104	U S OFFICE PROD./CORPORATE EXP	Table Base- Beth Jordan	SPECIAL EDUCATION REGULAR YEAR	534.60	R
254236	U S OFFICE PROD./CORPORATE EXP	Open P.O.-Office Supplies	SPECIAL EDUCATION REGULAR YEAR	1,000.00	R
254243	U S OFFICE PROD./CORPORATE EXP	FILE CABINET	WILL ROGERS ELEMENTARY SCHOOL	96.12	U
254268	U S OFFICE PROD./CORPORATE EXP	OPEN ORDER/OFFICE SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	3,000.00	R
253705	UNITED ASSET COVERAGE INC	Maintenance Final Bill 00/01	INFORMATION SERVICES	8,045.75	U
254109	UNITED STATES POSTAL SERVICE	METER POSTAGE	PURCHASING/WAREHOUSE	10,800.00	U
253385	VIRCO MFG CORP	STUDENT FURNITURE	FRANKLIN ELEMENTARY SCHOOL	3,944.82	U
253392	VIRCO MFG CORP	TEACHER CHAIRS/GPA	JOHN ADAMS MIDDLE SCHOOL	997.92	U
253920	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING/SCIENCE	CHILD DEVELOPMENT CENTER	90.00	CD
254017	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING/SCIENCE	CHILD DEVELOPMENT CENTER	150.00	CD
254018	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING/SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
254126	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING/SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
253905	W W NORTON & COMPANY	ENGLISH TEXTBOOKS	SANTA MONICA HIGH SCHOOL	1,411.28	R
254259	WASSERMAN, LORI	GATE CLASSROOM MATERIALS	WILL ROGERS ELEMENTARY SCHOOL	73.60	R
254062	WEATHERPROOFING TECHNOLOGIES	REPAIRS TO ROOF AT JAMS CAFE	FACILITY MAINTENANCE	1,500.00	
254089	WILLIAM V MACGILL & CO	HEALTH CHAMPIONS SUPPLIES	HEALTH SERVICES	120.91	
253687	WITTCO SYSTEMS INC.	RISOGRAPH SUPPLIES	WEBSTER ELEMENTARY SCHOOL	899.10	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
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SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
254040	WORLD BOOK ENCYCLOPEDIA	reference books	JOHN ADAMS MIDDLE SCHOOL	2,852.48	
253837	WRIGHT GROUP/MCGRAW-HILL	LIBRARY KITS	EDISON ELEMENTARY SCHOOL	3,207.60	R
254110	XEROX	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	1,000.00	U
254078	XEROX CORP/SUPPLIES	XEROX TONER	EDISON ELEMENTARY SCHOOL	479.52	U
254211	XEROX CORP/SUPPLIES	MAINTENANCE AGREEMENT	CHILD DEVELOPMENT CENTER	648.00	CD
** NEW PURCHASE ORDERS TOTAL:				341,369.53	

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

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 - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>BART-BELL, Dana</u> Samohi No Cost to District	California School Library Assn. Long Beach, CA November 1 - 2, 2001	SUB ONLY
<u>BIXLER, Bill</u> Malibu High 01-73150-0-00000-21400-5220- 010-4100 General Fund - <u>Resource</u> : SB 1882	International Assn. for Jazz Education Long Beach, CA January 10 - 11, 2002	\$450.00 + SUB
<u>BRADFORD, Maureen</u> Rogers Elementary 01-72600-0-11100-10000-5220- 006-4060 General Fund - <u>Resource</u> : SIP K-6	Principal's Retreat Ventura, CA August 13 - 14, 2001	\$100.00
<u>BROWN, J.C.</u> Lincoln Middle 01-72600-0-11100-10000-5220- 012-4120 General Fund - <u>Resource</u> : SIP K-6	California Mathematics Council Conference Palm Springs, CA November 3 - 4, 2001	\$95.00

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>CORLISS, Chris</u> Educational Services 01-00000-0-11100-10000-5220- 030-1300 General Fund - Function: Instruction	Healthy Schools, Healthy People Los Angeles, CA January 16 - 18, 2002	\$140.00
<u>CORRIGAN, Brian</u> Malibu High 01-71400-0-11100-10000-5220- 010-4100 General Fund - Resource: GATE	AP Conference - Statistics Chatsworth, CA October 8, 2001	\$125.00
<u>DEASY, John</u> Superintendent 01-00000-0-00000-72000-5220- 020-1200 General Fund - Function: Other Genl. Admin.	Luncheon Meeting Santa Monica, CA October 30 - 31, 2001	\$75.96
<u>DELANEY, Pam</u> Samohi No Cost to District	Recipes for Success Workshop Santa Monica, CA November 28, 2001	SUB ONLY
<u>HARRIS, Peggy</u> Educational Services 01-91230-0-19200-10000-5220- 030-1300 General Fund - Resource: City of Santa Monica/Multicultural	CSBA ELL Taskforce Meeting Sacramento, CA November 14, 2001	\$300.00
<u>JACOBS, Rochelle</u> Cabrillo 01-00030-0-11100-10000-5220- 017-4170 General Fund - Resource: API Award	Practical Strategies for Working Successfully with Difficult Students Ventura, CA November 16, 2001	\$145.00 + SUB
<u>JAGO, Carol</u> Samohi No Cost to District	CRLP Directors' Meeting San Diego, CA December 6, 2001	SUB ONLY (Paid for by UCLA)
<u>JOY, Marion</u> Franklin 01-72600-0-11100-10000-5220- 002-4020 General Fund - Resource: SIP K-6	Using Classroom Data to Improve Student Achievement Downey, CA January 16 - 17, 2002	\$50.00 + SUB

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>MAREK, Celia</u> Samohi No Cost to District	Networking Fundamentals Downey, CA December 3 - 4, 2001	SUB ONLY
No Cost to District	Digital Imaging Downey, CA January 16, 2002	SUB ONLY
<u>MILLER, Stephanie</u> Olympic High 01-41100-0-11100-10000-5220- 014-4140 General Fund - <u>Resource:</u> Title VI - Innovative Educ. Strategy	California School Counselor Assn. Ontario, CA November 16 - 17, 2001	\$100.00
<u>PALILIS, Barbara</u> Samohi 01-65000-0-57700-11900-5220- 043-1400 General Fund - <u>Resource:</u> Special Education	47th Annual Speech Language Study Conference Lakewood, CA January 23, 2002	\$35.00
<u>PETERSON, Suzanne</u> Educational Services 01-41100-0-11100-10000-5220- 035-1300 General Fund - <u>Resource:</u> Title VI - Innov. Education Strategies	California School Library Assn. Long Beach, CA October 31 - November 3, 2001	\$300.00
<u>PORTER, Lynne</u> Adult Education 11-39100-0-41100-10000-5220- 095-2950 Adult Educ. Fund- <u>Resource:</u> Adult Ed P1, 2 & 3	GED Train the Trainers Santa Ana, CA November 6, 2001	\$50.00
<u>SAMARGE, Pat</u> Franklin Elementary 01-72600-0-11100-10000-5220- 002-4020 General Fund - <u>Resource:</u> SIP K-6	Using Classroom Data to Improve Student Achievement Downey, CA January 16 - 17, 2001	\$50.00
<u>SEYMOUR, Georgia</u> Purchasing 01-00000-0-00000-72000-5220- 055-2550 General Fund - <u>Function:</u> Other Genl. Admin.	Vendor Show San Dimas, CA November 9, 2001	\$30.36
<u>STRAUS, Ilene</u> Lincoln Middle 01-41100-0-11100-10000-5220- 012-4120 General Fund - <u>Resource:</u> Title VI - Innov. Education Strategies	ACSA Academy #349 Monrovia, CA November, 2001 to April, 2002 (8 evenings & Saturdays)	\$1000.00

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>STROUD, Ruth</u> Adult Education 11-39100-0-41100-10000-5220- 095-2950 Adult Educ. Fund- <u>Resource</u> : Adult Ed P1, 2 & 3	GED Teacher Academy Baldwin Park, CA November 17, 2001	\$150.00
<u>WHALEY, Tom</u> Educational Services 01-70180-0-17000-10000-5220- 035-1300 General Fund - <u>Resource</u> : Arts Education Partnership Grant	California Arts Assessment Meeting San Bernardino, CA November 15, 2001	\$100.00
<u>WILLIS, Deborah</u> Samohi 01-73150-0-00000-21400-5220- 015-4150 General Fund - <u>Resource</u> : SB 1882	35th Annual California Reading Assn. Conference Ontario, CA November 8 - 10, 2001	\$170.00
Adjustments (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
<u>GABARINI, Rachelle</u> Special Education 01-33200-0-57300-11900-5220- 044-1400 General Fund <u>Resource</u> : Special Ed - IDEA Preschool	Teamwork 2001 San Diego, CA November 7 - 10, 2001	\$190.24 ADD'L.
Group Conference and Travel: In-State * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>BAXTER-LAM, Nan</u> <u>TAPIA, Sue</u> Special Education 01-34050-0-50010-11900-5220- 044-1400 General Fund - <u>Resource</u> : Special Education- Workability	Workability I Fall Business Meeting Training Los Angeles, CA November 8, 2001	\$250.00 Total
<u>ARMSTRONG, Brenda</u> + 9 Additional Staff Samohi No Cost to District	Smaller Learning Communities Site Visit San Diego, CA November 16, 2001	9 SUBS ONLY

NAME SITE Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
BURROWS, Linda + 7 Additional Staff Lincoln Middle 01-00030-0-11100-10000-5220- 012-4120 General Fund - Resource: API Award	Chancellor's Conference UCLA December 1, 2001	\$560.00 Total
LINNEAR, Hattie SCHMIDT, Laurel Student Services 01-00000-0-00000-72000-5220- 040-1400 General Fund - Function: Other Genl. Admin.	Critical Information & Liability Issues for School Employees Downey, CA December 6, 2001	\$79.00 \$79.00
NELSON, Terry Malibu High 01-71400-0-11100-10000-5220- 010-4100 General Fund - Resource: GATE	Advanced Placement Workshop Chatsworth, CA December 8, 2001	\$125.00
WEXLER, Linda Samohi 01-90140-0-11100-41000-5220- 015-4150 General Fund - Resource: Reimbursed by ASB		\$125.00
ANDERSON, Judy + 2 Additional Staff Lincoln Middle 01-00030-0-11100-10000-5220- 012-4120 General Fund - Resource: API Award No Cost to District	Practical Activities for Strengthening Your Teaching of Physical Science Anaheim, CA December 19, 2001	\$525.00 Total + 3 Subs
DEASY, John Superintendent 01-00000-0-00000-72000-5220- 020-1200 General Fund - Function: Other Genl. Admin.	California School Leadership Academy San Francisco, CA January 10 - 12, 2001	\$1,000.00
QUARLES, Joseph Personnel Services 01-00000-0-00000-72000-5220- 025-1250 General Fund - Function: Other Genl. Admin.		\$1,000.00
LAZARE, Shernice + 3 Additional Staff Muir Elementary 01-41100-0-11100-10000-5220- 005-4050 General Fund - Resource: Title VI - Innov. Education Strategies	Making Math Make Sense Buena Park, CA January 18, 2002	\$516.00 Total + 4 SUBS

NAME SITE Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
DZULA, Rick + 3 Additional Staff Webster Elementary 01-72800-0-11100-10000-5220- 008-4080 General Fund - Resource: SIP K-6	Marcy Cook Anaheim, CA January 23, 2001	\$507.00 Total + 3 SUBS
EMERSON, Susan + 2 Additional Staff Roosevelt Elementary 01-11000-0-11100-10000-5220- 007-4070 General Fund - Resource: State Lottery	Southern California Kindergarten Conference Burbank, CA March 1 - 2, 2002	\$480.00 + 3 SUBS
Out-of-State Conferences: Individual		
NONE		

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
Out-of-State Conferences: Group		
CARLSON, Linda + 3 Additional Staff Special Education 01-33200-0-57300-11900-5220- 044-1400 General Fund - <u>Resource</u> : Special Ed - IDEA Preschool - Local Ent.	American Speech & Hearing Assoc. Annual Conference New Orleans, LA November 15 - 18, 2001	\$800.00 Total

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

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

TO: BOARD OF EDUCATION
FROM: SUPERINTENDENT
RE: ACCEPTANCE OF GIFTS

ACTION/CONSENT
12/06/01

RECOMMENDATION NO. A.10

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$118,526.76 presented to the Santa Monica-Malibu Unified School District.

It is further recommended that the Fiscal/Business Services Office, in accordance with Educational Code §42602, be authorized to increase the 2001-2002 income and appropriations by \$89,389.52 as described on the attached listing.

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

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

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

School/Site Account Number	Gift Amount	In-kind Value	Donor	Purpose
JAMS	\$ 885.25		BCJ Coca-Cola Bottling Co. of L.A.	P.E. Supplies
01-90120-0-00000-00000-8699-011-0000	\$ 80.00		Various Parents	Field Trip
	\$ 30.00		Dale Adler	Magazine Subscription for Library
Adult Education				
11-90120-0-00000-00000-8699-090-0000				
Alternative (SMASH)	\$ 6,120.00		SMASH PTSA	Instructional Aides/P.E./Arts
01-90120-0-00000-00000-8699-009-0000	\$ 2,240.00		SMASH PTSA	Other Operating Expenses
Cabrillo	\$ 500.00		John Whelpley	Supplies (Lounge Donation)
01-90120-0-00000-00000-8699-017-0000	\$ 162.75		Various Parents	Supplies/Field Trip
PTA Reim. - Resource #90150	\$ 35.96		Nancy L. Breslin	Supplies (Workbooks)
		\$ 1,000.00	Kirk Odian	Dell Computer (for Room 3 - Breslin)
		\$ 550.00	Linda & Tony Ellrod	Television (for Room 19 - Spooner)
CDS				
12-90120-0-00000-00000-8699-090-0000				
Edison				
01-90120-0-00000-00000-8699-001-0000				
PTA Reim. - Resource #90150	\$ 880.00		Edison PTA	P.E. Equipment
Franklin				
01-90120-0-00000-00000-8699-002-0000				
PTA Reim. - Resource #90150	\$ 50,000.00		Franklin PTA	Inst. Aides/Supp./OA-Health Ofc./Mtnc. Agmts.
Grant				
01-90120-0-00000-00000-8699-003-0000				
Lincoln				
01-90120-0-00000-00000-8699-012-0000				
Malibu High School	\$ 404.00		Various Parents	Field Trip
01-90120-0-00000-00000-8699-010-0000	\$ 300.00		Malibu Film Foundation	Fine Arts Classroom Supplies
	\$ 125.00		Various Parents	Counseling Office Equipment
McKinley	\$ 10,000.00		McKinley PTA	Consultant/Materials/Teachers - Hourly
01-90120-0-00000-00000-8699-004-0000	\$ 5,145.00		McKinley PTA	Special Services
	\$ 2,925.00		McKinley PTA	Technology Non-Capitalized Equipment
	\$ 1,297.38		McKinley PTA	Library Books
	\$ 297.00		Herff Jones	General Supplies
Muir	\$ 14.40		United Way	Supplies
01-90120-0-00000-00000-8699-005-0000				

School/Site Account Number	Gift Amount	In-kind Value	Donor	Purpose
Muir/SMASH Joint				
01-90120-0-00000-00000-8699-016-0000				
Olympic HS				
01-90120-0-00000-00000-8699-014-0000				
Rogers	\$ 1,342.00		Various Parents	Fifth Grade Outdoor Science Camp Field Trip
01-90120-0-00000-00000-8699-006-0000	\$ 745.00		Popcorn Sales - Fifth Grade	Fifth Grade Outdoor Science Camp Field Trip
	\$ 334.09		Westside Oikos Church/Biling. Adv. Comm.	Supplies (Administrative and GBC Docubind)
Roosevelt				
01-90120-0-00000-00000-8699-007-0000				
PTA Reim. - Resource #90150				
Samohi	\$ 258.13		Coca-Cola Bottling Co. of L.A.	P.E. Supplies
01-90120-0-00000-00000-8699-015-0000				
Restore Barnum Hall!	\$ 1,000.00		Washington Mutual Bank	Restoration of Barnum Hall
01-91150-0-00000-00000-8699-015-0000	\$ 150.00		P. Beery-Polglase & J. Beery	Restoration of Barnum Hall
	\$ 150.00		Barbara Greenstein	Restoration of Barnum Hall
	\$ 150.00		Fay June Green	Restoration of Barnum Hall
	\$ 150.00		Ralph & Marilyn Hedges	Restoration of Barnum Hall
	\$ 100.00		Richard & Jeanne Davenport	Restoration of Barnum Hall
	\$ 100.00		Sally Hibbard & Michael Moody	Restoration of Barnum Hall
	\$ 50.00		David Schwartz & Jody Roberts	Restoration of Barnum Hall
Pt. Dume Marine Science	\$ 50.00		Laura's Tips	Supplies
01-90120-0-00000-00000-8699-019-0000				
PTA Reim. - Resource #90150	\$ 3,368.56		Pt. Dume PTA	Instructional Aides for 2000-01
Webster		\$ 25,842.24	Webster PTA	26 IMAC Computers for Computer Lab & Library
01-90120-0-00000-00000-8699-008-0000		\$ 1,745.00	Webster PTA	Macintosh I Book Computer for Principal
PTA Reim. - Resource #90150				
Educational Services				
01-90120-0-00000-00000-8699-030-0000				
Student Services (Health Champions)				
01-90120-0-00000-00000-8699-041-0000				
All Others:				
Special Education				
01-90120-0-00000-00000-8699-044-0000				
General				
TOTAL	\$ 89,389.52	\$ 29,137.24		

School/Site Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
JAMS 01-90120-0-00000-00000-8699-011-0000	\$ 37,508.11	\$ 995.25	\$ 38,503.36	\$ -	\$ -	\$ -
Adult Education 11-90120-0-00000-00000-8699-090-0000	\$ 1,905.00	\$ -	\$ 1,905.00	\$ -	\$ -	\$ -
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000	\$ -	\$ 8,540.00	\$ 8,540.00	\$ 500.00	\$ -	\$ 500.00
Cabrillo 01-90120-0-00000-00000-8699-017-0000 <i>PTA Reim. - Resource #90150</i>	\$ 46,929.78 \$ -	\$ 698.71 \$ -	\$ 47,628.49 \$ -	\$ -	\$ 1,550.00	\$ 1,550.00
CDS 12-90120-0-00000-00000-8699-090-0000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Edison 01-90120-0-00000-00000-8699-001-0000 <i>PTA Reim. - Resource #90150</i>	\$ 95.73 \$ -	\$ - \$ 880.00	\$ 95.73 \$ 880.00	\$ -	\$ -	\$ -
Franklin 01-90120-0-00000-00000-8699-002-0000 <i>PTA Reim. - Resource #90150</i>	\$ 23,160.00 \$ -	\$ - \$ 50,000.00	\$ 23,160.00 \$ 50,000.00	\$ 300.00	\$ -	\$ 300.00
Grant 01-90120-0-00000-00000-8699-003-0000	\$ 139.26	\$ -	\$ 139.26	\$ 175.00	\$ -	\$ 175.00
Lincoln 01-90120-0-00000-00000-8699-012-0000	\$ 11,512.93	\$ -	\$ 11,512.93	\$ -	\$ -	\$ -
Malibu High School 01-90120-0-00000-00000-8699-010-0000	\$ 20,208.53	\$ 829.00	\$ 21,037.53	\$ 3,116.00	\$ -	\$ 3,116.00
McKinley 01-90120-0-00000-00000-8699-004-0000	\$ 2,788.15	\$ 19,664.38	\$ 22,452.53	\$ -	\$ -	\$ -
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 13,563.65	\$ 14.40	\$ 13,578.05	\$ -	\$ -	\$ -

School/Site	Y-T-D Adjusted Gift Total	Current Gift Amount	Cumulative Gift Amount	Previous In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
Muir/Smash Joint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-016-0000						
Olympic HS	\$ 23,593.71	\$ -	\$ 23,593.71	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-014-0000						
Rogers	\$ 55,967.63	\$ 2,421.09	\$ 58,388.72	\$ 4,117.40	\$ -	\$ 4,117.40
01-90120-0-00000-00000-8699-006-0000						
Roosevelt	\$ 29,510.00	\$ -	\$ 29,510.00	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-007-0000						
PTA Reim. - Resource #90150						
Samohi	\$ 18,459.96	\$ 258.13	\$ 18,718.09	\$ 4,550.00	\$ -	\$ 4,550.00
01-90120-0-00000-00000-8699-015-0000						
Barnum Hall	\$ 4,900.00	\$ 1,850.00	\$ 6,750.00	\$ -	\$ -	\$ -
01-91150-0-00000-00000-8699-015-0000						
Pt. Dume Marine Science	\$ 60,153.96	\$ 50.00	\$ 60,203.96	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-019-0000						
PTA Reim. - Resource #90150		\$ 3,368.56				
Webster	\$ -	\$ -	\$ -	\$ -	\$ 27,587.24	\$ 27,587.24
01-90120-0-00000-00000-8699-008-0000						
PTA Reim. - Resource #90150						
Educational Services	\$ -	\$ -	\$ -	\$ 17,565.00	\$ -	\$ 17,565.00
01-90120-0-00000-00000-8699-030-0000						
Student Services (Health Champ.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-041-0000						
All Others:	\$ 625.00	\$ -	\$ 625.00	\$ -	\$ -	\$ -
Special Education						
01-90120-0-00000-00000-8699-044-0000						
TOTAL GIFTS	\$ 351,021.40	\$ 89,569.52	\$ 437,222.36	\$ 30,323.40	\$ 29,137.24	\$ 59,460.64

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

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>ADAMS</u>			
Gray, Shana	7 hrs @ \$34.90	10/06/01	Est Hrly/\$244
Steinmetz, Brigitte	7 hrs @ \$34.90	10/06/01	<u>Est Hrly/\$244</u>
TOTAL ESTABLISHED HOURLY			\$488

Comment: Moving back into classrooms after construction
30-Unrestricted Resource

Daws, Tracy	Stipend \$100	10/26/01	Stipend/\$100
Silvers, Larry	Stipend \$100	10/26/01	<u>Stipend/\$100</u>
TOTAL STIPEND			\$200

Comment: Chaperone for school dance
01-Reimbursed by ASB

Bon, Nancy	24 hrs @ \$34.90	11/17/01-6/21/02	Est Hrly/\$838
Daws, Tracy	24 hrs @ \$34.90	11/17/01-6/21/02	Est Hrly/\$838
Goon, Diane	24 hrs @ \$34.90	11/17/01-6/21/02	Est Hrly/\$838
Hale, Shannon	24 hrs @ \$34.90	11/17/01-6/21/02	Est Hrly/\$838
Lang, Justine	24 hrs @ \$34.90	11/17/01-6/21/02	Est Hrly/\$838
Scotland, Alva	24 hrs @ \$34.90	11/17/01-6/21/02	Est Hrly/\$838
Villicana, Solveig	24 hrs @ \$34.90	11/17/01-6/21/02	<u>Est Hrly/\$838</u>
TOTAL ESTABLISHED HOURLY			\$5,866

Comment: Inquiry Professional Development Department Meetings
01-Govrn'r's Perf Awards-On going

Avedian, Ray	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Brown, Dan	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Cady, Linda	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Compton, Shirley	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Frumovitz, Alex	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Goldberg, Cori	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Gray, Shana	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Hart, Matt	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Hernandez, Amanda	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Iwasa, Chris	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Mikulak, Tracy	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
O'Brien, Lourdes	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Ramirez, Luis	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Santiago, Carol	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Sato, Glenn	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Steinmetz, Brigitte	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Tarpley, Shirley	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Tolin, Gary	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Torres, Lupe	27 hrs @\$34.90	10/24/01-6/21/01	Est Hrly/\$942
Windus, Ellen	27 hrs @\$34.90	10/24/01-6/21/01	<u>Est Hrly/\$942</u>
TOTAL ESTABLISHED HOURLY			\$19,782

Comment: Inquiry and Professional Development Department Meetings

01-01-Govrn'r's Perf Awards-On going

EDISON ELEMENTARY

Beasley, Linda	25 hrs @\$34.90	3/22/01-6/22/01	<u>Est Hrly/\$873</u>
			TOTAL ESTABLISHED HOURLY \$873

