

TO: BOARD OF EDUCATION

ACTION  
03/19/03

FROM: JOHN E. DEASY

RE: APPROVAL OF MINUTES

RECOMMENDATION NO. A.1

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

None

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

3/19/03

FROM: SUPERINTENDENT

RE: BASIC/SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. A.2

It is recommended that the following textbook(s) be adopted for use in the Santa Monica-Malibu Unified School District.

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

**THE BRONZE BOW**, by Eloise Jarvis McGraw, for 6th grade literature, adoption requested by Julie Erb at Malibu High

**THE GOLDEN GOBLET**, by Ellise Jarvis McGraw, for 6th grade literature, adoption requested by Julie Erb at Malibu High

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/19/03

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP(S) 2002-03

RECOMMENDATION NO. A.3

It is recommended that the Board of Education approve the special field trip (s) listed below for students for the 2002-2003 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>
Samohi Grd. 9-12 20	Las Vegas 04/16/03 to 04/19/03	Mike Griswold Mike Czarnetzki	\$150.00 per student paid for by Parents and Fund Raisers	Tournament	Baseball Tournament (Bishop Gorman).

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/19/03

FROM: SUPERINTENDENT

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.4

It is recommended that Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2002/2003 budget.

Contractor/Contract Dates	Description	Site	Funding
East West Players May 16, 2003 Cost not to exceed: \$600	To provide two performances by our children's touring groups-Asian Pacific tales	Roosevelt	PTA  01-90150-0-11100- 10000-5802-007- 4070

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/19/03

FROM: JOHN DEASY/STEVE CANNELL

RE: CARL D. PERKINS VOCATIONAL AND APPLIED TECHNOLOGY  
EDUCATION ACT 2002-2003

RECOMMENDATION NO. A.5

It is recommended that the Board of Education approve the Vocational Education Application for Funding Carl D. Perkins Vocational and Applied Technology Education Act Amendments of 2002-2003 at Santa Monica High School in the amount of \$62,530.00 for the 2002-2003 school year.

**Comment:** It is the purpose of the Carl D. Perkins Vocational and Applied Technology Education Act to make the District's students more competitive by developing more fully the academic and occupational skills of all segments of the student population. This purpose will principally be achieved through concentrating resources on improving educational programs leading to academic and occupational skill competencies needed to work in a technologically advanced society. These federal funds may only be used for program improvement with the full participation of special populations. Funds are to be directed toward improvement of programs at sites serving the highest concentrations of students with special needs or of programs serving the largest number of students with special needs.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/19/03

FROM: KENNETH R. BAILEY/ VIRGINIA I. HYATT

RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.6

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from February 26, 2003, through March 11, 2003, for fiscal year 2002/03.

**AGENDA**

**NOTE:** The Purchase Order list is not available in the electronic agenda. It is printed in the published agenda. It is available for public review in the Office of the Superintendent and as part of the public copies of the agenda, which are available at the meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/19/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: ACCEPTANCE OF GIFTS - 2002-03

RECOMMENDATION NO. A.7

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$17,751.54 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 2002-2003 income and appropriations by \$17,751.54, 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 2002-2003.

AGENDA

NOTE: The list of gifts is available on the District's website, [www.smmusd.org](http://www.smmusd.org), as a pdf file; to view the gift report:

- 1) go to [www.smmusd.org](http://www.smmusd.org)
- 2) click on "Board Meetings"
- 3) scroll to the date for this meeting
- 4) click on 3-19gif.pdf

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/19/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.8

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>COMPTON, Shirley</u> State & Fed'l./Adams 01-72800-0-11100-10000-5220- 035-1300 General Fund - <u>Resource</u> : BTSA	PESA Training Downey, CA February 4 - 5, 2003	\$200.00
<u>ESSELN, Ruth</u> Samohi No Cost to District	Stupski Family Foundation's High School Principals' Forum San Rafael, CA March 13 - 14, 2003	0 - Funded by Stupski Foundation
<u>GOETZ, Krissie</u> State & Fed'l./Adams 01-40350-0-11100-10000-5220- 035-1300 General Fund - <u>Resource</u> : Title II	70th Annual CAHPERD State Conference Sacramento, CA March 21 - 23, 2003	\$125.00
<u>HERNANDEZ, Patricia</u> Adult Education Center 11-39110-0-4110-1000-5220- 095-2950 Adult Ed. Fund - <u>Resource</u> : Adult Basic Educ.	CATESOL 2003 Pasadena, CA April 11, 2003	\$65.00



<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>STARK, Joseph</u> Adult Education Center 11-39110-0-4110-1000-5220- 095-2950 Adult Ed. Fund - <b>Resource:</b> Adult Basic Educ.	CASAS National Summer Institute San Diego, CA June 18, 2003	\$450.00
<u>THOMAS, Tracie</u> Food & Nutrition Serv. 13-53100-0-00000-37000-5220- 057-2570 Cafeteria Fund - <b>Resource:</b> Child Nutrition	Calif. School Food Service Assn. Anaheim, CA April 11 - 13, 2003	\$190.00
<b>Adjustments</b> (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
NONE		
<b>Group Conference and Travel: In-State</b> * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>DIPLEY, Jeri</u> <u>PASTRANA, Victor</u> John Adams Middle 01-90120-0-11100-1000-5220- 011-4110 General Fund - <b>Resource:</b> Gifts	Character Development Seminar Marina del Rey, CA March 4 - 6, 2003	\$1,190.00 Total <b>+ 2 SUBS</b>
<u>BAROT, Christine</u> Child Development Serv. 12-52101-0-85000-21000-5220- 070-2700 Child Dev. Fund - <b>Resource:</b> Head Start Model I <u>SNYDER, Barbara</u> Child Development Serv. 12-52101-0-85000-10000-5220- 070-2700 Child Dev. Fund - <b>Resource:</b> Head Start Model I	Filemaker Pro Training Level 2 Downey, CA March 25 & 28, 2003	\$666.00 Total
<u>DRESHER, Susan</u> + 2 Additional Staff Santa Monica High No Cost to District	Applied Suicide Intervention Skills Training Pasadena, CA May 5 - 6, 2003	0
<u>DIDION, Kelly</u> <u>GRUBER, Kerrin</u> Pt. Dume Elementary No Cost to District	Camp Bloomfield Malibu, CA May 27 - 30, 2003	0

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<b>Out-of-State Conferences: Individual</b>		
<u>DEASY, John</u> Superintendent 01-00000-0-00000-72000-5220- 020-1200 General Fund - <b>Function:</b> Other Genl. Admin.	Educational Leadership: 2003 Seminar New Haven, CT July 11 - 16, 2003	\$5,000.00 To Be Under- written by First Fed. Bank
<u>FLYNN, Paula</u> Franklin No Cost to District	The Writing Project New York, NY April 4 - 6, 2003	<b>SUB ONLY</b>
<u>THOMAS, Tracie</u> Food & Nutrition Services No Cost to District	Assistance to Farm to Cafeteria Projects Washington, D.C. March 13, 2003	0
<b>Out-of-State Conferences: Group</b>		
NONE		

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/CONSENT  
03/19/03  
FROM: SUPERINTENDENT/KENNETH BAILEY/VIRGINIA I. HYATT  
RE: AUTHORIZATION TO AWARD COMPUTER EQUIPMENT TO GATEWAY  
COMPUTERS FOR THE ADULT EDUCATION CENTER

RECOMMENDATION NO. A.9

It is recommended that the Board of Education authorize the purchase of computer equipment, to Gateway Computers, for the Adult Education Center, in an amount not to exceed \$36,400.

