

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

**UNADOPTED  
June 3, 2004**

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Thursday, June 3, 2004 in the Board Room of the District Offices, 1651 16<sup>th</sup> Street, Santa Monica, CA. The meeting was called to order at 6 p.m. at which time the Board of Education moved to the Board Conference Room to meet in Closed Session for the reason(s) listed in Section III, below. The Board reconvened the public portion of the meeting at 7:20 p.m. in the Board Room.

**I CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance

**II PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY**

There were no speakers.

**III CLOSED SESSION:**

- Conference with Superintendent and Assistant Superintendents regarding 2003-2004 Strategies for Negotiations the Santa Monica-Malibu Classroom Teachers Association (SMMCTA), the Santa Monica Chapter, Local 660, of the Service Employees International Union (SEIU) and with Non-Represented Employees (management and confidential) pursuant to GC § 54957.6, as cited in the Brown Act.

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

- Pt. Dume Marine Science Elementary - Principal Chi Kim reported that the school has had a very successful year. State testing results show a jump of 20 points in the school's API score. The Science and Choral music programs have been extremely successful. Ms. Kim also reported a new program incorporating community services projects this year. Lastly she stated that the school has met all of its goals for the School Improvement Plan. Ms. Kim introduced Debbie Kester, PTSA President.
- Pt. Dume Marine Science Elementary PTSA - Ms. Kester opened her report stating that PTSA has had a busy year including sponsoring several family nights; an annual school Field Day event where students participate at grade level in activities. The day also provides an opportunity for students to display their school spirit. Community service projects this year included working with Heal the Bay to clean the beaches and a monthly food drive for the labor exchange. The Marine Science lab has added seahorses to one of its tanks this year. Ms. Kester introduced fourth grade student, Carson Meyer, who presented a PowerPoint project she has worked on during the year.
- Recognition of Student Board Members

The Board of Education recognized Bryce Maddock (Santa Monica High School), Camden Vilkin (Malibu High School) and Elizabeth Kelso (Olympic High School) for their exemplary service in representing their respective high schools.

- Recognition of Retirees  
The following employees were recognized for their years of service to the

District:

Patricia Cairns	Peggy Sue Ferrell	Gloria Fowler
Kathryn Hadlock-Piltz	Tebb Kusserow	Kathleen Martin
Linda Miller	Margaret Ann Payne	Bertha Pitney
Anne Rosten	Jacalyn Fisher	Saroj Gupta
Martha Marie Mackavoy	Judith Slosser	Linda Jean Stamer

**V APPROVAL OF THE AGENDA**

*The Agenda was moved by Ms. Leon-Vazquez, seconded by Mr. McLoud and approved 6/0. Dr. Jordan had an excused absence.*

**VI APPROVAL OF MINUTES**

A.01 Approval of Minutes: (none available) ..... 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.02 Independent Contractors ..... 2  
 A.03 Overnight Field Trip(s) 2003-2004 ..... 3  
 A.04 Basic/Supplemental Math Textbooks to be Adopted ..... 4  
 A.05 SMMUSD Library Plan - 2003-2005 ..... 5-18

**Business and Finance**

A.06 Award of Purchase Orders ..... 19-19g  
 A.07 Amendment to Contract with Wheatstone Energy for Lighting Retrofit  
 Project - RFP #3.05 - Change Order #4 ..... 20

**Personnel**

A.08 Certificated Personnel, Elections, Separations ..... 21-24  
 A.09 Special Services Employees ..... 25  
 A.10 Classified Personnel - Merit ..... 26-28  
 A.11 Classified Personnel - Non-Merit ..... 29  
 A.12 Classified Administrative Contract Renewal: Director of  
 Facilities Management ..... 30  
 A.13 Approval of Instructional Assistant - Special Education ..... 31

**General Functions**

A.14 Additional Board Meetings Scheduled for June 2004 ..... 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.

- Mr. Ronald Hall spoke to the Board of Education about teaching students financial planning utilizing excel spreadsheets so that all high school students would understand the importance of saving for retirement.
- Ms. Godinez, Margarita Gonzales, Marlene Herrera and Natalie Preciado expressed their concerns about safety for their children attending Santa Monica High School. They also raised concerns about discipline and how it is administered at the school.
- Mr. Jim Jaffe addressed the Board of Education about the lack of televised meetings when the Board meets in Malibu. He suggested using the Malibu City Council Chambers and stated he would check into that possibility.
- Jean Sedillos addressed the Board of Education regarding the use of Barnum Hall and the need for a theater manager.

## 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

- Camden Vilkin, Malibu High School, reported that planning is underway for commencement ceremonies scheduled for June 17. Of the 129 graduates, 94% will attend college. The last issue of this year's school newspaper, The Current, is in its final stage. ASB elections were held. (Dr. Deasy congratulated Camden upon her election as Student Body President.) Camden invited everyone to attend the school's production of 42<sup>nd</sup> Street which opens on Wednesday, June 9. Lastly, Camden thanked the Board of Education for the opportunity to sit with them and stated it was an honor and a privilege.
- Bryce Maddock, Santa Monica High School, reported that the prom held at the Beverly Hilton Hotel was amazing and a successful event. Senior Awards Night was held last Tuesday with many students receiving honors for their work. Bryce thanked the Board for the opportunity to serve with them and stated he had learned a great deal over the past year working with the Board. He learned that no issue is one sided. He further stated it was an honor and pleasure to serve. Bryce, who attended Grant, John Adams and Santa Monica High School, will be attending NYU in the fall.

- B. School Report** - Pt. Dume Marine Science Elementary - see section IV
- C. SMMCTA Report** - Mr. Keiley reported that the SMMCTA Board sent out information regarding Senator Kuehl's Health Care Bill with contact information for legislators to encourage support for the Bill.

SMMCTA has begun its endorsement process for seats on the Board of Education. Currently, seven members of the community are seeking the union's endorsement. Mr. Keiley stated that the union is grateful to all who participate.

Lastly, Mr. Keiley congratulated all the retirees and thanked them for their years of service to the District. He noted that SMMCTA has established the Annual Pat Cairns Leadership Award to be given to a District administrator who exemplifies Pat's leadership style, i.e., honors all teachers and employees, respects the collective bargaining agreement and seeks teacher input on teacher matters.

- D. SEIU Report** - Ms. Keryl Cartee noted that it has been a busy year. This time of year provides time to look at what has and has not been accomplished. SEIU is currently in negotiations with the District regarding health care and professional growth issues. The union is part of a national campaign to reach every member to see what is working, not working in order to be better employees. On June 19, SEIU is making national history on Bridging the Gap on Health Care with members marching across bridges across the country to focus attention to health care to seek reasonable solutions to the national health care crisis.

Lastly, Keryl reported that the Richard Bartolomeo Scholarship has been established through the Education Foundation. Scholarships will be awarded to students who are seeking a career in union leadership or work in the journeyman trades.

- E. Santa Monica-Malibu Education Foundation Report** - Mr. Ralph Mechur reported that proceeds from the raffle held in March provided funds for 39 grants for Academic Enrichment. The total award is \$37,004. The Pier event held the night before the Venice/Jackson Browne concert and the concert itself were great successes. Fifty percent of the net proceeds will support music programs next year for Title I schools and John Adams middle school. The Foundation has begun planning for next year's event.
- F. PTA Council President Report** - Maria Rodriguez reported that PTA Council recently held its Service Award Breakfast and installation of new Board officers. Ms. Rodriguez will serve as President again next year. PTA Council published a newsletter, *PTA Wants You to Know*, with private and PTA funds. PTA Council hopes to publish the newsletter two more times next year. PTA Council is also working on a website to disseminate information about education and to provide awareness about State issues. Summer School Adventure, co-sponsored with the Education Foundation, is fully enrolled and will be held at Grant Elementary School.

- G. Personnel Commission Report**
- H. Malibu Foundation for Youth and Families**

**I. Special Education Strategic Plan Committee** - Mr. Craig Hamilton reported that the Committee is continuing to work on the plan and will provide a document to the Board of Education prior to the June 14 Board Meeting. The plan will include the process the Committee used, guiding principles, action plans and recommendation in areas specifically requested of the Committee, as well as recommendations for next steps.

**J. Financial Oversight Committee Report**

**K. DAC Reports:**

- Committee on the Fine Arts - Zina Josephs presented the annual report and recommendations to the Board of Education. Mr. Tom Whaley provided the year in review which is a part of the report. A copy of the full report is included in the Minutes immediately following the Table of Contents.
  
- Arts for All Committee - Cyndi Mladinov presented the Committee's report. Santa Monica-Malibu USD is one of five districts participating in this effort. Linda Gross introduced Arts for All Guests: Laurie Schell, California Alliance For Arts Education; Ayanna Hudson, LA Arts Commission; Mark Slavkin, LA Music Center and Kris Alexander the District's coach for Arts for All. A copy of a letter from the California Alliance for Arts Education is included in the Minutes. Also included is a draft of a policy change for BP 4142.1 - Arts Education to be presented for discussion on June 24, 2004.

**X SUPERINTENDENT'S REPORT**

No Report.

**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.

A.15	Approval of Special Education Contracts 2003/2004 .....	33-35
A.16	Updating Board Policy 1312.3 - Uniform Complaint Procedures .....	36-42
A.17	Updating Board Policy 4030 - Nondiscrimination in Employment .....	43-46
A.18	Award of Districtwide Asphalt Repair/Refurbish and Unit Pricing, Bid #4.05 .....	47-48
A.19	Memorandum of Understanding Between the City of Santa Monica and The District for City Fiber Services .....	49
	<i>(Numbered pages 1-17 included in printed agenda - MOU available in pdf format on line)</i>	
A.20	Adoption of Resolution Number 03-23 - Requesting the City of Santa Monica to Consolidate a Board of Education Election with the General Municipal Election of the City of Santa Monica, to be Held on Tuesday, November 2, 2004 .....	50-51

**XII DISCUSSION ITEMS**

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

D.1 Authorization - Automatic External Defibrillator ..... 52

**XIII INFORMATIONAL ITEMS**

I.1 Supplemental Textbooks/Software to be Adopted ..... 53

**XIV BOARD MEMBER ITEMS**

These items are submitted by individual Board members for information or discussion, as per Board Policy 8320(b).

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

These items are submitted by members of the public to address the Board of Education on a matter within the jurisdiction of the Board, as per Board Policy 8320(c). Requests must be submitted to the Superintendent in writing ten days before the Board meeting or prior to agenda planning, in accordance with the established agenda planning schedule, whichever is less. The written request will not exceed 500 words and will include, as an attachment, brief background information and the reason for the request.

**XVI CONTINUATION OF PUBLIC COMMENTS**

A continuation of Section VIII, as needed.

**XVII BOARD MEMBER COMMENTS**

Board Member Comments is the section where a Board member may make a brief announcement or make a brief report on his or her own activities relative to Board business. There can be no discussion under "BOARD MEMBER COMMENTS".

**XVIII FUTURE AGENDA ITEMS**

Items for future consideration will be listed with the projected date of consideration. The Board of Education will be given any backup information available at this time.

- **Special Education - Strategic Plan (June 14, 2004)**
- **Brown Act - Review - (date to be determined)**

**XIX CLOSED SESSION**

The Board of Education will adjourn to CLOSED SESSION to complete discussion on items listed for CLOSED SESSION following the regular business meeting.

**XX ADJOURNMENT**

At 10:40 p.m. it was moved by Ms. Leon-Vazquez, seconded by Mr. McLoud and voted unanimously to adjourn the meeting.

The next meeting is tentatively scheduled to be held on **Monday, June 14, 2004, at 7:30 p.m.** in Board Room of the District Offices, 1651 16<sup>th</sup> Street, Santa Monica, CA. A regular meeting is scheduled to be held on Thursday, June 24, at 7 p.m. in the Board Room of the District Offices.

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 3 every Saturday at 8 PM

Board of Education Meeting Schedule						
January through June, 2004						
January	1 Holiday no meeting	8 DO			22 DO	1/8 - school plans
February	5 MHS		19 SM		26 DO	
March	4 DO	11 DO	17 DO (Wednesday)		25 DO	18-19: Stairway of the Stars (Civic Auditorium)
April	1 MHS				22 DO <del>29 DO</del>	4/5-16: Spring Break (4/29 cancelled)
May	6 DO	13 DO	20 SM			
June	3 DO		14 DO (tentative)		24 DO 25 DO (tentative)	6/3 - Recognition of Retirees 6/14-18: Graduation Week Activities

Meeting Dates Approved 6/26/03 : Updated 2/5/04


District Office (DO) 7/31, 8/21, 10/2, 12/4, 1/8/04, 1/22, **2/26**, 3/4, **3/11**, 3/17, **3/25**, 4/22, **4/29**, 5/6, **5/13**, 6/3 and 6/24  
Malibu Meetings (MHS) 9/4, 11/6, 2/5, and 4/1 - Malibu High School Aud. 30215 Morningview Drive, Malibu.  
Santa Monica City Council Chambers (SM) 9/18, 10/16, 11/20, 2/19 and 5/20 - 1685 Main Street, Santa Monica.

Agenda Distribution:

A copy of the Table of Contents is posted 72 hours in advance of regularly scheduled Board of Education meetings and is also accessible to the public 24 hours/day at the District Office entrance, 1651 16th Street 16th Street, Santa Monica.

Complete Board of Education agendas are available in pdf format, on the District's website: [www.smmusd.org](http://www.smmusd.org).