Comment: Full Inclusion planning for SY 00-01
01-Special Education

EDUCATIONAL SERVICES

Fowler, Amy	175 hrs @\$34.90	11/1/01-6/30/02	<u>Est Hrly/\$6108</u>
			TOTAL ESTABLISHED HOURLY \$6,108

Comment: Teacher on Special Assignment-GATE Coordinator
01-Gifted/Talented Educ (GATE)

FRANKLIN ELEMENTARY

Cornfield, Linda	66 hrs @\$34.90	10/7/01-6/21/02	<u>Est Hrly/\$2303</u>
Strate, Steve	66 hrs @\$34.90	10/7/01-6/21/02	<u>Est Hrly/\$2303</u>
			TOTAL ESTABLISHED HOURLY \$4,606

Comment: Technology Facilitator
01-Local Parcel Tax

GRANT ELEMENTARY

Ware, Andrea	1098 hrs @\$34.90	9/5/01-6/22/02	<u>Est Hrly/\$38,320</u>
			TOTAL ESTABLISHED HOURLY \$38,320

Comment: Intensive Reading Teacher
01-Unrestricted Resource

JOHN MUIR ELEMENTARY

Brizuela, Luis	48 hrs @\$34.90	10/1/01-12/21/01	<u>Est Hrly/\$1675</u>
Galvan-O'Neill, Linette	48 hrs @\$34.90	10/1/01-12/21/01	<u>Est Hrly/\$1675</u>
Hyatt, Lova	48 hrs @\$34.90	10/1/01-12/21/01	<u>Est Hrly/\$1675</u>
Lazare, Shernice	48 hrs @\$34.90	10/1/01-12/21/01	<u>Est Hrly/\$1675</u>
Ramirez, Joe	48 hrs @\$34.90	10/1/01-12/21/01	<u>Est Hrly/\$1675</u>
Smale, Adrienne	48 hrs @\$34.90	10/1/01-12/21/01	<u>Est Hrly/\$1675</u>
Suskin, Robyn	48 hrs @\$34.90	10/1/01-12/21/01	<u>Est Hrly/\$1675</u>
Thomas, Carla	48 hrs @\$34.90	10/1/01-12/21/01	<u>Est Hrly/\$1675</u>
			TOTAL ESTABLISHED HOURLY \$13,400

Comment: ASAP Classes
01-Unrestricted Resource

ROGERS ELEMENTARY

Barba-Castro, Graciela	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Borquez, Catherine	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Davis, Laurel	28 hrs @ \$34.90	11/5/01-6/30/02	<u>Est Hrly/\$977</u>
DelaRosa, Mary	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Elston, Becki	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Demopoulous, Katherine	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Hanson-Booker, Denise	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Jones, Tristen	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Kinsinger, Julie	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Peacock, Lori	28 hrs @ \$34.90	11/5/01-6/30/02	<u>Est Hrly/\$977</u>
Marmolejo, Yolanda	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Mendinueto, Darwin	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Murphy, Titia	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
Witt, Carl	56 hrs @\$34.90	11/5/01-6/30/02	<u>Est Hrly/\$1954</u>
			TOTAL ESTABLISHED HOURLY \$25,402

Comment: Intensive Intervention Classes
01-IASA: Title I Basic-LW Inc/Neg

SAMOHI

Acosta, Georgene	40 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$1396
Campos-Gonzalez, Sara	40 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$1396
Contreras, Luis	40 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$1396
DeLaPena, Rosemarie	40 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$1396
Gonzalez, Alicia	40 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$1396
Hipolito, Emma	40 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$1396
Hollie, Ada	40 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$1396
Megaffin, Chris	40 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$1396
Paul, Carmen	40 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$1396
Thais, Robert	40 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$1396
TOTAL ESTABLISHED HOURLY			\$13,960

Comment: Inquiry Meeting
01-Stf Dev: Sch Dev Plans (CFDP)

Acker, Ned	80 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$2792
Contreras, Luis	80 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$2792
Escalara, Dan	80 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$2792
Gonzalez, Alicia	80 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$2792
Jimenez, Jaime	80 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$2792
Paul, Carmen	80 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$2792
TOTAL ESTABLISHED HOURLY			\$16,752

Comment: Immersion Program Meetings
01-State Lottery

Burnett, Michael	183 hrs @\$50.98	9/5/01-6/21/02	Own Hrly/\$9,329
Callister, Don	183 hrs @\$51.21	9/5/01-6/21/02	Own Hrly/\$9,371
Williams, A.De	183 hrs @\$48.35	9/5/01-6/21/02	Own Hrly/\$8,848
TOTAL OWN HOURLY			\$27,548

Comment: Extra 6th Period
01-Unrestricted Resource

Sakow, Terry	Stipend \$300	8/20/01-10/31/01	Stipend/\$300
TOTAL STIPEND			\$300

Comment: Coach percussion instruction to SAMOHI marching band
01-Other local income

Baxter, Catherine	148 hrs @\$34.90	8/31/01-6/30/02	Est Hrly/\$5165
TOTAL ESTABLISHED HOURLY			\$5,165

Comment: Saturday School Teacher
01-Unrestricted Resource

WEBSTER ELEMENTARY

Cook, Kelly	102 hrs @\$34.90	10/1/01-6/30/02	Est Hrly/\$3560
Dzula, Ric	102 hrs @\$34.90	10/1/01-6/30/02	Est Hrly/\$3560
Fein, Ric	102 hrs @\$34.90	10/1/01-6/30/02	Est Hrly/\$3560
Norris, Jody	102 hrs @\$34.90	10/1/01-6/30/02	Est Hrly/\$3560
TOTAL ESTABLISHED HOURLY			\$14,240

Comment: After School Intervention Class - Reading
01-Gifted/Talented Educ (GATE)

Glansberg, Kim	30 hrs @\$34.90	11/01/01-6/30/01	Est Hrly/\$1047
Winokur, Victoria	30 hrs @\$34.90	11/01/01-6/30/01	Est Hrly/\$1047
TOTAL ESTABLISHED HOURLY			\$2,094

Comment: Supervise homework club after school
01-Unrestricted Resource

HOURLY TEACHERS

ADULT EDUCATION

Mitchell, Michael	13 units @\$220	Golf (girls)	Fall 2001/02	\$2860
Skaggs, Debbie	1 unit @\$220	Tennis (girls)	Fall 2001/02	\$220
TOTAL EXTENDED DUTY UNITS				\$19,580
01-Unrestricted Resource				

TOTAL ESTABLISHED HOURLY, OWN HOURLY, STIPENDS
and EXTENDED DUTY UNITS = \$243,423

SUBSTITUTE TEACHERS

<u>CHILD DEVELOPMENT SERVICES</u> (@ \$12.82/hour)	<u>Effective</u>
Wong, Grace	10/1/01
<u>REGULAR DAY-TO-DAY</u> (@ \$118.00/hour)	
Czarnetzki, Michael	11/7/01
Lopez, Ashlei	11/7/01
Lyn, Rima	11/7/01
Zinger, Jeremiah	11/7/01
<u>PREFERRED SUBSTITUTE</u> (@ \$139.00/hour)	
Williams, Heather Calahan	9/18/01

CHANGE IN ASSIGNMENT

Name/Assignment	
<u>Location</u>	<u>Effective</u>
Castellon-Gomez, Emma	9/1/01
CDS	
<u>From:</u> 50%-Will Rogers	
<u>To:</u> 68.75%-Will Rogers	
Dewar, Ruth	10/22/01
Muir	
<u>From:</u> 100%	
<u>To:</u> 50%	
Sakow, Terry	8/31/01-6/30/02
SAMOHl-Music	
<u>From:</u> 100%	
<u>To:</u> 80%	

PROBATIONARY CONTRACTS

Name/Assignment	Not to	
<u>Location</u>	<u>Exceed</u>	<u>Effective</u>
Henry, Cassy	50%	9/01/01
CDS/Edison		
NOTE: Correction of Board Agenda of November 1, 2001		

TEMPORARY CONTRACTS

<u>Name/Assignment</u> <u>Location</u>	<u>Not to</u> <u>Exceed</u>	<u>Effective</u>
Bon, Nancy Adams/Humanities	80%	9/17/01-01/28/02
Mink, Jacqueline Student Services/Psychologist	10%	9/7/01-6/30/02

NOTE: Correction from 100% on Board Meeting Agenda November 1, 2001

LEAVES OF ABSENCE (paid)

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Loopesko, Lorna Adams	9/17/01-1/28/02 [medical]

RESIGNATIONS

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Cueva, Leonardo CDS	11/9/01

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

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>
Barba, Carolina Grant Elementary, ELD Consultant, administer English Language proficiency tests and determine appropriate placement for Lep students. FUNDING: 01-70900-0-47600-10000-2917-035-1501-100% Economic Impact Aid	\$12,000	11/01/01-6/21/02	\$20/hr
Carter, Sandra Pt Dume Marine Science, teach marine science lab classes FUNDING: 01-90120-0-11100-10000-2917-019-1501-100% Gifts	\$12,180	10/1/01-05/31/02	\$35/hr
Ellman, Beverly Grant Elementary, instruct and train staff and students in computer technology FUNDING: 01-90120-0-11100-10000-1910-003-1501-100% Gifts	\$5,000	10/01/01-6/21/02	\$20/hr
Foxwell, Sharon Muir Elementary, ELD instructor, provide ASAP instruction FUNDING: 01-00000-0-12002-10000-2917-005-1501-100% Unrestricted resource	\$480	10/1/01-12/21/01	\$30/hr
Guyer, Larry Grant Elementary, Computer Technician FUNDING: 01-72600-0-11100-10000-2917-003-1501-68% School Improvement Prog, K-6 01-00000-0-19100-24200-2917-003-1501-32% Unrestricted resource	\$7,000	7/01/01-6/30/02	\$37.50/hr

Hall, Lynne \$2,000 10/01/01-6/22/02 \$25/hr
Grant Elementary, Recorder Teacher, 3rd Grade
FUNDING: 01-90120-0-11100-10000-2917-003-1501-100%
Gifts

Kaback, Douglas \$200 09/05/01-6/22/02 \$100/hr
Franklin Elementary, provide 5th grade students in
introduction to the art of playwriting
FUNDING: 01-90150-0-11100-10000-2917-002-1501-100%
Reimbursed by PTA
(Increase in original contract-original contract \$500
Total Contract = \$700)

Markin, Ann \$5,200 10/01/01-6/30/02 \$175/day
Webster Elementary, vocal music consultant
FUNDING: 01-90150-0-17200-10000-1910-008-1501-100%
Reimbursed by PTA

Raffa-leal, Davida \$4,000 10/01/01-6/30/02 \$25/hr
Grant Elementary, Ceramics Instructor, K-2
FUNDING: 01-90120-0-11100-10000-2917-003-1501-100%
Gifts

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

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

NOTE: THIS ITEM WAS PULLED FROM ITS SEQUENCE ON THE CONSENT CALENDAR
TO BE DISCUSSED IMMEDIATELY PRIOR TO THE "MAJOR ITEMS" SECTION

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: SPECIAL SERVICES AGREEMENT FOR SERVICES AS DEVELOPMENT
DIRECTOR IN THE BUSINESS AND FISCAL SERVICES DIVISION FOR
THE BALANCE OF THE 2001-2002 SCHOOL YEAR

RECOMMENDATION NO. A.13

It is recommended that the Board of Education enter into a Special Services Agreement with John Jalili to serve as Development Director in the Business and Fiscal Services Division during the balance of the 2001-2002 school year at the rate of \$135/hour, not to exceed \$60,000.

FUNDING INFORMATION

Source: General Fund (for administrative transition support)

Currently Budgeted: Yes

Account Number: 01-00000-0-00000-72000-2917-050-1501

Description: Non-Instructional Contract/ District Admin

COMMENT: John Jalili has served as the City Manager for the City of Santa Monica for many years, being instrumental in bringing the City to its current level of fiscal stability. His expertise needs no footnotes.

As Development Director, working with appropriate District staff and consultants, Mr. Jalili will conduct an assessment of the District's facilities, prepare a revised facilities master plan consistent with the educational objectives of the Strategic Plan, identify funding needs for the implementation of the strategic plan, assist the Superintendent and Board of Education with the development and implementation of a comprehensive fund-raising strategy, and oversee the planning and development of programmatic, facility and long-range planning projects.

MEETING NOTE: The edits to the title and first paragraph were suggested by Ms. Brady and agreed to by the Board in a motion made by Ms. Brownley, Seconded by Ms. Brady (7-0-0[All-None-None]).

MOTION MADE BY: Mrs. Brady

SECONDED BY: Ms. Brownley

STUDENT ADVISORY VOTE: N/A

AYES: Seven (All)

NOES: Zero (None)

ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

RE: STUDENT TEACHING AGREEMENT - CALIFORNIA STATE UNIVERSITY,
NORTHRIDGE

RECOMMENDATION NO. A.14

It is recommended that the Board of Education enter into a Student Teaching Agreement between the California State University, Northridge and the Santa Monica-Malibu Unified School District.

INSTITUTION: California State University, Northridge

EFFECTIVE: July 1, 2001 - June 30, 2002

PAYMENT: \$16.67 per semester unit

COMMENT: The District participates with university teacher training institutions in providing classroom teaching situations under the supervision of a master teacher. The university is billed by the District after completion of the student teaching assignment. The master teachers are then paid the amount due them per the agreement after the District has received the monies from the respective universities.

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/06/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

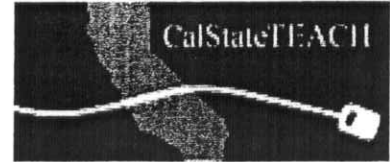
RE: AGREEMENT TO PARTICIPATE IN MULTIPLE SUBJECT INTERNSHIP
CREDENTIAL PROGRAM - CALIFORNIA STATE UNIVERSITY, LOS
ANGELES

RECOMMENDATION NO. A.15

It is recommended that the Board of Education enter into an agreement to participate in the Multiple Subject Internship Credential program in the Charter School of Education at California State University, Los Angeles (CalStateTEACH).

COMMENT: The purpose of this agreement is to engage the Santa Monica-Malibu Unified School District and CalStateTEACH in a partnership to provide support for the preparation of CalStateTEACH candidates in the District. A copy of the Terms of Agreement is attached.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)



TERMS OF AGREEMENT PUBLIC SCHOOL DISTRICTS

CalStateTEACH and the Santa Monica-Malibu Unified School District

About CalStateTEACH: CalStateTEACH is a multiple subjects credential program of the California State University. Its goal is to provide teacher training to persons who are already teaching without a credential. It is both a pre-intern and intern program, operating from regional centers in association with the five CSU campuses at Fresno, Fullerton, Hayward, Los Angeles, and Pomona.

Purpose of the Agreement:

To engage the Santa Monica-Malibu Unified School District and CalStateTEACH in a partnership to provide support for the preparation of CalStateTEACH candidates in the District. This partnership will be concentrated in the activities of three individuals: the CalStateTEACH Intern Teacher, the faculty representative of the CSU, hereinafter referred to as the Learning Support Faculty or LSF, and a mentor teacher from the School, hereinafter referred to as the Adjunct Site Faculty or ASF. CalStateTEACH does not demand or require any exclusive arrangement with the District. The District is obligated only to provide appropriate support for CalStateTEACH Interns and staff to reach the common goal of placing fully credentialed teachers in California classrooms.

Overview of this Agreement:

CalStateTEACH agrees to provide multiple subjects CLAD credential coursework and the university supervision for each participating candidate, and the District agrees to provide them with a faculty mentor and appropriate support.

CalStateTEACH agrees to do the following:

1. Give highest priority in admissions to qualified applicants whom the District wishes to offer positions as Multiple Subjects teachers.
2. Cooperate to the fullest extent possible to assist the School and District to reach its goals of providing quality educational experiences for its students by conducting all activities with respect to preparing interns in an unobtrusive, efficient, and supportive manner.
3. Provide a subject-matter competence evaluation of the applicant's transcripts.
4. Provide assistance to all candidates who are not yet subject matter qualified to reach subject matter competence.
5. Provide each candidate with a high quality program of study which integrates program assignments with the candidate's classroom teaching.
6. Establish and coordinate the work of a Regional Center Advisory Council for the CalStateTEACH program and invite two representatives of the District to participate.
7. Provide each candidate with a Learning Support Faculty member who will make regular visits to the classroom, evaluate lessons and give specific feedback, confer with the principal and staff as needed, and act as program advisor.
8. Provide orientation materials to both Adjunct Site Faculty member and the principal.
9. Communicate regularly with the principal and the Adjunct Site Faculty member, as well as provide the opportunity for them to give feedback on any aspects of the program and staff.

10. Provide reimbursement to the District of \$500 per Stage of the Program, for the costs of compensating the Adjunct Site Faculty member for each candidate who obtains a qualifying pre-intern certificate or Internship Credential.
11. Provide reimbursement to the District of \$300 per Stage of the Program, for the costs of compensating the Adjunct Site Faculty member for each candidate who cannot or is ineligible to obtain a qualifying pre-intern certificate or Internship Credential.
12. Provide an on-going, faculty-facilitated online forum for all candidates in the group, with regular opportunities for discussion, problem solving, peer interaction and access to the Learning Support Faculty member.
13. Assist District candidates in processes related to enrollment, financial aid, and credential application, including applying for the Intern Credential through the CSU lead campus.
14. Provide a series of five Saturday seminars for Intern Teachers in the Program.

The School and District agree to do the following:

1. For each participating candidate, nominate a fully credentialed teacher who meets the CalStateTEACH qualifications to serve as Adjunct Site Faculty (ASF) member. (This should be a current elementary teacher in the School. See ASF job description for details.) In cases where there are no appropriate personnel available, a retired teacher may be considered.)
2. Once approved, secure services of the ASF and process payment for his/her services.
3. Process reimbursement requests to CalStateTEACH for the compensation of the ASF for each qualifying candidate.
4. Ensure that ASF members have sufficient opportunity to observe, coach and guide the candidate. (Approximately two hours per week will be needed, one hour of which should be in direct classroom observation or modeling during the candidate's teaching day.)
5. Upon the request of the LSF, assure the participation of the school principal in specific CalStateTEACH candidate progress reviews or evaluations.
6. Provide additional resources (such as staff development, exemplary classroom observations, additional mentoring) as needed to promote the success of candidates in difficult assignments.
7. Ensure that each candidate has access to a classroom computer or school computer lab for use by his/her students to support teaching and learning, and, if requested, access for personal use in meeting program requirements.
8. If the District wishes to be represented on the CalStateTEACH Regional Advisory Council, assign one District administrative representative and one representative from the District's teacher collective bargaining unit.

Signature of Superintendent or Authorized Representative

11/14/01

Date Signed

Signature of Regional Center Academic Director

Date Signed

In the case that the District teachers' bargaining unit desires representation on the CalStateTEACH Regional Center Advisory Council, the bargaining unit nominates the following teacher:

Susan Glass

Name of Teacher Nominee

Signature of District Bargaining Unit Authorized Representative

Date Signed

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

ACTION/CONSENT
12-06-01

RECOMMENDATION NO. A.16

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

ELECTION

ARRIETA-MORENO, TERESA	INST ASST -BILINGUAL 3.0 HRS/SY ROGERS RANGE: 20 STEP: 01	11-05-01
BANDA, CLAUDETTE	INST ASST - SPECIAL ED 3.0 HRS/SY MCKINLEY RANGE: 20 STEP: 01	10-31-01
GANELIS, INNA	ACCOMPANIST 6.0 HRS/SY SAMOHI RANGE: 31 STEP: 01	10-25-01
GARCIA, VERONICA G	CHILDREN CENTER ASSISTANT 3.5 HRS/SY CDS RANGE: 18 STEP: 01	10-19-01
GONZALEZ, MARIA DEL PILAR	OFFICE ASSISTANT II - NSI 8.0 HRS/12 ADULT ED RANGE: 22 STEP: 01	10-25-01
HOLLANDER, TRINA	CHILDREN CENTER ASSISTANT 3.5 HRS/SY LINCOLN RANGE: 18 STEP: 01	11-05-01
HURTADO, RENEE	CHILDREN CENTER ASSISTANT 3.5 HRS/SY GRANT RANGE: 18 STEP: 01	11-05-01
LAWRENCE, JENNIFER	INST ASST - CLASSROOM 3.0 HRS/SY CABRILLO RANGE: 18 STEP: 01	10-22-01

JUDY	PURCHASING	12-07-01
<u>SUMMER ASSIGNMENT</u>		
CRAWFORD, CYNTHIA	LIBRARY ASSISTANT I GRANT	07-01-01 08-17-01
FIRTH, JUDY	SR.OFFICE ASSISTANT SAMOHI	07-01-01 08-31-01
<u>TEMP/ADDITIONAL</u>		
CONRAD, WEI-JIN	INST ASST - SPECIAL ED WEBSTER	11-01-01 06-30-02
HENDLER, NANETTE	INST ASST - SPECIAL ED PINE STREET	10-01-01 12-21-01
<u>SUBSTITUTE</u>		
ACUNA, CLAUDIA	INST ASST - SPECIAL ED SPECIAL ED	09-15-01 06-21-02
BRIDGES, DEBRAH	INST ASST - SPECIAL ED SPECIAL ED	11-06-01 06-21-02
BURNHAM, REXANNE	INST ASST - SPECIAL ED SPECIAL ED	10-24-01 06-21-02
GAITAN, MERCEDES	INST ASST - SPECIAL ED SPECIAL ED	10-01-01 06-21-02
GARCIA, CYNTHIA	INST ASST - CLASSROOM ROGERS	11-01-01 11-02-01
GUERCIO, RONALD	CAMPUS SECURITY OFFICER ADAMS	10-01-01 06-30-02
HAROLD, HARDISTER	CHILDREN CENTER ASSISTANT CDS	10-01-01 06-30-02
HART, WALTER	CUSTODIAN I OPERATIONS	10-01-01 06-30-02
HENDLER, NANETTE	INST ASST - SPECIAL ED SPECIAL ED	10-01-01 06-21-02
JORDAN, MELISSA	INST ASST - SPECIAL ED SPECIAL ED	10-01-01 06-21-02
KUPPER,	INST ASST - CLASSROOM	10-26-01

KIRSTEN	CABRILLO	12-31-01
RUTLEDGE, KELVIN	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	10-01-01 06-21-02
SIMONIAN, PATRICIA	INST ASST - SPECIAL ED SPECIAL ED	10-01-01 06-21-02
SWARTENDRUBER, RHONDA	INST ASST - SPECIAL ED SPECIAL ED	11-14-01 06-21-02
TORRES, KENNIA	INST ASST - SPECIAL ED SPECIAL ED	11-02-01 06-21-02
VERGE, MARGARET	INST ASST - SPECIAL ED SPECIAL ED	10-01-01 06-21-02
ZIV, DANA	OFFICE ASSISTANT II MALIBU	10-04-01 06-30-02
<u>RESIGNATION</u>		
FORONDA, MARISOL	INST ASST - SPECIAL ED GRANT	11-21-01
HARVEY, TOI	CHILDREN CENTER ASSISTANT PINE STREET	10-30-01
<u>NEW POSITION</u>		
	INST ASST - SPECIAL ED 3.0 HRS/SY MALIBU PRESCHOOL	10-25-01

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12-06-01

FROM: SUPERINTENDENT/JOHN SLISS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.17

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

STUDENT INTERN - ALLIANCE GRANT

DE LA TORRE, ALMA	SAMOH	09-01-01 - 06-30-02
HANDS, TERRA LEIGH	SAMOH	09-01-01 - 06-30-02
THOMAS, MYA	SAMOH	09-01-01 - 06-30-02
VAQUERANO, KATIA	SAMOH	09-01-01 - 06-30-02

STUDENT HELPER

GARCIA, NORMA	ED SERVICES	10-29-01 - 06-19-02
SAFAN, ALEC MCCLELLANO	WORKABILITY	09-16-01 - 06-30-02

CHILD CARE ASSISTANT

CEJA, ROCIO	CDS	11-05-01 - 06-30-02
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NOON SUPERVISION AIDE

ARRIETA, TERESA	ROGERS	11-05-01 - 06-21-02
BEARD, JOLONN	MCKINLEY	10-25-01 - 06-21-02
GRACIA, CYNTHIA	ROGERS	11-05-01 - 06-21-02
HOPEWELL, ANDREW	WEBSTER	10-22-01 - 06-30-02
RODRIGUEZ, GLORIA	ROOSEVELT	10-22-01 - 06-21-02
SMITH, DYLEN	ADAMS	10-06-01 - 06-21-02

ASSISTANT COACH

APPELIUS, EMANUELE	SAMOH	11-01-01 - 01-31-02
BRAFF, DAVID	SAMOH	11-01-01 - 01-31-02
SHUGARS, RUSSELL	SAMOH	11-08-01 - 01-31-02

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

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

Major Items

TO: BOARD OF EDUCATION

ACTION/MAJOR
12/06/01

FROM: SUPERINTENDENT

RE: ELECTION OF THE PRESIDENT OF THE BOARD OF EDUCATION

RECOMMENDATION NO. A.18

It is recommended that Julia Brownley be elected President of the Board of Education of the Santa Monica-Malibu Unified Schools District.