Funding Information

Fund: 11  
Source: Adult Ed/Federal Grant/Restricted  
Account number: 11-39260-0-41100-10000-4400-095-2950  
Description: El Civic Grant

COMMENT: The Adult Education Program has applied for, and was awarded the English Literacy and Civics Grant (El Civic) from the Federal government in an amount of \$195,000. This grant expands English literacy services and promotes the development of integrated programs that incorporate English language and literacy instruction and civics education. English language learners must master English and be able to understand and navigate American institutions and systems, such as government, education, workplace, banking and health care. This initiative focuses on English language learners who function at or below Nation Adult Literacy Survey levels 1 and 2. The grant will supply equipment for a Gateway laptop lab, furniture, staff development, field trips and audio video equipment.

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

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE:  
AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION  
03/19/03

FROM: SUPERINTENDENT/JOSEPH N.QUARLES/RICK BAGLEY

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.10

ELECTIONS

ADDITIONAL ASSIGNMENTS

<u>Name/Location</u>	<u>Rate</u>	<u>Effective</u>	<u>Not to Exceed</u>
<u>JOHN ADAMS MIDDLE SCHOOL</u>			
Compton, Shirley	2.8 hrs @\$35.60	2/21/03	Est Hrly/\$500
Goldberg, Cori	2.8 hrs @\$35.60	2/21/03	Est Hrly/\$500
Lang, Justine	2.8 hrs @\$35.60	2/21/03	Est Hrly/\$500
Moore, Jon	2.8 hrs @\$35.60	2/21/03	Est Hrly/\$500
Shuman, Lori	2.8 hrs @\$35.60	2/21/03	Est Hrly/\$500
TOTAL ESTABLISHED HOURLY			\$2,500

Comment: Chaperone School Dance  
01 Reimbursed by ASB

Austin, Heather	10 hrs @\$35.60	2/1/03-6/20/03	Est Hrly/\$356
Compton, Shirley	10 hrs @\$35.60	2/1/03-6/20/03	Est Hrly/\$356
Fowler, Amy	10 hrs @\$35.60	2/1/03-6/20/03	Est Hrly/\$356
Iwasa, Chris	10 hrs @\$35.60	2/1/03-6/20/03	Est Hrly/\$356
LaDuke, Jan	10 hrs @\$35.60	2/1/03-6/20/03	Est Hrly/\$356
O'Connell, Cheryl	10 hrs @\$35.60	2/1/03-6/20/03	Est Hrly/\$356
Torres, Lupe	10 hrs @\$35.60	2/1/03-6/20/03	Est Hrly/\$356
TOTAL ESTABLISHED HOURLY			\$2,492

Comment: Saturday Intervention for at-risk students  
01-IASA:Title VI Innovat Ed Strt

Daws, Tracy	2.8 hrs @\$35.60	2/21/03	Est Hrly/\$200
Goetz, Kristen	2.8 hrs @\$35.60	2/21/03	Est Hrly/\$200
TOTAL ESTALBISHED HOURLY			\$400

Comment: Chaperone School Dance  
01 Reimbursed by ASB

<u>LINCOLN MIDDLE SCHOOL</u>			
Diamond, Melanie	24 hrs @\$35.60	12/9/02-6/20/03	Est Hrly/\$854
McNulty, Mary Beth	24 hrs @\$35.60	12/9/02-6/20/03	Est Hrly/\$854
TOTAL ESTABLISHED HOURLY			\$1,708

Comment: Extended Library Hours  
01-Unrestricted Resource

<u>JOHN MUIR ELEMENTARY</u>			
Gusmao-Garcia, Renata	12 hrs @\$35.60	3/3/03-4/9/03	Est Hrly/\$427
TOTAL ESTABLISHED HOURLY			\$427

Comment: Intensive Intervention  
01-Unrestricted Resource

WILL ROGERS ELEMENTARY SCHOOL

Barba-Castro, Graciela	3 hrs @\$35.60	2/4/03	Est Hrly/\$107
Berson, Rosie	3 hrs @\$35.60	2/4/03	Est Hrly/\$107
Jones, Tristen	3 hrs @\$35.60	2/4/03	Est Hrly/\$107
Lyons, Irma	3 hrs @\$35.60	2/4/03	Est Hrly/\$107
Teplin, Amy	3 hrs @\$35.60	2/4/03	Est Hrly/\$107
Thatcher, Cindy	3 hrs @\$35.60	2/4/03	Est Hrly/\$107
TOTAL ESTABLISHED HOURLY			\$642

Comment: Parent Ed Night  
01-Parent/Tchr: Nell Soto Program

ROOSEVELT ELEMENTARY SCHOOL

Levy, Amy	35 hrs @\$35.60	2/6/03-6/20/03	Est Hrly/\$1246
Olsheim, Glen	35 hrs @\$35.60	2/6/03-6/20/03	Est Hrly/\$1246
Ostrom, Michael	35 hrs @\$35.60	2/6/03-6/20/03	Est Hrly/\$1246
Snow, Angela	35 hrs @\$35.60	2/6/03-6/20/03	Est Hrly/\$1246
Whitley, Ann	35 hrs @\$35.60	2/6/03-6/20/03	Est Hrly/\$1246
TOTAL ESTABLISHED HOURLY			\$6,230

Comment: After-school Homework Club  
01-Gifts

STUDENT SERVICES

Elgart, Candace	300 hrs @\$35.60	12/1/02-6/21/03	Est Hrly/\$10,680
TOTAL ESTABLISHED HOURLY			\$10,680

Comment: Speech Teacher  
01-Special Education

WEBSTER ELEMENTARY SCHOOL

Berman, Wendy	20 hrs @\$35.60	9/1/02-6/30/03	Est Hrly/\$712
Granof, Deborah	20 hrs @\$35.60	9/1/02-6/30/03	Est Hrly/\$712
Harris, Stacy	12 hrs @\$35.60	9/1/02-6/30/03	Est Hrly/\$427
Held, Pamela	13 hrs @\$35.60	9/1/02-6/30/03	Est Hrly/\$463
Ross, Erica	20 hrs @\$35.60	9/1/02-6/30/03	Est Hrly/\$712
Stevens, Lori	18 hrs @\$35.60	9/1/02-6/30/03	Est Hrly/\$641
TOTAL ESTABLISHED HOURLY			\$3,667

Comment: Home Visits  
01-Acadmc Perf Indx API-one time

HOURLY TEACHERSROP

Wood, David	20 hrs @\$39.90	8/30/02-6/20/03	Est Hrly/\$798
Commerical Photography/Inservice			
Wood, David	24 hrs @\$39.90	8/30/02-6/20/03	Est Hrly/\$958
Commerical Photography			