Approved: 2/21/08

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Superintendent

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

June 3, 2004

**I CALL TO ORDER** ..... 6:00 p.m.  
Moved to Closed Session: 6:01 pm.  
Reconvened Public Meeting: 7:20 p.m.

A Roll Call  
Jose Escarce - President  
Emily Bloomfield - Vice President  
Julia Brownley  
Oscar de la Torre  
Mike Jordan - excused absence  
Maria Leon-Vazquez  
Shane McLoud

Bryce Maddock - Santa Monica High School  
Camden Vilkin - Malibu High School Student Representative  
Elizabeth Kelso - Olympic High School Student Representative

B Pledge of Allegiance  
Led by Ms. Bloomfield

**II CLOSED SESSION**

*President Escarce stated that there was no action to report out of Closed Session.*



***SMMUSD Advisory Committee on the Fine Arts***

Report and Recommendations to the  
Board of Education  
for the 2004–2005 School Year

June 3, 2004

- I. Fine Arts DAC Charge
- II. Executive Summary
- III. Recommendations
- IV. Report on 2003-2004 School Year

TO: BOARD OF EDUCATION

ACTION  
3/13/97

FROM: SUPERINTENDENT

RE: ESTABLISHMENT OF THE DISTRICT ADVISORY COMMITTEE ON THE  
FINE ARTS CHARGE/COMPOSITION

RECOMMENDATION NO. A.21

It is recommended that the Board of Education approve the formation of a District Advisory Committee on the Fine Arts to support the District in providing comprehensive, rich and varied fine arts experiences and learning opportunities for all students.

CHARGE

The Committee shall:

- o Serve as a vehicle for parents, community, teachers and students to communicate with the Board of Education on matters related to students' successful participation in the Fine Arts educational process of students and parents who come from diverse socio-economic, ethnic, cultural and linguistic backgrounds;
- o Assess our current visual and performing arts programs, (music, dance, drama and art) and compare the current curriculum with the models of curriculum prescribed by the national and state frameworks and standards. Evaluate students' needs and make recommendations for curriculum and site improvements. Assist the District in ensuring that curricular, instructional and assessment practices used in the schools meet the needs of the diverse student population at each school site.
- o Provide input on District and school site concerns regarding the tools and space needed to effectively teach visual and performing art. Provide input regarding visual and performing arts as part of the general curriculum for all students K-12. Provide input regarding visual and performing arts taught as discrete disciplines. Provide input regarding visual and performing arts taught in terms of their commonalities and differences through a sequential curriculum.
- o Work with the various agencies to explore and generate funding to support the visual and performing arts programs.
- o Provide periodic reports to the Board of Education.

# ***Fine Arts DAC Recommendations — June 3, 2004***

*Superintendent John Deasy, as quoted in the Santa Monica Mirror, May 19–25, 2004:  
“Arts are not an add-on. They are critical. It's the way students get a full education.”*

*Eleanor Roosevelt: “The future belongs to those who believe in the beauty of their dreams.”*

*Albert Einstein: “It is the supreme art of the teacher to awaken joy in creative expression and knowledge.”*

## ***Executive Summary***

The Fine Arts DAC was formed by the Board of Education to support the District in providing fine arts experiences and learning opportunities for ALL students. That has been the focus of our recommendations each year since 1997.

National Opportunity-to-Learn Standards for Arts Education describe the curriculum and scheduling, staffing, instructional materials and equipment, and facilities that are needed in order to provide effective arts instruction.

The major challenge facing fine arts education in Santa Monica-Malibu Unified School District this year is staffing. Despite the passage of the parcel tax, Measure S, in June 2003, and despite the accord reached with the City of Santa Monica in May 2004 to provide an ongoing \$6 million annual contribution to the District, 10% of the district's arts teachers (3.2 FTE out of ca. 30 FTE) are on the current lay-off list.

This means that Kevin McKeown's 182 elementary instrumental students won't receive instruction next year. Laura Alexander's 131 Visual Arts, Ceramics/Sculpture, Art Seminar, and AP Advanced Studio Arts students won't receive instruction next year. Thor Evensen's 131 Beginning Drawing, Design, and Life Drawing students won't receive instruction next year. After years of one instrumental teacher being assigned to teach middle AND high school band, jazz band, orchestra, and music technology/recording techniques at Malibu High, the district was finally able to hire a part-time strings specialist, Juilliard-trained Grace Hsu, to develop the strings/orchestra program. It has excellent feeder programs at the three elementary schools, taught by Bonnie Lockrem, this year's CMEA/SS Music Educator of the Year. Now Grace Hsu is on the lay-off list. This seems to be a disproportionate cut to arts teachers compared to other areas. We're asking for these teaching positions to be maintained, and making the following recommendations:

**DANCE** — We recommend expanding the dance program at elementary, middle, and high school levels.

**DRAMA** — We recommend expansion of the middle school drama programs; adding a Musical Theatre elective at Samohi; hiring a part-time manager for Barnum Hall at Samohi; and providing materials and equipment for all the secondary drama programs so they can make costumes and build scenery.

**ELEMENTARY MUSIC** — We recommend maintaining the elementary instrumental music staffing. For the 8<sup>th</sup> year, we are recommending return of the districtwide elementary general music program, starting with 3<sup>rd</sup> grade next year. SMMUSD had such a program

until 1983. All elementary schools in LAUSD have traveling music teachers. General music has been part of the curriculum in American public schools since the 1830's.

**SECONDARY MUSIC** — Maintain staffing at Malibu High. At Olympic, we recommend hiring a part-time guitar teacher. At Samohi, we recommend hiring a manager for Barnum to handle scheduling, security, operation, and maintenance. Barnum's heavy use for Samohi events already calls for professional supervision. Public performances in the hall should not occur until the district has a manager in place to protect the taxpayer's investment in the building and its expensive equipment. School district teachers and administrators cannot be asked to donate their evenings and weekends to staff the auditorium for non-school events. Funding is also needed at Samohi for the Jazz Choir instructor and the Color Guard coach. At JAMS, we recommend re-establishing daily fine arts instruction, which would require a partial modification of the current "block" schedule. Additional instruments are needed at all the secondary schools. Regarding facilities, the Samohi music students need lockers for their instruments, and the continued restoration of Barnum Hall requires design and installation of acoustical side wall panels. Improvements to the Lincoln and Malibu choir rooms will need to be included in the next facilities bond measure, and Lincoln needs a choral shell for the auditorium.

**VISUAL ARTS** — We are recommending districtwide art instruction for 5<sup>th</sup> grade (7<sup>th</sup> annual request) which the district had until 1978, and are hoping that SMMEF can fund staffing for this in September 2005. The district will need to supply materials and equipment.

In secondary, we recommend maintaining staffing levels at Malibu High and Samohi. Funding for instructional materials and equipment is woefully inadequate throughout the district due to budget difficulties. This situation is especially difficult for art teachers and their students. One of the photography teachers gets 3¢ per student per day for supplies. We recommend purchase of needed equipment and consumable supplies. Regarding facilities, Malibu High needs more storage, and Samohi needs both more storage and sinks.

Specific recommendations are laid out in the district-provided template, as follows:

Recommendations from the SMMUSD Advisory Committee on the Fine Arts for **DANCE**, submitted to the Board of Education on June 3, 2004.

Recommendation	Cost/ Allocation Source	Suggested Implementation Date	Net Effect on Students
<b>Curriculum and Scheduling:</b> <b>Elementary</b> — Provide standards-based dance instruction for 4 <sup>th</sup> grade districtwide.	maintain current funding	Sept. 2004	“Dance education integrates students’ physical and mental processes, encourages verbal responses, and promotes children’s health. When students dance with and for each other, they develop a greater respect for and understanding and appreciation of diversity.” ( <i>California Framework for the Visual and Performing Arts</i> )
<b>Secondary</b> a) Provide at all 3 middle schools a 2-week standards-based dance unit as part of the P.E. curriculum. Share district staff, provide profession development, and/or use artists-in-residence or local arts partnerships b) Offer a comprehensive dance program at the high schools (ballet, ethnic, modern). c) Allow 9 <sup>th</sup> graders to receive P.E. credit for dance. (High school students are required to take 2 years of P.E., but 9th graders cannot use dance for P.E. credit.) d) Allow 11 <sup>th</sup> and 12 <sup>th</sup> graders to earn Fine Arts credit for dance. (Return to previous policy)	\$30,000/ general fund ----- \$30,000/ general fund ----- No Cost	Sept. 2004	“Dance allows students to extend their capacity for learning through these additional forms of intelligence: kinesthetic, in moving; musical, in dancing to accompaniment; spatial, in designing movement patterns; logical-mathematical, in counting, phrasing, and sequencing movement; verbal, in giving and taking instructions and feedback; intrapersonal, in sensing and using their own expressive potential; and interpersonal, in communicating and cooperating with others.” ( <i>California Framework for the Visual and Performing Arts</i> )
<b>Facilities</b> — Provide an appropriate dance classroom at Malibu High that is equivalent to facilities at Samohi, and meets district Fine Arts Facilities Standards.	Unknown/ facilities bond	When funds become available	“Sprung or resilient wood floors or marley floors are standard requirements for all dance activities. Concrete, tile, wood-over-concrete, and wood-over-tile floors are extremely unsafe, and students can be injured from a fall or repetitive jumping. Floors must be level, clean, and free from splinters, nails, and all debris. Room dimensions should be at least 30’ x 40’ with good ventilation, convenient electrical outlets, mirrors and bars mounted on the walls, a bulletin board, chalkboard space, good lighting, and comfortable temperatures. Running water is needed for rehydration and restrooms should be nearby. Sufficient secured storage is needed to store audio and video equipment, films and videos, books, instruments, props, and other instructional materials. At least 65 square feet per dance student is needed.” ( <i>SMMUSD Fine Arts Facilities Standards, Opportunity-to-Learn Standards for Arts Education</i> )
<b>Staffing</b> a) Recommend .4 FTE at Malibu High to offer two dance classes. (No classes offered ‘03-‘04)	\$15,200/ general fund	Sept. 2004	Provide access for students to the dance curriculum.
b) Recommend an additional .4 FTE at Samohi to expand curriculum and reduce class size to 30.	\$15,200/ general fund	Sept. 2004	

Recommendation	Cost/Allocation Source	Suggested Implementation Date	Net Effect on Students
<p><b>Curriculum and Scheduling:</b>                      a) Middle School: Offer year-long theatre classes during the school day at JAMS, Lincoln, and Malibu.</p> <hr/> <p>b) High School: Samohi — Add Musical Theatre Workshop (as an elective).</p>	<p>TBD</p> <hr/> <p>Addition .2 FTE at \$7,600/general fund</p>	<p>Sept. 2004</p>	<p>The additional classes would give students the opportunity to reach more of the benchmarks in the district, state, and national standards. "California is the world center of film and electronic media. Providing instruction in theatre arts helps students become responsible workers in those fields, informed consumers and citizens, effective communicators, and leaders who are not easily manipulated by the media." (<i>California Visual and Performing Arts Framework</i>)</p>
<p><b>Staffing:</b> Samohi — Hire a part-time manager for Barnum Hall. Duties would include but not be limited to coordinating scheduling of student, professional, and community uses; handling security (especially when the hall is rented out); overseeing operation and maintenance of theatrical equipment and cleaning and maintenance of the hall itself and seeing that all rules for use of the hall are followed; overseeing continuing restoration of the auditorium; and working with the (to be created) Barnum Hall Foundation for continued community outreach and fund-raising events.</p>	<p>approx. \$25,000 / general fund [this is also listed in the secondary music section]</p>	<p>Sept. 2004</p>	<p>The continued maintenance of a fully realized theater plant, as described in the <i>Opportunity-to-Learn Standards for Arts Education</i> developed by the Consortium of National Arts Education Associations, so that every student has access to the resources necessary to attain the National Standards for Arts Education. If Barnum Hall is not well-managed and maintained, it will be difficult to generate financial support essential to complete the restoration.</p>
<p><b>Materials and Equipment:</b> Purchase instructional materials and equipment as follows:</p> <p>V. All secondary schools: Provide materials for making costumes, as well as materials for constructing sets, expenditures to be prioritized by teachers.</p> <hr/> <p>VI. Samohi — Repair or replace the duct-tape-covered chairs in the Humanities Center "black box theater." (6<sup>th</sup> annual DAC request)</p>	<p>\$5,000 for each high school, \$2,000 for each middle school /general fund.</p> <hr/> <p>\$10,000 – \$30,000 / general fund or facilities bond</p>	<p>Sept. 2004</p> <hr/> <p>When funds become available</p>	<p>The materials and equipment are needed to ensure that no student is deprived of the chance to meet district, state, and national content and achievement standards because of the failure of his or her school to provide an adequate learning environment.</p> <p>"An annual budget is provided for the repair, maintenance, and replacement of equipment....and other special supplies, materials, and equipment needed for the teaching of theatre and the expendable materials needed for productions." (<i>Opportunity-to-Learn Standards for Arts Education</i>)</p>