COMMENT: In accordance with Board Policy 9130, the officers of the Board of Education of the Santa Monica-Malibu Unified School District shall consist of a President, Vice-President and Secretary. Each shall be elected at the annual organizational meeting held each year.

Serving for the 2000-2001 term have been:

Tom Pratt - President

Julia Brownley - Vice President

Neil Schmidt - Secretary (until retirement:6/30/01)

John Deasy - Secretary (as of 7/1/01)

MEETING NOTE: By acclamation, Ms. Brownley was nominated and elected to the position of President of the Board.

MOTION MADE BY: Mrs. Gottfried
SECONDED BY: Mrs. Brady

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

TO: BOARD OF EDUCATION

ACTION/MAJOR
12/06/01

FROM: SUPERINTENDENT

RE: DESIGNATION OF THE SUPERINTENDENT AS SECRETARY TO THE
BOARD OF EDUCATION

RECOMMENDATION NO. A.20

It is recommended that the Superintendent, John E. Deasy, be designated as the Secretary to the Board of Education of the Santa Monica-Malibu Unified Schools District.

COMMENT: It is the practice of this District to appoint the Superintendent of Schools to serve as Secretary to the Board of Education.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR
12/06/01

FROM: SUPERINTENDENT

RE: ELECTION OF ANNUAL REPRESENTATIVE TO THE LOS ANGELES
COUNTY SCHOOL TRUSTEES ASSOCIATION (LACSTA) FOR 2002

RECOMMENDATION NO. A.21

It is recommended that Brenda Gottfried be elected by the Board of Education as the Annual Representative to the Los Angeles County School Trustees Association (LACSTA) for 2002. The representative shall perform duties as described in Standing Rule #7:

- a. Vote on all Association matters;
- b. Communicate between the Executive Board, the Association and the local Board;
- c. Serve on the Legislative Committee.

COMMENT: Each school board is asked to select a Board member at their organizational meeting to serve as the LACSTA representative. Maria Leon-Vazquez has served as the 2001 representative.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT

RE: CALL FOR NOMINATIONS FOR CSBA DELEGATE ASSEMBLY

RECOMMENDATION NO. A.22

It is recommended that the Board of Education respond to the "Call for Nominations for CSBA Delegate Assembly" by determining what name, if any, they will submit for nomination.

BACKGROUND: The California School Board Association (CSBA) Delegate Assembly sets the general policy direction for the association which represented California's school districts and county office of education.

CSBA delegates serve two-year (2-year) terms. Those elected in 2002 will serve from May 1, 2002 through April 30, 2004. There are usually two(2) Delegate Assembly Meetings each year, one in May and one in late November or early December. In accordance with CSBA bylaws, CSBA does not pay travel expenses association with Delegate Assembly Meetings.

Any CSBA member school district is eligible to nominate board members within their geographic region or subregion.

Nominations will be accepted between November 25, 2001, and January 7, 2002.

Julia Brownley is currently serving as the Board's current representative to the CSBA Delegate Assembly.

MEETING NOTE: The Board agreed to respond to the "Call for Nominations for CSBA Delegate Assembly" by submitting the name of Julia Brownley.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Mrs. Gottfried
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

NOTE: THIS ITEM WAS PULLED BY CONSENSUS OF THE BOARD
PLEASE SEE MEETING NOTE BELOW.

TO: BOARD OF EDUCATION- ACTION/MAJOR
12/06/01

FROM: SUPERINTENDENT

RE: RATIFICATION FOR CANDIDATE IN THE RUN-OFF ELECTION FOR
MEMBERSHIP ON THE LOS ANGELES COUNTY COMMITTEE ON SCHOOL
DISTRICT ORGANIZATION

RECOMMENDATION NO. A.23

It is requested that the Board ratify a direction to its voting delegate, Brenda Gottfried, to nominate a candidate for the run-off election for the open seat in the Second Supervisorial District for the Los Angeles County Committee for School District Organization. The deadline for nomination was Wednesday, November 28, 2001, which fell between two SMMUSD Board of Education meetings. The run-off election is being held by absentee ballot and the Secretary to the LACOE committee has been advised of this possible ratification.

Two candidates for the open seat are:

Mr. Errick R. Lee
Mr. Edward A. Urrutia.

Biographical materials for these candidates have been furnished to the Board under separate cover and are available for review in the Office of the Superintendent.

COMMENT: districts, plus The Los Angeles County Committee on School District Organization (County Committee) is an 11-member body charged by the legislature with responsibilities in the are 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 one member elected at large.

MEETING NOTE: This item was pulled because the candidate selection had been sealed already and any Board direction would be redundant.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

TO: BOARD OF EDUCATION

ACTION/MAJOR
12/06/01

FROM: SUPERINTENDENT/TIM McNULTY/ROSEMARY ECKER

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

RECOMMENDATION NO. A.24

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

NPS/NPA

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

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Summitview	01-17-85	NPS	#77	\$ 13,638
Village Glen	08-23-89	NPS	#78	\$ 31,640
Westview	02-20-88	NPS	#79	\$ 32,990
Julia Hobbs	11-05-96	NPA-Speech	#70	\$ 3,220
Greg Kimberlin	02-06-96	NPA-DHH Counseling	#71	\$ 2,000
Edith Mack	04-04-98	NPA-OT	#72	\$ 1,880
Therapy West	11-05-96	NPA-OT	#73	\$ 2,930
Intercare Therapy	11-13-93	NPA-OT	#74	\$ 4,140
Intercare Therapy	12-02-95	NPA-OT	#75	\$ 3,248
Intercare Therapy	03-07-97	NPA-OT	#76	\$ 1,985
Intercare Therapy	08-09-97	NPA-OT	#77	\$ 3,970
Intercare Therapy	12-04-96	NPA-OT	#78	\$ 425
Intercare Therapy	03-01-94	NPA-OT	#79	\$ 425
Intercare Therapy	08-12-96	NPA-OT	#80	\$ 1,985
Intercare Therapy	05-14-96	NPA-OT	#81	\$ 510
Intercare Therapy	03-13-97	NPA-OT	#82	\$ 3,970
Intercare Therapy	04-02-98	NPA-OT	#83	\$ 425
Intercare Therapy	03-02-93	NPA-OT	#84	\$ 1,985
Intercare Therapy	08-29-91	NPA-OT	#85	\$ 850
Intercare Therapy	05-28-98	NPA-OT	#86	\$ 1,985
Intercare Therapy	09-03-94	NPA-OT	#87	\$ 3,140

Kelter Center	07-27-91	NPA- Inten.Inst.	#31 UC-02131	\$ 18,700
<u>Contract Increase</u>				

Amount Budgeted NPS/NPA \$2,546,666
 Prior Board Authorization as of 11/15/01 2,513,978
 Total Amount for these Contracts 136,041
 Balance -103,353

*Positive Adjustment \$ 51,860
 Balance -\$ 51,493

Adjustment					
NPS/NPA Budget 01-65000-0-57500-11800-5825-043-1400					
There has been a reduction in authorized expenditures of two NPS/NPA contracts for FY 2001-02 in the amount of \$ 51,860 as of November 15, 2001.					
Nonpublic School/ Agency	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Intercare Therapy	NPA-Speech	#10 UC-02077	E	\$ 5,500	Change Vendor
North Hills Prep	School Program	#31 UC-02037	E	\$ 33,100	Change of School
Therapy In Action	NPA-OT	#16 UC-02083	E	\$ 13,260	Exited Service

Instructional Consultants

2001-2002 Budget 01-65000-0-57500-11800-5802-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Fred Crews & Company Interpreting	10-28-85	Sign Language Interpreter Services	#39	\$ 2,268
Step by Step	12-12-95	Instr.Consultant- Behavior Interv.	#40	\$ 2,610
Step By Step <u>Contract Increase</u>	08-30-97	Instr.Consultant- Behavior Interv.	#27 UC-02200	\$ 5,100
Bill Takeshita <u>Contract Increase</u>	06-27-88	Instr.Consultant	#32 UC-02205	\$ 1,085

Amount Budgeted Instructional Consultants \$355,000
 Prior Board Authorization as of 11/15/01 419,645
 Total Amount for this Contract 11,063
 Balance - \$75,708

Non-Instructional Consultants
2001-2002 Budget 01-65000-0-57500-11800-5890-043-1400

Non-Instructionals Consultant	Service Description	Contract Number	Cost Not to Exceed
Michael Hill <u>Contract Increase</u>	Web Site Preparation	#3 UC-02092	\$ 2,400
Parent of Student (D.O.B 04/23/98) <u>Contract Increase</u>	Reimbursement to parent for Behavior & OT Services per IEP. For Services 7/1/01-6/30/02 Funded From 2001-2002 FY	#5 UC-02097	\$ 31,050
Amount Budgeted Instructional Consultants			\$ 75,000
Prior Board Authorization as of 11/15/01			64,500
Total Amount for this Contract			33,450
Balance			- \$ 22,950

NOTE: A total of \$ 3,192,666 is budgeted for all Non-Public School/Agency, Non-Instructional Consultants, Instructional Consultants, Legal Fees and Due Process Case Settlements. Even though the Instructional Consultant account indicates a negative balance, the unaudited total fund balance, after adjustments, remains positive in the amount of \$ 16,892.

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: Ms. Brownley

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

TO: BOARD OF EDUCATION ACTION/MAJOR
12/06/01
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY Previously
11/15/01, 10/04/01, 04/05/01
RE: APPROVAL OF BOARD POLICY 5129 - Beepers, Pagers, Cellular
Phones and Other Electronic Signaling Devices

RECOMMENDATION NO. A.25

It is recommended that the Board of Education adopt Board Policy 5129, Beepers, Pagers, Cellular Phones and Other Electronic Signaling Devices. *This item was previously discussed at the Board meetings of 11/15/01, 10/4/01 and 4/5/01.*

COMMENTS:

It is recommended that the Board adopt the attached policy, BP 5129 - Beepers, Pagers, Cellular Phones and Other Electronic Signaling Devices.

At the Board's direction at the meeting of October 4, 2001, this issue has been shared broadly with staff, administration and PTA. To date, the feedback from staff, administration, SMMCTA and SEIU has been to adopt a policy which allows possession in grades 9 through 12 only, but prohibits any use of these devices during school hours. In the Board's original discussions however, there was discussion about considering the use of these devices on campus during non-instructional (non classroom) periods. Feedback indicates that such use could present the following issues:

1. Possible increased tardies due to student distraction as a result of not finishing-up a call before their next class.
2. Increased disruption in class due to students forgetting to turn their phones and pagers off during each class period,
3. Increased confusion due to students (and staff) not being totally clear on where phones are or aren't allowed ... for example, would an assembly or pep rally be considered "class time"? What about field trips or perhaps a class going to the library or computer lab for a period?
4. Possible increases in discipline problems due to students borrowing or taking other students' phones to make calls, forgetting to give phones back, etc.
5. Increased theft, vandalism and misplacement of phones, pagers, etc. Even though staff and administration will not be responsible for these devices, there will certainly be an increase in the number of incidents and there is virtually no way that security, administration and/or other staff won't become involved to some degree.

6. Increase in student abuse/misuse of these devices to cheat on exams or worse, conduct illegal activity.
7. Increased potential for students becoming less independent by giving them an easy means to communicate with parents and others regarding non-critical issues, but issues for which they would otherwise have to learn to rely on their own personal resources and problem-solving abilities.

The attached and revised policy reflects a change from current policy and practice in one major way - the recommended policy revision contains provisions that allow students in grades 9 through 12 to possess electronic signaling devices on campus, but not use them at any time during school hours.

In terms of placement within the policy manual, if adopted this revision will simply replace the existing policy of the same number. ***NOTE: It is possible that the policy number will be changed to coincide with emerging CSBA sequential numbering.***

Site Governance Committees of the three high schools are still in the process of providing feedback to the Board, but at least one SGC has voiced the preference that the use of electronic signaling devices (cell phones in particular) be allowed during lunch periods.

Public Speakers: Joyce Smith, Santa Monica (parent)
Christopher Rhodes (Samohi Site Governance)

MEETING NOTE: In a motion by Mrs. Brady, seconded by Mrs. Gottfried (Seven-Zero-Zero [All-None-None]) the Board agreed to eliminate sections of paragraph five (5) of the policy as indicated by strike out, as follows:

Students who do possess an electronic signaling device under the terms of this policy, must either keep their device turned off or set to "silent alert/vibrate" mode while on school campus and during school activities.

Further, Staff was directed to prepare a summative evaluation at the end of the/this first year. The Board will hear the report between July 1 and August 30, 2002.

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

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

CURRENT BOARD POLICY

STUDENTS

BP 5129

BEEPERS/PAGERS AND CELLULAR TELEPHONES

Possession of electronic signaling devices and/or cellular telephones or use by students will not be tolerated on school premises or at any school-sponsored functions.

On the first occasion in which a student is found to be visibly in possession of a beeper/pager or cellular telephone, the Superintendent and/or designee shall issue a warning to the student with a copy to the student's parent. On the second occasion in which a student is found to be visibly in possession of a beeper/pager or cellular telephone, the Superintendent and/or designee shall confiscate the device, contact the student's parents and retain the device until it is claimed personally by the parents.

Legal Reference:

EDUCATION CODE

48900 (k) Disruption of School Activities

48901.5 Electronic signaling device; possession or use prohibited; exception

DISTRICT 1994-98 GOAL REFERENCE

BP 0210 (A) Quality Education for All

Policy Adopted: September 24, 1990

Policy Readopted: May 9, 1996

PROPOSED BOARD POLICY REVISION

SMMUSD Board Policy
Students

BP 5129 (now 5131.64)

Beeppers, Pagers, Cellular Phones and Other Electronic Signaling Devices

The Board of Education recognizes that beepers, pagers, cellular phones and other electronic signaling devices have become commonplace in our community and that many families have come to rely on these devices as a means of communication.

Nevertheless, with two exceptions California Education Code specifically prohibits the possession and/or use of any electronic signaling device that operates through the transmission or receipt of radio waves, including, but not limited to, paging and signaling equipment, by pupils of the school while the pupils are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees. The exceptions to this provision, which would allow students to possess and use such devices on campus, are cases in which a student or students have:

1. Prior consent of the principal or his/her designee, or
2. Written documentation by a licensed physician or surgeon who has determined that student possession and use of an electronic signaling device is essential for the health of the pupil and where use of such device is limited for purposes related to the health of the pupil.
3. **Written and/or Verbal confirmation from the site principal or designee that a state of emergency exists.**

While electronic signaling devices of all types may be useful for communication purposes, the Board of Education also recognizes the potential for distraction that these devices may cause in the classroom, on campus and at school activities. The Superintendent shall therefore establish procedures whereby the **possession** of electronic signaling devices in grades 9 through 12 is permitted, but **use** of such devices is restricted only to non-school hours. Under no circumstances shall the possession and/or use of any electronic signaling device be permitted **on any school bus** or at any time, if such possession and/or use is disruptive to the educational process.

Students who do possess an electronic signaling device under the terms of this policy, must either keep their device turned off or set to "silent alert/vibrate" mode while on school campus and during school activities.

The district and/or staff shall not be responsible or liable for the theft or loss of any electronic signaling device.

Students in grades K through 8 are not permitted to possess and/or use any electronic signaling device while on school campus unless the students meets one or both of the exceptions listed in the education code.

The Superintendent shall establish a written administrative procedure which shall include a definition of “electronic signaling devices”, conditions for possession/use and the discipline procedures to be implemented if abuse occurs.

Legal Reference:

EDUCATION CODE

EC 48901.5 Electronic signaling devices

Board Goal

A. Quality Education for All

BOARD ADOPTED: September 14, 1990

BOARD UPDATED: December 6, 2001

PROPOSED ADMINISTRATIVE REGULATION

SMMUSD Administrative Regulation
Students

~~AR 5129~~ (now 5131.64)

Beepers, Pagers, Cellular Phones and Other Electronic Signaling Devices

A. Definition

This regulation applies to any device which may be used to electronically communicate with an individual or individuals, another device or devices. This includes but is not limited to:

- A. Beepers/pagers,
- B. Cellular phones,
- C. Two-way radios or "walkie-talkies",
- D. Personal digital assistants (PDAs) with infrared or wireless communication capabilities,
- F. Laptop computers with infrared or wireless communication capabilities,
- G. Calculators, watches or any other electronic device that may transmit or communicate via infrared and/or wireless technology.

B. Conditions Under Which Electronic Signaling Devices May be Used

Board Policy 5129 (**now 5131.64**) gives "limited" approval for student possession and use of electronic signaling devices while on campus, to students in grades 9 through 12 only. All devices must be turned off or kept on silent/vibrate mode while on campus. Specifically, these devices may be used:

- A. On or off campus before school.
- B. Off campus during lunch (to the extent that the site permits off campus lunch),
- C. On or off campus after school,
- D. Possession of the device is permitted at any time while on or off campus, but the device may be used only during times outlined in A through C above.
- E. When a state of emergency has been declared (verbally or in writing) by the school principal or designee.

C. Conditions Under Which Electronic Signaling Devices May NOT be Used

While the possession of electronic signaling devices is permitted on campus by any student in grades 9 through 12, under no circumstances will the use of electronic signaling devices be permitted during the following times:

- A. Instructional classroom time, including assemblies, pep rallies and any other activity which takes place during a regularly scheduled classroom period (or periods).

- B. During passing periods, recess, nutrition breaks, or on-campus lunch.
- C. On field trips or excursions which are conducted during the normal school day and during regular classroom instructional hours.
- D. While traveling in any school district bus or vehicle.
- E. During on or off-campus school activities and events.
- F. Any specific situation where the Superintendent and/or administrative designee determines that the possession and/or use of any electronic signaling device is disruptive to the educational process.

During the times indicated in A through E above, students may be in possession of an electronic signaling device, but the device must be turned off and kept out of view (i.e. inside a backpack, pocket, etc.).

D. Special Circumstances for Students With Specific Health-Related Issues

In any case where a student's personal physician has determined that a medical condition exists which for health and safety reasons, requires the student to have immediate communication access to parents, doctors, etc., the student shall be permitted to carry and use the device as prescribed. There shall be no restrictions (unless stipulated by the physician) as to when and where the device may be used for communication purposes that are related to the student's medical condition. In all cases where a student must be permitted to carry an electronic signaling device for medical purposes, the parent/guardian shall supply the school office with an original physician's prescription or order.

A parent/guardian must also give permission for the school nurse or other district staff to contact the physician for purposes of clarification and exchange of information regarding the student's medical condition. A copy of the prescription shall be kept in the student's cum record and all teachers and staff shall be notified of the student's permission to have and use the device at any time, for medically necessary reasons.

E. Disciplinary Procedures for Inappropriate Use of Electronic Signaling Devices

In the event a student is found to be using any electronic signaling device during the non-permitted instances (Section "C" above), the following shall occur:

1. On the first offense, the student shall be given a verbal warning and told to shut the device off and put it out of view.
2. On the second offense, the device shall be confiscated and held in the office. The student's parent/guardian shall be notified and the device will be held until the parent/guardian personally retrieves it.

If at any time during the school day or during a school-sponsored event it is determined that an electronic signaling device is being used for illegal or illicit purposes, the device shall be immediately confiscated by school personnel and the appropriate actions as outlined under California Education Code Section 48900 shall be taken. Depending upon the circumstances of the specific situation, the device may be held for evidence and not released to the parent/guardian until any and all investigations and proceedings have been completed.

F. Possession and/or Use of Electronic Signaling Devices for Students in Grades K -8.

No student in grades K through 8 shall be permitted to possess or use any electronic signaling device while on campus, except as provided in section "D" above.

G. Responsibility for Lost, Stolen or Damaged Electronic Signaling Devices

Students and their parents take full responsibility for any and all electronic signaling devices which the student may bring to school. In no event or circumstance, will the district or its staff be held responsible or liable for the loss, theft or damage to any such device.

TO: BOARD OF EDUCATION

PUBLIC HEARING

12/06/01

FROM: SUPERINTENDENT/LISE REILLY

RE: PUBLIC HEARING TO HEAR PUBLIC INPUT REGARDING SUFFICIENT
TEXTBOOKS AND/OR INSTRUCTIONAL MATERIALS FOR FISCAL YEAR
2001-2002

RECOMMENDATION NO. A.26

It is recommended that the Board of Education hold a public hearing on Thursday, December 6, 2001 to hear public input regarding sufficient pupil textbook and instructional materials, for Fiscal Year 2001-2002. Each fiscal year, in order to be eligible to receive state funds, the Board of Education must hold a public hearing to ensure availability of textbooks and instructional materials.

COMMENT: The Board encourages participation by parents, teachers and interested members of the community to make a determination as to whether each pupil has, or will have, a sufficient quantity of textbooks or instructional materials in each subject that are consistent with the curriculum framework adopted by the state board, for use in the 2001-2002 Fiscal Year.

In compliance with the ten (10) day public notice posting requirements, distribution of the Notice of Public Hearing was as follows:

1. A copy of the notice was distributed to each school site in session in the District.
2. A copy of the notice was posted at the District Board Office.
3. A copy of the notice was posted at the Santa Monica-Malibu Teachers' Association office.
4. A copy of the notice was posted at the main Santa Monica and Malibu Libraries.

Open Public Hearing

9:55 P.M.

Motion: Mrs. Brady

Second: Mrs. Leon-Vazquez

Ayes: 7 Noes: 0 Abstain: 0

Close Public Hearing

9:57 P.M.

Motion: Mrs. Brady

Second: Mrs. Leon-Vazquez

Ayes: 7 Noes: 0 Abstain: 0

There were no public speakers to this item.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT/LISE REILLY

RE: APPROVAL OF SUBMISSION TO THE CALIFORNIA DEPARTMENT OF
EDUCATION OF A NOTIFICATION OF COMPLIANCE WITH EDUCATION
CODE, SECTION 60119 (PUBLIC HEARING REQUIREMENT) FOR
FISCAL YEAR **2000-2001**, PUPIL TEXTBOOK AND INSTRUCTIONAL
MATERIALS INCENTIVE PROGRAM, GRADES K-12, and ADOPTION OF
RESOLUTION NUMBER 01-05, CERTIFICATION OF COMPLIANCE WITH
EDUCATION CODE SECTION 60119

RECOMMENDATION NO. A.27

It is recommended that the Board of Education approve the
submission to the California Department of Education of a
"Notification of Compliance with Education Code Section 60119
public hearing requirement" for Funds Received under the Pupil
Textbook and Instructional Materials Incentive Program and/or
Funds for Instructional Materials from any State Source, Grades
K-12, Fiscal Year 2001-2002.

It is also recommended that the Board of Education adopt
Resolution 01-05 stating that the District is in compliance with
Education Code (E.C.) Section 60119.

COMMENT: This document specifies that the District has complied
with Education Code (E.C.) Section 60119 in order to
receive state funding for textbooks and/or
instructional materials from grades K-12.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

RESOLUTION NO. 01-05

CERTIFICATION OF COMPLIANCE WITH
EDUCATION CODE SECTION 60119

I, John Deasy, in my capacity as Superintendent and Secretary to the Board of Education for the Santa Monica-Malibu Unified School District, hereby acknowledge that for Fiscal Year 2001-2002, the District complied with the Education Code Section 60119 in order to be eligible to receive instructional materials funds from the State of California. I hereby certify as follows on behalf of the District:

1. That on December 6, 2001, in compliance with EC 60119, the District governing board held the prescribed public hearing.
2. That the governing board at the above public hearing adopted a resolution determining whether sufficient quantities of textbooks and instructional materials were available for all pupils; and
3. That the District is now in compliance with the provisions of Education Code Section 60119.