TOTAL ESTABLISHED HOURLY \$1,756  
01-ROC/P Apportionment

**TOTAL ESTABLISHED HOURLY = \$30,502**

SUBSTITUTE TEACHERSEffectiveADULT EDUCATION

(@\$35.60 Hourly Rate)

Mendez-De Leon, Molly 2/26/03-6/30/03

REGULAR DAY-TO-DAY

(@\$120 Daily Rate)

De Leo, Nicholas	3/6/03
Ziv, Danna	3.6.03

LONG-TERM SUBSTITUTES

(@\$184 Daily Rate)

Friedman, Zelina	2/10/03
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PREFERRED SUBSTITUTES

(@\$142 Daily Rate)

Weiss, Julie	3/3/03
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TEMPORARY CONTRACTS

Name/Assignment

LocationPercentageEffective

Munoz-Friedman, Zelina	100%	2/10/03-6/20/03
SMASH/Grades 4&5	[replacing D. Kirk/maternity leave]	

Rubin, Theresa	100%	11/4/02-6/20/03
Webster	[replacing B. Poole]	

Smart, Carrie	100%	2/1/03-6/20/03
Cabrillo	[replacing J. Snyder/medical leave]	

LEAVES OF ABSENCE (paid)

Name/Assignment

LocationEffective

Salmaggi, Aileen	4/28/03-6/20/03
Edison	[maternity]

Sterling-Molith, Patricia	1/13/03-4/1/03
CDS	[medical]

LEAVES OF ABSENCE (unpaid)

Name/Assignment

LocationEffective

Reynolds, Laree	8/29/03-6/18/04
Lincoln	[personal]

RESIGNATIONS

Name/Assignment

LocationEffective

Asselin, Sylvie	6/20/03
Lincoln Middle School	

Boykin, Tiffany	3/20/03
Lincoln Middle School	

Branch, Michael	6/20/03
Santa Monica High School	

Callister, Don Santa Monica High School	6/20/03
Davila, Sarah John Adams Middle School	6/20/03
De Jesus, Cristina Lincoln Middle School	6/20/03
Engerman, Julie Franklin Elementary	6/20/03
Garcia, Diana Santa Monica High School	6/30/03
Goetz, Kristin John Adams Middle School	6/20/03
Harris, Christina John Adams Middle School	6/20/03
Kannof, Lisa Special Education	6/20/03
Karelsen, Eva Franklin Elementary	6/20/03
Matracia, Jeffrey Santa Monica High School	6/20/03
Neill, William Santa Monica High School	6/20/03
Shpall, Julie Grant Elementary	6/20/03
Spang, Edith Grant Elementary	6/20/03
Weiss, Julie Roosevelt Elementary	6/20/03

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE:  
AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/19/03

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.11

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 2002/03 budget.

ELECTIONS

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>	<u>Rate</u>
Earnhardt, Jessica Student and Family Support Services, provide weekly substance abuse prevention groups for students and their parents at Santa Monica High School FUNDING: 01-90120-0-19150-10000-2917-040-1501-100% Gifts	\$2,400	02/25/03-6/30/03	\$300/mo
Mattson, Mark Franklin Elementary School, teach fifth grade students choral performance FUNDING: 01-90150-0-11100-10000-2917-002-1501-100% Reimbursed by PTA	\$3,400	02/06/03-6/20/03	\$50/hr

MOTION MADE BY:

SECONDED BY:

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AYES:

NOES:

ABSTENTIONS:



TO: BOARD OF EDUCATION

ACTION/CONSENT

03-19-03

FROM: JOHN E. DEASY/JOHN SLISS

RE: CLASSIFIED PERSONNEL - MERIT

RECOMMENDATION NO. A.12

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**

BURRELL, CATHERINE	SWIM INSTRUCTOR/LIFEGUARD 8.0 HRS/SY LINCOLN RANGE: 21 STEP: 01	02-24-03
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**INCREASE IN HOURS**

DAVIDSON, LILLIAN	BRaille TRANSCRIBER 1.6 HRS/SY SPECIAL ED FR: 1.2 HRS/SY	05-01-02
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RUGGLES, MICHAEL	INST ASST - SPECIAL ED 4.0 HRS/SY MCKINLEY FR: 3.5 HRS/SY	01-21-03
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**VOLUNTARY REDUCTION IN HOURS**

HOLTZMAN, ROBIN	INST ASST - SPECIAL ED 3.5 HRS/SY MCKINLEY FR: 6.0 HRS/SY	02-18-03
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**RETURNED FROM UNPAID LEAVE OF ABSENCE**

VAN LOO, DONNA	INST ASST - SPECIAL ED 5.0 HRS/SY OLYMPIC	02-18-03
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**PROFESSIONAL GROWTH**

GRAY, NEDRA	ADMINISTRATIVE ASSISTANT PERSONNEL COMMISSION	03-01-03
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JOHNSTON, CINDY	PERSONNEL ASST/SR OFFICE SPEC PERN COMM/MCKINLEY	03-01-03
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MORALES, CARLOS	PHYSICAL ACTIVITIES SPEC EDISON	02-01-03
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**INVOLUNTARY TRANSFER**

COBURN, SHARON	CAFETERIA COOK BAKER 8.0 HRS/SY MALIBU FR: 8.0 HRS/SY SAMOHI	02-26-03
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HEANEY, ANNE-MARIE	INST ASST - SPECIAL ED 6.0 HRS/SY MCKINLEY FR: 6.0 HRS/SY SAMOHI	03-03-03
HOLTZMAN, ROBIN	INST ASST - SPECIAL ED 3.5 HRS/SY MCKINLEY FR: 6.0 HRS/SY FRANKLIN	02-18-03
LAI, CHONG	PRODUCTION KITCHEN COORD 8.0 HRS/SY MALIBU FR: 8.0 HRS/SY SAMOHI	02-26-03
QUIROZ, TIMOTHY	CAFETERIA WORKER II 7.0 HRS/SY CARILLO FR: 7 HRS/SY SAMOHI	02-26-03
RICHSON, JENNIFER	CAFETERIA COOK BAKER 8.0 HRS/SY SAMOHI FR: 8.0 HRS/SY MALIBU	02-26-03
WEEKS, CARLA	PRODUCTION KITCHEN COORD 8.0 HRS/SY SAMOHI FR: 8.0 HRS/SY MALIBU	02-26-03
<b><u>MEDICAL LEAVE OF ABSENCE</u></b>		
ANTOINE, ANITRA	BUS DRIVER TRANSPORTATION	02-01-03 03-14-03
ESTRADA, FRANK	LEAD CUSTODIAN SAMOHI	02-19-03 04-18-03
GARCIA, CYNTHIA	INST ASST - SPECIAL ED SAMOHI	01-06-03 02-17-03
PAREDES, GUILLERMINA	SR OFFICE SPECIALIST ADAMS	02-13-03 03-14-03
<b><u>UNPAID LEAVE OF ABSENCE</u></b>		
GALLO, ALBERT	EQUIPMENT OPERATOR MAINTENANCE	01-31-03 02-14-03
<b><u>TEMP/ADDITIONAL</u></b>		
BEAVERS, MARCUS	CUSTODIAN I NSI SAMOHI	02-01-03 02-28-03
GONZALES, ERNESTO	CAMPUS SECURITY OFFICER SAMOHI	02-01-03 02-28-03
JARA, ANA	INST ASST - CLASSROOM ADAMS	11-26-02 06-20-03
LOPEZ,	CAMPUS SECURITY OFFICER	02-01-03