Recommendation	Cost/ Allocation Source	Suggested Im- plementation Date	Net Effect on Students
<b>Curriculum and Scheduling</b> — Provide standards-based instruction by credentialed general music teachers for grades K–5 during the school day (8 <sup>th</sup> annual request). Begin with grade 3 in September 2004.	(See “staffing”)	September 2004	Provide students the opportunity to attain national, state, and district music standards.
Schedule instrumental music classes during the curricular school day — not before or after school; not squeezed in during recess or lunch; not before “late start,” and not after “early dismissal.”	No cost	September 2004	These recommendations support the national achievement standard to “perform on at least one instrument accurately and independently, alone and in small and large ensembles, with good posture, good playing position, and good breath, bow or stick control.” ( <i>National Standards for Arts Education</i> )
<b>Staffing:</b> a) Maintain current elementary instrumental music staff. 1.0 FTE is currently on the cut list.	No cost	September 2004	“Instrumental classes meet at least two times per week for a total of at least 90 minutes.” ( <i>Opportunity-to-Learn Standards for Arts Education</i> )
b) Hire 3.0 FTE elementary general music teachers for 3 <sup>rd</sup> grade.	\$180,000/ “For the Arts”		“For the first year of instrumental study, students are taught at least part of the time in homogenous groupings.” ( <i>Opportunity-to-Learn Standards for Arts Education</i> ) Instrumental music instruction is offered during the school day. ( <i>California Framework for the Visual and Performing Arts</i> )
<b>Materials and Equipment</b> — Purchase state-adopted 3 <sup>rd</sup> grade music textbooks, with accompanying recordings, and an assortment of pitched and non-pitched instruments.	\$1,500+ per classroom /textbook fund	September 2004	“Every school provides a set of music textbooks, published not more than 6 years previously, for every grade level. A book is available for every student. Teachers’ editions of the textbooks with accompanying sound recordings, as well as other resource materials in music, are readily available for music educators and classroom teachers....Every room in which music is taught has convenient access to...an assortment of pitched and non-pitched instruments of good quality for classroom use.” ( <i>Opportunity-to-Learn Standards for Arts Education</i> ).
<b>Facilities</b> — Provide appropriate dedicated facilities for instrumental music classes per SMMUSD Fine Arts Facilities Standards adopted by the Board of Education, June 2000. At one school, for example, music classes are held in the cafeteria while other students eat lunch.	TBD/ facilities bond, reassignment of classrooms	September 2004	Enable students to meet content and achievement standards by providing i) Dedicated classroom space with 350 cubic feet per student, appropriate acoustical properties, in a quiet environment away from ambient noise outside. ii) Good ventilation, adequate heating and lighting. iii) High-quality audio system, piano, whiteboard with permanent staff lines, bulletin board space, appropriately sized chairs, and music stands. iv) Secure storage for instruments, equipment, and instructional materials. v) Sink and running water for instrument maintenance. ( <i>SMMUSD Fine Arts Facilities Standards</i> and national <i>Opportunity-to-Learn Standards for Arts Education</i> )

Recommendations from the SMMUSD Advisory Committee on the Fine Arts for **SECONDARY MUSIC**, submitted to the Board of Education on June 3, 2004

Recommendation	Cost/ Allocation Source	Suggested Im- plementation Date	Net Effect on Students
<b>Curriculum and Scheduling:</b> Recommend modifying the current "block schedule" at JAMS so that music students would have daily instruction (currently 3 times per week).	No cost	September 2004	The current long class periods are not productive for beginning students, and they would progress faster with daily instruction. Provide equity with Lincoln and Malibu.
<b>Staffing:</b> a) Maintain staffing at high schools. The new 0.2 FTE string specialist at Malibu High is on the current cut list. Expecting Mr. Bixler to teach middle and high school jazz band, band, orchestra, and recording/music technology is unrealistic.	No cost	September 2004	Provide students the opportunity to attain music and dance standards.
b) Hire a part-time manager for Barnum Hall. Duties would include but not be limited to coordinating scheduling of student, professional, and community uses; handling security (especially when the hall is rented out); overseeing operation and maintenance of theatrical equipment and cleaning and maintenance of the hall itself and seeing that all rules for use of the hall are followed; overseeing continuing restoration of the auditorium; and working with the (to be created) Barnum Hall Foundation for continued community outreach and fundraising events.	approx. \$25,000 / general fund [this is also listed in the drama section]	September 2004	The continued maintenance of a fully realized theater plant, as described in the <i>Opportunity-to-Learn Standards for Arts Education</i> developed by the Consortium of National Arts Education Associations, so that every student has access to the resources necessary to attain the National Standards for Arts Education. If Barnum Hall is not well-managed and maintained, it will be difficult to generate financial support essential to complete the restoration.
c) Provide funding for jazz choir instructor and accompanist previously funded by SMC dual enrollment program.	\$10,000	September 2004	Provide students with the opportunity to attain national music standards.
d) Reinstate partial district funding for the Color Guard Coach for Samohi Marching Band (Band parents usually contribute about \$23,000 of the \$30,000)	\$7,900	September 2004	
e) Hire a guitar teacher for Olympic High School for daily instruction.	\$10,000/grant	September 2004	
<b>Facilities:</b>			
a. Samohi — Purchase instrument lockers for the new music building. The Wenger Corporation has already designed a system specifically for the building and the Samohi instrument inventory.	\$150,000/ general fund or facilities bond	September 2004	Instrument lockers are included in the national <i>Opportunity-to-Learn Standards for Arts Education</i> , as well as the <i>SMMUSD Fine Arts Facilities Standards</i> . Both student-owned and district-owned instruments must be secured to prevent theft.
b. Samohi — Design and install acoustical panels on the side walls of Barnum Hall to eliminate "flutter echo" caused by parallel wall construction. This was scheduled to be included in the Prop X Phase 3 work at Samohi, but the work was not done.	Approx \$200,000/ Funds already raised by the Restore Barnum Hall! Committee	September 2004	"The auditorium is designed as a music performance space, with good acoustics for music and speech requirements." ( <i>Opportunity-to-Learn Standards for Arts Education</i> ) "The areas around the stage, the shapes of the side walls, box, and balcony details, and the ceiling all reflect direct sound and greatly impact what the audience hears." ( <i>Wenger Planning Guide for Secondary School Music Facilities</i> )



**Secondary Music** (continued)

Recommendation	Cost/ Allocation Source	Suggested Im- plementation Date	Net Effect on Students
c. Lincoln — Expand and renovate the choir room to meet SMMUSD Fine Arts Facilities Standards.	TBD/facilities bond	When funds are available	1. Health and safety of students and teachers. 2. Having appropriate facilities, as described by the <i>Opportunity-to-Learn Standards</i> and the <i>SMMUSD Fine Arts Facilities Standards</i> , would allow students to attain the national achievement standards to “sing with expression and technical accuracy a large and varied repertoire of vocal literature with a level of difficulty of 4; sing music written in four parts, with and without accompaniment; and demonstrate well-developed ensemble skills.” The choir room needs a minimum of 1800 square feet, a ceiling at least 16 feet high, 350 cubic feet per student, practice rooms (55 square feet minimum), appropriate acoustical properties, a quiet environment, good ventilation, adequate lighting, appropriate storage for choir robes and music, a high-quality sound system, a bulletin board, and sufficient chairs of appropriate size. The air exchange rate should be double that of regular classrooms and the Noise Criterion level should not exceed NC 25. The interior and exterior walls should have a Sound Transmission Classification of at least STC 50 and the doors and windows at least STC 45.
d. Malibu High — Due to the dramatic growth in enrollment, the choral room is being outgrown and will need to be expanded and renovated in the near future to meet SMMUSD Fine Arts Facilities Standards.	TBD/facilities bond	September 2004	
e. Lincoln — Purchase a Wenger choral shell for the auditorium stage.	\$10,000	When funds become available	
<b>Materials and equipment</b>			
a. Purchase the following band and orchestra instruments and equipment:			
i) JAMS — 2 full-size cellos, 5 bass clarinets, a Wenger Library Storage System for storing music, plus 2 Apple iBook Computers with Superdrive.	\$20,000+	Sept. 2004 or whenever funds become available	The district must provide instruments for students whose parents have difficulty in purchasing or renting instruments due to financial hardship. (Monthly rental on some instruments such as double bass is \$100 per month.) In addition, some instruments are too heavy for students to transport back and forth to school every day. The <i>Opportunity-Learn Standards for Arts Education</i> lists the instruments that schools should provide, as well as recommending that an annual budget (the equivalent to at least 5% of the current replacement value of the total inventory of instruments) be budgeted for the replacement of district-owned instruments each year. SMMUSD is many years behind on this replacement schedule.
ii) Lincoln — 1 vibraphone, 1 bass drum, 6 bassoons, 6 bass clarinets, 6 oboes, 4 baritone saxophones, 1 bass trombone, plus 4 tenor saxophones	\$34,000+		
iii) Malibu High — 3 baritone horns, 1 bassoon, 1 oboe, 1 set of timpani, 1 double horn, 1 baritone sax, 1 tuba, 2 cellos, 1 bass (½ size), music cabinets for student folders, guitar amp, portable keyboard and amp.	\$25,000		
iv) Samohi — 1 English horn, 1 harpsichord, double basses, violas, cellos, clarinets, harp, 5 euphoniums	\$30,000+		

Recommendations from the SMMUSD Advisory Committee on the Fine Arts for **VISUAL ARTS**, submitted to the Board of Education on June 3, 2004

Recommendation	Cost/Allocation Source	Suggested Implementation Date	Net Effect on Students
<b>Elementary Curriculum</b> — Provide standards-based instruction by credentialed art teachers for grade 3–5 (7 <sup>th</sup> annual request). Begin with grade 5.	TBD/ "For the Arts"	September 2005	Provide opportunity for students to attain national, state, and district visual arts standards.
<b>Elementary Materials and Equipment</b> — Purchase equipment and materials in preparation for the 4th and 5th grade art program to be funded by the SM/M Education Foundation "For the Arts" endowment. These would include a minimum of 10 easels per school, 100 lb. paper, Bristol Board, brushes, oil pastels, color wheels, Chapman's <i>Adventures in Art</i> teacher editions, <i>The Elements of Art</i> posters, opaque projectors, slide projectors, <i>Get to Know the Artists</i> sets of posters of reproductions with teacher's guides, sets of <i>Getting to Know the World's Great Artists</i> (32 titles), <i>Masters of Art</i> (22 titles), and <i>Eyewitness Art</i> (10 titles).	\$20,000+/ general fund	September 2005	"A media or learning resource center contains a variety of art books, reproductions, films, filmstrips, transparencies, and self-instructional materials to support the art curriculum." ( <i>Opportunity-to-Learn Standards for Arts Education</i> ) Students would have the materials necessary to attain the achievement standard of "using different media, techniques, and processes to communicate ideas, experiences, and stories." ( <i>National Standards for Arts Education</i> )
<b>Secondary Curriculum</b> — Add new electives to be determined by the faculty at Malibu, Olympic, and Samohi. Consider alternating curriculum by the year or semester.	TBD	September 2004	Students would have access to the national content standard of "understanding and applying media, techniques, and processes." ( <i>National Standards for Arts Education</i> )
<b>Secondary Staffing</b> — Maintain current staffing. 1.0 FTE at both Malibu and Samohi are on the current cut list.	No cost	September 2004	
<b>Secondary Materials and Equipment</b> JAMS — 60 lb and 80 lb paper, oil pastels, colored pencils, B/W film, markers, acrylic paints, scratch board and tools, small canvases, Illustrator software Lincoln — ceramic supplies, paint brushes, pastels, paper, mattes, paper cutter, slides and transparencies, art texts adopted by the district, videos, CD Rom "With Open Eyes" Malibu High — slide projector, tote tray storage, air circulator, <i>The Art Book</i> , <i>Encyclopedia of Art</i> , art display panels, 4 e-MACS, HP Deskjet, prism projector, 35mm cameras, lenses and filters, dye sub printer, light meters, Adobe Illustrator, B/W enlargers, backdrop holder system, color darkroom, dry mount presses, print washer, negative dryer, strobes, 16 magnasights, 16 enlarger timers, Quantum power packs, mat cutter, changing tents, lockable storage, CorelDraw, Intvos USB tablet, anatomy books, fotolights, tables/stools, large fan, shop vacuum, drying rack, potters wheel. Olympic High — easels, basic supplies Samohi — Repair color processor, purchase art history books, photo reference books, drawing and painting technique books, Anatomy for Artist, laptop computer to use with digital projector, slide projector and slide carousels, video projector, TV and cart, DVD player, electric kiln.	\$15,000/Vision Quest Grant	September 2004	Students would have the opportunity to attain the achievement standard "Apply media, techniques, and processes with sufficient skill, confidence, and sensitivity that their intentions are carried out in their artworks." ( <i>National Standards for Arts Education</i> )  "Every school provides high-quality instructional materials and equipment of sufficient quantity for every type." ( <i>Opportunity-to-Learn Standards for Arts Education</i> )

**Visual Arts** *(continued)*

<p><b>Secondary Facilities</b>          Samohi — Provide existing classrooms with additional storage and sinks with running water. (2 sinks shared by 2 classrooms is not enough.) An additional art classroom is needed as enrollment in art classes has increased by ca. 200 students in the last few years.</p>	<p>TBD/facilities bond</p>	<p>When funds become available</p>	<p>“The sinks — very important items in any art room — are accessible from more than one side and equipped with hot and cold water with sediment traps. One sink can accommodate 10 students adequately.” “In addition to in-class storage, at least 400 square feet of lockable storage space is provided for art supplies, equipment, and student artworks and to prevent student access to potentially dangerous equipment or materials. This storage space should be connected to the art room.” “The art room has a minimum of 55 square feet per student.”  <i>(Opportunity-to-Learn Standards for Arts Education)</i></p>
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# ***Fine Arts DAC Report to Board of Education for June 3, 2004 ("The Year in Review")***

1. Fine arts positions on the spring 2003 cut list (the Fine Arts Coordinator, the Fine Arts Administrative Assistant, all of the Elementary Instrumental Music teachers, some of the secondary music and visual arts teachers, all choir accompanists, and all music aides) were reinstated after the passage of Measure S in June. This ballot measure provides funding for six years.
2. Fine arts parents participated in collecting signatures for the CEPS petition during spring 2004.
3. Grants and Partnerships
  - a. California Department of Education (two grants totaling \$50,000 for assessment and standards)
  - b. VH-1 Save the Music Foundation — \$50,000 for instruments for Edison, Rogers, Malibu High, and Olympic
  - c. Dwight Stuart Youth Foundation — \$26,500 for the Dream Winds program at the Title I schools
  - d. Gail Dorin Foundation — \$17,000 for the Dream Strings program at the Title I schools
  - e. Ella Fitzgerald Foundation — \$5,000 for the Dream Strings program
  - f. P.S. Arts — K-3 Orff music program and K-5 visual arts program at Muir
  - g. Cher funding — Restricted to music and theatre education, it provides \$62,500 this year and \$62,500 next year. Used to purchase instruments for secondary music programs and to support the secondary drama programs.
  - h. SMARTS — 18<sup>th</sup> Street Arts Center partnership funded by the California Arts Council, it partners local artists with classroom teachers.
  - i. Sony Music — provided a free concert by the Santa Monica Symphony for all 3<sup>rd</sup> and 4<sup>th</sup> graders at the S.M. Civic auditorium.
  - j. Sony also funded performances by the SAMSO Quintet of Prokofiev's "Peter and the Wolf" at all district elementary schools.
  - k. The SMC Madison Project continued to offer free attendance for SMMUSD students and teachers at various performances.
  - l. The Santa Monica-Malibu Education Foundation sponsored "Celebrate: For the Arts 2004" at Santa Monica Pier on May 15 and 16. All district arts programs were spotlighted, in conjunction with a benefit concert by Jackson Browne at Barnum Hall and celebrity auction at the Carousel on May 14. The goals of the festival were to promote arts education within our communities and showcase the work of our students in all

four disciplines, improve cross-articulation, and fundraise for the “For The Arts” endowment campaign.