Signed: 
John E. Deasy

Official Title: Superintendent

Date: 12-6-01

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT/ LISE REILLY/PEGGY HARRIS

RE: CALIFORNIA PUBLIC SCHOOL LIBRARY ACT OF 1998 (K-12)

RECOMMENDATION NO. A.28

It is recommended that the Board of Education reapprove The Santa Monica-Malibu Unified School District Library Plan 2001-2002. This plan was written with the input from a district-wide committee made up of librarians, library aides, teachers, administrators, and a member of the Board of Education. This plan is written and submitted in compliance with AB862. It also includes the updated Kindergarten through Grade Four Classroom Library Plan.

Background and Rationale

AB682 stipulates that a district must have a school library plan approved and certified by the governing board in order to receive the allocation attached to this legislation. The District will receive approximately \$28.00 per ADA for grades K-12, and these funds will then be distributed according to the district-wide school library plan.

AB 862 does not identify the elements of the school library plan, but rather leaves that up to the local governing board. The SMMUSD plan includes:

- Vision and Mission Statements
- Library and Information Literacy Student Outcomes
- Teacher Outcomes
- Purposes of School Libraries/status of SMMUSD Libraries
- Three-year Action Plan and Timeline
- Budget recommendations
- Evaluation Process

The items that can be purchased with the funds include:

- Library resources, i.e. books, periodicals, microforms, AV materials, computer software, CD ROMs.

All materials purchased must conform to California curriculum standards and frameworks, and to standards for the use of library media program materials and resources.

- Equipment necessary to provide access to school library resources within the school library and on-line resources.

Timeline:

Districts must submit to the State Department of Education prior to January 11, 2002:

- Both Library Plans for Funding, FY 2001-2002
- Certification that the governing board has approved both the California Public School Library Act of 1998 and the Kindergarten through Grade Four Classroom Library Plan.

Comment:

Additional copies of the SMMUSD Library Plan 2001-2002 will be available at the meeting.

MEETING NOTE:

Mrs. Gottfried asked that the Board give special commendation to SMMUSD Library Coordinator, Suzanne Peterson, citing her tireless efforts on behalf of children. By consensus, the Board did so verbally.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

Santa Monica-Malibu Unified School District

Library Plan 2001-2002

“The legislature finds and declares that school libraries that are staffed by qualified librarians and have adequate numbers of up-to-date library books, resource materials, and media centers, are a valuable resource for teachers and pupils. School libraries provide pupils access to resources that help them meet the academic standards established for them to become independent and lifelong learners.”

Education Code 18180-California Public School Library Act of 1998

Santa Monica-Malibu Unified School District

Library Plan

2001-2002

The 1998-1999 California State Budget provided an historic library development opportunity for California public schools and the promise of ongoing funding for enriching school library collections. Three pieces of legislation together create the new funding. The budget Act (AB1656) appropriates \$158.5 million to enact the California Public School Library Act of 1998 (AB862). These funds are added to taxpayer donations in the California Public School Library Protection Fund (SB 1389). The result is a per pupil allocation of approximately \$28 for school library improvement. In order to obtain library funds districts must develop a district-wide library plan. This is the revised Santa Monica-Malibu Unified School District Library Plan 2001-2002, written by the Santa Monica-Malibu Library Act Advisory Committee (LAAC):

Librarians

Dana Bart-Bell, Joe DiMercurio, Juliet Dempsey, Marie-Claire Kelin, Ann McKechnie, Suzanne Peterson

Elementary Library Coordinators

Alice Altman, Vicki Chapman, Rosemarie Bock, Dee Dee Cooper, Heather Lowe, Peri Monte, Karen Johnson, Jean Stevens, Christine Topham

Administrators

Peggy Harris, Lise Reilly

Board of Education member

Brenda Gottfried

Teachers

Eddy Jacobs, Gene Bream, Jan La Duke, Rosita Moazzez, Veronica Garcia, Jaime Jimenez

Consultants

Mary Purucker, retired librarian – Chris Thornton, parent

Instructional Technology District Advisory Committee

The LAAC recommends that:

\$28 per pupil be allocated to Santa Monica-Malibu District school libraries according to each school's average daily attendance (ADA). The funds will be spent at each school in consultation with teachers, librarians, library coordinators, and administrators.
(See appendix A for list of appropriate expenditures)

Mission

The mission of the school library is to ensure that students develop an appreciation of literature, which fosters the joy of reading, and that students and staff become effective users and communicators of information and ideas.

Vision

Santa Monica-Malibu Unified School District libraries will promote and reinforce students' interests and abilities in reading, listening, and viewing. Libraries will foster the full range of information concepts, strategies, and abilities students must master in today's information rich environment.

Library and Information Literacy Student Outcomes

- Students will be avid and capable readers
- Students will be able to access, evaluate, and use information effectively.
- Students will be skilled users of information technology tools.
- Students will be responsible information users.

Teacher Outcomes Supporting Student Outcomes

- Classroom teachers and library media teachers will collaborate in instruction.
- Classroom teachers and library media teachers will collaborate in the research process using *From Library Skills to Information Literacy: A Handbook for the 21st Century* as a guide.
- Classroom and library media teachers will have access to professional materials through the Los Angeles County Office of Education.

Current Status of SMMUSD School Libraries

School libraries serve all shareholders in the learning community beginning with the school's students, teaching staff, and administration, and then extending to parents, families, and to other local community members.

There are four secondary and ten elementary school libraries in the Santa Monica-Malibu Unified School District. All libraries have Internet access, Electric Library, and Worldbook Online, and are connected through Smilenet, our automated circulation and cataloging system.

Full-time credentialed library media teachers and full-time paraprofessionals staff the secondary libraries. They maintain extended library hours and are open before and after the school day. Library media teachers collaborate with classroom teachers in using *From Library Skills to Information Literacy: A Handbook for the 21st Century* as a basis for research as a process. Secondary library media teachers are members of the District Advisory Committee on Technology and collaborate with librarians in the Santa Monica Public Library and Los Angeles County Systems.

Elementary libraries are staffed seven hours a day by paraprofessionals and coordinated by a credentialed elementary library media teacher.

Progress Made Since the Implementation of AB862

- Library collections have increased in size, scope, and currency. The average age of the Lincoln Middle School collection is indicative of District averages.

	<u>Year</u> 2001 Copyright	<u>Year</u> 1999 Copyright
500s (pure science)	1992	1988
600s (technology)	1993	1983
900s (geography)	1994	1976

- A wider variety of online resources are available, such as Ethnic NewsWatch, GaleNet, Grove Dictionary of Music & Musicians, NewsBank (including Noticias en Espanol), PBS Video Database, ProQuest, SIRS Research, World's Best Poetry, and Worldmark Yearbook.
- There are improved information technology tools such as up-to-date computers, networked printers, LCD projectors, and scanners.
- There is one credentialed library media teacher for the ten SMMUSD elementary libraries.
- The Library Media teachers and Elementary Library Coordinators met for a full day professional development inservice.
- Elementary Library Coordinators meet monthly with Elementary Library Media Teacher.

Action Plan

In order to accomplish the Mission and Vision of school libraries as outlined in this plan, the LAAC recommends the following Action Plan:

Action Plan and Timeline

Year One		Year Two		Year Three	
Staffing	Budget	Staffing	Budget	Staffing	Budget
One additional full-time credentialed elementary library media teacher	\$60,000	One additional full-time credentialed elementary library media teacher	\$60,000	One additional full-time credentialed elementary library media teacher	\$60,000
Additional clerical support for elementary school libraries-- one hour per day for every 100 students over 500.	\$20,000 Franklin 830 Grant 673 Rogers 676 Roosevelt 758	Additional clerical support for elementary school libraries-- one hour per day for every 100 students over 500.	TBD	Additional clerical support for elementary school libraries-- one hour for every 100 students over 500.	TBD
Six LMTs--extended school year (five days after the school year ends and five days before the school year begins.)	\$18,000	Six LMTs--extended school year (five days after the school year ends and five days before the school year begins.)	\$18,000	Six LMTs--extended school year (five days after the school year ends and five days before the school year begins.)	\$18,000
Collection	Budget	Collection	Budget	Collection	Budget
Two books per child \$30 x 12,000 students	\$360,000	Two books per child \$30 x 12,000 students	\$360,000	Two books per child \$30 x 12,000 students	\$360,000

Action Plan and Timeline

Year One		Year Two		Year Three	
Technology	Budget	Technology	Budget	Technology	Budget
Hardware: Replace two computers and/or acquire current technology in secondary libraries @ \$2,000 per computer	\$16,000	Ongoing	\$16,000	Ongoing	\$16,000
Hardware: Replace one computer and/or acquire current technology in elementary libraries. @ \$2,000 per computer	\$20,000	Ongoing	\$20,000	Ongoing	\$20,000
Software: \$3,000 per year for secondary libraries (includes on-line subscriptions, CD-ROMs, etc.)	\$12,000	Ongoing	\$12,000	Ongoing	\$12,000
Software: \$1500 per year for elementary libraries (includes on-line subscriptions, CD-ROMS, etc.)	\$15,000	Ongoing	\$15,000	Ongoing	\$15,000
Library system: Migrate to a web-based library system as our current system phases out. Pricing dependent upon system selected for purchase.	\$20,000 to \$50,000	Ongoing	TBD	Ongoing	TBD
Facilities	Budget	Facilities	Budget	Facilities	Budget
When any funds for construction become available, libraries will be considered for expansion and/or remodeling. When library space is designated for other than library purposes during school construction, that space will be returned to libraries as soon as construction is completed.	TBD May require upgraded or new portable classrooms and clerks	Ongoing	TBD	Ongoing	TBD

Action Plan and Timeline

Year One		Year Two		Year Three	
Program/Professional Development	Budget	Program/Professional Development	Budget	Program/Professional Development	Budget
Continued professional development for all library personnel. (To include meeting time to promote collaboration with teachers, curriculum development, technology planning, and selection.)	\$2,500 conferences \$3,000 - two district coordination meetings	Ongoing	TBD	Ongoing	TBD
Training on automated library system	TBD To include funds for substitutes.	Ongoing	TBD	Ongoing	
	Total: \$599,000		Total:		Total:

Appendix A

The California Public School Library Act of 1998 Grant Expenditures

<i>Type of Library Resource</i>	<i>Appropriate Expenditures</i>	<i>Unacceptable Expenditures</i>
Books	Library books include fiction, nonfiction, and reference books. Cataloging and processing may be ordered with this purchase.	Textbooks; classroom literature sets; county office of education contracts for library services.
Periodicals	Newspaper subscriptions and magazine subscriptions in print and/or electronic format.	Classroom sets of a single magazine title.
Microforms	Resources on microfiche or microfilm to assist in the research process.	
Audiovisual Materials	Audio and videotapes, laser disks, art prints.	Models; stuffed animals.
Software	CD-ROM reference materials, databases, simulations, and library automation programs for circulation and electronic catalogs—networked or single station. Retrospective conversion of the card catalog to electronic format as part of automation is acceptable.	Integrated learning systems; classroom and/or lab sets of CD-ROMs used outside the library; site licensing of software programs; district database support systems.
Online Resources	Web based reference materials, databases, simulations, and library automation programs for circulation and electronic catalogs--networked or single station.	Site license of Web browser; Web browser software for schoolwide use.
Equipment	<p>Computer workstations that allow student access to library resources in library; computer work stations for library management; listening-viewing stations that allow individual and small group use of videos and audiotapes; microfiche reader/printer.</p> <p>NOTE: Equipment purchased with these funds must be housed and use in the school library media center.</p>	Service and/or technical support contracts; furniture and supplies; hardware or infrastructure housed at district office.

Evaluation

This plan will be evaluated using guidelines outlined in *Check It Out! Assessing School Library Media Programs: A Guide for School District Education Policy and Implementation Teams*, published by the California Department of Education.

Appendices

- Appendix A Appropriate Expenditure of Library Grant Funds
- Appendix B *Check It Out! Assessing School Library Media Programs: A Guide for School District Education Policy and Implementation Teams*
- Appendix C *From Library Skills to Information Literacy: A Handbook for the 21st Century*

Bibliography

- Check It Out! Assessing School Library Media Programs: A Guide for District Education Policy and Implementation Teams*, California Department of Education, 1998.
- American Association of School Librarians. *Information Power: Building Partnerships For Learning/ prepared by the American Association of School Librarians and Association for Educational Communications and Technology*. Chicago: American Library Association, 1998.
- Loertscher, David. *From Library Skills to Information Literacy: A Handbook for the 21st Century*, 2nd edition. San Jose California: Hi Willow Research and Publishing, 1997.

Santa Monica-Malibu Unified School District

**K-4 Classroom Library
2001-2002**

Mission

The mission of the classroom library is to ensure that students become lifelong readers and develop an appreciation of literature, which fosters the joy of reading.

Vision

Santa Monica-Malibu Unified School District elementary classrooms will have an abundance of attractive up-to-date books and periodicals which are essential if students are to become avid and capable readers who read a wide variety of fiction and nonfiction. These books and periodicals will reflect the diversity of our student population.

Current Status of SMMUSD Elementary Classroom Libraries

Classroom libraries in the SMMUSD elementary school vary widely. Some experienced teachers have excellent collections of books. Other teachers, especially new teachers, have no classroom libraries. Classroom libraries have been purchased with money from:

- Teachers' investment of their own funds
- PTSA money allocated to classroom libraries in some schools
- Discards from school and public libraries
- Gifts

Classroom Library Plan

Accountability for materials

All SMMUSD libraries use Dynix Scholar automated library system. Library materials, textbooks, and equipment are cataloged and circulated using this system. The item type classroom library books (CL) was established for books purchased with funding from this grant. The books are stamped with the school stamp, cataloged, and checked out to teachers. Lists for each classroom library are generated, and teachers and elementary library coordinators will inventory classroom collections. As the classroom collections age, teachers and library coordinators will repair and discard books. If the state funding ceases, schools will be allocated money from the district to replace books that are lost or too badly damaged to repair.

Selection of materials

Books and periodicals for classroom libraries will be selected according the SMMUSD Selection of Instructional Materials. (See attached.)

The elementary library coordinator, in collaboration with the credentialed elementary library media, teacher will select and order books. Teachers, administrators, students, and parents will make recommendations for purchases.

Elementary library coordinators and the credentialed elementary library media teacher will use the following collection development tools for book selection:

- Read to Me; Recommended Literature for Children Ages 2-7
- Recommended Reading in Literature
- K-8 Literature for the Visual and Performing Arts
- 700+ Great Sites for Children
- California Young Reader Medal Award Program
- Horn Book
- School Library Journal
- Booklist

The format of the books will depend upon the books being purchased. The majority of books, however, are purchased already cataloged and processed (plastic covers, pockets, spine labels).

Funding

Funds for classroom libraries will be per average daily attendance (ADA) to all Kindergarten through 4th grade elementary classrooms in the SMMUSD.

Access to Classroom Libraries

Individual schools will determine whether or not classroom libraries are to stay in one classroom or be rotated and shared. If they are to be shared, classroom collections will be checked in and out through the library.

If individual school decide that students can take classroom library books home, the teacher must create a check out system or have students check books out through the library.

TO: BOARD OF EDUCATION

ACTION/MAJOR

2/05/01

FROM: SUPERINTENDENT/RODNEY TAYLOR

RE: MEMORANDUM OF UNDERSTANDING WITH THE COUNTY OF LOS
ANGELES-DEPARTMENT OF HEALTH SERVICES-CHRONIC DISEASE
PREVENTION & HEALTH PROMOTION

RECOMMENDATION NO. A.29

It is recommended that the Board of Education approve the collaboration between Food and Nutrition Services and the County of Los Angeles in implementing the **Steppin' up to Better Health** Pilot Program at the District Office targeting adults. In the event this program is a success it may be expanded to District School sites. This is strictly on a volunteer basis.

Comments: The Los Angeles County Office will provide training sessions consisting of 6 classes delivered over a six week period. The classes will cover goal setting/motivation, aerobic fitness, strength training, nutrition, weight management and flexibility. The County will also provide written evaluation of Santa Monica-Malibu's current employee health related policies, meet with the organization leaders to discuss/facilitate institution of health related policies, provide ongoing support through quarterly training sessions at Chronic Disease Prevention & Health Promotion headquarters, provide educational support materials to participating staff, provide physical activity prescriptions tailored to individual needs and interests, and provide quarterly "Booster Sessions" to Santa Monica-Malibu Unified School District.

Santa Monica-Malibu Unified School District agrees to revolutionize its existing structure and implement the Steppin' up to Better Health by: Integrating 10 minute exercise breaks into meeting agendas, conduct office-wide exercise breaks at a certain time of day during work hours, and to provide healthy food choices such as substituting fruit for pastries at meetings or other gatherings.

Funding Information:

Source: **Food & Nutrition Services**

Currently Budgeted: **At no cost to the District**

Account Number: N/A

Description: **Steppin' up to Better Health Program**

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)



COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
PUBLIC HEALTH BRANCH

Chronic Disease Prevention & Health Promotion

550 S. Vermont Avenue, Suite 412, Los Angeles, California 90020

Tel. [213] 351-5264 * Fax [213] 388-3370



Sample

Memorandum of Understanding

The (your organization name) and the LA County Division of Chronic Disease Prevention and Health Promotion (CDPHP) agree to collaborate in the implementation of the Steppin' up to Better Health program.

The CDPHP Physical Activity program is committed to increasing physical activity and healthy eating behaviors within LA County in an effort to decrease the occurrence of chronic diseases such as heart disease, cancer, and diabetes. The physical activity program has developed a 6-week training program. Steppin' up to Better Health provides practical suggestions for policy change and provides skills for healthier eating and regular physical activity.

CDPHP agrees to:

- Provide training sessions consisting of 6 classes delivered over a six to eight week period covering:
 - ✓ Goal setting/Motivation
 - ✓ Aerobic fitness
 - ✓ Strength training
 - ✓ Nutrition
 - ✓ Weight management
 - ✓ Flexibility
- Provide a written evaluation of the organization's current employee health-related policies
- Meet with the organization leader(s) to discuss/facilitate institution of health-related policies
- Provide ongoing support through quarterly training sessions at CDPHP headquarters
- Provide educational support materials to participating staff/members/clients
- Provide physical activity prescriptions tailored to individual needs and interests
- Provide quarterly "Booster Sessions" to the organization

The (your organization name) agrees to revolutionize its existing structure and implement the Steppin' up to Better Health campaign through the following activities:

- Commit to organizational policy changes that create a healthy work environment in which Steppin' up to Better Health may be implemented. Your organization must commit to the top three policy changes. Please initial at least two additional policy changes (not already in place at your organization) to implement:
 - ☒ Integrate 10 minute exercise breaks into meeting agendas
 - ☒ Conduct office-wide exercise breaks at a certain time of day (on company time)
 - ☒ Provide healthy food choices such as substituting fruit for pastries at meetings or other gatherings
 - ☐ Hold walking meetings
 - ☐ Organize regularly scheduled events that promote employee health (walking clubs, healthy potlucks)
 - ☐ Encourage more casual dress attire (no heels, no ties)
 - ☐ Provide a bulletin board in a visible location dedicated to health related issues
 - ☐ Provide water at meetings and various work locations
 - ☐ Purchasing and regularly stocking fruit bowls for office reception area
 - ☐ Other: _____
- Participate in evaluation of the organization's health-related policies three times over the course of one year
- Provide 5-10 minutes per employee to complete a CDPHP telephone survey 6 times during the year
- Provide a complete roster of employees/clients/members including name and office telephone numbers
- Schedule a regular (usually weekly) time for training to be delivered, preferably during staff meetings
- Provide a facility with enough space for all participants
- Allow a CDPHP identified "program champion" from the organization to attend quarterly (2-4 hour) training sessions at CDPHP headquarters
- Allow identified "program champion" to devote 30 minutes per week to planning/organizing wellness events
- Provide one hour of company time, quarterly, to allow CDPHP staff to provide "Booster Sessions" to all staff/members/clients

(signed) _____

(President/CEO's name)

(Title/Position), (your organization name)

12/6/01

Date

Antionette Yancey, MD, MPH
Director, CDPHP

Date

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT/LISE REILLY/CHRIS CORLISS

RE: THE SOUND BODY SOUND MIND PROGRAM GRANT 2001-2002

RECOMMENDATION NO. A.30

It is recommended that the Board of Education approve the District's application for The Sound Body Sound Mind Program Grant for the 2001-2002 school year. The grant program is funded through Cynthia L. & William E. Simon Jr. Foundation.

The amount of the grant is \$55,578. This would provide support for Santa Monica High School to implement a Fitness Center on the campus for necessary building improvements and furniture and will be available for all staff and students

BACKGROUND

The intent of the program is to encourage a lifetime commitment to health and fitness by teaching students to achieve and maintain a health enhancing level of physical fitness and to share with the school and community the benefits of our physical education/ fitness program and the benefits of this lifestyle. The specific objectives include the creation of learning activities to develop an understanding that physical activity provides opportunities for enjoyment, challenge, self-expression, and social interaction and to provide differentiated instruction and learning activities for all special need students. It also will provide a safe, nonthreatening environment in which all students may participate in physical activities while providing opportunities to apply the basic scientific principles of physical movement, motor learning and fitness to their daily lives.

The program would support District Goals for Physical Education and provide funding to make the goals a reality of a Fitness Center. The center is projected to be completed by Feb.1, 2002.

The grant proposal is due December 10, 2001, and notification of the award will be by December 30, 2001.

MEETING NOTE: Ms. Brownley stated that, if the grant is received, implementing the installation of equipment, etc., should be coordinated with Prop X Committee oversight.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

Grant Application

For

The Sound Body Sound Mind Program

Submitted to:

Richard D. Mytton-Mills

***Cynthia L. & William E. Simon Jr.
Foundation***

Submitted by:

Santa Monica High School

601 Pico Blvd
Santa Monica, CA 90405
310-395-3204 ext.301
310-395-5842 (fax)

November 21, 2001

Kirsten M. Hibert and Mark O. Kelly,
Co-Principals

hibert@smmusd.org, mkelly@smmusd.org

Contact:

Carrie Rodionoff or Debbie Skaggs, Co-Chairs
Santa Monica High School
Physical Education Department
Phone: (310) 395-3204, Ext.411

Fax: (310) 395-5842

skaggs@smmusd.org or rodionof@smmusd.org

Santa Monica High School

Santa Monica High School has been serving the community for 110 years. It is located on a 33-acre campus in the City of Santa Monica. The school enjoys the support of the community and the City of Santa Monica. The 3300 strong student body has a rich multicultural heritage and diverse socioeconomic demographics: 47% Caucasian (of European and Middle Eastern ethnicity); 33% Latino (from various regions of the Americas); 13% African American, and 7% Asian (from various Asian countries). Some students are of multi-generational American descent; while others are first generation Americans. Families of students at Santa Monica High School range from affluent to low income. Thirty-three percent of the student body participates in the federal free or reduced lunch program. Santa Monica High School is accredited by the Western Association of Schools and Colleges (WASC). Samohi's teaching staff ranks in the top 10% of high schools in the country for the number of teachers who have earned master's degrees or higher. The school enjoys a healthy balance of younger and more experienced teachers. The ethnic composition of the faculty is 8% African American, 7% Asian, 16% Latino, and 69% Caucasian.

A broad academic program at Santa Monica High School meets the needs and interests of a diverse student population. The school has recently been involved in the Los Angeles Annenberg Project and is currently using a development grant from Smaller Learning Communities to assess the possibility of restructuring the school. It has ongoing working and research partnerships with local universities and colleges, healthcare providers and non-and for-profit corporations. Santa Monica High School received a ranking of 8 (on a scale of 1-10) on the 2000 California Academic Performance Index (CPI) and a rank of 9 on the Similar Schools comparison index. The curriculum includes a full schedule of college preparatory classes, multiple sections of Advanced Placement and Honors classes in many subject areas, a range of ROP (Regional Occupational

Program) career preparation and vocational courses, dual credit classes offered in cooperation with Santa Monica College, and multiple internships with local businesses and agencies. The National Merit Association selected twenty-five Samohi students for recognition from the class of 2001.