VICTORIA	SAMOH	02-28-03
MEJIA, DANIEL	BIL COMMUNITY LIAISON STUDENT SERVICES	09-16-02 06-30-03
PETERSON, AIMEE	INST ASST - SPECIAL ED SPECIAL ED	09-01-02 09-30-02
WILSON, STANLEY	CAMPUS SECURITY OFFICER ADAMS	02-21-03 02-21-03
<b><u>SUBSTITUTE</u></b>		
ALFARO, ALINA	BIL COMMUNITY LIAISON EDISON	01-09-03 06-20-03
DOYLE, CATHY	CHILDREN CENTER ASSISTANT CDS	02-24-03 06-30-03
LOPEZ, ANABEL	INST ASST - CLASSROOM ROGERS	02-04-03 06-20-03
<b><u>RESIGNATION</u></b>		
DOMINY, ERIN	INST ASST - CLASSROOM ROGERS	03-13-03
<b><u>TERMINATION</u></b>		
GALLO, ALBERT	EQUIPMENT OPERATOR MAINTENANCE	02-18-03
<b><u>NEW POSITION</u></b>		
2 POSITIONS	INST ASST - SPECIAL ED 3.5 HRS/SY PINE STREET	01-31-03
	INST ASST - SPECIAL ED 5.0 HRS/SY GRANT	02-10-03
	CAMPUS SECURITY OFFICER 8.0 HRS/10 ADAMS	02-12-03
<b><u>ABOLISH POSITION</u></b>		
VACANT	INST ASST - SPECIAL ED 6.0 HRS/SY MCKINLEY	02-10-03

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE:  
AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03-19-03

FROM: JOHN E. DEASY/JOHN SLISS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.13

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**

AMAYA, RICHARD	SAMOHI	03-01-03 - 06-30-03
BADILLO, ABRAHAM	SAMOHI	11-01-02 - 06-30-03
BUSH, DORCAS	SAMOHI	09-01-02 - 06-30-03
HERRADOR, NATALIE	SAMOHI	01-06-03 - 06-30-03
LOPEZ, DAVID	SAMOHI	02-24-03 - 06-30-03

**STUDENT HELPER**

BLUECHEL, MICHAEL	WORKABILITY	02-10-03 - 06-30-04
BRANDMEIER, JENIFER	WORKABILITY	02-12-03 - 06-30-05
CONRAD, SEAN	WORKABILITY	02-19-03 - 06-30-03
COX, KRISTINA	WORKABILITY	02-10-03 - 06-30-03
GRAZER, RILEY	WORKABILITY	02-13-03 - 06-30-05
MURGATROYD, CHELSEA	WORKABILITY	02-13-03 - 06-30-05
PAGE, ALICIA	WORKABILITY	02-12-03 - 06-30-04

**CHILD CARE ASSISTANT**

ISLAS, HAYDEE	CDS	03-03-03 - 06-30-03
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**ASSISTANT COACH**

DELEO, NICHOLAS	MALIBU	03-01-03 - 06-20-03
SHAFFER, ANTHONY	MALIBU	03-01-03 - 06-20-03
STORR, DARREN	SAMOHI	03-04-03 - 06-30-03

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/19/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: ADOPT RESOLUTION NUMBER 02-27 - TAX AND REVENUE  
ANTICIPATION NOTES (TRANS)

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve the attached resolution authorizing the District to issue Tax and Revenue Anticipation Notes (TRANS) for the fiscal year 2003/2004. The TRANS will be issued for one year in an amount of \$5,000,000.

COMMENTS: TRANS are short-term debt instruments issued by school districts throughout the State to create an additional reserve to the General Fund - Unrestricted. In this District, the reserve will act as a cushion to the General Fund - Unrestricted in the event that the District experiences temporary cash flow needs. These cash flow needs may occur as a result of the timing mismatch between the receipt of revenues and the expenditure of General Fund - Unrestricted monies.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

## **RESOLUTION NUMBER 02- 27**

### **RESOLUTION OF THE BOARD OF EDUCATION OF THE SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT AUTHORIZING THE ISSUANCE OF 2003-2004 TAX AND REVENUE ANTICIPATION NOTES AND REQUESTING THE ISSUANCE OF SUCH NOTES BY THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES**

WHEREAS, pursuant to Sections §53850 *et seq.*, of the Government Code of the State of California (the “Act”) contained in Title 5, Division 2, Part I, Chapter 4, Article 7.6 thereof, on or after the first day of any fiscal year, the Santa Monica - Malibu Unified School District (the “District”) may borrow money by issuing notes in anticipation of the receipt of taxes, income, revenue, cash receipts and other moneys to be received by the District attributable to its fiscal year ending June 30, 2004, for any purpose for which the District is authorized to expend moneys, including but not limited to current expenses, capital expenditures and the discharge of any obligation or indebtedness of the District; and

WHEREAS, Section §53853 of the Act provides that such notes may be issued by the appropriate County Board of Supervisors on behalf of the District upon the authority of a resolution of the governing board of the District; and

WHEREAS, this Board of Education (the “District Board”), being the governing board of the District, desires the assistance of the Board of Supervisors of the County of Los Angeles (the “County Board”) in the borrowing of not to exceed \$5,000,000 by the issuance of notes hereby designated the “Santa Monica - Malibu Unified School District 2003-2004 Tax and Revenue Anticipation Notes (the “Notes”); and

WHEREAS, pursuant to the Act, the Notes shall be payable no more than 12 months after the date of issue, and the Notes shall be payable only from revenue received or accrued during the fiscal year in which the Notes were issued; and

WHEREAS, pursuant to Section §53856 of the Act, the District may pledge any taxes, income, revenue, cash receipts or other moneys deposited in inactive or term deposits (but excepting certain moneys of the District), to the repayment of the Notes, which shall be issued as a general obligation of the District, and to the extent not paid from the taxes, income, revenue, cash receipts and other moneys of the District pledged for the payment thereof, shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as required by Section §53857 of the Act; and

WHEREAS, the Notes to be issued hereunder in Fiscal Year 2003-2004 when added to the interest payable thereon, may not and do not exceed 85 percent of the estimated amount of the uncollected taxes, income, revenue (including but not limited to revenue from state and federal governments), cash receipts and other moneys of the District which will be available for the payment of principal of the Notes and the interest thereon, as required by Section §53858 of the Act;

NOW, THEREFORE, this Board of Education of the Santa Monica - Malibu Unified School District hereby determines and resolves as follows:

Section 1. . Recitals. All of the recitals set forth herein are true and correct, and the District Board so finds and determines.