- m. Arts for All: Regional Blueprint for Arts Education — SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT was chosen as one of five vanguard school districts in L.A. County to participate in the first year of the project. An “Arts for All” team, consisting of stakeholders in the district and chaired by Tom Whaley, Cyndi Mladinov, and Linda Gross, is developing a long-range arts education plan for the district.

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## **1. DANCE**

Funding for the 3rd grade Dance for All program was reinstated in August 2003.

Lincoln included dance instruction in some P.E. classes.

At Samohi, Debbie Allen’s Dance Academy provided a lecture/demonstration for the 93 dance students. SMC discontinued funding for the after-school dual enrollment ballet class.

There was no standards-based dance program at JAMS, Malibu, or Olympic.

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## **2. DRAMA**

From the Cher settlement, drama programs at JAMS, Lincoln, and Malibu each received \$1,500. Olympic High received \$1,000.

JAMS had an after-school drama class, twice a week, 3:00–4:30, plus a lunchtime Drama Club.

Lincoln had a Drama Workshop class in the fall and an after-school Drama Club which performed “A Mid-Summer Night’s Dream” in March.

Malibu Middle had two drama classes. Performances included *Peter and Wendy* in October and *Little Shop of Horrors* in February.

Malibu High had three drama classes and performed *Elephant Man* in December and *42<sup>nd</sup> Street* in June.

Samohi had five drama and film classes and performed *Noises Off* in December and *Kiss Me, Kate* and *Goodbye Charlie* in the spring.

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## **3. VISUAL ARTS**

JAMS had Exploratory Art and Ceramics 6, Exploratory Ceramics 7, Ceramics 8, and year-long Advanced Art. 50 students have signed up for Advanced Art for Sept. 2004. The art room sink was repaired.

Lincoln had a semester-long Advanced Art Workshop in the spring, in addition to Exploratory Art 6, Crafts 7, and Art 8.

Malibu Middle had four semester-long art classes, including a new Advanced Art class.

Malibu High had 259 students enrolled in art classes in the fall, with 41 students in AP Art. A new kiln was installed and new advanced photo studio software was in use. Sixteen art students

traveled to New York City. Laura Alexander was hired this year. The Cavigga Grant funded study of the history of quilting.

Samohi had 922 students enrolled in art classes in the fall, including 27 students in AP Art. 45 will take AP Art in Sept. 2004. The AP Art Show was held at the Roberts Gallery in March, and the Senior Art Show was held in May, with scholarships awarded. Thor Evensen was hired this year.

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#### **4. ELEMENTARY MUSIC**

Kevin McKeown was hired this year.

Bonnie Lockrem was honored as "Music Educator of the Year" by the California Music Educators Association/Southern Section.

1,050 4<sup>th</sup> and 5<sup>th</sup> grade students participated in the instrumental music program.

The SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT 5<sup>th</sup> Grade Music Assessment was featured at the California Arts Assessment Network (CAAN) conference. It has been installed on a district server this year so it can be accessed throughout the district/state/country via the Internet. 330 headphones were purchased (30 for each of the 11 schools) to be used for the assessment.

The Model Arts Pilot music program now includes all 4 Title I schools. All 4<sup>th</sup> and 5<sup>th</sup> graders at those schools have music instruction. VH-1 Save the Music funded purchase of instruments to support the Model Arts project at Edison and Rogers. The Rogers program now allows 4<sup>th</sup> and 5<sup>th</sup> graders to choose between instrumental and vocal/general music. State-adopted general music textbooks were purchased for Rogers. Edison had a new K-3 music program with a non-credentialed teacher from the S.M. Music Academy.

Dream Strings and Dream Winds continued to provide after-school guided practice for Title I elementary and middle school students.

Laptop computers were purchased for the traveling instrumental music teachers to use for communication within the district, scheduling, and recording grades.

Over 150 elementary students participated in the All-District Honor Orchestra. They performed at Stairway and also spent a day at Disneyland, sightreading music, recording a soundtrack to a cartoon, and taking home the resulting DVD.

Winter and spring concerts took place at all elementary schools.

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#### **5. SECONDARY MUSIC**

The Samohi Viking Marching Band marched in the Patriot's Day Parade in Washington, DC. on July 4, 2003. and performed with the National Symphony in a concert broadcast nationwide on PBS.

Grace Hsu was hired part-time at Malibu High.

Joni Swenson was honored as “Orchestra Director of the Year” by the California Music Educators Association at its statewide convention. Tom Whaley presented a session at the same convention.

Instruments were purchased from the Cher settlement with the City of Malibu. JAMS, Lincoln, Malibu, and Samohi each received \$5,000. (JAMS: 10 double basses, 2 bass clarinets, and new choir robes. Lincoln: 2 wood bassoons, 6 double basses, 1 tuba, 2 bass clarinets, and an electric keyboard for the choral program. Malibu High: vibraphone, gong, tenor saxophone, choir robes, music, software programs. Samohi: A-clarinets, recording equipment for the orchestra, 2 tenor saxophones, concert drum equipment, and, combining funds from this year and next, a new piano will be purchased for the choral program.)

VH-1 Save the Music donated 25 guitars to Olympic High and 5 guitars to Malibu High.

Some improvements were made to the Lincoln choir room (tiers removed; rolling chalkboard purchased; AC unit donated by parents).

At Samohi’s Barnum Hall, the Wenger acoustical shell was installed onstage. The fire curtain was cleaned and restored using a Getty Foundation grant. Gardening Angels designed and coordinated installation of landscaping to enhance the exterior.

Many students from the District were selected to perform in all-Southern California and all-state honor bands, choirs, and orchestras. A Samohi student was chosen for the national Grammy jazz choir.

Many performing groups participated in adjudicated festival and competitions, receiving “Superior” ratings and/or trophies.

In the fall semester, music enrollment included the following:

- JAMS — 539, plus Madrigals and after-school Jazz Band
- Lincoln — 530 students
- Malibu Middle — 152 students
- Malibu High — 123 students
- Olympic — no formal music program
- Samohi — 863 students, plus Jazz Choir and Barbershop

Middle school parents, the Santa Monica Band Parents Association, Samohi choir and orchestra parents, and Malibu Arts Angels continued to subsidize instructional programs.

The Samohi Symphony Orchestra performed in Vienna and participated in the Dvorak centennial in Prague over spring break.

Winter and spring concerts took place at JAMS, Lincoln, Malibu High, and Samohi.

Over 850 secondary students and 150 elementary students participated in the 54<sup>th</sup> annual Stairway of the Stars at Santa Monica Civic Auditorium. Both concerts were sell-outs and ended with standing ovations.



# California Alliance for Arts Education

May 26, 2004

TO: Board of Education  
Santa Monica-Malibu Unified School District  
1651 Sixteenth St.  
Santa Monica 90404

FROM: Laurie T. Schell  
Executive Director  
California Alliance for Arts Education

RE: Santa Monica-Malibu Community Arts Team  
Arts for All: Los Angeles County Blueprint for Arts Education

On behalf of the California Alliance for Arts Education (CAAE), a statewide organization whose mission is "to support, promote and advocate" for arts education for all students in California, I commend the work of the Santa Monica-Malibu Community Arts Team and congratulate them on their proposed district-wide plan in support of arts education for all students in SMMUSD.

In partnership with the LA County Arts for All Blueprint for Arts Education, CAAE and others on the Arts for All Executive Committee identified Santa Monica-Malibu as one of the 5 vanguard districts to participate in this project in 2003-04. Districts were identified in each of the 5 supervisorial districts in Los Angeles County, representing urban and suburban areas with concomitantly diverse ethnic and socio-economic populations. Santa Monica-Malibu was selected because of demonstrated leadership and commitment to arts education and strong community involvement and support.

Under the direction of Superintendent Deasy and with the leadership of Co-Chairs Tom Whaley and Linda Gross and Cyndi Mladinov, the Community Arts Team has devoted many hours to a rigorous assessment of current programs and budgets and drafted an impressive multi-year plan for arts education.

I hope you will join me in congratulating the Community Arts Team for its good work, for its thoughtful and systematic approach, and for a far-reaching vision for arts education in Santa Monica-Malibu schools.

495 East Colorado Blvd.  
Pasadena, CA 91101  
Phone: 626.578.9315  
Fax: 626.578.9894



# Arts For All

## SMMUSD Team

### CO-CHAIRS

Linda Gross	Executive Director	Education Foundation
Cyndi Mladinov	Parent	For The Arts Committee
Tom Whaley	District Arts Coordinator	SMMUSD
Kris Alexander	Coach	TCAP

### COMMITTEE MEMBERS

Vivian Alcalay	Art Teacher	Continuing HS
Brenda Armstrong	Dance Teacher	SMHS
Jose Escarce	School Board President	SMMUSD
Charles Framularo	Admin. Asst.	Ed. Foundation
Elizabeth Gelfand Stearns	Parent	For The Arts Committee
Hank Harris	Principal	Lincoln MS
Zina Josephs	Past Music Educator	District Advisory Com.
Kathryn Kert Green	Parent	District Advisory Com.
Heather Lowe	Librarian	McKinley Elementary
Donna Muncey	Administrator	SMMUSD
Kate Pomatti	Art Teacher	Lincoln MS
Maria Rodriguez	Parent	SM-M PTA Council
Pat Samarge	Principal	Franklin Elementary
Bonnie Schwartz	Art Teacher	SMHS
Cecilia Soriano	Executive Director	AADKA (Dance Academy)
Joyce Smith	Parent	For The Arts Committee
Suzanne Toyryla	Principal	Olympic HS
Jan Williamson	Executive Director	18 <sup>th</sup> St. Arts Complex
Angela Woo	Music Teacher	John Adams MS

TO: BOARD OF EDUCATION

DISCUSSION

06/24/04

FROM: SUPERINTENDENT/LINDA KAMINSKI/TOM WHALEY

RE: PROPOSED REVISION OF BOARD POLICY ON ARTS EDUCATION - BP  
4142.1

DISCUSSION ITEM NO.:

It is recommended that the Board of Education revise the Board Policy 4142.1 on Arts Education to reflect the new California Visual and Performing Arts Standards adopted in the year 2000.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

## INSTRUCTION

BP 4142.1

### ARTS EDUCATION

The Board of Education recognizes that Arts Education, including dance, ~~drama~~/theater, music, and visual arts, is an integral part of ~~basic education~~ the core curriculum for all K-12 students.

~~The Board of Education supports a comprehensive curriculum that includes Arts Education as part of the program for all students. In order to implement a correlated and integrated arts education program, the Board of Education supports the need to provide resources necessary to implement the program, to provide a continuing program of in-service education for staff and to provide comparable education opportunities for all students.~~

In order to implement quality, standards-based, sequential and comprehensive arts education, with equity and access for all, the Board of Education supports the need to provide the following:

- Standards-based curriculum, scheduling and assessment
- Qualified teachers in the arts
- Professional development for classroom and arts teachers in California's Visual & Performing Arts content standards
- Standards-based instructional materials and equipment
- Standards-based facilities
- Opportunities to showcase student learning and student work
- Access to professional artists and cultural organizations

The Board of Education also supports the need to provide adequate and equitable funding for a high quality, standards-based K-12 Arts Education.

The Superintendent/designee shall establish procedures to implement Board Policies and to provide for the on-going review, evaluation, and continued development of the district's arts education program.

LEGAL REFERENCE:

EDUCATION CODE

51000 et seq. Legislative intent for education program  
52004 Education Goals  
51040-51041 Role of local agency

GOVERNMENT CODE

3543.2 Scope of Representation

DISTRICT 1994-1998 GOAL REFERENCE

BP ~~0210~~ 0200 (A) Quality Education for all

Policy Adopted: June 12, 1997

Policy Revised: \_\_\_\_\_

TO: BOARD OF EDUCATION

ACTION  
06/03/04

FROM: JOHN E. DEASY

RE: APPROVAL OF MINUTES

RECOMMENDATION NO. A.01

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

None Available

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/03/04

FROM: SUPERINTENDENT

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.02

It is recommended that Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2003/2004 budget.