Many special programs support efforts to improve physical health and academic achievement for all students. For example, AVID, a program operated in conjunction with support from the City of Santa Monica, was established at the high school to assist students who will be the first generation in their families to attend a university. Students can enroll in an AVID class in their 9th, 10th, and 11th grades. Senior AVID students take African-American, Latin American, or Chicano Latino Literature classes. A Student Health center, operated on campus in conjunction with Venice Family Clinic, offers free and low cost medical care. Several students take courses for dual high school and college credit through nearby Santa Monica College. Other students take classes at UCLA or summer programs like those offered by Johns Hopkins University.

Santa Monica's commitment to music and fine arts is reflected in a visual arts program that offers multiple years of study in a variety of subjects. The award winning music program offers music theory, a symphony and concert orchestra, a 150+ member marching band, two concert bands, and many choirs. The outstanding drama department produces 2-3 plays every year.

The Athletic Program at Santa Monica High School competes in the California Interscholastic Federation-Southern Section (CIF SS) Bay and Ocean Leagues. This program presently serves over 1000 student-athletes participating on 68 teams. These include varsity, junior varsity, and frosh/soph male and female teams in football, golf, basketball, soccer, track, cross country, volleyball, wrestling, tennis, baseball, softball, water polo and swimming. Club teams in rowing, roller and ice hockey round out the program.

Other student activities include an active student council and site based governance leadership opportunities, school newspaper and yearbook publication, operation of the student store and a portion of the student cafeteria. Many clubs operate on campus, providing opportunities for all student interests to be respected and represented. Students have initiated programs like Racial Harmony and Committee 41 that raise money for students to take a Northern California college tour, hold an annual Red Cross blood drive, and participate in numerous service learning projects.

Stakeholders

Through a series of meetings over many months, all stakeholders had a hand in conceptualizing and planning for a Sound Body Sound Mind program at Santa Monica High School. Chris Corliss, District K-12 Coordinator of Physical Education, brought the grant opportunity to the school Principals and Physical Education Department for consideration. He will continue to assist in planning, promotion, staff development and implementation phases of the program. He will also help oversee the program evaluation component once the program is established.

Co-Principals, Kirsten Hibert and Mark Kelly, principal authors of the grant proposal along with the Physical Education Co-Chairs, are committed to it's success. Assistant Principals, Greg Runyon and Frank Turner in charge of Facilities and Physical Education departments respectively, researched and reviewed the grant requirements and timeline for the required facilities improvements, program implementation and operation. They will continue to direct and supervise staff in program promotion, installation of equipment, program staffing and day to day operations.

Led by Physical Education Co-Chairs, Carrie Rodionoff and Debbie Skaggs, Physical Education staff reviewed the Simon grant program requirements and decided that this was an important opportunity. Advanced Fitness coursework aligns with recent curriculum development integrating Critical District Physical Education Standards into the program and using Fitgram as a primary fitness assessment tool. Critical physical education standards focus curriculum on generating positive, quantifiable fitness outcomes for all students. Ongoing responsibility for program promotion, professional development and program operation will lie with the Physical Education department chairs and the teaching staff.

Santa Monica High School parents, students and community members, under the direction of Phil Brock, Chair of the District's Physical Education Advisory Committee (DAC), Bill Lockton, a parent, and Mark Black, a Santa Monica High science teacher, parent and DAC member, reviewed and approved of the grant. They will continue to support and offer whatever assistance is necessary to promote the program, encourage student and staff participation and gather community support. This stakeholder group will play a critical role in the evaluation of the program. They will ensure that the school community including, parents and students have their voice heard in the review process.

Vision

Santa Monica High School's vision for Physical Education and Student Fitness is centered on the District's Physical Education Standards for Student Success. A continuing program of staff development and curriculum improvement based on the California Framework, California Association of Health, Physical Education, Recreation and Dance (CAHPERD) and National Association of Sport and Physical Education (NASPE) Program Rubric for assessing program improvement and quality is in effect.

The vision for the Advanced Fitness course includes use of appropriate instructional practices and teaching the use of critical thinking and problem solving skills in a fitness context. Learning activities will include scientific concepts used in fitness, exercise and sport science, use of authentic assessments like the Fitgram, electronic portfolios documenting their work and maximum participation of students during each session/lesson.

Physical Education Program goals include:

- Encouraging all students to commit to a lifetime lifestyle of health and fitness.
- Teaching students to achieve and maintain a health enhancing level of physical fitness and exhibit a physically active lifestyle.
- Sharing with our school and community, the benefits of our physical education / fitness program and the benefits of a healthily, fit lifestyle.

Program objectives include:

- Creating learning activities for all students to develop an understanding that physical activity provides opportunities for enjoyment, challenge, self-expression, and social interaction.
- Providing differentiated instruction and learning activities for all special needs students.
- Providing a safe, non-threatening environment in which all students may participate in physical activities.
- Providing all students with opportunities to learn the benefits and apply the basic scientific principles of physical movement, motor learning and fitness to their daily lives.

A Good Curriculum Fit

The Fitness Center project and Advanced Fitness course fit well with the progressive sequential units taught in freshman and sophomore years involving cardiovascular fitness and strength training. Juniors and seniors will

benefit from a longer, in-depth Advanced Fitness course of instruction that can be customized to meet their individual fitness and strength training needs and goals.

The primary outcome for students is meeting higher learning expectations and fitness outcomes necessary to meet or exceed National, State and District Fitgram physical fitness healthy fitness zone standards. Opportunities for personalized student feedback, computerized record keeping and regular assessment will become a reality for students using the new Fitness Center. Fitgram and portfolio assessment is meaningful and relevant to the development of a lifelong healthy lifestyle and fitness level. These are two of our overarching goals of our fitness program.

Offering the Advance Fitness class both during the school day and after school provides an instructional activity period sufficient in length for meaningful learning and fitness improvement to occur. It allows more flexibility in scheduling juniors and seniors, where traditional fitness offerings are often not compatible with and/or meeting the scheduling needs of students.

The Fitness Center will improve the school environment, providing a space for staff and students to come together, interact with one another in a setting other than the traditional classroom to share goals, fitness process, and outcomes. As students and staff become involved in regular physical activity, they will improve their levels of fitness, relieve stress, increase energy levels and develop a more positive outlook. These translate into a more positive school-wide experience for everyone.

Implementation Plan and Timeline

Santa Monica High has identified made a room available for the Fitness Center. It is a new room located beneath the South Gymnasium and Girls Lockerroom. It can be made ready for equipment installation in short period of time. The

Implementation Plan calls for PE staff to attend 2 staff development workshops: one to review and learn the Advanced Fitness curriculum and a second to review policies, procedures and operation of the Fitness Center. We would have weeklong grand opening January 29-, February 1, 2002, where our entire school community could come see and experience the new Fitness Center.

Project Item / Description	Timeline / Date Due
1. Install Fitness Center flooring, prep walls for mirrors, bulletin boards.	Week of January 7, 2002
2. First Advanced Fitness course Training Workshop for staff.	Week of January 14, 2002
3. Install mirrors and white boards.	Week of January 14, 2002
4. Install Sound Body Sound Mind Fitness Equipment, computer, scales, desks.	Week of January 21, 2002
5. Provide 1/2 day In-service Training for PE Staff on use/care of equipment. 1/2 day of Intro for school staff to be introduced to Center.	January 28, 2002 Schoolwide, Pupil Free, Staff Development Day
6. Grand Opening Week Celebrations to intro to Parents, Students, Community	January 29 - February 1, 2002 Students and Staff use during & after school

Santa Monica High School Fitness Center Project **Budget and Contributions**

Santa Monica High School has identified and set aside funding necessary to complete the improvements to the Fitness Center room, provide furniture, technology, fitness assessment equipment, supplies, staff training and ongoing funding for staffing after hours.

Description	Quantity	Total Cost
Carpet or Sport Court Floor Tiles installed	30 x 40	\$6,000
Prep and Install Wall Mirrors 20' x 6'	4	\$2,500
Fitgram: Scale	2	\$250
Desk / Chairs	1/ 2	\$600
First Aid Kit	1	\$75
Professional Development - time and materials (SB1882)	4	\$1248
Computer & Printer installed	1	\$1550
Fitness Center Staffing after school 3-5p.m.		\$11,500
Teacher Training	6	\$1,280
4' x 3' Whiteboard and Installation	2	\$1,500
Fitgram: Software Application	1	\$200
Fitgram: Omron Body Logic Handheld Body Composition Analyzer	3	\$330
Fitgram: Flexibility Testers	3	\$325
Sub-total Santa Monica High School Contribution		\$27,358
Simon Foundation Grant Equipment and Supplies Contribution Requested (as listed on pages 16 and Exhibit "A" less the Scholarship Expenses on \$2196 not required.)		<u>\$55,578</u>

Total Project Budget		\$82,936
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TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: NEGOTIATED SETTLEMENT AGREEMENT BETWEEN THE SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT AND THE SANTA MONICA-MALIBU CLASSROOM TEACHERS' ASSOCIATION IN MATTERS RELATED TO CHILD DEVELOPMENT SERVICES

RECOMMENDATION NO. A.31

It is recommended that the Board of Education approve the attached agreement on matters related to Child Development Services reached with the Santa Monica-Malibu Classroom Teachers' Association.

COMMENT: The District and the Santa Monica-Malibu Classroom Teachers' Association negotiated to the point of impasse for negotiations in the 2000-01 school year, in the Spring of 2001. Although serious effort was made to resolve the pending issues during mediation, the parties were unable to reach an agreement, and the proceedings were submitted to PERB for fact finding.

During the final session of fact finding, on November 6, 2001, a complete settlement was reached on the remaining issues related to Child Development Services. Attached is a final copy of the tentative agreement between the District and SMMCTA, presented for Board approval.

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

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

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
Child Development Services
District Fact Finding Mediation Settlement Proposal

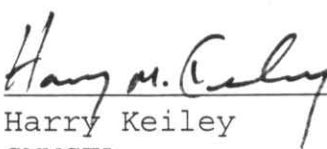
SMMCTA Negotiations
November 6, 2001

In complete settlement of pending negotiations issues concerning the CDS Program for the 2000-01 school year, the District proposes the following:

1. Nine percent (9%) increase to the CDS salary schedule, effective 09/01/01;
2. Elimination of the Full-day Preschool Program (effective 07/01/02), and layoff of affected employees with the same displacement rights as applied to the Marine Park Closure (i.e., displacement within like hour categories);
3. Implement existing tentative agreements:
 - a. Transfers and reassignments of Child Development Teachers.
 - b. Teacher on Special Assignment (TSA) position.
 - c. Criteria for employment of Child Development Teachers effective January 7, 2002.
 - d. Length of work year for Child Development Teachers (from 191 days to 182 days).


John Deasy
Superintendent

/ 12/06/01
Date


Harry Keiley
SMMCTA

/ 12/06/01
Date

Board Meeting: December 6, 2001
Minutes

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT

RE: CERTIFICATION OF AUTHORIZED SIGNATURES

RECOMMENDATION NO. A.32

It is recommended that the following persons be authorized to sign warrants, orders for salary payment, notices of employment, contracts and other documents as directed by the Board of Education. **NOTE:** Copies of all signatures are on file in the Office of the Chief Financial Officer.

John Deasy, Superintendent

Mr. Kenneth R. Bailey, Asst. Superintendent-Fiscal/Business Svcs.

Dr. Joseph N. Quarles, Deputy Superintendent/Chief of Staff

Mr. Timothy L. McNulty, Assistant Superintendent, Student Svcs.

Ms. Jan Williams, Interim Director, Fiscal/Business Services

Ms. Beth Connors, Director, Fiscal/Business Services

It is further recommended that Virginia I. Hyatt, Director of Purchasing and Warehouse, be authorized to sign purchase orders, contracts and other related documents as directed by the Board of Education.

It is further recommended that Rick E. Bagley, Director of Personnel and Student Services, be authorized to sign lease agreements, contracts and other documents as directed by the Board of Education.

It is further recommended that Rodney K. Taylor, Director of Food Services, be authorized to sign warrants for expenditures against the Cafeteria Checking Account.

RECOMMENDATION NO. A.32a

It is recommended that the attached document "Certification of Signatures" be completed and filed with the County Superintendent of School in accordance with Education Code Section 42633. The signatures will be considered valid for the period December 3, 2001 through December 2, 2002.

RECOMMENDATION NO. A.32

MOTION MADE BY: Mrs. Brady
SECONDED BY: Ms. Brownley
STUDENT ADVISORY VOTE: Aye (Mr. Gary)
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

RECOMMENDATION NO. A.32a

MOTION MADE BY: Mrs. Brady
SECONDED BY: Ms. Brownley
STUDENT ADVISORY VOTE: Aye (Mr. Gary)
AYES: Seven (All)
NOES: Zero (None)
ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT

RE: ACCEPTANCE OF WURLITZER THEATER PIPE ORGAN DONATION FROM
MR. GORDON BELT TO BE USED IN BARNUM HALL

RECOMMENDATION NO. A.33

It is recommended that the Board of Education accept the donation of a 3 Manual 19 Rank Wurlitzer Theater Pipe Organ from Mr. Gordon Belt, to be placed in Barnum Hall, at no cost to the School District, with the understanding that the Restore Barnum Hall Committee will raise funds for its movement to and installation in Barnum Hall; and, that the Los Angeles Chapter of the American Theater Organ Society will maintain the organ in exchange for being permitted to use Barnum Hall to present two (2) concerts per year, and reimburse the School District its costs for the opening and operating of Barnum Hall for the two concerts.

COMMENTS: Background: The Board of Education, at its May 17, 2001 Board Meeting, accepted the donation of a Wurlitzer Pipe Organ from Dr. and Mrs. Malin Dollinger. Subsequently, it was discovered that considerable work would need to be done to prepare Barnum Hall for the new organ, estimated at an additional \$150,000. In addition, the Committee's fundraising efforts were hindered after the terrorist attacks of September 11, making it difficult to raise the \$300,000 necessary to install the Dollinger organ.

Attached is a letter from Mr. Gordon Belt, specifying his intention to donate a 3 Manual 19 Rank Wurlitzer Theater Pipe Organ for use in Barnum Hall. This organ is of better quality and is in "showroom" condition, with all new leather pipes and a new \$20,000 computer (versus old leather and a very old computer on Dr. Dollinger's). Mr. Belt must donate the organ this year, and if the District does not accept it, it will most likely be donated to the Tucson Theater Organ Society.

The attached ~~letter~~ memo, dated December 6, 2001, from Ms. Jean Sedillos of *Restore Barnum Hall!* states that Ms. Sedillos explained the situation to Dr. Dollinger, who still wants to donate the organ to the District and will continue to store it for the District, whether or

not it is installed in Barnum Hall. One possibility is that the District may donate it to the Tucson Theater Organ Society. The only commitment for the District is to allow the Los Angeles Chapter of the American Theater Organ Society to hold two (2) concerts per year in Barnum Hall and be charged a reduced rental rate for the use of the Hall.

Both the Santa Monica High School Site Governance and the Santa Monica High School Proposition X Committees voted to recommend that the Board of Education accept Mr. Belt's donation.

PUBLIC SPEAKER: Jean Sedillos, Santa Monica - on behalf of
Restore Barnum Hall!

MEETING NOTE: On behalf of the Board, President Brownley offered sincere thanks and appreciation for the tremendous work of the Barnum Hall committee and Mrs. Sedillos.

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

Gordon Belt
P.O. Box 6040
Burbank, CA 91510-6040

RECEIVED
NOV 05 2001

SANTA MONICA-MALIBU USD
SUPERINTENDENT'S OFFICE

October 31, 2001

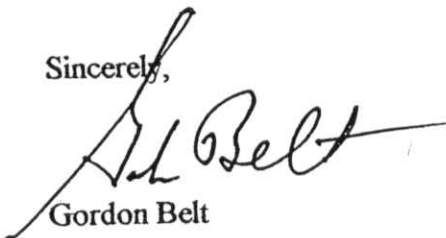
Mr. John Deasy
Superintendent
Santa Monica – Malibu Unified School District
1651 16th Street
Santa Monica, CA 90404

Dear Mr. Jalini;

This will serve as my letter of intent to donate a 3 Manual 19 Rank Wurlitzer Theatre Pipe Organ to the Santa Monica – Malibu Unified School District for possible installation in Santa Monica High School's Barnham Hall.

Several years ago when Mr. J.B. Nethercutt had the organ at Barnham Hall restored, I was the director of the project. Employed by Mr. Nethercutt for over 30 years currently Vice President of his foundation, The Nethercutt Collection.

Sincerely,



Gordon Belt

CC: Jean Sedillos
Henry Hunt

December 6, 2001

To: Santa Monica-Malibu Unified School District Board of Education
From: *Restore Barnum Hall!*
Re: Proposal to accept the donation of a Wurlitzer theater pipe organ from Gordon Belt

BACKGROUND: Last May the SMMUSD Board of Education accepted the donation of a Wurlitzer theater organ from Malin and Lenore Dollinger. The organ was to be installed in Barnum Hall, assuming the *Restore Barnum Hall!* Committee raised the funds (estimated at the time to be \$150,000) to do so. By June Dr. Dollinger and other organ consultants had pointed out that considerable work, such as cutting access doors into each organ-pipe chamber, would be necessary to prepare Barnum to receive the new organ. This work was roughly estimated to cost an additional \$150,000, which *Restore Barnum Hall!* also committed itself to raise. Then the attacks of September 11 greatly diminished the committee's ability to raise the \$300,000 necessary to install the Dollinger organ. Donors have less money to give, they've already given it to relief funds, or both. Last month Jean Sedillos spoke with Dr. Dollinger to make sure he realized that because of the additional installation expense and unfavorable fund-raising climate, *Restore Barnum Hall!* might not be able to raise enough money to install his organ in Barnum. We wanted him to have the option of donating it elsewhere. (A theater organ association in Tucson is looking for a Wurlitzer to install in a theater there.) Dr. Dollinger, fully understanding that his organ might never be installed in Barnum, still wanted to donate it to the school district. The school district now owns Dr. Dollinger's organ, and he is storing it in his house for us. If his organ is not installed in Barnum, he and *Restore Barnum Hall!* hope the school district will donate it to the Tucson theater organ society.

CURRENT SITUATION: A better organ, which will be much less expensive to install, has now also been offered to the district. Gordon Belt, who is the director of J. B. Nethercutt's classic car and Wurlitzer organ museum in Sylmar, wants us to install his (Belt's) Wurlitzer in Barnum. Nethercutt and his wife are Samohi alumni and active philanthropists. In the 1970s he paid to have the present Samohi organ restored. Gordon Belt directed the project. Mr. Belt's organ is smaller, requiring less work to install, and members of the L.A. Theater Organ Society who have heard it say it has everything Samohi would need. The main difference is that the Belt organ is in "showroom condition"—all new leather on the pipes and a new \$20,000 computer (as opposed to old leather and a very old computer on Dr. Dollinger's). The maintenance agreement would be the same with either organ: donated labor from the Los Angeles Theater Organ Society, in exchange for holding two concerts a year in Barnum. LATOS will reimburse the district for its opening and operating costs for those two concerts.

The Samohi Site Governance Council on November 6 and the Samohi Proposition X Committee on November 14 voted to recommend that the school board accept Mr. Belt's donation.

ACTION NEEDED: We recommend that you accept Mr. Belt's donation at your December 6 meeting, because it is the last meeting of 2001. Mr. Belt must donate his organ this year, so if the board doesn't accept it on December 6, the organ will most likely be given to the Tucson theater, and Samohi will end up with an organ we may not be able to afford to install—in which case we'll end up with no organ in Barnum.

SUMMARY

	<i>Dollinger Organ</i>	<i>Belt Organ</i>
Estimated cost to install	\$300,000	\$150,000
Size	4 keyboards, 33 sets of pipes	3 keyboards, 19 sets
Computer	Old—Needs to be replaced	New—worth \$20,000
Leather on pipes	Old—Needs to be replaced	New
Installation help from donor	No	Yes
Time until we could use it	2-3 years	Within 1 st year
Fundraising help from donor	No	Yes
Maintenance	L.A. Theater Organ Society	L.A. Theater Organ Soc.

TO: BOARD OF EDUCATION

ACTION/MAJOR
12/06/01

FROM: SUPERINTENDENT/VIRGINIA I. HYATT

RE: APPROVAL FOR DISPOSAL/SALE OF SURPLUS EQUIPMENT

RECOMMENDATION NO. A.34

It is recommended that the Board of Education approve the disposal and/or sale of surplus equipment listed below.

COMMENT: All items are obsolete or beyond economic repair. Items will be disposed of in accordance with Educational Code 3952 and 39521. Textbooks will be stamped "discard" and given to charities and/or parents if at all possible.

School	Item	Make/Model	Qty	Serial Number	Inventory Number
Roosevelt	Copier	Gestetner #5325	1	3F5050066	04604
	Cassette Player	Sharp RD-754AV	1	880102982	None
Lincoln	Printer	HP Deskjet #540	2	Unknown	020434, 020417
	Terminal Computer	HP 2392A	1	2641V55544	1076
	Printer	HP LaserJet III	1	Unknown	020412
	Printer	HP 2934A	1	2715A41284	04198
Olympic	Piano	Upright, Gulbransen	1	Unknown	02358
Rogers	Laser Disc Player	Panasonic CLDV2400	2	ND3931037, ND3931023	Unknown
	PC Viewer	In focus 1600LC	1	9603139	Unknown
	Video Cipher	Monterey #100C	1	951857	Unknown
	Big Screen TV	Mitsubishi VS6004R	1	3646	04287
McKinley	Hard Drive	Macintosh IICX	1	F9177AEM5685	Unknown
	Hard Drive	Macintosh Centris 610	1	F2331L6OCN7	Unknown
	Hard Drive	Macintosh LC II	1	F2242JTX01	Unknown
Grounds	3 Wheeler	1983 Yamaha Veh #64	1	24W004801	96001169
	3 Wheeler	1993 Cushman Veh#89	1	642339	96001180
SAMOHI	Fax Machine	Panasonic UF 280-M	1	1960600040	05314
Warehouse	Adding Machine	Sharp CS 1181	1	None	None

School	Item	Make/Model	Qty	Serial Number	Inventory Number
Food Svcs.	Proofing Cabinet	Unknown	1	Unknown	03426
Webster	25" Television	Zenith 552563S	1	1-26260300	03568
Adams	Typewriter	Panasonic KX-E7000	1	Unknown	01275
	Typewriter	IBM Selectric II	1	Unknown	None
	Printer	HP Laser Jet 2934A	1	2643A36846	01269
	Printer	HP Deskjet 890C	1	SG79INJQRH	06428
Grant	Typewriter	IBM Correcting Selectric III	1	Unknown	01359
	Copier	Minolta EP5320	1	3134474	10751

Malibu High School Textbooks:

Title	ISBN	QTY
College Prep Math: Mathematics 1 - Alg. 1 Units 1-6	None	180
College Prep Math: Mathematics 1 - Alg 1, Units 7-12	1-885145-02-0	180
College Prep Math: Mathematics 2 - Geom. Units 1-6	1-885145-42-X	60
College Prep Math: Mathematics 2 - Geom. Units 7-12	1-885145-43-8	60
College Prep Math: Mathematics 3 - Alg 2, Units 7,8A,8B,9A,9B,10	1-885145-18-7	60
College Prep Math: Matematicas 1-Spanish Alg 1, Units 1-6	1-885145-14-4	4
College Prep Math: Matematicas 1 Spanish Alg.1 Units 7-12	1-885145-15-2	4
Middle Grade Mathematics, an Interactive Approach, Prentice Hall Course 1	0-13-031105-7	240
Middle Grade Mathematics, an Interactive Approach, Prentice Hall Course 1, Spanish	0-13-839689-2	1
Middle Grade Mathematics, an Interactive Approach, Prentice Hall Course 2	0-13-031121-9	250
Middle Grade Mathematics, an Interactive Approach, Prentice Hall Course 2, Spanish	0-13-839697-3	3

Title	ISBN	QTY
Middle Grade Mathematics, an Interactive Approach, Prentice Hall Course 3	0-13-031147-2	130
Middle Grade Mathematics, an Interactive Approach, Prentice Hall Course 3, Spanish	0-13-839705-8	3
Prentice Hall Literature, Bronze Series	0-13-698499-1	160
Prentice Hall Literature, Silver Series	0-13-698523-8	140
Prentice Hall Literature, Copper Series	0-13-691726-7	60
Mathematics: Structure & Method - Houghton Mifflin Coarse 1	0-395-26436-7	39
Mathematics: Structure & Method - Houghton Mifflin Coarse 2	0-395-43048-8	88
Preparing to Use Algebra 2nd Ed. Shulte-Laidlaw Bros. Pub.	0-8445-1957-X	25
Holt Algebra 1-Holt/Rinehart/Winston - 1974 ed.	0-03-0913195	11
Holt Algebra 1-Holt/Rinehart/Winston - 1986 ed	0-03-002162-6	50
Transition Mathematics - Scott Foresman-Univ. Chicago School of Mathematics Project	0-673-33405-8	35
Discovering Geometry: An Inductive Approach Serra-Key Curr. Press	0-913684-08-2	140
Addison Wesley Mathematics - Purple Series	0-201-23267-7	114
Addison Wesley Mathematics - Orange Series	0-201-23266-9	28
Addison Wesley Mathematics - Blue Series	0-201-23268-5	19
Scott Foresman Science - Life Science	0-673-42050-7	140
Scott Foresman Science - Physical Science	0-673-13720-1	115
World History: The Human Experience Farah & Karls - Glencoe	0-02-822756-5	240
The Story of America: Beginning to 1914 - Garraty - Holt/Rinehart/Winston	0-03-073357-X	120

MOTION MADE BY:	Mrs. Brady
SECONDED BY:	Ms. Brownley
STUDENT ADVISORY VOTE:	Aye (Mr. Gary)
AYES:	Seven (All)
NOES:	Zero (None)
ABSTENTIONS:	Zero (None)

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT/VIRGINIA I. HYATT

RE: ACCEPTANCE OF WORK COMPLETED BY SOUTHERN CALIFORNIA
ROOFING - QUOTE #01.07

RECOMMENDATION NO. A.35

It is recommended that the Board of Education accept as completed all work contracted for the Lincoln Pool Roof.