Section 2. . Authorization of Issuance of Notes: Terms Thereof. The District Board hereby authorizes the issuance of the Notes in a principal amount not to exceed \$5,000,000, the final principal amount to be determined by the District Superintendent after consultation with the Financial Advisor described in Section 8, below. The Notes are to be numbered from one consecutively upward in order of issuance, to be in the denominations of \$5,000, or integral multiples thereof, as determined by the Treasurer and Tax Collector; to be dated the date of delivery thereof; to mature (without option of prior redemption) 12 months after their date of issue; and to bear interest, payable at maturity and computed on a 30-day month and 360-day year basis, at the rate or rates determined at the time of sale thereof.

Both the principal of and interest on the Notes shall be payable, only upon surrender thereof, in lawful money of the United States of America. The County Treasurer and Tax Collector is authorized to act as a trustee, fiscal agent, paying agent, dissemination agent and/or presentation agent (the "Fiscal Agent") in connection with the Notes, and the County may appoint an agent or other third party to perform any or all of such duties.

Section 3. . Form of Notes. The Notes shall be issued in fully registered form (except as otherwise provided herein), and shall be substantially in the form and substance set forth in Exhibit A, as attached hereto and by this reference incorporated herein, the blanks in said form to be filled in with appropriate words and figures (described in Section 8, below) as the Treasurer and Tax Collector may determine and approve. There shall be delivered with the Notes a legal opinion of Bond Counsel (described in Section 8, below) respecting the validity of the Notes and the exclusion from gross income of the interest thereon for federal income tax purposes and the exemption of interest thereon from present State of California personal income taxes.

Section 4. . Deposit of Note Proceeds: No Arbitrage. The proceeds of sale of the Notes (net of costs of issuance) shall be deposited in or to the credit of the general fund of the District or otherwise as directed by the District Superintendent, to be withdrawn and expended for any lawful purpose for which the District is authorized to expend moneys, including, but not limited to, current expenses, capital expenditures and the discharge of any obligations or indebtedness of the District. The District hereby covenants that it will comply with the requirements of the Tax Certificate to be executed by the District

with respect to the Notes and any other instructions requested by or otherwise provided by such Bond Counsel.

Section 5.                      Payment of Notes.

- a.                      Source of Payment. The principal amount of the Notes, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during, or are attributable to, the 2003-2004 fiscal year and which are available therefor. The Notes shall be a general obligation of the District, and to the extent the Notes are not paid from the Pledged Revenues defined below, the Notes shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.
  
- b.                      Pledged Revenues. As security for the payment of the principal of and interest on the Notes, the District hereby pledges an amount equal to 50 percent of the principal amount of the Notes from the unrestricted revenues received by the District in the month ending February 28, 2004; an amount equal to 50 percent of the principal amount of the Notes from unrestricted revenues received by the District in the month ending May 31, 2004; and an amount sufficient to pay interest on the Notes and any deficiency in the amount required to be deposited during any prior month, from unrestricted revenues received by the District in the month ending May 31, 2004 (such pledged amounts being hereinafter called the "Pledged Revenues"). The term "unrestricted revenues" shall mean taxes, income, revenue, cash receipts, and other money of the District as provided in Section §53856 of the Act, which are intended as receipts for the general fund of the District and which are generally available for the payment of current expenses and other obligations of the District.

The principal of the Notes and the interest thereon shall be a first lien and charge against and shall be payable from the first moneys received by the District from such Pledged Revenues, as provided by law.

In the event that there are insufficient unrestricted revenues received by the District to permit the deposit into the Repayment Fund, as hereinafter defined, of the full amount of Pledged Revenues to be deposited from unrestricted revenues in a month, then the amount of any deficiency shall be satisfied and made up from any other moneys of the District lawfully available for the repayment of the Notes and the interest thereon.

- c.                      Deposit of Pledged Revenues in Repayment Fund. The Pledged Revenues shall be held by the County in a separate and special fund designated as the "Santa Monica - Malibu Unified School District, 2003-2004 Tax and Revenue Anticipation Notes Repayment Fund" (the "Repayment Fund") and the County will administer the Pledged Revenues through and including the maturity date of the Notes and apply such funds as directed in this Resolution. Any moneys deposited in the Repayment Fund shall be for the sole benefit of the owners of the Notes and until the Notes and all interest thereon are paid, or until provision has been made for the payment of the Notes and all interest thereon in accordance with their terms, the moneys in the



Repayment Fund shall be applied only for the purposes for which the Repayment Fund is created. The County Treasurer and Tax Collector is directed to deposit all Pledged Revenues subject to deposit as provided in this Section 5© when and as received directly into the Repayment Fund, without further instruction by the District. From the dates of receipt by the County Treasurer and Tax Collector of any of the Pledged Revenues subject to such deposit, the District shall have no right, title or interest therein.

- d. Disbursement and Investment of Moneys in Repayment Fund. All Pledged Revenues shall be deposited into the Repayment Fund upon receipt. After such date as the amount of Pledged Revenues on deposit in the Repayment Fund shall be sufficient to pay in full the principal of and interest on the Notes, when due, any moneys in excess of such amount remaining in or accruing to the Repayment Fund shall be transferred to the general fund of the District or otherwise as directed by the District Superintendent. On the maturity date of the Notes, the moneys in the Repayment Fund shall be used, to the extent necessary, to pay the principal of and interest on the Notes.

Moneys in the Repayment Fund, to the greatest extent possible, shall be invested in legally permitted investments as directed by the County Treasurer and Tax Collector or by the District Superintendent, which may include, but not be limited to, a guaranteed investment contract and the Los Angeles County Pooled Investment Fund or any other investment which the County Treasurer and Tax Collector or the District Superintendent deems prudent. The County Treasurer and Tax Collector (who is hereby designated as agent of the District for these purposes) is hereby requested to invest and/or to direct the investment of the proceeds of the Notes in accordance with the Los Angeles County policy governing the investment of such funds.

- e. Covenant Regarding Additional Short-term Borrowing. The District hereby covenants and warrants that it will not request the County Treasurer and Tax Collector to make temporary transfers of funds in the custody of the County Treasurer and Tax Collector to meet any obligations of the District during the 2003-2004 fiscal year pursuant to the authority of Article XVI, Section 6 of the Constitution of the State of California or any other legal authority.

Section 6. Execution of Notes. The District hereby requests the County Treasurer and Tax Collector, or his designated deputy, and the appropriate officers of the County Board to execute the Notes by their manual or facsimile signatures and to affix a facsimile of the seal of the County thereon; and such officers shall be authorized to cause the blank spaces thereof to be filled in prior to initial delivery as may be appropriate.

Section 7. . Approval of Sale of Notes. The Notes will be sold at a public or private sale, at the time and place and upon the terms provided in a resolution of the County Board; provided that the aggregate principal amount of the Notes does not exceed \$5,000,000 and the interest rate does not exceed eight percent per annum.