<b>Contractor/Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Dr. Michael Sherman May 20 - May 28, 2004  Cost: Not to exceed \$500	To provide a presentation titled "Why Do People Believe Weird Things?"	SamoHi	Ed Foundation  01-90820-0-11100- 10000-5802-015- 4150
California Weekly Explorer  Dec 8 - Dec 10, 2004  Cost: Not to exceed \$1,368	To provide three social studies workshops (Walk Throughs) of 2 1/2 hours each for each 4th grade class. The programs will focus on the history of California	Franklin	Gate  01-71400-0-11100- 10000-5802-002- 4020
Michael E. Hill  Oct 16, 2003- June 30, 2004  Amount of Increase: \$5,000  Total Contract Cost: \$11,500	Amendment of previous contract approved by the Board 10/16/03 to update the District Board Policies	Student Services	General Fund  01-00000-0-00000- 7200-5802-040- 1400
Nellie Alcalde-Wayne  July 6 - July 20, 2004  Cost: Not to exceed \$12,000	To meet with teachers to develop curriculum for Special Education and Regular Education	Ed Services	IASA Title II  01-40350-0-11100- 10000-5802-035- 1300

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. McCloud

STUDENT ADVISORY VOTE: N/A

AYES: All (6)

NOES: Non (0)

ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION

ACTION  
6/03/04

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP(S) 2003-2004

RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve the special field trip(s) listed below for students for the 2003-2004 school year. No child will be denied due to financial hardship.

<b>School/Grade</b>	<b>Destination Dates</b>	<b>Principal Teacher</b>	<b>Cost/Budget</b>	<b>Subject</b>	<b>Purpose of Trip</b>
Point Dume Grade 4	Catalina  10/25/04 to 10/27/04	Margo Dunn  Chi Kim	\$240.00 paid for by fundraising and parents	Science	To explore the marine environment hands on, while keeping to the curriculum.
John Adams Grade 6	Catalina  11/19/04 to 11/21/04	Linda Cady  Lise Reilly	\$240.00 paid for by fundraising and parents	Science	To explore the marine environment hands on, while keeping to the curriculum.

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. McLoud

STUDENT ADVISORY VOTE: N/A  
AYES: All (6)  
NOES: Non (0)  
ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION

ACTION  
06/03/04

FROM: SUPERINTENDENT

RE: BASIC/SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. A.04

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.

**UNDERSTANDING ECONOMICS, A CASE STUDY**, by Rosann Bar and published by Globe Fearon, for 12th grade Economics. Adoption requested by Marcia Gecht at Olympic High School.

**TALES OF A FOURTH GRADE NOTHING**, by Judy Blume for 3rd grade Literature. Adoption requested by Joyce Keler at McKinley.

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. McLoud

STUDENT ADVISORY VOTE: N/A  
AYES: All (6)  
NOES: Non (0)  
ABSTENTIONS: None (0)



TO: BOARD OF EDUCATION

ACTION/CONSENT

06/03/04

FROM: SUPERINTENDENT/LINDA KAMINSKI/SUZANNE PETERSON

RE: SMMUSD LIBRARY PLAN 2003-2005

RECOMMENDATION NO. A.05

It is recommended that the Board of Education readopt the Santa Monica-Malibu Unified School District Library Plan for 2003-2004. This plan was written with input from a district-wide committee made up of librarians, library aides, teachers, administrators, and a member of the Board of Education. This plan also includes the 2003-2005 Kindergarten through Grade Four Classroom Library Plan.

COMMENT: Background and Rationale

AB862, the California Public School Library Act of 1998, (K-12) stipulates that a district must have a school library plan approved and certified by the governing board in order to receive allocated funds. The plan includes the following:

- A Vision and Mission Statement
- A Library and Information Literacy Student Outcomes
- A Teacher Outcomes
- A Purposes of School Libraries/ Status of SMMUSD  
Libraries
- A Three-year Action Plan and Timeline
- A Budget recommendations
- A Evaluation process

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. McLoud

STUDENT ADVISORY VOTE: N/A

AYES: All (6)

NOES: Non (0)

ABSTENTIONS: None (0)

# Santa Monica-Malibu Unified School District

## Library Plan 2003-2005

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**

### **2003-2005**

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. The result was a per pupil allocation of approximately \$28 for school library improvement. Due to budget cuts, the 2003-2005 allotment is \$1.41 per pupil. This revised Santa Monica-Malibu Library Plan 2003-2005 was written by the Santa Monica-Malibu Library Act Advisory Committee (LAAC). The research and policies below informed these revisions:

*No Child Left Behind Act*

*California School Library Media Standards and Guidelines for Strong School Libraries in California November 2003 (Draft)*

*Information Power B American Library Association*

*Santa Monica-Malibu Strategic Plan*

#### Librarians

Dana Bart-Bell, Joe DiMercurio, Marie-Claire Kelin, Ann McKechnie, Suzanne Peterson, Joan Goldsmith

#### Elementary Library Coordinators

Alice Altman, Vicki Chapman, Rosemarie Bock, Dee Dee Cooper, Heather Lowe, Peri Monte, Karen Johnson, Angela Arnold, Maura Romero Large, Christine Topham

#### Administrators

Linda Kaminski, Donna Muncey, Peter Zrinzo, Will Carey, Al Friedenberg

#### Board of Education member

Shane Mcloud

#### Teachers

Eddy Jacobs, Gene Bream, Jan La Duke, Rozita Moazzez, Veronica Garcia, Jaime Jimenez, Leslie Wells, Amy Teplin, Cindy Kratzer

#### Consultants

Kevin McKeown, Technology DAC, Chris Thornton, parent  
Instructional Technology District Advisory Committee

#### The LAAC recommends that:

The per pupil allotment 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. Increases in paraprofessional support at elementary and secondary schools will also be allocated by ADA.

(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 Based on California and National Standards**

Classroom teachers and library media teachers will promote literacy through reading.  
Classroom teachers and library media teachers will collaborate in the research process using *From Library Skills to Information Literacy: A Handbook for the 21<sup>st</sup> Century* as a guide.  
Library media teachers will assist classroom teachers in the practical and ethical use of information technology.

## Current Status of SMMUSD School Libraries

School libraries serve all shareholders in the learning community beginning with the school=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.

Curricular standards, the diverse needs of students, and the *SMMUSD Selection of Instructional Materials Policy* drive collection and program development. Libraries have Internet access, eLibrary (research database), Worldbook Online, and are connected through SMILENet, the SMMUSD automated library system.

Five full-time credentialed library media teachers and four paraprofessionals staff the secondary libraries. They maintain extended library hours and are open before and after the school day. Library media teachers are members of the *District Advisory Committee on Technology* and collaborate with librarians in the Santa Monica Public Library.

The ten elementary libraries are staffed seven hours a day by paraprofessionals and coordinated by one library media teacher. This staffing of one LMT for ten schools does not allow collaboration between the library media teacher and teachers during the school day or during extended hours.

## Progress Made Since the Implementation of AB862

Library collections have increased in size, scope, and currency since 1999. The average age of the Lincoln Middle School collection is indicative of District averages.

	<u>Year</u>	<u>Year</u>	<u>Year</u>
	2004	2001	1999
	Copyright	Copyright	Copyright
500s (pure science)	1999	1992	1988
600s (technology)	1999	1993	1983

A wider variety of online resources are available, such as eLibrary, GaleNet, NewsBank (including Noticias en Espanol), ProQuest, and SIRS Research.

There are improved information technology tools such as computers, networked printers, LCD projectors, and scanners.

## Challenges

- C **There is one library media teacher for ten elementary schools.**
- C **There is one seven hour a day library professional for each elementary library.**  
Large schools (Franklin, Roosevelt, Will Rogers, Grant) have the same library staffing as small schools.
- C **Library media teachers are not employed for the week before and after the school year begins and ends, making distribution and retrieval of textbooks during the first and last week of school impossible.**
- C **Santa Monica High School and Lincoln Middle School have decreased paraprofessional staffing.**  
Samohi - 30 hour a week decrease Lincoln - 10 hour a week decrease
- C **Extended library hours in secondary libraries are no longer District funded. PTA and gifts fund the following extended hours:**  
Samohi 7:00 -5:00 Malibu High 7:30-4:30 Lincoln 7:30-4:30 (M-Th) John Adams 7:30-4:45 (M-Th)
- C **Elementary libraries are not staffed before or after school.**  
Library space is used in some schools by after school programs such as Crest, but libraries resources and professional help are not available.
- C **Due to the decrease of California Public School Library Act funding from \$28.00 in 1999 to \$3.44 in 2002 to \$1.41 in 2003 libraries face serious challenges in maintaining book and technology resources.**  
Secondary libraries have school budgets averaging \$3.25 ADA to purchase books, supplies and hardware.  
Elementary libraries have \$0.00 from school or district budgets and have only Ed Foundation and gift funding.
- C **It will be necessary to migrate to a new library automated system when Dynix, the current library system phases out.**

## **Action Plan**

**In order to accomplish the Mission and Vision of school libraries and to meet the equity needs outlined in the SMMUSD Strategic Plan, the LAAC recommends the following Action Plan:**

- C Additional paraprofessional support for elementary school libraries allotted by ADA. One hour of paraprofessional time allotted for every 100 students over 500.**
  
- C One additional full-time credentialed elementary library media teacher will increase staffing from one LMT for ten schools to one LMT for five schools.** At this time there is one LMT for all ten elementary schools. Even under the best of circumstances, that means the elementary LMT spends on average one day every other week at any school library. The addition of one LMT for five schools would allow each school to be visited once a week.
  
- C Library Media Teachers work an extended school year (five days after the school year ends and five days before the school year begins).** Current staffing means that school libraries remain closed during the first week of the school year so library staff can process text and library books and reconfigure networks. Libraries are also closed during the last week of the school year to collect textbooks and distribute overdue notices. Since LMTs are responsible for the distribution and inventories of textbooks, in order for textbooks to be in classrooms on the first week of school through the last week, libraries must be fully staffed.
  
- C Restore secondary paraprofessional support to 2001-2002 levels over a two-year period.**
  - C One six hour paraprofessional at Santa Monica High School
  - C Increase the Lincoln Middle School paraprofessional from six to eight hours
- C Restore district funded professionally staffed extended library hours to 2001-2002 levels**

Equity in access to technology and information resources is crucial. Currently secondary schools rely on gift funds to keep libraries open for extended hours. In order to ensure equity of access, we propose that the District fund extended library hours.
- C Establish professionally staffed extended library hours in elementary libraries.**

It is especially crucial for schools in low-income areas to have access to school libraries to ensure that all our students have access to the same quality of materials and resources.
- C Establish an ADA allotment for the purchase of library books in addition to California Public School Library funding.**

To ensure that our libraries maintain current book collections, establish a sliding scale allotment that is offset by state funding, so all libraries can purchase one book per child per semester.
- C Provide funding for the acquisition of library technology (computers, LCDs, printers, scanners, burners, cameras, etc.)**
  - C \$1500 for schools with a population of 300-700
  - C \$3000 for schools with a population of 700-1500
  - C \$4500 for schools with a population over 1500

- C **Maintain current district system support**
- C Information Services -Dynix automated library system and OCLC cataloging system
- C Instructional Technology - eLibrary, World Book Online
- C **Migrate to a web-based library system as our current system phases out.**
- C **When 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 complete.**

Santa Monica High School B conference rooms

- C **Professional development for all library personnel, to include meeting time to promote collaboration with teachers, curriculum development, technology planning, and selection. Professional development will also include attending conferences from organizations such as:**

American Library Association, California School Library Association, Computer Using Educators, and National Council of the Teachers of English.



## Estimated Expenditures to Implement Action Plan

Item	One Year Cost	Cost 2004-2005
One additional full-time credentialed elementary library media teacher to be implemented in 2005-2006	\$60,000	\$0
Additional clerical support for elementary school libraries-- one hour per day for every 100 students over 500.	\$20,000	\$20,000
Six LMTs--extended school year (five days after the school year ends and five days before the school year begins.)	\$18,000	\$18,000
One book per child per year based on \$30 per book in combination with State AB 862 funds. AB 862 funds and District funds would equal \$30 per child per year.	Undetermined (Dependent of State contribution)	Undetermined (Dependent of State contribution)
Hardware maintenance and upgrades based on ADA \$1,500 for schools with ADA from 300-700 \$3,000 for schools with ADA from 700-1500 \$4,500 for schools with ADA over 1500	\$34,500	\$34,500
Operating expense libraries (Dynix, OCLC) funding source Data Services	\$20,000*	\$20,000*
Operating database expense (eLibrary and World Book Online) funding source Educational Services	\$25,000*	\$25,000*
Library system: 5 year build up of funds to migrate to a web-based library system as our current system phases out. Pricing dependent upon system selected for purchase. (estimated cost based on current quotes)	\$150,000	\$30,000
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	TBD
Professional development for certificated and classified staff. Funding source school site	TBD	TBD

\* indicates current resources

## 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 catalogsCnetworked 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.

## 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 21<sup>st</sup> Century*

## Bibliography

- 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.
- California School Library Media Standards and Guidelines for Strong School Libraries in California.  
Developed by the California School Library Association, November, 2003.
- Check It Out! Assessing School Library Media Programs: A Guide for District Education Policy and Implementation Teams*, California Department of Education, 1998.
- Loertscher, David. *From Library Skills to Information Literacy: A Handbook for the 21<sup>st</sup> Century*, 2<sup>nd</sup> edition. San Jose California: Hi Willow Research and Publishing, 1997.