Funding Information

Source: General Fund

Currently Budgeted: Yes

Account number: 01-81500-0-00000-72000-5640-061-2602

Description: Special Projects

COMMENT: The contract with Southern California Roofing has been completed with no changes to the original scope of work. In order to facilitate the release of the 10% retention being held by the District, a notice of completion must be filed with the County of Los Angeles pending Board approval.

ORIGINAL CONTRACT AMOUNT \$56,200

FINAL CONTRACT PRICE \$56,200

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

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT/VIRGINIA I. HYATT

RE: AMENDMENT TO CONTRACT WITH GRAPH CONSTRUCTION COMPANY
BID#02.03-UTILITY HOOK-UP-ST.ANNE'S RELOCATABLE CLASSROOM

RECOMMENDATION NO. A.36

It is recommended that the Board of Education authorize deductive change order #1 as an amendment to the contract with Graph Construction Company in an amount of (\$500) for a total contract price of \$31,225.

Funding Information

Source: General Fund, Restricted

Account number: 01-30100-0-00000-85000-6200-035-1300

Description: State & Federal Projects/Title I/Relocatable

COMMENT: Deductive Change Order #1 represents the work listed below:

ORIGINAL CONTRACT	\$31,725
-------------------	----------

DEDUCTIVE CHANGE ORDER #1	(\$ 500)
---------------------------	----------

TOTAL CONTRACT AMOUNT	<u>\$31,225</u>
-----------------------	-----------------

Deductive Change Order #1 includes the following changes to the contract:

1. Deduct telephone conduit from IDF(intermediate telephone room) to MDF(main telephone room). (\$300)
2. Deduct security window screen installation. (\$200)

MOTION MADE BY: Mrs. Brady

SECONDED BY: Ms. Brownley

STUDENT ADVISORY VOTE: Aye (Mr. Gary)

AYES: Seven (All)

NOES: Zero (None)

ABSTENTIONS: Zero (None)

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT/VIRGINIA I. HYATT

RE: ACCEPTANCE OF WORK COMPLETED BY GRAPH CONSTRUCTION
COMPANY BID#02.03-UTILITY HOOK-UP-ST.ANNE'S RELOCATABLE
CLASSROOM

RECOMMENDATION NO. A.37

It is recommended that the Board of Education accept as completed, all work contracted with Graph Construction Company for the St. Anne's relocatable classroom utility hook-up.

Funding Information

Source: General Fund, Restricted
Account number: 01-30100-0-00000-85000-6200-035-1300
Description: State & Federal Projects/Title I/Relocatable

COMMENT: The contract for the utility hook-up for the relocatable classroom at St. Anne's has been completed. Final inspection and acceptance by Caldwell Architects has been received. Formal acceptance of this work by the Board of Education is required before the District can release the final 10% retainage it is required to hold. The retainage may be released within 35 days after the Board of Education acceptance.

Original Contract Amount	\$31,725
Change Orders	(\$ 500)
Total Contract Amount	<u>\$31,225</u>

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

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT/LISE REILLY

RE: BUDGET ENHANCEMENT TO MEET ELEMENTARY SCHOOL PHYSICAL
EDUCATION STAFFING REQUIREMENTS

RECOMMENDATION NO. A.38

It is recommended that the Board of Education approve the following Elementary Physical Education hourly-classified personnel staffing allocation budget enhancement.

COMMENTS: Budget enhancement supports classified staff providing physical education instruction in all elementary schools. Budget enhancement is required to meet minimum class size / safety standards resulting from an increase of 10 elementary physical education class sections in 2001-02 over the previous year. This budget enhancement maintains minimum playground and physical education safety standards required by complex recess/lunch/physical education schedules and maximum physical education class sizes of 40:1 in primary and 30:1 in upper grades for the 2001-02 school year.

Elementary Physical Education Budget:

1. 2001-02 Allocation	\$244,554.
<u>2. 2000-01 Allocation</u>	<u>\$227,197.</u>
Budget Enhancement	<u>\$17,357.</u>

Funding Information:

Source: Regular Instruction
Currently Budgeted: No
Account Number: 01-00000-0-11100-100000-2131-030-1501
Description: Elementary Physical Education hourly
Classified personnel staffing

Public Speaker: Jim Jaffe, Santa Monica

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

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT/KENNETH R. BAILEY

RE: BUDGET ADJUSTMENTS

RECOMMENDATION NO. A.39

It is recommended that the Board of Education approve the following adjustments to the 2001-02 Budget:

COMMENTS:

- [I.A] An increase in the General Fund [Fund 01] revenue budget in the amount of \$230,118;
- [I.B] An increase in the General Fund [Fund 01] expenditures in the amount of \$3,621,446;
- [I.C] Budget transfers in the General Fund [Fund 01];
- [II.A] An increase in the Adult Education Fund [Fund 11] expenditures in the amount of \$10,633;
- [III.A] A decrease in the Child Development Fund [Fund 12] revenue budget in the amount of <\$288,528>;
- [III.B] A decrease in the Child Development Fund [Fund 12] expenditures in the amount of <\$100,665>; and,
- [IV.A] An increase in the State School Building Fund [Fund 21] expenditures in the amount of \$175,453,

as detailed below in the Comments Section.

COMMENTS: I. GENERAL FUND (FUND 01)

- [A] Revenues - **Increase** the revenue budget in the amount of \$230,118 to reflect adjustments, as follows:

- 1. **Increase** Base Revenue Limit \$ 317,515
due to adjustments in projected
attendance and current enrollment
- 2. **Increase** City of Santa Monica \$ 86,000
funding for District strategic
planning
- 3. **Increase** State Textbook \$ 86,789

allocation

4. **Increase** Medi-Cal Reimbursement \$ 27,561
to cover costs of student services
5. **Increase** RGK Grant at Santa \$ 19,500
Monica High School to support
English instruction
6. **Increase** 10th Grade Counseling \$ 1,931
Grant
7. **Increase** Vocational Education \$ 3,982
Grant at Santa Monica High School
8. **Decrease** Bus Transportation <\$ 126,605>
revenue projection due to SACS
mandated separate accounting for
special education and regular
education transportation
9. **Decrease** English Language <\$ 66,300>
Acquisition Program
10. **Decrease** California Teacher <\$ 45,309>
Education Institute (CTEI)
11. **Decrease** Shiff-Bustamante <\$ 58,946>
Textbook funds
12. **Decrease** Prior Year Gift <\$ 16,000>
Carryover

[B] Expenditures - **Increase** the expenditure budget in the amount of \$3,621,446 to reflect adjustments, as follows:

1. Districtwide - 2000-01 Carryover - A budget **increase** in the amount of \$3,103,286 is needed to reflect 2000-01 carryover, as follows:

Shiff-Bustamante Textbooks	\$884,058
Gift Carryover	\$633,878
English Lang. Inten. Literacy Prog	\$679,869
Instructional Materials State Text	\$596,974
Academic Performance Index (API)	\$221,176
Nell Soto Grant	\$ 87,331

This is a one-time adjustment.

2. Districtwide - State Lottery Instructional Materials - A budget **increase** in the amount of \$319,520 is needed to reflect the restricted portion of lottery funds allocated for instructional materials. This is an ongoing adjustment.
3. Districtwide - 10th Grade Counseling Grant - A budget **increase** in the amount of \$3,703 is needed to reflect increased funding due to additional students served. This is a one-time adjustment.
4. Districtwide - Indirect Cost Transfers - A budget **decrease** in the amount of <\$57,213> is needed to reflect additional revenue received from other local program operation. This is a one-time adjustment.
5. Santa Monica High School - RGK Foundation Grant - A budget **increase** in the amount of \$19,500 is needed, commensurate with the revenue adjustment, as detailed above in Item I.[A].5. This is a one-time adjustment.
6. Santa Monica High School - Vocational Education Grant - A budget **increase** in the amount of \$3,982 is needed, commensurate with the revenue adjustment, as detailed above in Item I.[A].7. This is a one-time adjustment.
7. Superintendent's Office - Strategic Planning Grant - A budget **increase** in the amount of \$86,000 is needed, commensurate with the revenue adjustment, as detailed above in Item I.[A].2. This is a one-time adjustment.
8. Educational Services - English Language Acquisition Program - A budget **increase** in the amount of \$22,807 is needed to reflect additional planned programmatic expenditures. This is a one-time adjustment.
9. Educational Services - Science Lab Materials - A budget **increase** in the amount of \$14,814 is needed to reflect the unused site allocations of this grant. Educational Services will reallocate these funds to the school sites based on need. This is a one-time adjustment.
10. Educational Services - Cal-Serve Grant - A budget **decrease** in the amount of <\$5,009> is needed to reflect the completion of the Grant. This is a one-time adjustment.

11. Educational Services - Website Development - A budget **increase** in the amount of \$3,250 is needed to develop and maintain the School Accountability Report Card on the District's website. This is an ongoing adjustment.

12. Educational Services - California Teacher Education Institute (CTEI) - A budget **decrease** in the amount of <\$45,309> is needed, commensurate with the revenue adjustment, as detailed above in Item I.[A].10. This is a one-time adjustment.

13. Student Services - Medi-Cal Reimbursement - A budget **increase** in the amount of \$27,561 is needed, commensurate with the revenue adjustment, as detailed above in Item I.[A].4. This is a one-time adjustment.

14. Districtwide - Bus Transportation - SACS Accounting - A budget **increase** in the amount of \$124,554 is needed to accurately reflect the costs associated with accounting separately for special education and regular education transportation due to the mandated implementation of the Standardized Account Code Structure (SACS). This is a one-time adjustment.

[C] Budget Transfers - The following transfers between major object codes have been recommended by budget administrators:

Certificated Salaries	\$	118,571
Classified Salaries	\$	44,907
Employee Benefits	\$	19,984
Books and Supplies	<\$	167,753>
Services, Other Operating Expenses	\$	45,908
Capital Outlay	<\$	61,617>
Total:	\$	0

II. ADULT EDUCATION FUND (FUND 11)

[A] Expenditures - **Increase** the expenditure budget in the amount of \$10,633 to reflect gift carryover previously included in the General Fund - Restricted ending fund balance. This is a one-time adjustment.

III. CHILD DEVELOPMENT FUND (FUND 12)

[A] Revenues - **Decrease** in the amount of <\$288,528> to reflect the following adjustments:

- | | | |
|----------------------------------|-----|----------|
| 1. CDC Contract COLA adjustment | \$ | 113,769 |
| 2. State Preschool Parent Fees | <\$ | 534,828> |
| 3. State Preschool Apportionment | \$ | 132,531 |

[B] Expenditures - **Decrease** the expenditure budget in the amount of <\$100,665> to reflect the following adjustments:

- | | | |
|-------------------------|-----|----------|
| 1. Playground Equipment | \$ | 37,695 |
| 2. CREST Program | \$ | 113,824 |
| 3. State Preschool | <\$ | 252,184> |

CDS is in the process of revising all of its budgets and programs. Comprehensive and detailed reports of these revisions will be included in the Second Interim Report (as of January 31, 2002)

IV. STATE SCHOOL BUILDING FUND (FUND 21)

[A] Expenditures - **Increase** the expenditure budget in the amount of \$175,453 to reflect gift carryover for Barnum Hall restoration previously included in the General Fund - Restricted ending fund balance. This is a one-time adjustment.

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

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/06/01

FROM: SUPERINTENDENT

RE: 2001-02 FIRST INTERIM REPORT

RECOMMENDATION NO. A.40

It is recommended that the Board of Education approve the 2001-02 First Interim Report and supporting documentation.

COMMENTS: The Board of Education adopted the 2001-02 Budget on June 27, 2001, and it was approved by the Los Angeles County Office of Education (LACOE).

Since the adoption of the initial budget, changing conditions have necessitated adjusting the District budget. All of the expenditure and revenue changes previously approved by the Board or proposed for approval at this time are included in the supporting documentation.

The First Interim Report and supporting documentation were not available at the time the Agenda was being printed, but have been forwarded under separate cover to the Board Members and are available for public review in the Office of the Assistant Superintendent for Fiscal & Business Services.

NOTE: An original copy of the 36-page Powerpoint presentation supporting the Interim Report and the 61-page Interim Report are on file with permanent Minutes. The 1999-200 Annual Financial Report for Los Angeles County School Districts prepared by the Los Angeles County Office (196 pages) is also on file with the permanent Minutes.

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

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

Discussion Items

TO: BOARD OF EDUCATION

DISCUSSION

12/06/01

FROM: SUPERINTENDENT

RE: REPORT ON THE DISTRICT'S USE OF INTER-DISTRICT PERMITS

RECOMMENDATION NO. D.1

It is recommended that the Board of Education review this report on the District's Use of InterDistrict Permits.

The report was not available at the time the Agenda was being printed, but has been forwarded under separate cover to the Board Members and is available for public review in the Office of the Superintendent. The report will also be available at the meeting. A copy of the report (in memo form) is attached hereto and made a part hereof of these original Minutes.

PUBLIC SPEAKER: Jim Jaffe, Santa Monica - Mr. Jaffe distributed a copy of the enrollment projections from the Board of Education meeting of January 22, 1998. Included in his packet were pages of documentation entitled, "Comparisons of Projections to Actuals by Year, 1997-98 to 2001-02." The information is attached hereto and made a part hereof these original Minutes.

MEETING NOTE:

At 11:57 P.M., in a motion by Mrs. Gottfried, seconded by Mrs. Leon-Vazquez, the Board voted to extend the meeting past 12 o'clock, midnight (Seven-Zero-Zero [All-None-None]).

Board member comments and questions included, but were not limited to:

- 1) are there waivers to the existing district policies?
- 2) once a non-resident student is admitted that student should always be district student (with policies exceptions noted, of course)
- 3) it is imperative to focus on the guidelines being established by the Strategic Plan

Staff was directed to bring forward an actual revision of the existing permit policy in the near future. Discussion will ensue.

TO: BOARD OF EDUCATION

DISCUSSION

12/06/01

FROM: SUPERINTENDENT

RE: REPORT ON CLASS SIZE REDUCTION

RECOMMENDATION NO. D.2

It is recommended that the Board of Education review this report on Class Size Reduction.

The report was not available at the time the Agenda was being printed, but has been forwarded under separate cover to the Board Members and is available for public review in the Office of the Superintendent. The report will also be available for public distribution at the meeting.

NOTE: A copy of the SMMUSD Class Size Reduction Analysis is attached hereto and made a part hereof these original Minutes.

Public Speakers: Jim Jaffe, Santa Monica
Tom Carter, Santa Monica
Louise Jaffe, Santa Monica

MEETING NOTE:

Board member comments and questions included but were not limited to:

- 1) what is the ideal number of students for this district?
- 2) where (what is) is the threshold for increasing (or decreasing as the need may dictate, depending on student base) services?
- 3) academic achievement for all students must be the guiding force
- 4) the Board must protect the work environment for teachers
- 5) it is imperative to focus on the guidelines being established by the Strategic Plan

Information Items

TO: BOARD OF EDUCATION

INFORMATION

12/06/01

FROM: SUPERINTENDENT

RE: BASIC/SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

INFORMATIONAL COMMUNICATION NO. I.1

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

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

BRIDGES TO LITERATURE, by Jane Green, Judy Lewis and Olga Bautista, Grades 6-8, Reading, Published by McDougal and Littell, adoption requested by Monique Kiehm @ Lincoln

THE SEVEN HABITS OF HIGHLY EFFECTIVE TEENS, by Sean Covey, Grade 9, Humanities, Published Simon Schuster, adoption requested by Chris Megaffin @ Samohi

DEMIAN, by Hermann Hesse, Grade 9, English H.P., Published by Perennial Classics, adoption requested by Lorri Horn @ Samohi

Attachments

S.E.I.U. Board Report

Thursday, December 06, 2001

1. **SEIU NEGOTIATIONS:** The Tentative Agreement reached between SEIU and the District is being mailed to all union members today. Be sure to look for the information and ballot in your mailboxes. The deadline to return ballots by mail is Friday, December 14, 2001. Ballots will be available to members who did not receive a ballot by mail on Thursday, December 20, 2001 between 2:00 P.M. and 5:00 P.M. at the District Office Board Room.

Ballots will be counted at 5:00 P.M. on December 20, 2001 - District Office Board Room.

2. **SEIU's ANNUAL TOY DRIVE:** The SEIU Annual Toy Drive for the children and teens of MacLaren Children's Center has been on-going since September. MacLaren Children's Center is the only L.A. County facility, which houses abused children temporarily until foster homes can be found. Each year, hundreds of children and teens spend the holidays at the Center.

All donations (new toys and clothing) will be picked up by Ron Ferrara, our Field Representative on Tuesday, December 11, 2001. If you do not have a box at your site, please be sure to bring your new toy or clothing article to the District Office before December 11, 2001.

3. **SEIU MOVING DATE - POSTPONED:** The moving date for SEIU to move to its newly purchased building has been postponed from January to April.

Statement of Financial Oversight Committee
December 6, 2001

Thank you for the opportunity to appear tonight. I am here on behalf of the seven-member Financial Oversight Committee. I am joined here tonight by one of our subcommittee chairs, Gloria Reisner. I want to identify the members who could not be here tonight--Craig Hamilton, Chris Harding, Babette Heimbuch, Patricia Hoffman, and Walter Rosenthal. Although they could not be here, they have all been active participants in the Committee's work, which I appreciate, especially this fall when I have had to be away.

Thank you also for commissioning the thoughtful response from the Superintendent to the Committee's letter report on its first year. Our subcommittees are using the response to help shape our workplan for the upcoming year. We have requested another joint meeting in January to discuss the full range of our activities, but I am here today to convey our views on just one specific topic.

The Committee has spent the last couple of months reviewing the general fiscal situation facing the District over the next several years. We met with District financial staff, which presented us with a considerable amount of financial data and analysis. We also met with Mr. Harry Keiley, president of the SMMCTA. We could not meet with Ms. Cartee because she was away.

With an eye toward the upcoming labor negotiations, the Committee unanimously approved the following statement:

All parties [should] ensure that the results of bargaining will not reduce the level of programming in the District.

In addition, the Committee urges that the Board exercise caution as the negotiations unfold. The Committee has not seen any information or analysis that indicates that the District can afford salary increases without a substantial loss of program.

That concludes my statement.

Michael Rich,
Chair


santa Monica & Malibu Schools

Extraordinary Public Education

MEMO

Date: November 29, 2001

To: Board of Education

From: John Deasy 
(with assistance from Laurel Schmidt and Tim McNulty)

Re: Proposed Permit Policy Revision

Per our initial discussion regarding our agreed upon need to modify and address weaknesses in the current permit policy, the following questions are proposed. A general set of recommendations for policy consideration are attached.

Questions for major consideration

Racial and Ethnic Balance

Does the new policy intend to maintain guidelines for racial and ethnic balance in the schools? Are those guidelines the same as stated in the 1980 Desegregation Plan? (Section D.I.1: *No school shall have a higher minority enrollment than 20 percent above the District average.*) How do those guidelines affect applications for intradistrict and interdistrict permits?

Open Enrollment

Will the new policy grant intradistrict transfers to all resident students under the Open Enrollment Policy, or only when transfers do not negatively impact racial and ethnic balance? Are students on intradistrict transfers considered to be "living within the attendance area of their new school" (AR 5116 a-c) or are these transfers subject to revocation, as stated in our Open Enrollment application? (*Intradistrict transfers are subject to review and may be revoked if student does not meet attendance, academic or behavioral expectations.*) This needs to be clarified.

Moratorium on New Incoming Permits

In light of the goal to reduce class size, shall new permits be accepted for the 2002-2003 school year?

Moratorium on Intradistrict Transfers

The moratorium on incoming interdistrict permits will cause the initial “appearance” of numerous openings at some schools (example: Lincoln 6th grade). If these openings are available for intradistrict transfers (Open Enrollment Transfers), the net effect could be to reduce enrollment at one school while maintaining the current over-enrollment at another. The District may need to set a total capacity number for each school, before issuing intradistrict transfers.

Annual Incoming Permits

Will the new policy agree to accepting one-year permits with conditions for renewal vs. the current provision in the 1999 policy which states that “enrollment shall be valid until graduation?”

Continuing Incoming Interdistrict Permits

How will students currently enrolled on incoming interdistrict permits be accommodated?

RECOMMENDATIONS FOR REVISION OF PERMIT POLICY

I. Policy Recommendation

Develop a single permit policy that addresses interdistrict and intradistrict attendance. The policy should include the following:

- a. Enrollment priority will be given to resident over non-resident students
- b. The Board recognizes that there are times when granting permits is justifiable.
- c. Parents applying for a permit must show evidence that it is in the best interests of the student.
- d. Cancellation of the permit will occur if certain conditions are not adhered to by the student or parents, or if overcrowding should occur at the school of acceptance.
- e. The schools will provide fair and consistent treatment for all students regardless of their residence or permit status.
- f. Final approval of permits for all students, including student needing specialized programs, such as GATE, special education, ELL, etc., shall rest at the District and shall be contingent upon space availability. The District will not pay excess costs to provide specialized services to students on permit.
- g. Transportation shall not be provided for students attending District schools on a permit.

II Interim Procedural Recommendations

- a. **Current Incoming Interdistrict Permit Holders.** Inform current permit holders that all current permits that are renewed will be accepted for the 2002-2003 school year. Upon renewal, parents will be expected to sign a *Conditions of Enrollment Contract*, which indicates that the permit must be renewed annually. Acceptance of permits will depend on space available, appropriate attendance, adequate academic achievement (2.0 GPA?), appropriate behavior and cooperation between the family and the school in matters relevant to student progress.

- b. **New Incoming Interdistrict Permits.** Institute a moratorium on new permits for the 2002-2003 school year to reduce overcrowding and provide a period for needs assessment and transition to the new policy.