Section 8. . Authorization and Approval of Preliminary Official Statement and Official Statement. The District hereby appoints The Stiepel Group, Inc. as Financial Advisor to the District and appoints Richards, Watson & Gershon, A Professional Corporation, as Bond Counsel in connection with the issuance of the Notes. The officers of the District are authorized and directed to provide information regarding the District in connection with the preparation of an Official Statement relating to the Notes and any other document or documents relating to the Notes. The Financial Advisor is hereby authorized to prepare and distribute a Preliminary Official Statement and an Official Statement relating to the Notes. Upon inclusion of the information relating to the District therein, the Preliminary Official Statement is, except for certain omissions permitted by Rule 15c2-12 of the Securities and Exchange Commission promulgated under the Securities Exchange Act of 1934, as amended (the "Rule"), hereby deemed final within the meaning of such Rule.

Section 9. . Continuing Disclosure

a. As required by the Rule, the District covenants with the Noteholders that it will, and hereby authorizes its appropriate officers and employees to provide, in a timely manner, to the Municipal Securities Rulemaking Board or each nationally recognized municipal securities information repository and to any California information depository for the benefit of the Noteholders, notice of any of the following events with respect to the Notes, if material:

- i. principal and interest payment delinquencies;
- ii. non-payment related defaults;
- iii. unscheduled draws on the debt service reserves reflecting financial difficulties;
- iv. unscheduled draws on credit enhancements reflecting financial difficulties;
- v. substitution of credit or liquidity providers, or their failure to perform;
- vi. adverse tax opinions or events affecting the tax-exempt status of the securities;
- vii. modifications to rights of security holders;
- viii. bond calls;
- ix. defeasances;

- x. release, substitution, or sale of property securing repayment of the securities; and
- xi. rating changes.

Notwithstanding any other provision herein, failure of the District to perform in accordance with this Section 9(A) shall not constitute a default under this Resolution and may be enforced only as provided in this Section 9.

- b. Each Material Event Notice shall be so captioned and shall prominently state the title, date and CUSIP numbers of the affected Notes;
- c. The District represents that since July 3, 1995, it has not failed to comply in any material respect with any previous undertaking in a written contract or agreement specified in paragraph (b)(5)(I) of the Rule.
- d. This Section may be amended, by written agreement of the parties, without the consent of the holders of the Notes (except to the extent required under clause (iv) below), if all of the following conditions are satisfied: (I) such amendment is made in connection with a change in circumstances that arises from a change in legal (including regulatory) requirements, a change in law (including rules or regulations) or in interpretations thereof, or a change in the identity, nature or status of the District or the type of business conducted thereby, (ii) this Section as so amended would have complied with the requirements of the Rule as of the date of this Resolution, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances, (iii) the District shall have delivered to the County an opinion of Bond Counsel, addressed to the District and the County, to the same effect as set forth in clause (ii) above, (iv) either (a) the District shall have delivered to the County an opinion of Bond Counsel or a determination by a person, in each case unaffiliated with the District (such as Bond Counsel or the County) and acceptable to the District, addressed to the District and the County, to the effect that the amendment does not materially impair the interests of the holders of the Notes, or (b) the holders of the Notes consent to the amendment to this Section 9 pursuant to the same procedures as are otherwise required for amendments, and (v) the District shall have delivered copies of such opinion(s) and amendment to each NRMSIR and any CID.
  - i. In addition to subsection (D)(1) above, this Section 9 may be amended and any provision of this Section may be waived, by written agreement of the parties, without the consent of the holders of the Notes, if all of the following conditions are satisfied: (I) an amendment to the Rule is adopted, or a new or modified official interpretation of the Rule is issued, after the effective date of this Section 9 which is applicable to this Section 9, (ii) the District shall have delivered to the County an opinion of Bond Counsel, addressed to the District and the County, to the effect that performance by the District and the County under this Section as so amended or giving effect to such waiver, as the case may be, will not result in a violation of the Rule and (iii) the District shall have delivered copies of such

opinion and amendment to each NRMSIR and any CID.

- e. The provisions of this Section 9 shall inure solely to the benefit of the holders from time to time of the Notes, except that beneficial owners of Notes shall be third-party beneficiaries of this Section 9.

- i. Except as provided in this subsection (E)(2), the provisions of this Section 9 shall create no rights in any person or entity. The obligations of the District to comply with the provisions of this Section 9 shall be enforceable in the case of enforcement of obligations to provide notices, by any Registered Owner of outstanding Notes, or by the Fiscal Agent on behalf of the Registered Owners of outstanding Notes, provided, however, that the Fiscal Agent shall not be required to take any enforcement action except at the direction of the Registered Owners of not less than a majority in aggregate principal amount of the Notes at the time outstanding who shall have provided the Fiscal Agent with adequate security and indemnity. The Registered Owners' and Fiscal Agent's rights to enforce the provisions of this Section 9 shall be limited solely to a right, by action in mandamus or for specific performance, to compel performance of the District's obligations under this Section 9. In consideration of the third-party beneficiary status of beneficial owners of Notes pursuant to subsection (1) of this Section 9, beneficial owners shall be deemed to be Registered Owners of Notes for purposes of this subsection (B).

- f. For the purposes of this Resolution, unless the content otherwise requires, the terms defined in this Section 9, for all purposes of this Resolution, have the meanings specified herein:

"Bond Counsel" means an attorney or firm of attorneys of nationally recognized standing in matters pertaining to the validity of, and tax-exempt nature of interest on, obligations issued by states and their political subdivisions.

"Material Event" means any of the events with respect to the Notes, as set forth in Section (9)(A) above.

"Material Event Notice" means notice of a Material Event.

"MSRB" means the Municipal Securities Rulemaking Board established pursuant to Section 15B(b)(1) of the Securities Exchange Act of 1934.

"NRMSIR" means, at any time, a then-existing nationally recognized municipal securities information repository, as recognized from time to time by the SEC for the purposes referred to in the Rule. The NRMSIRs as of the date of this Resolution are Bloomberg Municipal Repositories, DPC Data Inc., Standard & Poor's J.J. Kenny Repository, and FT Interactive Data.

"Register" means the book or book of registration kept by the Registrar in which are maintained the names and addresses and principal amounts registered to each Registered Owner.

“Registered Owner” means the Person in whose name a Note is registered on the Register.

“Registrar” means the Fiscal Agent, or a substitute Registrar.

“CID” means, at any time, a then-existing state information depository, if any, as operated or designated as such by or on behalf of the State of California for the purposes referred to in the Rule. As of the date of this Resolution, there is no CID.

Section 10. . Delivery of Notes. The proper officers of the County are hereby requested to deliver the Notes to the original purchaser. All actions heretofore taken by the officers and agents of the District with respect to the Notes are hereby approved, confirmed and ratified, and the officers of the District are hereby authorized and directed to do any and all things and take any and all actions which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Notes in accordance with this Resolution and resolutions hereafter adopted by the County Board.