**Santa Monica-Malibu  
Unified School District**

**K-4 Classroom Library  
2003-2005**

## **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 inn 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 4<sup>th</sup> 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 he library.

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/03/04

FROM: KENNETH R. BAILEY/ VIRGINIA I. HYATT

RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from May 13, 2004 through May 27, 2004 for fiscal year 2003/04.

**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: Ms. Leon-Vazquez

SECONDED BY: Mr. McCloud

STUDENT ADVISORY VOTE: N/A

AYES: All (6)

NOES: Non (0)

ABSTENTIONS: None (0)

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JUNE, 2004

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 SR-SPECIAL RESERVE CAPITAL  
SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
<b>*** CHANGED PURCHASE ORDERS ***</b>					
406949	FEDEX	ADDITIONAL MAILING	CURRICULUM AND IMC	200.00	U
406902	REES ELECTRONICS OFFICE	COPIER REPAIR PARIS	SANTA MONICA HIGH SCHOOL	92.01	U
406919	REES ELECTRONICS OFFICE	COPIER REPAIR	SANTA MONICA HIGH SCHOOL	92.01	U
				<b>** CHANGED PURCHASE ORDERS TOTAL:</b>	<b>384.02</b>
<b>*** NEW PURCHASE ORDERS ***</b>					
406816	A A EQUIPMENT RENTALS CO INC	GROUNDS VEHICLE REPAIR PARTS	FACILITY OPERATIONS	2,418.40	U
406947	A-Z BUS SALES	OPEN ORDER FOR REPAIRS/PARTS	TRANSPORTATION	1,500.00	R
406196	AAA CONTAINERS & EQUIP SALES	STEEL CARGO STORAGE CONTAINERS	MALIBU HIGH SCHOOL	6,467.94	
407104	ACADEMIC THERAPY PUBL	OFFICE FORMS	WILL ROGERS ELEMENTARY SCHOOL	129.08	R
406463	ACADEMY EVENT SERVICES LLC	RENTAL GRADUATION RISERS	SANTA MONICA HIGH SCHOOL	7,943.78	
406921	ACCREDITING COMMISSION	STAMPS	SANTA MONICA HIGH SCHOOL	108.25	
407115	ACT GROUP	Service Agreement	ROOSEVELT ELEMENTARY SCHOOL	695.00	
406774	ADAGER CORPORATION	Maintenance	INFORMATION SERVICES	360.00	U
406707	ADVANCED ELECTRONICS	SECURITY RADIOS	MALIBU HIGH SCHOOL	5,921.90	U
407098	ALLDATA LLC	ROP AUTO ONLINE MANUALS	R O P	1,623.75	R
406454	ANZA RENTS	GRADUATION CHAIR RENTAL	MALIBU HIGH SCHOOL	1,012.68	U
406498	APPLE COMPUTER CORP	computer and accessories	DISTRICT-WIDE	831.36	SR
406785	APPLE COMPUTER CORP	SUPPLIES/SOFTWARE LICENSE	MCKINLEY ELEMENTARY SCHOOL	540.17	R
406770	APPLE COMPUTER INC	Open Repair	INFORMATION SERVICES	800.00	U
406842	ARROWHEAD MOUNTAIN SPRING	WATER FOR PETER ZRINZO	STATE AND FEDERAL PROJECTS	52.74	R
407192	ASSOCIATED POWER	Repair Parts #3/Transpo.	TRANSPORTATION	337.51	R
406817	AUTISM EVAL CLINIC	INVOICE/DUE TO MEDIATION	SPECIAL EDUCATION REGULAR YEAR	500.00	R
406440	BAKER, NEDRA GRAY	REIMBURSEMENT/RATER SUPPLIES	PERSONNEL COMMISION	191.85	U
407092	BAKER, NEDRA GRAY	REIMB./MILEAGE	PERSONNEL COMMISION	46.80	U
406778	BARNES & NOBLE/SANTA MONICA	OPEN ORDER/INST SUP/SI-HUMAN	JOHN ADAMS MIDDLE SCHOOL	350.00	R
406790	BARNES & NOBLE/SANTA MONICA	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	550.00	U
406804	BARNES & NOBLE/SANTA MONICA	OPEN ORDER/INST SUP/SI-SPEC ED	JOHN ADAMS MIDDLE SCHOOL	80.00	R
406814	BARNES & NOBLE/SANTA MONICA	OPEN ORDER/INST SUP/SI-LAN ART	JOHN ADAMS MIDDLE SCHOOL	142.85	R
406854	BARNES & NOBLE/SANTA MONICA	OPEN ORDER/INST SUP/SI-SPEC ED	JOHN ADAMS MIDDLE SCHOOL	71.00	R
406982	BARNES & NOBLE/SANTA MONICA	OPEN ORDER/INST SUP/SI-SPEC ED	JOHN ADAMS MIDDLE SCHOOL	83.33	R
407083	BAXTER, CATHERINE	CHILD PHONE REIMBURSEMENT	SANTA MONICA HIGH SCHOOL	240.00	U
406451	BAY PRINTING CO	PRINT GRADUATION PROGRAMS	MALIBU HIGH SCHOOL	1,263.59	U
406820	BEAVER, GUADALUPE	REIMBURSEMENT OF EMPLOYEE	PERSONNEL SERVICES	41.00	U
407133	BEN'S ASPHALT & MAINTENANCE	PT.DUME ASPHALT REMOVAL	FACILITY MAINTENANCE	2,445.00	U
406943	BEST BUY	OPEN ORDER/MUSIC/SI	JOHN ADAMS MIDDLE SCHOOL	369.98	R
407100	BEVERLY HILLS U S D	ROP STAFF DEVELOPMENT	R O P	573.00	R
406438	BMC/BUSINESS MACHINE CONSULTAN	Repair Fax	INFORMATION SERVICES	136.94	U
406724	BMI EDUCATIONAL SERVICES	LIBRARY BOOKS	LINCOLN MIDDLE SCHOOL	236.76	
406777	BOB'S MARKET	OPEN ORDER/FOOD/8TH INTERVIEWS	JOHN ADAMS MIDDLE SCHOOL	75.00	
406424	BOISE CASCADE OFFICE/PAPER	XEROX PAPER	SANTA MONICA HIGH SCHOOL	312.82	R
406714	BOISE CASCADE OFFICE/PAPER	XEROX PAPER	OLYMPIC CONTINUATION SCHOOL	123.49	U
406380	BOISE CASCADE OFFICE/PAPER	COPY PAPER/ADMIN/LOTTERY/SI	JOHN ADAMS MIDDLE SCHOOL	1,101.65	R
406881	BOISE CASCADE OFFICE/PAPER	COPY PAPER	CHILD DEVELOPMENT CENTER	868.27	CO
407066	BOISE CASCADE OFFICE/PAPER	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	2,000.00	U
407144	BOISE CASCADE OFFICE/PAPER	XEROX PAPER	SANTA MONICA HIGH SCHOOL	2,883.70	R
407169	BORDEES BOOKS & MUSIC	Teacher books	SMASH SCHOOL	737.51	R
406883	BOXLIGHT CORPORATION	LCD PROJECTOR	MALIBU HIGH SCHOOL	13,535.58	U



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JUNE, 2004

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 SR-SPECIAL RESERVE CAPITAL  
SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
407096	BOXLIGHT CORPORATION	LCD PROJECTOR/ROP AUTO	R O P	2,122.78	R
406718	BRODART COMPANY	LIBRARY SUPPLIES	LINCOLN MIDDLE SCHOOL	164.31	
406548	BSN SPORTS/SPORT SUPPLY GROUP	OUTDOOR TENNIS TABLE/SI-PE	JOHN ADAMS MIDDLE SCHOOL	457.36	R
406710	CANON BUSINESS SOLUTIONS-WEST	TONER FOR CANON COPIER	EDISON ELEMENTARY SCHOOL	355.06	U
406940	CANON BUSINESS SOLUTIONS-WEST	COPIER TONER	OLYMPIC CONTINUATION SCHOOL	177.53	U
406995	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE FOR COPIER NP6030	SPECIAL EDUCATION REGULAR YEAR	200.00	R
406828	CAREY, WILL	CELL PHONE REIMBURSTMENT	INFORMATION SERVICES	240.00	U
406802	CARLEX INC.	INSTRUCTIONAL SUP/SI/FOR LANG	JOHN ADAMS MIDDLE SCHOOL	30.48	R
407033	CAROLINA BIOLOGICAL SUPPLY CO	SCIENCE SUPPLIES	SANTA MONICA HIGH SCHOOL	324.43	
406821	CASILLAS, SYLVIA	REIMBURSEMENT OF EMPLOYEE	PERSONNEL SERVICES	41.00	U
406823	CASILLAS, SYLVIA	REIMBURSEMENT OF EMPLOYEE	PERSONNEL SERVICES	520.00	U
406818	CATALINA ISLAND CAMPS INC	FIELD TRIP TO CATALINA	PT DUME ELEMENTARY SCHOOL	500.00	
407137	CENTER FOR PERFORMANCE	PROFESSIONAL BOOKS	WILL ROGERS ELEMENTARY SCHOOL	1,064.62	R
406656	CHILDRENS BOOK WORLD	CLASSROOM SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	979.00	U
407072	CHILDRENS BOOK WORLD	CLASSROOM SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	144.00	
406896	COCA COLA BOTTLING COMPANY OF	OPEN PO FOR RESALABLE DRINKS	SAMOH! STUDENT STORE	600.00	U
406856	COMMERCIAL GRAPHICS	YEAR END ASSESSMENT PRINTING	CURRICULUM AND IMC	2,706.25	U
407026	COMMERCIAL GRAPHICS	PRINTING OF MATH ASSESSMENTS	CURRICULUM AND IMC	811.88	U
407085	COMP USA	COMPUTER ACCESSORIES	SANTA MONICA HIGH SCHOOL	1,542.93	R
407068	COMPLETE BUSINESS SYSTEMS	EQUIPMENT	MCKINLEY ELEMENTARY SCHOOL	8,220.81	U
407095	COMPLETE BUSINESS SYSTEMS	Copier Supplies	ROOSEVELT ELEMENTARY SCHOOL	411.39	R
406923	CORLISS, CHRISTOPHER	MILEAGE REIMBURSEMENT	CURRICULUM AND IMC	750.00	U
407143	CORLISS, CHRISTOPHER	REIMBURSEMENT/RETURN SUPPLIES	LINCOLN MIDDLE SCHOOL	85.80	
406815	CORPORATE EXPRESS	SMEAD FOLDERS/NEW IEP FILES	SPECIAL EDUCATION REGULAR YEAR	1,645.17	R
406768	CORPORATE EXPRESS/US OFFICE	Open Order	INFORMATION SERVICES	500.00	U
406783	CORPORATE EXPRESS/US OFFICE	LOCKING FILE CABINET	FRANKLIN ELEMENTARY SCHOOL	139.64	R
406886	CORPORATE EXPRESS/US OFFICE	CLASSROOM SUPPLIES	EDISON ELEMENTARY SCHOOL	44.33	
406918	CORPORATE EXPRESS/US OFFICE	SHIPPING SCALE	SANTA MONICA HIGH SCHOOL	173.19	R
406938	CORPORATE EXPRESS/US OFFICE	CLASSROOM OFFICE SUPPLIES	OLYMPIC CONTINUATION SCHOOL	259.14	U
407030	CORPORATE EXPRESS/US OFFICE	SLIDING MARKER BOARD	PT DUME ELEMENTARY SCHOOL	1,416.99	U
407037	CORPORATE EXPRESS/US OFFICE	ELECTRIC STAPLER	SANTA MONICA HIGH SCHOOL	250.38	R
406836	COURSEY, PIERRE	CELL PHONE REIMBURSTMENT	INFORMATION SERVICES	240.00	U
406968	CURRICULUM ASSOC INC	DICTIONARIES	ROOSEVELT ELEMENTARY SCHOOL	180.45	R
406723	DEMCO LIBRARY SUPPLIES	LIBRARY SUPPLIES	LINCOLN MIDDLE SCHOOL	115.27	
406844	DEMCO LIBRARY SUPPLIES	Paper shredder	PT DUME ELEMENTARY SCHOOL	136.48	U
406846	DEMCO LIBRARY SUPPLIES	Bar code scanner for library	PT DUME ELEMENTARY SCHOOL	525.26	U
407116	DENMUTH, RICK	R.DENMUTH-WIRELESS PHONE BILL	FACILITY MAINTENANCE	320.00	U
407176	DEPT OF GENERAL SERVICES	ADMINISTRATIVE HEARINGS	EMPLOYEE RELATIONS	65.00	U
406799	DIDAX INC	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	44.76	U
407182	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	2,009.07	CD
407184	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	551.95	CD
407018	DURA-CHEM INC	Solution for Parts Washer/Tran	TRANSPORTATION	1,191.10	R
406959	DURHAM TRANSPORTATION	TRANSPORTATION TO ASTRO CAMP	JOHN ADAMS MIDDLE SCHOOL	1,632.86	
407040	DURHAM TRANSPORTATION	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	512.17	U
406791	DUTTONS BOOKSTORE	BOOKS	MCKINLEY ELEMENTARY SCHOOL	650.00	U
407056	ESCALERA, DANIEL	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
406895	EYE ON EDUCATION	assessment books	CURRICULUM AND IMC	498.93	U
406788	F K M COPIER PRODUCTS	COPIER CARTRIDGE	SANTA MONICA HIGH SCHOOL	176.71	
407009	F K M COPIER PRODUCTS	FAX TONER CARTRIDGE	PURCHASING/WAREHOUSE	115.83	U
406753	FAIRMONT MIRAMAR HOTEL	AAPSSG/CONFERENCE	ENGLISH LANGUAGE DEVELOPMENT	5,000.00	
406773	FILEMAKER INCORPORATED	Maintenance Agreement	INFORMATION SERVICES	973.17	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JUNE, 2004