III **Recommendations for Establishing New Incoming Interdistrict Permit Practices**

a. Incoming Interdistrict Permits

1. Create a single incoming interdistrict permit process for all non-residents. Designate employment in the District as a priority for selection.
2. Accept all permits for one year only. Annual permits allow schools to enforce academic and behavior standards for maintaining interdistrict permits. They allow the District to adjust enrollment size annually, in response to the fluctuations of the resident population.
3. Require all permit families to sign a *Conditions of Enrollment Contract* when a permit is accepted.
4. Review each permit student in the spring. Annual permits for the following year will be accepted if students have met the *Conditions of Enrollment* and space is available.
5. Inform parents seeking an interdistrict permit that they are applying to the District, not to a specific school. They will be assigned to schools based on space available after residents have been served.
6. Centralize the permit process. Application and final approval will be the domain of the permit office in conjunction with the Superintendent. Schools will be responsible for selected permit students from lists generated by the permit office. Final approval will be given by the superintendent. The permit office will send official notification to the students when permits are approved.

b. Intradistrict Transfers

1. Clarify whether intradistrict transfers are permanent or subject to conditions/revocation.
2. Complete a District Capacity Determination. Each school will determine their capacity for the coming year and the number of seats available at each grade level for permit students. Racial and ethnic survey numbers will be consulted to determine the number of students of each minority/majority group that may be enrolled.
3. Publicize the Open Enrollment policy throughout the District.
4. Identify a time line for accepting Open Enrollment Applications.
5. Sort Intradistrict Transfer Applications into priority groups (sibling, employees, etc.) for each school. If applications exceed the number of spaces available, a lottery will be held for each priority group until all spaces are filled. If spaces exceed applicants, all applicants will be accepted and the remaining spaces can be used to reduce overall enrollment or filled with interdistrict permits.
6. The lottery will be conducted by the Permit Office. The results of the lottery will be submitted to the Superintendent for final approval. The Permit Office will notify families of approval of their intradistrict transfers. The names of students selected will be sent to schools for processing enrollment papers.
7. If the Board decides that intradistrict transfers are annual, instead of permanent, require all transfer families to sign a *Conditions of Enrollment Contract* when a transfer is issued.
8. Review each transfer student in the spring. Annual transfers will be issued to students if they have met the *Conditions of Enrollment*.

FROM BRD MEETING 1-22-98

PROJECTIONS

PERMIT	1992-93	1993-94	1994-95	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01	
CABRILLO	23	14	16	30	30	36	38	41	38	
EDISON	104	97	120	138	123	124	117	119	110	
FRANKLIN	20	12	9	8	15	33	36	39	40	
GRANT	82	77	55	47	41	53	38	27	23	
MCKINLEY	65	80	75	82	70	59	52	40	34	
MUIR	54	53	53	52	40	51	52	55	53	
PT. DUME						0	0	0	0	
ROGERS	106	99	90	94	98	95	89	72	57	
ROOSEVELT	123	130	119	102	89	68	52	45	38	
SMASH	29	28	25	24	17	15	9	4	4	
WEBSTER	24	26	20	28	33	34	33	32	33	
ELEMENTARY SCH	630	616	582	605	556	568	516	474	430	
ADAMS	66	83	121	109	138	191	214 ²⁴⁴	206 ²⁶⁸	195	317
LINCOLN	118	87	111	127	119	145	118 ¹⁴⁷	100 ¹⁹⁵	82	293
MALIBU HIGH	50	42	38	37	36	49	44	35	30	
SMASH	19	17	16	15	13	10	11	13	11	
MIDDLE SCH	253	229	286	288	306	395	387	354	318	
MALIBU HIGH	13	14	31	51	47	55	56	58	62	
OLYMPIC	0	0	0	0	0	0	0	0	0	
SANTA MONICA HIGH	150	161	298	373	450	594	579 ⁶⁹⁸	523 ⁷²³	491	958
HIGH SCH	163	175	329	424	497	649	635	581	553	
PERMIT - TOTAL	1,046	1,020	1,197	1,317	1,359	1,612	1,538	1,409	1,301	2403
							1765	1964	2490	2659
							LATEST ACTUALS IN PENCIL			

SUBMITTED TO BOARD OF ED: 12-6-01

BY JIM JAFFE

PAGE 1

re: Discussion Item D.1

12/6/01 1/5

COMPARISONS OF PROJECTIONS TO ACTUALS BY YEAR
1997-98 TO 2001-02

DISTRICT

DISTRICT	2001-02	878	852	822	900	878	898	960	987	940	1,063	1,017	943	843	12,067	29	385	12,481	-65	19	12,500
	Residents	739	713	699	761	738	762	822	748	713	853	743	708	613	9,702	29	366	10,097	41		10,097
	Permits	139	139	123	139	138	134	138	239	227	210	274	235	230	2,365		19	2,384	-106	19	2,403
	2000-01	848	834	894	918	888	929	1,005	951	1,022	1,043	967	909	835	12,132	29	385	12,546			12,546
	Resident	709	711	755	780	754	779	750	721	812	769	732	679	621	9,661	29	366	10,056			10,056
	Permits	139	123	139	138	134	150	255	230	210	274	235	230	214	2,471		19	2,490	+525		2,490

2001-02

ACTUALS

2659

2190

ENROLLMENT

12,651

(11-14-01)

DISTRICT	2000-01	849	810	873	905	885	871	917	935	985	984	911	915	834	11,760	30	366	12,156	14		12,497
	Residents	756	717	782	796	778	742	803	750	825	814	710	704	639	9,902	30	355	10,287	109		10,287
	Permits	93	93	91	109	107	129	114	185	160	170	201	211	195	1,858		11	1,869	-95	341	2,210
	1999-00	796	859	919	882	904	870	924	987	926	957	930	895	810	11,746	30	366	12,142			12,142
	Resident	703	768	810	775	775	744	741	827	756	756	719	700	632	9,793	30	355	10,178			10,178
	Permits	93	91	109	107	129	126	183	160	170	201	211	195	178	1,953		11	1,964	+199		1,964
DISTRICT																					

DISTRICT	1999-00	847	882	894	908	884	877	924	974	941	971	954	948	841	11,847	108	324	12,279	186		12,279
	Residents	779	814	825	818	780	769	820	812	786	828	756	758	662	10,209	108	317	10,634	306		10,634
	Permits	68	68	69	90	104	108	104	162	155	143	198	190	179	1,638		7	1,645	-120		1,645
	1998-99	834	906	892	911	877	820	970	935	884	982	948	893	809	11,661	108	324	12,093	-		12,093
	Resident	766	837	802	807	769	713	808	780	741	784	758	714	624	9,903	108	317	10,328			10,328
	Permits	68	69	90	104	108	107	162	155	143	198	190	179	185	1,758		7	1,765	+153		1,765

DISTRICT	1998-99	835	879	897	870	902	817	919	905	848	859	880	855	802	11,269	120	326	11,715	175		11,715
	Residents	776	820	813	761	799	716	808	766	714	740	717	691	614	9,736	120	321	10,177	249		10,177
	Permits	59	59	84	109	103	101	111	139	134	119	163	164	188	1,533		5	1,538	-74		1,538
	1997-98	879	885	893	882	826	837	902	852	791	926	862	858	701	11,094	120	326	11,540			11,540
	Residents	820	801	784	779	725	726	763	718	672	763	698	670	568	9,487	120	321	9,928			9,928
	Permits	59	84	109	103	101	111	139	134	119	163	164	188	133	1,607		5	1,612			1,612

1490

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL	CONT.SCH/ IND.STUDY	SDC	GRAND TOTAL	INC./DCR. PRIOR YR.	ADJUST- MENTS	ADJ.GRAND TOTAL
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LINCOLN

LINCOLN	2001-02				372	413	409			1,195	51	1,248	-59	40	1,288
	Residents				330	311	311			953	48	1,001	-11		1,001
	Permits				42	102	98			242	3	245	-48	40	285
	2000-01				417	415	422			1,254	51	1,305			1,305
	Resident				315	317	332			964	48	1,012			1,012
	Permits				102	98	90			290	3	293	+108		293

[illegible]

LINCOLN	1999-00							378	408	389					1,175		43	1,218	5		1,218
	Residents							352	354	345					1,051		43	1,094	28		1,094
	Permits							26	54	44					124			124	-23		124
	1998-99							406	388	376					1,170		43	1,213			1,213
	Resident							352	344	327					1,023		43	1,066			1,066
	Permits							54	44	49					147			147	72		147

LINCOLN	1998-99						360	352	356					1,068		37	1,105	1		1,105
	Residents						335	308	308					951		36	987	28		987
	Permits						25	44	48					117		1	118	-27		118
	1997-98						360	362	345					1,067		37	1,104			1,104
	Resident						316	314	293					923		36	959			959
	Permits						44	48	52					144		1	145			145

		K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL	IND.STUDY	SDC	GRAND TOTAL	INC./DCR. PRIOR YR.	ADJUST- MENTS	ADJ.GRAND TOTAL
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ADAMS

JOHN ADAMS	2001-02						364	402	340					1,108		36	1,142	-23	8	1,150
	Residents						284	285	233					802		36	838	-10		838
	Permits						80	117	107					304			304	-13	8	312
	2000-01						402	341	386					1,129		36	1,165			1,165
	Resident						285	234	293					812		36	848			848
	Permits						117	107	93					317			317	+49		317

JOHN ADAMS	2000-01							347	325	385						1,058	44	1,102	-12		1,142
	Residents							288	238	302						829	44	873	27		873
	Permits							59	87	83						229		229	-39	40	269
	1999-00							324	383	363						1,070	44	1,114			1,114
	Resident							237	300	265						802	44	846			846
	Permits							87	83	98						268		268	424		268

JOHN ADAMS	1999-00							308	361	364					1,033		41	1,074	-18		1,074
	Residents							248	279	275					802		41	843	-5		843
	Permits							60	82	89					231			231	-13		231
	1998-99							364	358	329					1,051		41	1,092			1,092
	Resident							282	269	256					807		41	848			848
	Permits							82	89	73					244			244	+53		244

JOHN ADAMS	1998-99							352	353	305					1,010		40	1,050	75		1,050
	Residents							281	277	239					797		39	836	52		836
	Permits							71	76	66					213		1	214	23		214
	1997-98							352	305	278					935		40	975			975
	Resident							276	239	230					745		39	784			784
	Permits							76	66	48					190		1	191			191

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL	IND.STUDY	SDC	GRAND TOTAL	INC./DCR. PRIOR YR.	ADJUST- MENTS	ADJ.GRAND TOTAL
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**SMMUSD
Class Size Reduction
Analysis**



**REPORT TO THE BOARD OF EDUCATION
December, 2001
John E. Deasy, Superintendent of Schools
Support Provided by
Rick Bagley
Jan Williams**

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INTRODUCTION

"Clear thinking without knowledge will not guarantee a sound decision and extensive knowledge without clear thinking is no better A sound decision is the healthy child of a marriage between clear thinking and relevant knowledge."

- A. R. C. Duncan, Queens University (Canada), 1964

The primary focus of this briefing is to examine the potential for implementing widespread class size reduction within SMMUSD. Currently in kindergarten through third grade and also in ninth grade English and math, class sizes are held at a ratio of twenty students for every one teacher (20:1). In grades four and five, class sizes are generally at thirty or thirty-one. For secondary schools, class sizes vary depending upon the course, but core subjects typically have class sizes of thirty or more per period (or "section").

The potential for broadly reducing class size depends upon a number of factors, including enrollment trends within the district and population trends within the cities of Santa Monica and Malibu. Perhaps most important, a commitment to class size reduction in all grades requires a significant fiscal commitment on the part of the district and community as a whole. These and other factors will be included and discussed as part of this briefing.

By no means is this paper intended to serve as the comprehensive and final analysis upon which specific short or long-term recommendations can be made. Instead, this work should serve as a starting point to stimulate meaningful discussion and provoke further inquiry into the many complex and inter-related factors that exist relative to these issues.

As with any analysis of this type, certain assumptions had to be made with respect to each projection and/or estimate. Every effort is made to outline these assumptions in each section, so the reader can better understand the logic and rationale behind the thinking.

For the most part, data used in this paper was collected from district records and documents. Local census data and other information was also collected from the California Department of Education, the Cities of Santa Monica and Malibu, Federal records and local documents provided through the Chamber of Commerce and the RAND Corporation of Santa Monica.

A. Class Size Reduction and What the Research Tells Us

From the perspective of the public, parents and even most professional educators, class size reduction is seen as beneficial to students and is believed to be a contributing factor toward improved student achievement. Not surprisingly, the research on the effect of class size reduction has been extensive. In fact, in his 1998 article "Evidence on Class Size", Eric Hanushek of the University of Rochester claims, "the effects of class size have been studied more intensely than any other aspect of schools". Also not surprising, conflicting opinions can be found throughout the research with respect to the effects of reducing class size.

Hanushek for example, states that the research on class size simply does not support the conclusion there is any significant correlation between class size per se, and student achievement. Similar conclusions were drawn by Slavin, who in 1989 synthesized empirical studies on class size and determined that reduced class size has a small positive impact on students and the benefit does not last upon return to a larger class experience. Similar conclusions were drawn by Tomlinson (1988) and Odden (1990).

But others have criticized the research and analytical methodologies utilized by Hanushek, Tomlinson and the rest to derive their conclusions. These researchers, and they appear to be in the majority, conclude there are indeed positive effects on student achievement obtained by reducing class size. Studies such as "Prime Time" in Indiana (1984), "Student Teacher Achievement Ratio - STAR" in Tennessee (1985-90), the Burke County North Carolina study (1990-1996), Wisconsin's "Student Achievement Guarantee in Education - SAGE" program (1996-97) and a myriad of State initiatives, all provide similar evidence regarding the positive effects of class size on student achievement.

In general, the research supporting class size reduction holds that the greatest benefit on student achievement is obtained when class sizes are reduced in the lower elementary grades (K through 3). Researchers are cautious however, about the positive impact on grades 4 through 12. The most significant effects of class size reduction seem to appear when classes are reduced to a point somewhere between 15 and 20. While students in general show improvement in academic achievement, disadvantaged and minority students appear to benefit even more significantly from reduced class size. All researchers are also quick to point out that while class size reduction may be a means to an end, it is not an end in and of itself. Efforts to reduce class size must be coupled with providing strong and well qualified teachers, solid staff development and ongoing support.

The State of California began its own program of class size reduction in the 1996-97 school year. By 1999-00, nearly 100% of the State's eligible districts were participating in the program. A Statewide evaluation of the K-3 CSR program is currently being conducted jointly by the American Institute for Research (AIR) and the RAND Corporation. This study is due to be presented to the Governor and the legislature in March, 2002

B. The Macro View: The Cities of Santa Monica and Malibu

1. What are the population growth trends in the cities of Santa Monica and Malibu?

According to recorded census information, the State of California has seen rapid population growth since its birth as a State in 1850. Since 1980 alone, California's population has increased by 43.1%, to nearly 34 million people. Similarly, Los Angeles County has seen steady growth for well over 100 years. Since 1980, the population of Los Angeles County has risen to 9.5 million, reflecting a 27.3% increase. Figure 1 shows the population growth in LA County since 1880.

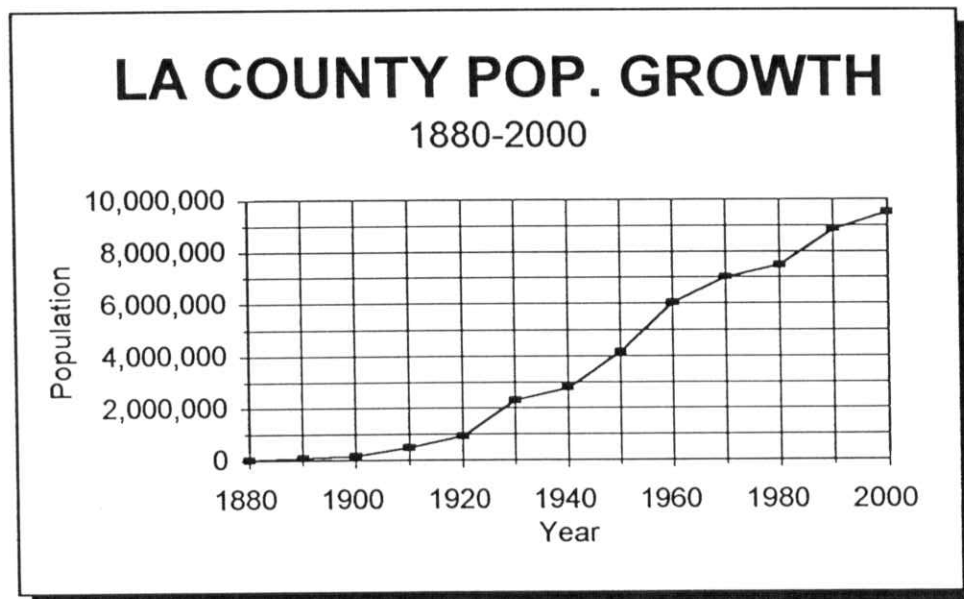


Figure 1

Source: Bureau of the Census

As with the State and County, the population of Santa Monica grew steadily from its incorporation in 1888 until about 1980, when it peaked at 88,314. Since that time, Santa Monica's resident population has moved opposite to State and County trends, declining by 4.79% to 84,084 (2000 census). Figure 2 shows the population growth of the City of Santa Monica since 1880.

The city of Malibu did not become incorporated until 1991, so there is no historical census data available on the community. However, the 2000 census population of Malibu was listed at 12,575. The combined total 2000 population for both Santa Monica and Malibu is 96,659.

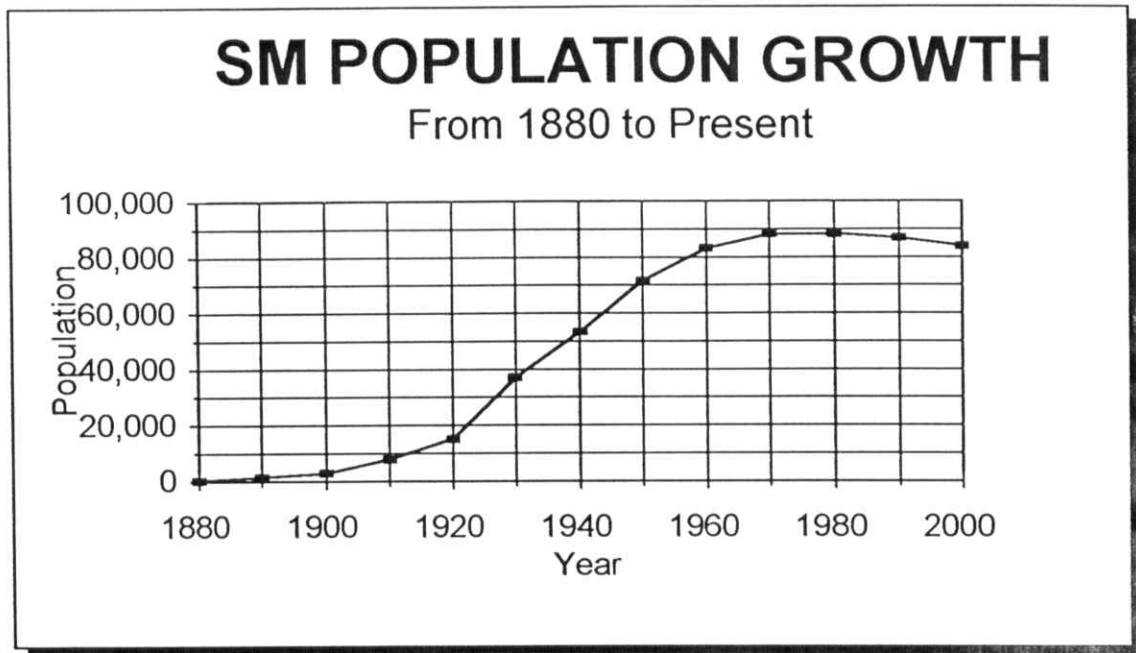


Figure 2

Source: Bureau of the Census

2. Why is Santa Monica's population leveling off or declining?

There are possibly several factors which help explain why Santa Monica's population is not still following the same upward trend as the County and State. First, the City of Santa Monica is relatively saturated in terms of available housing. In 1990 for example, Santa Monica had a total of 47,437 housing units available. This includes owner occupied, renter occupied and vacant units (excluding seasonal, recreational or occasional use units). In 2000, the total number of units was 47,862, less than a one percent (.9%) increase in available housing over a ten-year period.

Another factor which may be contributing to Santa Monica's decline in population over the past two decades is the increase in the number of housing units occupied by persons living alone. In 1990, there were 22,247 such households, accounting for 49.6% of all housing units in the city. In 2000, 22,786 households were occupied by persons living alone or approximately 51.2% of the total housing units available.

Vacant units have also increased in Santa Monica since 1990. At that time, there were 2,893 vacant units totaling approximately 6.4% of all housing units. By 2000, the vacancy rate had increased to 7.0%, or 3,366 units. Increased vacancy in Santa Monica could be the result of rent "de-control" which went into effect January 1, 1999. According to the Santa Monica Rent Control Board, between January 1, 1999 and December 31, 2000 approximately 6,283 rental

units (20.12% of all rental units) experienced dramatic rent increases for the first time in years. According to the Rent Control Board, once a unit's rent has been increased to market rate, the tenant has less incentive to stay in place and a higher level of rental unit turnover can be expected. This statement is supported by census data, which shows the 1990 vacancy rate in rental units to be 2.4%. In 2000, the rate nearly doubled to 4.3%.

3. What is the population trend relative to school age students?

Interestingly, census data for Santa Monica shows an overall increase in the number of school age children from 1990 (7,931) to 2000 (8,866). In 1990, approximately 9.1% of the city's population was made-up of children between 5 and 18 years of age. That figure increased to 10.54% in 2000. Some caution should be exercised here however, since the census figures are ten years apart and while there is growth over that period, we can't yet know based on other factors (e.g. rent de-control, rising cost of housing, etc.) if this is actually a trend.

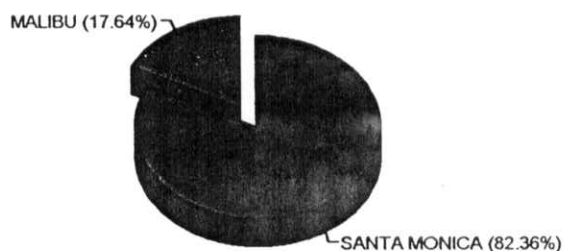
With median home prices reaching well over a million dollars for many neighborhoods and rents steadily moving up, the cost of living in Santa Monica is rapidly rising. For example, prior to rent de-control in 1999, the monthly average rent for a one-bedroom apartment in Santa Monica was \$641. After de-control, the rent went to \$989 for those same units. The rent control board estimates that prior to de-control, an annual family income of \$32,050 was needed to rent the average one-bedroom apartment. After rent de-control, the income level needed jumped \$17,400 to \$49,450. Also according to the Rent Control Board, over 3,635 more units have been priced out of range for low income households. Can we draw an absolute conclusion that rising housing

costs in Santa Monica will result in fewer school age children being available to our schools?

Without further research, probably not. We do know however, that the number of single occupant households is on the rise and that means that in order for the available student population to grow, more children need to be moving into fewer units. History tells us this is not likely.

While the census data on the City of Malibu is limited, that community appears to be similar to Santa Monica in some of the factors already discussed. Housing costs in Malibu are increasing well into the millions and the number of available units overall does not appear to be on the rise.

Santa Monica and Malibu School Age Population (2000 Census)



Approximately 26.5% of Malibu's 5,137 households are occupied by persons living alone. Of Malibu's 12,575 residents, 1,899 (15.10%) are school age children between 5 and 18. Without further research, it is difficult to determine with certainty the trends relative to Malibu's school age population.

4. What conclusions can we draw about the general population trend in Santa Monica and Malibu?

From a "macro" perspective, perhaps the one major conclusion we can draw from what we know about the demographics and trends in both Santa Monica and Malibu is that significant and ongoing population growth is not likely. The number of housing units in both communities is relatively fixed and the prospect for (or possibility of) significant expansion is slim. Rapidly increasing housing costs coupled with rent de-control, make moving to Santa Monica and Malibu less and less affordable for most families. In short, while the internal demographics of the communities may be changing to become increasingly more affluent, the overall population is likely to remain relatively constant.

SMMUSD's outlook for resident student enrollment is perhaps a little less clear. What we don't yet fully know is the impact of Santa Monica and Malibu's rising affluence on the population of residents under the age of 18. As housing units turnover, will they be replaced by households who have school-age children and if so, will these households have more or fewer children than the previous occupants? If available housing units are occupied by families with school-age children, will there be more young (elementary) children or older (high school) children? All these questions and perhaps others, will need more research and analysis to answer. Perhaps all we can safely conclude now is that given the overall trends, SMMUSD's resident student enrollment will not likely rise significantly (if at all) over the next several years.

Aside from shifts in the overall student population, we must also consider the "internal" trends with respect to issues such as socioeconomic. As housing becomes less affordable to more people, what will happen to our internal demographics? Will the "middle class" disappear, thus creating an even wider gap between those families of wealth and those without it? How will these changes impact our district's diversity? What is the collateral impact on district programs, curriculum and funding? Again, more study in this area is needed to gain a solid understanding of where we may be headed with respect to these important issues.