Section 11. . Further Actions Authorized. It is hereby covenanted that the District, and its appropriate officials, have duly taken all proceedings necessary to be taken by them, and will take any additional proceedings necessary to be taken by them, for the levy, collection and enforcement of the taxes and other revenues pledged under this Resolution in accordance with the law and for carrying out the provisions of this Resolution. The District Superintendent, officers and staff of the District are hereby directed to take such further action as may be necessary to carry out the intent and purpose of this Resolution and to execute and deliver any and all agreements, certificates and other documents that they or Bond Counsel may deem necessary or advisable to effectuate the purposes of this Resolution without further approval of this District Board.

Section 12. . Limited Liability. Notwithstanding anything to the contrary contained herein or in the Notes or in any other document mentioned herein, the District shall not have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 5 hereof and the County is not liable for payment on the Notes or any other obligation of the District hereunder.

Section 13. . Designation as Qualified Tax-Exempt Obligations. The District Board hereby designates the Notes as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

Section 14. . Effective Date. This Resolution shall take effect immediately.

PASSED AND ADOPTED by the Santa Monica - Malibu Unified School District this March 19, 2003 by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
President of the Board of Education of the  
Santa Monica - Malibu Unified School District

ATTEST:

\_\_\_\_\_  
Secretary of the Board of Education of the  
Santa Monica - Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/19/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: BORROWING FROM OTHER FUNDS

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve the temporary borrowing of funds from one District Fund to any other District Fund, not to exceed \$5,000,000.00 to meet temporary cash flow needs. This approval will cover the 2002-03 School Year.

COMMENT: Education Code §42603 states that the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Similar actions have been approved by the Board in prior years to meet cost flow needs.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/MAJOR  
03/19/03

FROM: JOHN E. DEASY

RE: AUTHORIZATION OF ONE-YEAR RESTRUCTURING OF DAC REPORTS

RECOMMENDATION NO. A.16

It is recommended that the Board of Education authorize the following restructuring of the District Advisory Committee (DAC) report process for one year only. This suggestion is being made in light of the current budget crises brought upon the district by the severe reduction in State funding to public education.

COMMENT: Typically, each Board-appointed DAC is encouraged to present a year-end report to the Board that both outlines its accomplishments of the previous year and offers thoughtful suggestions relative to the wants and needs of the committee's discreet constituency. (Board Policy and Administrative Regulations 1220; available on the district's website, [www.smmusd.org](http://www.smmusd.org), click on "I Want to Know About," scroll down to and select "Policies." )

The incredible budget cuts that the district is now forced with making suggests that this reporting process be changed for one year only. It is staff's opinion that early input from each DAC would be very helpful to the Board in its budget-decision making process.

Through early interface, the Board would have a precise indication of which, if any, of the particular kinds of services currently being considered for discontinuance or reduction are most important to a given constituency. Additionally, the reports would be structured in such a way as to allow for an appropriate, highly specific public forum. Finally, staff believes that in providing this reporting opportunity to the community, two additional purposes may be achieved:

- 1) dissemination of new and vital budgetary information
- 2) possible identification of new revenue streams for district programs.

While it is understood that the timing is very tight, it is also presumed that each committee is keenly aware of what proposals it would make in its regular Spring report and that any such ideas would be made in correlation to the district's adopted Strategic Plan.



It is therefore suggested that each committee:

- 1) select 20-minute time slot from those provided below; the time slots would be guaranteed on a first-come, first-serve basis
- 2) prepare a report for the Board that would follow these guidelines:
  - A) **5-7 minutes:** careful delineation of which particular kinds of services are most valued by the committee and why. This segment would include rationale, statistics, projected impact on all stakeholders, etc.
  - B) **2-3 minutes:** NEW suggestions for increasing field-specific revenue streams
  - C) **2-3 minutes:** NEW or amended strategies for cross-curricular teaming to maximize the dollars the district does have
  - D) **2-3 minutes:** NEW or amended action plans for supporting the ideas, specifically tied to the strategic plan
  - E) **2-3 minutes:** staff liaison comments

At the end of 20 minutes the report would stop. Period.

Committees not wishing to participate at this time would be given the standard reporting opportunity in May.

The final variance in the reporting process would be that there would be no commitment of any district funding for any of the proposals.

Committees to report are:

Child Care and Development	Community Health & Safety
Fine Arts	Instructional Technology
Intercultural Advisory	Special Education
Sports and Physical Education	

Other Board-appointed committees (Chapter One, Gifted and Talented, Bilingual) may report as well by following the above-listed procedure. Moving forward in such a way seems vital to the Board's deep understanding of the wishes of the its constituents.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

**SIGN UP SHEET FOR DAC REPORTS TO THE BOARD OF EDUCATION**

Committee Chairs Should Contact the Board Secretary  
for Appointment Times

**April 3, 2003**

6:30	6:50
7:20	7:40
8:00	(Public Forum)

**May 1, 2003**

6:30	6:50
7:20	7:40
8:00	(Public Forum)

TO: BOARD OF EDUCATION

ACTION/MAJOR

03/19/03

FROM: JOHN E. DEASY

RE: CHANGE IN BOARD MEETING SCHEDULE FOR 2002-03

RECOMMENDATION NO. A. 17

It is recommended that the Board of Education amend the schedule of Board Meetings as follows:

June 5, 2003 Board Meeting moved to Thursday, June 12, 2003, location to be determined.

COMMENT: The Board of Education is scheduled to meet on the fourth Thursday of the month in June because of graduation schedules. By moving the June 5 meeting to June 12, the Board will keep its every other week meeting schedule during the month of June.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION  
FROM: SUPERINTENDENT/CHRIS RIVERA  
RE: MIDDLE SCHOOL ALGEBRA PLAN

DISCUSSION  
03/19/03

DISCUSSION NO. D.1

It is recommended that the Board of Education discuss a proposed plan developed by the Santa Monica Malibu Unified School District Math Committee designed to accelerate the achievement of all middle school students. Through this plan all students will be able to enter the ninth grade ready for geometry or a higher level class.

COMMENTS: This discussion item is centered on a proposed plan designed to accelerate the achievement of all middle students by enabling them to take Algebra 1 before the 9th grade thereby meeting the California State Standards for the study of Mathematics. While each middle school currently has students finishing Algebra, not all students have had this opportunity. This plan will outline the classes and support systems that will greatly increase the likelihood that all students will be ready to take Geometry, or a higher level course, in the ninth grade. These students will then be eligible to take advanced math courses, which greatly increases their opportunities to satisfy the entrance requirements of many competitive colleges and universities.

Copies of the PowerPoint presentation will be made available at the meeting.

TO: BOARD OF EDUCATION DISCUSSION  
03/19/03  
FROM: JOHN E. DEASY/KENNETH R. BAILEY  
Previously  
RE: DRAFT OF 2003-04 BUDGET REINSTATEMENT PLAN 3/06/03

DISCUSSION NO. D.2

It is recommended that the Board of Education approve the following potential restorations to the 2003-04 budget:

COMMENTS: As we proceed with our deliberations on how to balance the 2003-04 budget, staff presented the Board an extensive list of budget reductions to consider. Staff recommended and the Board approved all the reductions which now total \$13.7 million. These reductions represent as equitable an application as possible to all programs and services. Staff believes that we should begin our 2003-04 budget planning by establishing a starting point that is \$13.7 million lower than our current budget.