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
406803	FILMS FOR THE HUMANITIES AND	LIBRARY VIDEOS	SANTA MONICA HIGH SCHOOL	502.47	R
407058	FIRST STUDENT	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	325.00	U
407107	FIRST STUDENT	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	2,600.00	U
407151	FLAGHOUSE	CIRCULAR PING PONG TABLE/SI	JOHN ADAMS MIDDLE SCHOOL	452.84	R
406801	FOLLETT LIBRARY BOOK CO	SCIENCE BOOKS FOR LIBRARY	GRANT ELEMENTARY SCHOOL	92.84	
406990	FOLLETT LIBRARY BOOK CO	INSTRUCTIONAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	99.00	
407121	FOLLETT LIBRARY BOOK CO	Open PO for library books.	SANTA MONICA HIGH SCHOOL	1,500.00	
406897	FRITO-LAY INC	OPEN PO FOR SNACK FOOD	SAMOHI STUDENT STORE	1,800.00	U
406501	GALE SUPPLY CO	SUMMER CUSTODIAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	213.14	U
406595	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	1,774.06	U
406702	GALE SUPPLY CO	CUSTODIAL SUPPLIES	WEBSTER ELEMENTARY SCHOOL	281.62	U
406708	GALE SUPPLY CO	SUMMER CUSTODIAL SUPPLIES	EDISON ELEMENTARY SCHOOL	493.73	
406822	GALE SUPPLY CO	OPEN ORDER CUSTODIAL SUPPLIES	FACILITY OPERATIONS	2,000.00	U
406847	GALE SUPPLY CO	CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	205.68	U
406901	GALE SUPPLY CO	CUSTODIAL SUPPLIES	ROOSEVELT ELEMENTARY SCHOOL	70.15	U
406908	GALE SUPPLY CO	CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	1,289.52	U
406972	GALE SUPPLY CO	BRADFORD/CUSTODIAN	WILL ROGERS ELEMENTARY SCHOOL	275.71	
406977	GALE SUPPLY CO	KLEENEX	EDISON ELEMENTARY SCHOOL	142.89	
407004	GALE SUPPLY CO	CUSTODIAL SUPPLIES	CHILD DEVELOPMENT CENTER	327.51	CD
407024	GALE SUPPLY CO	SUMMER CUSTODIAL SUPPLIES	GRANT ELEMENTARY SCHOOL	1,080.12	R
407088	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	1,371.53	U
406875	GANDER EDUCATION PUBLISHING	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	47.25	U
406841	GATEWAY 2000 MAJOR ACCOUNTS	LCD Projector for 4th/5th	PT DUME ELEMENTARY SCHOOL	2,301.40	U
406914	GATEWAY 2000 MAJOR ACCOUNTS	NON-CAPITALIZED EQUIPMENT	BOE/SUPERINTENDENT	3,006.00	U
406920	GATEWAY 2000 MAJOR ACCOUNTS	NON-CAPITALIZED EQUIPMENT	BOE/SUPERINTENDENT	2,631.00	U
406946	GATEWAY 2000 MAJOR ACCOUNTS	NON-INSTRUCTIONAL/USBS	CHILD DEVELOPMENT CENTER	384.02	CD
406812	GBC/EDUCATION DEPARTMENT	LAMINATING FILM	EDISON ELEMENTARY SCHOOL	57.89	R
407201	GBC/EDUCATION DEPARTMENT	LAMINATING FILM	PT DUME ELEMENTARY SCHOOL	395.11	
407007	GENERAL BINDING CORP	Repair laminator	CURRICULUM AND IMC	300.00	U
406827	GONZALEZ, JEFFREY	REIMBURSEMENT OF EMPLOYEE	PERSONNEL SERVICES	320.00	U
406861	GOPHER SPORTS EQUIP	PE EQUIPMENT	SMASH SCHOOL	183.27	R
406659	HANDWRITING WITHOUT TEARS INC	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	272.74	U
406958	HARCOURT BRACE	MATHEMATICS	ROOSEVELT ELEMENTARY SCHOOL	14,230.00	R
406994	HARCOURT BRACE JOVANOVIH	GR.4 & 5 SCIENCE	ROOSEVELT ELEMENTARY SCHOOL	3,877.19	R
407119	HEINLY, LARRY	REIMBURSEMENT-L.HEINLY-CELL	FACILITY MAINTENANCE	185.85	U
407140	HERNANDEZ, TOMAS	SCHOLARSHIP	OLYMPIC CONTINUATION SCHOOL	300.00	
406657	HOME DEPOT- L.A.	SUPPLIES/MATERIALS	MCKINLEY ELEMENTARY SCHOOL	750.00	U
407038	HOT DOGGER TOURS	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	1,177.00	R
406960	HOUGHTON MIFFLIN	READING	ROOSEVELT ELEMENTARY SCHOOL	8,037.89	R
407203	HOUGHTON MIFFLIN	Workbooks for 1-3	PT DUME ELEMENTARY SCHOOL	2,645.82	
406668	IMED	TV AND WALL MOUNT FOR KINDERGA	PT DUME ELEMENTARY SCHOOL	1,264.05	U
406891	IMED	PORTABLE CD/CASSETTE PLAYER	EDISON ELEMENTARY SCHOOL	216.77	
406993	IMED	SUPPLIES/EQUIPMENT	MCKINLEY ELEMENTARY SCHOOL	1,405.09	U
407078	IMED	CD/RADIO PLAYER	SANTA MONICA HIGH SCHOOL	257.64	
407045	INTERACT	CLASSROOM SUPPLIES ROOM 20	WEBSTER ELEMENTARY SCHOOL	115.18	
406935	JAIME VALERIA	SCHOLARSHIP	OLYMPIC CONTINUATION SCHOOL	1,000.00	
406924	JOSTENS/DIPLOMAS	DIPLOMAS	SANTA MONICA HIGH SCHOOL	200.53	
406865	JW PEPPER OF LOS ANGELES	STEIN MUSIC	CURRICULUM AND IMC	66.00	
407166	KAMINSKI, LINDA	CELL PHONE REIMBURSEMENT	CURRICULUM AND IMC	1,300.00	U
406926	KELLY PAPER/SANTA MONICA	PAPER FOR PTA NEWSLETTER	PT DUME ELEMENTARY SCHOOL	163.57	
407170	KELLY PAPER/SANTA MONICA	ROP PUBLIC RELATIONS SUPPLIES	R O P	350.00	R

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
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PAGE 4

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
407082	KELLY, DR. MARK O	CELL PHONE REIMBURSEMENT	SANTA MONICA HIGH SCHOOL	240.00	U
407099	KERN HIGH SCHOOL DISTRICT	VIRTUAL BANK SIMULATION FEE	R O P	750.00	R
406760	KIDS DISCOVER	PAPERBACK BOOKS FOR ROOM 19	WEBSTER ELEMENTARY SCHOOL	113.36	R
406842	KOSMO RANCH	PRODUCE FOR FARMERS' MRKT SBP	FOOD SERVICES	500.00	F
406756	LACOE	PUBLICATIONS	STUDENT SERVICES	87.19	U
406754	LACOE:ACCOUNTS RECEIVABLE UNIT	CONTRACT-LORI SOROKO	SPECIAL EDUCATION REGULAR YEAR	73,542.00	R
406755	LACOE:ACCOUNTS RECEIVABLE UNIT	DHH SERVICES FROM LORI SOROKO	SPECIAL EDUCATION REGULAR YEAR	45,000.00	R
407175	LACOE:ACCOUNTS RECEIVABLE UNIT	CONTRACT AGREEMENT	HEALTH SERVICES	741.42	R
406649	LAKESHORE (PICK UP ONLY)	CLASSROOM SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	3,922.00	U
406808	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INST SUP/SI-SPEC ED	JOHN ADAMS MIDDLE SCHOOL	62.00	R
406906	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INST SUP/SI-SPEC ED	JOHN ADAMS MIDDLE SCHOOL	142.66	R
407070	LAKESHORE (PICK UP ONLY)	CLASSROOM SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	100.00	
407124	LAKESHORE (PICK UP ONLY)	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	50.00	
407125	LAKESHORE (PICK UP ONLY)	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	50.00	
406576	LAKESHORE CURRICULUM	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	9,828.12	CD
407093	LAKESHORE CURRICULUM	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	7,633.27	CD
406797	LEARNING RESOURCE	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	55.93	U
406792	LIBRARY VIDEO COMPANY	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	150.00	U
407138	LOPEZ, FRANCISCA N	SCHOLARSHIP	OLYMPIC CONTINUATION SCHOOL	500.00	
407052	LOS ANGELES DAILY NEWS	BID ADVERTISING	PURCHASING/WAREHOUSE	93.80	U
406829	MANGLE, RUTH	CELL PHONE REIMBURSTMENT	INFORMATION SERVICES	240.00	U
407171	MARC FREDERICKS DESIGN	ROP FLORISTRY SUPPLIES	R O P	800.00	R
407097	MARKED RESOURCE CENTER	ROP MARKETING CURRICULUM	R O P	325.56	R
406806	MARQUEZ, LILIAN	REIMBURSEMENT - SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	126.77	
406775	MCKEOWN, KEVIN	Parts\Supplies\Mileage	INFORMATION SERVICES	433.45	U
406852	MERCURY MAILING SYSTEMS	MAILING	CURRICULUM AND IMC	1,295.47	U
407114	MIDNIGHT SPECIAL BOOKSTORE	Open PO for library books	SANTA MONICA HIGH SCHOOL	178.60	R
406950	MILT WRIGHT & ASSOCIATES INC	BOOKS FOR WORKABILITY/SIOUX	SPECIAL ED SPECIAL PROJECTS	727.50	R
407148	MODERN CURRICULUM PRESS	classroom supplies	CABRILLO ELEMENTARY SCHOOL	177.38	U
406966	MODERN LEARNING PRESS	DICTIONARIES	ROOSEVELT ELEMENTARY SCHOOL	556.67	R
406939	NASCO WEST - MODESTO	ART SUPPLIES	OLYMPIC CONTINUATION SCHOOL	66.30	R
407182	NASCO WEST - MODESTO	CLASSROOM SUPPLIES/ROOM 18	WEBSTER ELEMENTARY SCHOOL	331.95	
407035	NATIONAL ASSOC OF SECONDARY	REDESIGN MATERIALS	SANTA MONICA HIGH SCHOOL	246.23	R
406819	NELI'S INC	IN-SERVICE/NON-INST SUPPLIES	PERSONNEL SERVICES	500.00	U
407154	NICK RAIL MUSIC	INSTR. SUPPLIES	CURRICULUM AND IMC	800.00	U
406839	NORTH AMERICAN BUSINESS PHONES	Telephone	INFORMATION SERVICES	1,145.80	U
406889	PARIS PRINTERS	Open Repair	INFORMATION SERVICES	800.00	U
406750	PCI EDUCATIONAL PUBLISHING	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	138.12	U
406798	PEARSON ED/ADDISON WESLEY PUB	textbooks/dictionaries	JOHN ADAMS MIDDLE SCHOOL	597.04	R
406834	BENNINGTON, RON	CELL PHONE REIMBURSTMENT	INFORMATION SERVICES	240.00	U
406843	PEPSI COLA COMPANY	SOFT DRINKS FOR SAMOHI CAFE	FOOD SERVICES	192.98	F
406623	PERMABOUND BOOKS	BOOKS	OLYMPIC CONTINUATION SCHOOL	612.10	R
406500	PIONEER CHEMICAL CO	FLOOR WAX	FRANKLIN ELEMENTARY SCHOOL	136.40	U
406716	PIONEER CHEMICAL CO	FLOOR WAX	EDISON ELEMENTARY SCHOOL	181.86	
406721	PIONEER CHEMICAL CO	FLOOR WAX	FT DANE ELEMENTARY SCHOOL	139.40	U
406767	PIONEER CHEMICAL CO	FLOOR WAX	LINCOLN MIDDLE SCHOOL	272.79	U
406782	PIONEER CHEMICAL CO	FLOOR WAX	MCKINLEY ELEMENTARY SCHOOL	135.40	U
406859	PIONEER CHEMICAL CO	FLOOR WAX	WILL ROGERS ELEMENTARY SCHOOL	135.40	
406899	PIONEER CHEMICAL CO	FLOOR WAX	ROOSEVELT ELEMENTARY SCHOOL	90.93	U
406945	PIONEER CHEMICAL CO	SUMMER CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	655.18	U
407013	PIONEER CHEMICAL CO	FLOOR WAX	WEBSTER ELEMENTARY SCHOOL	90.93	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JUNE, 2004