C. The Micro View: SMMUSD Enrollment

1. What are the patterns relative to SMMUSD's total student enrollment?

Total student enrollment in SMMUSD increased steadily from 1989-90 (9,133 students) until 1998-99 (12,041 students), at which point our total student enrollment began to slow and only grew by 101 students to 12,142 in 1999-2000. From October 1999 to October 2001, the district's total enrollment resumed an upward trend by growing to 12,683 students, an increase of 541 students over the previous two years. Figure 3 below shows the total enrollment growth for SMMUSD since 1989-90.

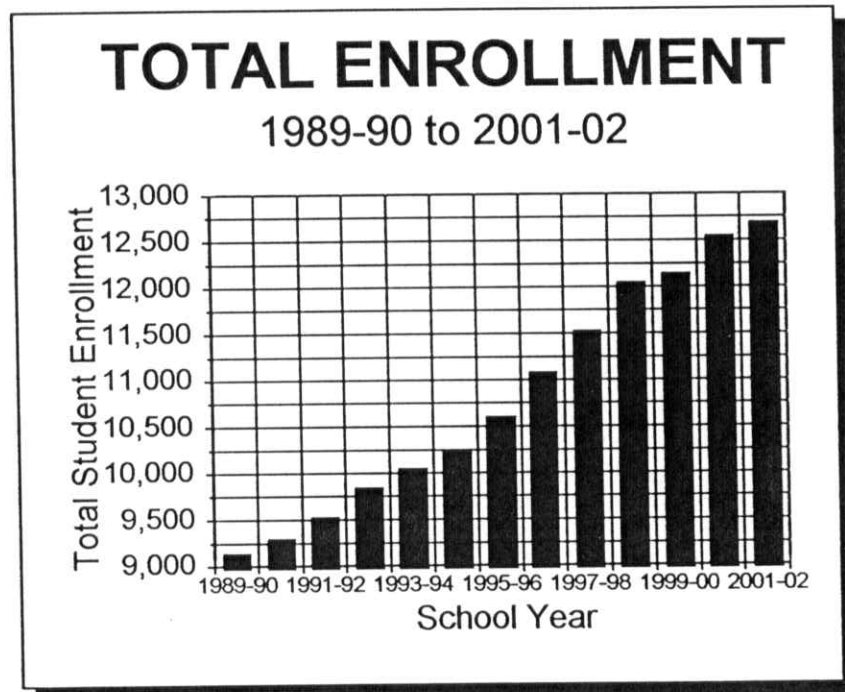


Figure 3
October to October Enrollment Change

Total student enrollment is made-up of two different populations, resident and permit. Students who are considered residents of the district actually reside within the physical boundaries of either Santa Monica or Malibu. Students on permit are non-resident students who attend SMMUSD through agreements between SMMUSD and the resident school district. When we look at our district's enrollment broken-out by resident and permit students, we see some interesting trends.

Interestingly, district resident enrollment increased 22.07% (1,876 students) from October, 1989 to October, 1998. Permit enrollment for that same period increased 56.33% (1,129 students). Then in 1999-2000, resident enrollment began to decline while permit enrollment continued to rise. From October 1998 to October 2001, resident student enrollment declined 2.78% and the district lost 288 students. By contrast, over the same period the permit enrollment increased 39.77% for a total gain of 702 students.

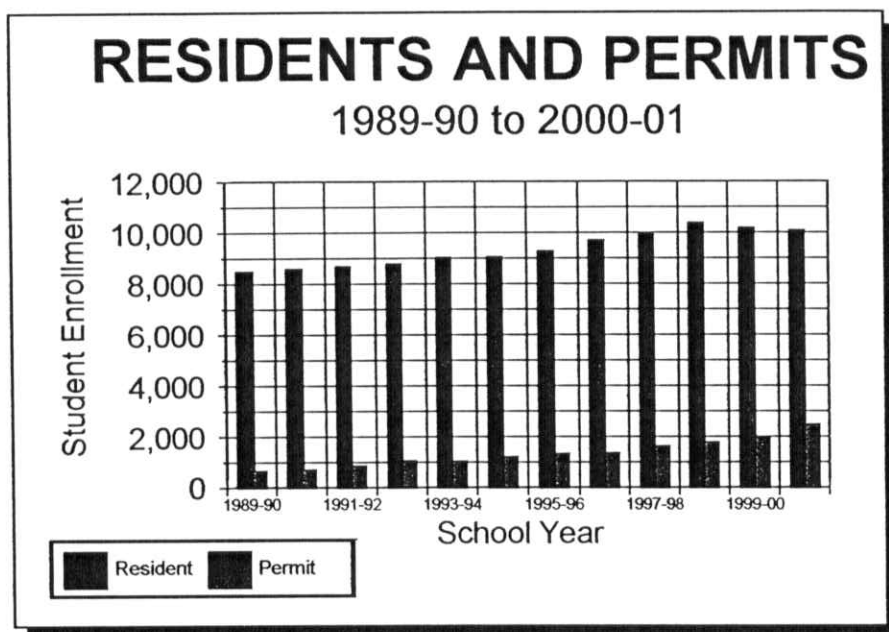


Figure 4
October to October Data (CBEDS)

So, while SMMUSD's overall student enrollment has shown a general positive trend since 1989-90, resident enrollment peaked in October 1998 and has decreased since that time. The gap between SMMUSD's total enrollment and recently declining resident enrollment, has been bridged using permit students. **In short, if it were not for permit students, SMMUSD would have been in a declining enrollment situation since October, 1998.**

2. Where are we gaining or losing students each year?

At the elementary (K-5) level from October 1989 until October 1998, resident enrollment grew by an average of 112 students per year. Since October 1998 however, elementary enrollment has dropped by nearly 180 students. An additional 274 permit students have been brought into the elementary level since October 1998, to make-up for that loss.

At the middle school (6-8) level from October 1989 until October 1998, resident enrollment grew

At the middle school (6-8) level from October 1989 until October 1998, resident enrollment grew by an average of 69 students per year. But again, since October 1998 the picture has changed and our middle schools have lost 35 resident students overall and 234 permit students have been accepted to take their place.

At the high school (9-12) level, resident enrollment has been up and down since 1989-90. On average though, our high schools have grown by 32 students per year based on October-to-October enrollment data. Since October 1998, the high schools have lost 74 resident students and have replaced them with 194 permit students.

Since October 1998, all levels have lost resident students but 62% of that loss has come from the K-5 resident population. Our 9-12 resident population accounts for an additional 25.7% of the enrollment loss since October, 1990. Middle schools have lost some resident students over the past few years (35 in all), but that only accounts for 12% of the total resident enrollment decline. Interestingly, middle schools have declined the least in terms of resident enrollment, but have received a substantial increase in permit enrollment. In fact, we have admitted at the middle school level since October 1998, 199 more permit students than resident students lost. At the elementary level we admitted 95 more permits than resident students lost and at the high school we have admitted 120 more permits than resident students lost.

Recent trends then, indicate that our resident enrollment from year-to-year is dropping district-wide, but most significantly at the elementary and high school levels. New permits however, have been granted most liberally at the middle school level, where resident enrollment has been comparatively stable. This explains then, the feeling of "overcrowding" that has been voiced by many at the middle school level. Clearly the district has been accepting permits into the middle school grades, well in excess of the resident students lost at that level. The result is that SMMUSD appears to be granting middle school permits and high school permits, to make-up for the resident enrollment losses that are occurring primarily at the elementary and senior high school levels.

3. What are the patterns relative to intra-year enrollment in SMMUSD?

Analysis of student enrollment is not complete if one only examines year-to-year patterns. In fact, unless intra-year enrollment is also considered, incomplete and inaccurate conclusions may ultimately be drawn.

An analysis of SMMUSD's intra-year enrollment between the second and tenth months of school, shows that since the 1989-90 school year SMMUSD loses an average of 183 students over the course of each year. If we then look at resident versus permit enrollment changes between the second and tenth month, we see that resident enrollment has declined an average of 193 students per year since 1989-90, with 74.6% of the loss occurring at the 9th-12th grade levels.

Permit enrollment, again, tells a different story. From 1989-90 until 2000-01, permit enrollment grows by an average of nearly 24 students between October and June of each school year. Of this intra-year growth, 43.4% occurs at the elementary level, 35.7% takes place at the middle school level and only 20.9% occurs at the high school level.

INTRA-YEAR ENROLLMENT SINCE 1989-90							
	SECOND MONTH			TENTH MONTH			Change
	Resident	Permit	Total	Resident	Permit	Total	
1989-90 School Year	8,497	636	9,133	8,224	651	8,875	(258)
1990-91 School Year	8,577	712	9,289	8,366	723	9,089	(200)
1991-92 School Year	8,669	853	9,522	8,387	899	9,286	(236)
1992-93 School Year	8,789	1,046	9,835	8,606	1,025	9,631	(204)
1993-94 School Year	9,019	1,020	10,039	8,695	1,035	9,730	(309)
1994-95 School Year	9,045	1,197	10,242	8,884	1,211	10,095	(147)
1995-96 School Year	9,281	1,317	10,598	9,092	1,307	10,399	(199)
1996-97 School Year	9,718	1,359	11,077	9,465	1,444	10,909	(168)
1997-98 School Year	9,912	1,612	11,524	9,803	1,618	11,421	(103)
1998-99 School Year	10,373	1,765	12,041	10,166	1,746	11,912	(129)
1999-00 School Year	10,178	1,964	12,142	10,045	2,079	12,124	(18)
2000-01 School Year	10,085	2,467	12,546	9,898	2,521	12,419	(127)
2001-02 School Year	10,024	2,659	12,683				
AVG.	9,388	1,433	10,821	9,136	1,355	10,491	(175)

Figure 5
Based upon SMMUSD reported enrollment data

More recently, since October 1998 the largest intra-year loss in resident students has been at the high school level with 396 students lost. Interestingly, the high schools have also experienced a tiny intra-year loss in permit students of 6 since October, 1998. Our middle schools have lost a total of 62 students on an intra-year basis since October, 1998 and have replaced those with 46 new permit students. At the elementary level, we have lost 69 resident students on an intra-year basis and have replaced those with 110 permit students.

In recent years, we have tended to lose resident students at all levels between October and June. But students are lost on an intra-year basis most significantly at the high school level. Unlike year-to-year data which shows that resident enrollment losses are more than made-up with permits, intra-year resident losses are made-up to some extent by permits, but not nearly enough to cover the overall loss.

From a district-wide perspective, we know the resident student population has been declining at all levels since October 1998 and that most of the loss has occurred at the elementary (K-5) level. We know that permits have been used as a means to make-up that deficit, but that the bulk of permits granted have been at the middle and high school levels.

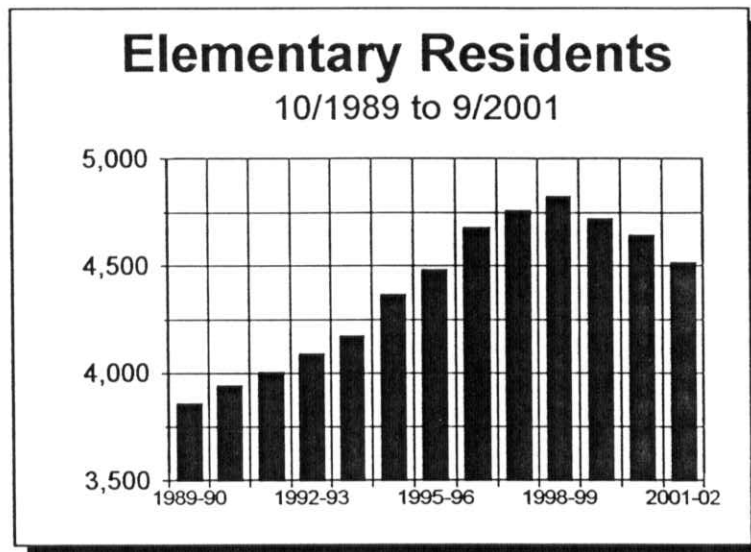


Figure 6
K-5 Resident Enrollment from Oct. 1989 to Sept. 2001

On an intra-year basis, we know that in recent years we have seen resident enrollment decline at all levels, with the largest losses in resident population occurring at the high schools. Some permits have been granted on an intra-year basis (primarily at the elementary level) to make-up for this deficit, but insufficient permits are granted to cancel the losses on the resident side of the equation.

Our recent decline in resident enrollment, particularly at the elementary level, could be the result of factors such as higher housing costs and rent de-control. More in-depth analysis would be needed to support such a conclusion, but given the trends in the community at-large, factors which might stall or reverse declining enrollment do not appear to be on the horizon.

D. The Mini View: SMMUSD's Student-Teacher Ratios

1. What are the factors which relate most critically to student/teacher ratios?

On the surface, student/teacher ratio seems to be a relatively simple concept. If we divide the number of students enrolled at any grade level by the number of classroom teachers, we obtain the current student/teacher ratio for that grade level. Conversely, if we know how many students are enrolled and we divide by the number of students we want in each classroom, we can determine the number of teachers to be hired. Unfortunately things are never as simple as they seem, particularly with respect to class sizes and student/teacher ratios.

There are several important variables that always come into play whenever class sizes are being examined and changes are being considered. Each of these variable is connected to the others and that means that a change in one or more variables can have an impact on one or more of the others. The variables related to class size are:

- A. Total enrollment
- B. Number of classroom teachers
- C. Number of classrooms
- D. Master schedule(s) at the secondary level
- E. Revenue limit dollars
- F. Support staff and administration needed to support the operation

There are essentially three options with respect to reducing class size as it relates to overall enrollment; increase, maintain or decrease enrollment. Each option has an impact and in some cases, various sub-options.

Maintain current enrollment and decrease class size

If current enrollment is maintained but students are arranged into smaller groupings, we will obviously be increasing the number of teachers needed or the number of hours each teacher works. We will also need to increase the number of classroom spaces within the grade(s) or level(s) impacted by the class size reduction. Increased teaching staff and increased classroom space will also likely require some increases in support staff. Unfortunately, because enrollment remains constant, no new revenue is generated to pay for the increased operating costs.

The potential cost of adding more classrooms could be minimized or perhaps even eliminated if the district were to consider year-round schedules. This would not however, address the issue (and cost) of hiring additional teachers.

Increase current enrollment and decrease class size

Increasing current enrollment and decreasing class size will result in more teachers being hired, more classrooms being needed, more support staff being needed and more revenue being generated. The problem with this approach is that at some point schools and the district reach a physical capacity. Another problem is that the increased revenue may not cover the increased operating costs.

Decrease current enrollment and decrease class size

By decreasing overall enrollment, we may be able to mitigate or even eliminate the impact of having to hire new teachers, create additional classroom space and hire more support staff. The problem is that when overall enrollment declines, so too does the revenue generated by that enrollment.

2. If we want to reduce class size, which enrollment option should we favor in the years ahead?

Increasing student enrollment and reducing class size is not an option for two reasons. First, in order to increase overall enrollment at a time when our resident population is declining, the district will have to take-in increasingly greater numbers of students on permit. Second, in order to accommodate an increased number of students and at the same time reduce class sizes, the district would have to hire more teachers and open more classrooms. Cost factors aside, the option of opening a significant number of additional classrooms is not likely at any point in the near future. Doing so would require a long-term plan to expand current facilities and/or build new schools. In the interim, the district would likely have to pursue a year-round calendar in order to house greater student enrollment and smaller classes.

Maintaining current overall enrollment and reducing class size will also result in a facilities shortage and require the hiring of additional staff.

It would seem then, that the only viable option for effectively reducing class size in SMMUSD is to develop a plan to systematically reduce overall enrollment while simultaneously reducing the student-to-teacher ratio. Of course, such a plan is also not without cost. We can reduce class size and stay within the limits of our current facilities and staffing, but the reduction in student enrollment will result in a loss of revenue. However, the district can develop a plan to make these changes systematically and over a period of time. This gives the district control over the situation and allows time for planning and preparation to deal with the inevitable fiscal impact.

3. What would a plan to reduce class size look like?

Answering this question from a district-wide perspective is too complex without further and more careful analysis. However, we can look at an example of how a systematic approach to class size reduction might work.

Suppose for example, that we decided to reduce class size in only one grade level for 2002-03 and it was decided to begin with the 4th grade. Why 4th grade? In truth, there is nothing magical about selecting the 4th grade except that currently we already reduce class sizes in grades K-3 and there is some logical sense to build from that foundation upward.

As of September 2001, there were 922 students in 4th grade district wide. If we assume that all students are in straight 4th grade classrooms (no 4/5 combinations), we would be employing 30.73 teachers to serve these students on a 30:1 ratio ($922 \text{ students} \div 30 = 30.73 \text{ teachers}$). If we are to keep the same number of teachers and classrooms constant next year but reduce class sizes, we will need the following numbers of 4th grade students to be enrolled in 2002-03:

CLASS SIZE	TEACHERS	TOTAL STUDENTS
30	30.73	922
29	30.73	891
28	30.73	861
27	30.73	830
26	30.73	799
25	30.73	768
24	30.73	738
23	30.73	707
22	30.73	676
21	30.73	645
20	30.73	615

Table 1

Currently, we have 896 students enrolled in 3rd grade. Of those currently enrolled in 3rd grade, 751 are residents and 145 are on permit. If all resident 3rd graders return next year and we maintain a constant number of teachers in the 4th grade, we would be able to reduce class sizes to 25 students and have space available for 17 students on permit. We would, in effect, not renew 128 permits on current 3rd graders moving to 4th grade next year.

Of course we know that the above numbers are not exact because we will lose some students from the district in the transition from 3rd to 4th grade. The concept however, is that we can reduce student enrollment and class size without making changes in staffing or our physical facilities, all by careful management of our permits.

Referring back to the example at hand, we can predict with reasonable certainty that the resident population of current 3rd graders will not grow significantly beyond what it is today by the time these students matriculate to the 4th grade. It is therefore very likely, that we could reduce next year's 4th grade classes to 25 students by careful management of our permits. Needless to say, we would not be granting any new permits for next year's 4th grade students. On the contrary, we would not be renewing a number of them. That number will depend upon the actual resident enrollment for next Fall and the target class size we want to achieve.

Again going back to the present example, if we assume that 100% of the current resident 3rd graders will return and present staffing and facilities are kept intact, we would not renew almost 140 permits of current 3rd graders at the end of this school year. Assuming a revenue limit of \$4,811.24 per student, the cost of reducing class size in the 2002-03 fourth grade by 5 students per class is approximately \$615,000. To follow are the estimated costs of reducing class sizes in next year's 4th grade:

CLASS SIZE	ADA REDUCTION
29	\$23,238
28	\$171,088
27	\$318,938
26	\$466,788
25	\$614,637

Table 2

For next year's 4th grade we could not reduce class sizes below 25 without having to hire additional teachers or losing a significant number of our resident students.

Of course another option would be to eliminate all permits at the 4th grade level and only serve resident students. We could then reduce class sizes and also reduce the number of teachers and classrooms. Savings resulting from a reduction in staff would be offset however, by the revenues lost in eliminating all of the 145 students currently on permit. The costs to the district would be as follows:

CLASS SIZE	ADA REDUCTION
29	\$417,402
28	\$466,421
27	\$519,070
26	\$575,770
25	\$637,001

Table 3

From a purely fiscal point of view, it makes more sense to try and keep the number of staff relatively stable and reduce class size by making planned reductions in the number of permits approved for enrollment.

The scenario above applies to only one grade level, but could obviously be applied to others as well. The results would be similar and revenue deficits would increase correspondingly. In all grade levels, class size reduction can also be attained through the systematic reduction of permits.

4. How should the district proceed if the goal is to reduce class size in all grades?

The answer to this question depends entirely upon how much the district can afford and how it would go about reducing the number of permit students enrolled. The plan can be aggressive in nature (e.g. reduce all classes in the district to 25) or it can be gradual.

Given the present realities in the district and community, it does not seem likely that a full-scale reduction of classes is likely or practical on a short term basis. Instead, some type of "phasing-in" of class size reduction seems more prudent and realistic. Perhaps a conservative approach would be to consider reducing class sizes to a target level in one grade level per year over the next several years. As in the example above, we could begin with the 4th grade in 2002-03 and work up to the 12th grade over the next nine school years. Another option would be to examine reducing all grades (above 3rd) by one student per year for each of the next several years. These ideas would have to be discussed in more detail but on the surface it would seem that the former approach is more manageable than the latter.

CONCLUSION

From the data it appears almost certain that the general population trend in both Santa Monica and Malibu is either flat or perhaps in a slight downward direction. Enrollment of resident students in the district is also in decline, particularly at the elementary level. For some years, enrollment of permit students has allowed the district to compensate for the erosion of resident enrollment. In fact, permits have enabled the district to maintain a generally upward trend in overall student enrollment over the past several years. Unfortunately, the district is nearing or has reached its physical capacity to house more students.

To accomplish class size reduction at all levels, careful management and planning will need to occur as the number of students enrolled on permits is gradually and systematically reduced over time.

IMPLICATIONS AND RECOMMENDATIONS

I could not recommend any specific approach to class size reduction without first giving careful consideration of our “obligation” to the students we currently serve, whose enrollment status is predicated upon an interdistrict permit. Whatever the reason, we communicated implicitly, and at times explicitly, that when a student joins the district on permit and as long as the sending district renews that permit, we will continue to educate the student until that he/she graduates or withdraws from the district. Therefore, any class size reduction program must have factored into its model the consideration of current students who are on permit.

With that said, I recommend a course of action for your consideration as follows:

1. Establish, maintain and consistently follow clear and explicit policies, procedures and guidelines with respect to inter and intra-district permits.
2. Place a moratorium on the issuance of all new permits. The Board will need to determine if sibling permits are to be included in this action.
3. Upon the graduation or withdrawal from the district of a student on permit, that permit shall be “retired” and not re-issued. This process should continue until the district reaches an enrollment count that meets a predetermined class size ratio.
4. Re-evaluation of the process should be undertaken on a regular basis to make modifications to the process as necessary.
5. The Board must undertake a funding mechanism approach which will cover the loss of ADA prior to starting this process.

I estimate that the district would systematically shrink at a rate of about 300 students a year with this process.

ENROLLMENT COMPARISON, BY SITE FOR RESIDENT & PERMIT STUDENTS

SITE	MINORITY RESIDENTS	MAJORITY RESIDENTS	TOTAL RESIDENTS	OUT OF DISTRICT MINORITY PERMITS	OUT OF DISTRICT MAJORITY PERMITS	TOTAL OUT OF DISTRICT PERMITS	WITHIN DISTRICT MINORITY PERMITS	WITHIN DISTRICT MAJORITY PERMITS	TOTAL WITHIN DISTRICT PERMITS	TOTAL STUDENTS
Cabrillo	34	197	231	26	29	55	13	48	61	347
Edison	187	22	209	135	43	178	24	25	49	436
Franklin	123	574	697	33	41	74	22	18	40	811
Grant	238	329	567	27	40	67	20	18	38	672
McKinley	184	163	347	58	29	87	12	11	23	457
John Muir	127	131	258	41	22	63	13	11	24	345
Pt. Dume	16	263	279	3	13	16	0	8	8	303
Rogers	327	177	504	97	46	143	16	21	37	684
Roosevelt	174	426	600	45	45	90	34	38	72	762
SMASH	43	69	112	27	17	44	12	17	29	185
Webster	43	333	376	8	43	51	0	13	13	440
Totals	1,496	2,684	4,180	500	368	868	166	228	394	5,442
Adams	446	280	726	215	137	352	45	52	97	1,175
Lincoln	267	646	913	96	191	287	49	74	123	1,323
Malibu	44	379	423	36	48	84	12	35	47	554
Totals	757	1,305	2,062	347	376	723	106	161	267	3,052
Malibu	80	456	536	37	43	80	9	32	41	657
Samohi	1,040	1,101	2,141	538	432	970	120	133	253	3,364
Totals	1,120	1,557	2,677	575	475	1,050	129	165	294	4,021
Olympic	79	20	99	12	3	15	7	2	9	123
District	3,452	5,566	9,018	1,434	1,222	2,656	408	556	964	12,638

Table 4

Enrollment does not include Independent Study students
Data calculated on enrollment of 11/26/01