Staff further recommends that the Board begin a process to establish guidelines that would restore budget cuts as additional revenue becomes available. The Board may not be able to restore all the proposed reductions, but an attempt should be made to develop a list of programs and services that would be restored by the successful passage of our School Funding Measure, additional ongoing support (from the Cities), and the hopeful restoration of State and Federal categorical programs.

To begin the process of establishing a method to determine the order to which programs and services should be restored, staff recommends that the Board begin the process by establishing a commitment to restore the teaching and administrative staff to the core education program. Namely, the recommendation is to first restore elementary education staffing, then to restore middle school and high school staffing. All other proposed budget cuts could be considered for restoration after the staffing of the basic education system is restored.

It is critical to establish these packages of possible restoration as a flexible plan - a road map, if you will, given what we know today. It is almost assured that the financial picture will be different in June and, as such, you allow yourself the latitude to adjust decisions accordingly.

From the initial budget cuts of \$13.7 million, staff proposes the first restoration be at the elementary schools, followed by the restoration of staff at the middle and high schools:

**FIRST PACKAGE**

21	Elementary Teachers	\$1,296,400
2	Elementary Assistant Principals	\$ 201,800
1	Elementary Principal	\$ 116,984
20	Middle School Teachers	\$1,234,640
25	High School Teachers	<u>\$1,543,300</u>

**Subtotal: \$4,393,124**

2	Nurses	\$ 130,752
6.67	Elem. Instr. Music Teachers	\$ 503,868
5.19	Music Aides/Accompanist	\$ 204,261
1	Fine Arts Coordinator	\$ 91,899
4	Facilities/Custodians/Grounds	\$ 230,772
4	Sr. Adm. Asst./Adm. Asst./Sr. Off. Spec.	\$ 223,612
2	Fiscal Services/Computer Services	\$ 128,150
2	Personnel/Educ. Serv./Student Serv.	\$ 110,579
1	Career Center Specialist	\$ 56,526
5	Elementary Library Coordinators	<u>\$ 214,310</u>

**Subtotal: \$1,894,729**

**TOTAL: \$6,287,853**

If the District receives \$3.5 million of additional revenue from the Cities of Santa Monica and Malibu, collectively, then the Board is free to effect the second package.

**SECOND PACKAGE**

2	Educational Services Admin. Positions	\$ 249,700
3.2	Nurses	\$ 209,204
4	Elementary Library Coordinators	\$ 171,448
1.38	Middle School Library Assistants	\$ 52,843
2	High School Library Assistants	\$ 74,358
10.88	P.E. Aides/P.E. Specialist	\$ 441,376
1	P.E./Health Coordinator	\$ 96,150
3	Computer Lab/ AV Technicians	\$ 115,988
1.87	Instructional Aides - Classroom	\$ 72,536
12	Facilities/Custodians/Grounds	\$ 692,316
11	Sr. Adm. Asst./Adm. Asst./Sr. Ofc. Spec.	\$ 614,933
4	Fiscal Services/Computer Services	\$ 256,300
2	Personnel/Educ. Serv./Student Serv.	\$ 110,579
2	Staff on Special Assignment (50% reim.)	\$ 77,500
1	Personnel Commission Office	\$ 99,822
1	Fiscal Services Supervisor	\$ 85,973
1	Textbook Coordinator	\$ 53,545
.25	Superintendent's Office	<u>\$ 23,493</u>

**TOTAL: \$3,498,064**

### **THIRD PACKAGE**

These positions will be reinstated as we determine additional funding sources.

1	Educational Services Admin. Positions	\$	167,657
1	Classified Personnel Director	\$	122,536
7.28	Middle and High School Athletic Support	\$	262,900
3	Facilities/Custodians/Grounds	\$	173,079
3	Sr. Adm. Asst./Adm. Asst./Sr. Ofc. Spec.	\$	167,709
2	Purchasing	\$	127,572
.24	Cafeteria Worker	\$	8,330
24	Special Services Contracts	\$	830,904
	Contracts for Independent Contractors	\$	167,353

**TOTAL: \$2,028,040**

Federal & State Categoricals: Reduction of various categorical certificated positions (25 FTEs) were not included in staff's recommendation. The restoration of these positions are dependent upon State categorical funding and the reorganization of Federal categorical funding. The disposition and/or reinstatement of these positions will happen as we are informed of our funding determination.

City Grant Reorganization: Staff has assumed that the City of Santa Monica funding will continue and that funding for Multicultural programs, ENLACE and Alliance is assured. Staff will redesign these programs to include a Director of Student and Family Support Services, a Bilingual Coordinator and two Community Liaisons.

TO: BOARD OF EDUCATION

DISCUSSION

03/19/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: REPLACE ONE POSITION ON THE FINANCIAL OVERSIGHT  
COMMITTEE

DISCUSSION NO. D.3

It is recommended that the Board of Education

- 1) authorize the process to begin the replacement of one position on the District's Ad Hoc Financial Oversight Committee;
- 2) direct staff to conduct an application process;
- 3) approve the following timeline for the appointment:

,	distribution of applications	March 24, 2003
,	applications due in Superintendent's Office	April 18, 2003
,	Board to appoint	May 1, 2003

COMMENTS: Effective February 4, 2003, Ms. Gloria Reisner resigned from the Financial Oversight Committee, leaving a total of six members on the Committee. This is the remainder of a 2-year term which began on July 1, 2002 and will end on June 30, 2004.



TO: BOARD OF EDUCATION

INFORMATION

03/19/03

FROM: SUPERINTENDENT

RE: BASIC/SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

INFORMATIONAL ITEM 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 two weeks in the Educational Services Department at 1638 17th Street, Santa Monica, CA 90405.

**JUST WRITE, books 1 & 2**, by Alexandra Bigelow and Elsie Wilmerding, for 2nd grade writing, adoption requested by Laurel Thorne of Cabrillo Elementary

**JUST WRITE, books 1 & 2, Teachers Guides**, by Alexandra Bigelow and Elsie Wilmerding, for 2nd grade writing, adoption requested by Laurel Thorne of Cabrillo Elementary

TO: BOARD OF EDUCATION PUBLIC REQUEST  
03/19/03  
FROM: DAVID GANEZER previously  
03/06/03  
RE: OFFER TO PRINT DISTRICT'S LEGAL ADVERTISEMENTS  
FREE FOR ONE YEAR

PUBLIC REQUEST ITEM NO. PR.1

David Ganezer, Publisher of the Santa Monica Observer, will address the Board to offer printing/publishing all the District's legal notices/advertisements for one year netting a possible savings of hundreds of dollars.

**MEETING**

**NOTE:** Mr. Ganezer is a district parent as well as the publisher of the "only family with a newspaper of general circulation in Santa Monica."

He has come forward to offer this service.

It is anticipated that the Board may direct staff to calculate the estimated savings and to clarify the area of distribution, juxtaposed to areas of distribution and cost of other publications in which the district currently advertises.