PAGE 5

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
407022	PIONEER CHEMICAL CO	FLOOR WAX	CABRILLO ELEMENTARY SCHOOL	227.33	U
407029	PIONEER CHEMICAL CO	FLOOR WAX	JOHN MUIR ELEMENTARY SCHOOL	227.33	R
407220	PIONEER CHEMICAL CO	FLOOR WAX	GRANT ELEMENTARY SCHOOL	136.40	R
406837	PONTON, FRANK G	CELL PHONE REIMBURSTMENT	INFORMATION SERVICES	200.00	U
406655	POOL SUPPLY OF ORANGE COUNTY	OPEN ORDER-POOL SUPPLIES	FACILITY MAINTENANCE	4,000.00	
406903	RAYMOND GEDDES & COMPANY INC	CLASSROOM SUPPLIES/FRIEDMAN	GRANT ELEMENTARY SCHOOL	127.99	R
406599	RAYVERN LIGHTING	AUDIO VISUAL BULBS	SANTA MONICA HIGH SCHOOL	454.00	R
406701	RAYVERN LIGHTING	BULBS/ SLIDE PROJECTOR	LINCOLN MIDDLE SCHOOL	28.10	U
406711	RAYVERN LIGHTING	CUSTODIAL SUPPLIES	WEBSTER ELEMENTARY SCHOOL	104.73	U
406738	RAYVERN LIGHTING	CLASSROOM OVERHEAD BULBS	JOHN ADAMS MIDDLE SCHOOL	75.67	R
406900	RAYVERN LIGHTING	FLOURSCENT LAMPS	GRANT ELEMENTARY SCHOOL	209.46	U
407047	RAYVERN LIGHTING	FLOURSCENT LIGHT BULBS	GRANT ELEMENTARY SCHOOL	349.11	R
406849	REALLY GOOD STUFF INCORP	CLASSROOM SUPPLIES	CABRILLO ELEMENTARY SCHOOL	99.45	U
407053	REALLY GOOD STUFF INCORP	CLASSROOM SUPPLIES	ROOSEVELT ELEMENTARY SCHOOL	99.42	R
406458	REDWOOD PRESS INC	PRINT NCR FORMS	MALIBU HIGH SCHOOL	193.77	
406462	REDWOOD PRESS INC	PRINT EMERGENCY CARDS	SANTA MONICA HIGH SCHOOL	460.06	U
406511	REDWOOD PRESS INC	PRINT ADD/DROP FORMS	ADULT EDUCATION CENTER	138.56	A
406892	REDWOOD PRESS INC	EMERGENCY CARD PRINTING	SANTA MONICA HIGH SCHOOL	460.06	R
407130	RESEARCH & EDUCATION ASSN	PO for Library books.	SANTA MONICA HIGH SCHOOL	216.50	
407139	RISO INC	OFFICE SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	674.95	U
407102	SAMY'S CAMERA SHOP	ROP PHOTOGRAPHY SUPPLIES	R O P	256.34	R
406866	SANTA MONICA MUN BUS LINES	OPEN ORDER/BUS TOKENS	CHILD DEVELOPMENT CENTER	780.00	CD
407039	SANTA MONICA MUN BUS LINES	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	995.50	U
407077	SANTA MONICA MUN BUS LINES	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	407.00	U
407087	SANTA MONICA MUN BUS LINES	ATHLETIC TRANSPORTATION	MALIBU HIGH SCHOOL	2,000.00	
406725	SCANTRON CORPORATION	TESTING SUPPLIES	PERSONNEL COMMISION	217.58	U
406795	SCHOOL NURSE SUPPLY INC	NURSE SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	82.33	U
406776	SCHOOL SPECIALTY INC	CLASSROOM SUPPLIES/CHEMEL	GRANT ELEMENTARY SCHOOL	138.34	R
406845	SCHOOL SPECIALTY INC	OPEN ORDER/INST SUP/SI-ELL	JOHN ADAMS MIDDLE SCHOOL	325.07	R
406882	SCHOOL SPECIALTY INC	CLASSROOM SUPPLIES/CHEMEL	GRANT ELEMENTARY SCHOOL	134.48	R
406981	SCHOOL SPECIALTY INC	OPEN ORDER/INST SUP/ELL	JOHN ADAMS MIDDLE SCHOOL	99.00	R
406855	SCHOOL SPECIALTY/BECKLEY CARDY	Classroom Supplies	ROOSEVELT ELEMENTARY SCHOOL	235.00	R
406857	SCHOOL SPECIALTY/BECKLEY CARDY	Classroom Supplies	ROOSEVELT ELEMENTARY SCHOOL	46.74	R
407063	SCHOOL SPECIALTY/BECKLEY CARDY	CLASSROOM SUPPLIES	ROOSEVELT ELEMENTARY SCHOOL	1,505.00	R
406043	SEARS	AUTO/HAND TOOLS	SANTA MONICA HIGH SCHOOL	832.18	R
406118	SEARS	DVD/VCR COMBO UNITS	GRANT ELEMENTARY SCHOOL	1,070.25	U
406850	SEHI COMPUTER PRODUCTS	LASER PRINTER FOR COMPUTER LAB	JOHN ADAMS MIDDLE SCHOOL	1,206.89	U
407172	SEHI COMPUTER PRODUCTS	ROP COMPUTER PRINTER SUPPLIES	R O P	570.26	R
407194	SIMS WELDING SUPPLY COMPANY	ROP PUBLIC RELATIONS SUPPLIES	R O P	383.15	R
406934	SMART & FINAL	OPEN P.O.	OLYMPIC CONTINUATION SCHOOL	300.00	
406952	SOCIAL STUDIES SCHOOL SVCS	OPEN ORDER/INST SUP/SI-SOC ST	JOHN ADAMS MIDDLE SCHOOL	250.00	U
407036	SOCIAL STUDIES SCHOOL SVCS	OPEN ORDER/INSTRUCTIONAL SUPPL	SANTA MONICA HIGH SCHOOL	466.00	R
406765	SODA COMPANY, THE	WATER FOR VIKES CAFE	FOOD SERVICE	755.34	F
406743	SOUTHWEST SCHOOL SUPPLY	OPEN ORDER/INST SUP/SI-EMPL	JOHN ADAMS MIDDLE SCHOOL	50.00	R
406748	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES/POLJACK	GRANT ELEMENTARY SCHOOL	150.60	R
406742	SOUTHWEST SCHOOL SUPPLY	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	365.87	
406811	SOUTHWEST SCHOOL SUPPLY	OPEN ORDER/INST SUP/SI-MATH	JOHN ADAMS MIDDLE SCHOOL	78.00	R
406874	SOUTHWEST SCHOOL SUPPLY	OPEN ORDER/INST SUP/SI-SPEC ED	JOHN ADAMS MIDDLE SCHOOL	100.00	R
406868	SOUTHWEST SCHOOL SUPPLY	GEN. INST. SUPPLIES	EDISON ELEMENTARY SCHOOL	158.61	
406850	SOUTHWEST SCHOOL SUPPLY	GEN SUPPLIES	EDISON ELEMENTARY SCHOOL	160.82	
406912	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES/SANDERS	GRANT ELEMENTARY SCHOOL	186.62	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
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406917	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES/FRIEDMAN	GRANT ELEMENTARY SCHOOL	252.49	
406928	SOUTHWEST SCHOOL SUPPLY	ELEMENTARY MUSIC SUPPLIES	CURRICULUM AND IMC	541.25	U
407008	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES/DONOVAN	GRANT ELEMENTARY SCHOOL	150.05	R
407069	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES/MIYOSHI	GRANT ELEMENTARY SCHOOL	122.79	R
407122	SOUTHWEST SCHOOL SUPPLY	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	100.00	
407123	SOUTHWEST SCHOOL SUPPLY	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	100.00	
407149	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	CABRILLO ELEMENTARY SCHOOL	2,100.00	U
407207	SOUTHWEST SCHOOL SUPPLY	OFFICE SUPPLIES	PT DUME ELEMENTARY SCHOOL	2,165.00	
407109	SPECTRATURF INC	OPEN ORDER-PLAYGROUND REPAIRS	FACILITY MAINTENANCE	1,000.00	
406022	SPIRAL BINDING	PLASTIC BINDING EQUIPMENT	WEBSTER ELEMENTARY SCHOOL	962.45	
406789	SPORTIME	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	122.54	U
406752	SRA/MCGRAW HILL	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	413.28	U
407152	STAPLES BUSINESS ADVANTAGE	supplies	CURRICULUM AND IMC	576.74	U
406654	STAPLES DIRECT	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	673.00	U
407089	STAPLES DIRECT	OPEN ORDER/OFFICE SUPPLIES	PERSONNEL COMMISION	2,000.00	U
406772	STAPLES/P-U/SANTA MONICA/WILSH	GENL. SUPP & MATERIALS	ENGLISH LANGUAGE DEVELOPMENT	200.00	
406853	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/INST SUP/SI-SPEC ED	JOHN ADAMS MIDDLE SCHOOL	71.00	R
406871	STAPLES/P-U/VENICE/LINCOLN BL	INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	150.00	R
406872	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/INST SUP/SI-SPEC ED	JOHN ADAMS MIDDLE SCHOOL	166.66	R
406984	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/INST SUP/SI-SPEC ED	JOHN ADAMS MIDDLE SCHOOL	83.33	R
407071	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	75.00	
407126	STAPLES/P-U/VENICE/LINCOLN BL	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	50.00	
407128	STAPLES/P-U/VENICE/LINCOLN BL	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	50.00	
407190	STAPLES/P U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	1,500.00	CD
406873	STAPLES/P-U/WLA/CUST#240174490	OPEN ORDER/INST SUP/SI-SPEC ED	JOHN ADAMS MIDDLE SCHOOL	66.66	R
406787	STEELDECK INC.	SUPPLIES/RENTAL	MCKINLEY ELEMENTARY SCHOOL	800.00	
407079	STRAUS, ILENE	CELL PHONE REIMBURSEMENT	SANTA MONICA HIGH SCHOOL	240.00	U
406800	SUNDANCE	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	105.54	U
407202	SUNDANCE	Kindergarten early readers	PT DUME ELEMENTARY SCHOOL	601.75	
406991	SYED INDUSTRIES	SPIRIT JACKET FOR RESALE	SAMOHJ STUDENT STORE	1,080.00	U
406867	TARGET	OPEN ORDER	CHILD DEVELOPMENT CENTER	60.00	CD
406860	TEACHER TO TEACHER PRESS	MATERIALS FOR PROF DEVEL.	STATE AND FEDERAL PROJECTS	414.70	R
406779	TEACHER'S DISCOVERY	INSTRUCTIONAL SUP/SI-FOR LANG	JOHN ADAMS MIDDLE SCHOOL	286.17	R
406838	TEACHER'S DISCOVERY	INSTRUCTIONAL SUP/SI-FOR LANG	JOHN ADAMS MIDDLE SCHOOL	162.11	R
406796	TEACHER'S VIDEO COMPANY	Science videos	GRANT ELEMENTARY SCHOOL	71.84	
406835	TEACHER'S VIDEO COMPANY	INSTRUCTIONAL SUP/SI-FOR LANG	JOHN ADAMS MIDDLE SCHOOL	288.12	R
406878	TEACHERS' CURRICULUM INSTITUTE	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	354.78	U
407101	TOUCHLINE SOFTWARE	WORK PERMIT SOFTWARE	R O P	258.39	R
407051	TRI-BEST VISUAL DISPLAY	MOBILE MARKERBOARD	PT DUME ELEMENTARY SCHOOL	529.03	U
407042	TUMBLEWEED EDUCATIONAL	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	404.00	U
406937	U S POSTMASTER-SANTA MONICA	STAMPS	OLYMPIC CONTINUATION SCHOOL	160.21	U
407105	U S POSTMASTER-SANTA MONICA	POSTAGE STAMPS	LINCOLN MIDDLE SCHOOL	555.00	U
406955	UNIT CHEMICAL	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	231.66	U
407019	UNIT CHEMICAL	CUSTODIAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	57.91	U
406805	UNITED STATES ACADEMIC	ACADEMIC DECATHLON SUPPLIES	MALIBU HIGH SCHOOL	587.24	R
406771	UNIVERSAL PRINTWORKS INC.	Report Cards	INFORMATION SERVICES	1,873.09	U
406550	US BANK (GOVT CARD SERVICES)	Printscreen 2000	INFORMATION SERVICES	47.52	U
407001	US BANK (GOVT CARD SERVICES)	BANK CARD PAYMENT/REFERENCE VHS	ENGLISH LANGUAGE DEVELOPMENT	64.84	
407141	VARGAS, PATRICIA	REIMBURSEMENT	OLYMPIC CONTINUATION SCHOOL	170.25	
406411	VIRCO MFG CORP	TABLES	JOHN MUIR ELEMENTARY SCHOOL	1,625.37	R
406933	VONS STORE #2262	GENERAL SUPPLIES & MATERIALS	BOE/SUPERINTENDENT	100.00	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF JUNE, 2004

PAGE 7

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
406807	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	MALIBU HIGH SCHOOL	473.03	U
406962	WEEKLY READER PERIODICALS	WEEKLY READERS FOR CLASSROOM	MCKINLEY ELEMENTARY SCHOOL	173.32	U
406035	WISHING WELL MEDICAL	WHEELCHAIR	HEALTH SERVICES	378.88	R
406870	WITTCO SYSTEMS INC.	SUPPLIES FOR RISOGRAPH	WEBSTER ELEMENTARY SCHOOL	901.18	U
406825	WOLTHERS JR,MARIO	REIMBURSEMENT OF EMPLOYEE	PERSONNEL SERVICES	180.00	U
407086	XEROX	XEROX LEASE	SANTA MONICA HIGH SCHOOL	4,021.05	U
407187	YATES, BARRY	Reimbursement for postage	FRANKLIN ELEMENTARY SCHOOL	75.00	
** NEW PURCHASE ORDERS TOTAL:				376,315.05	
<u>** FACILITY IMPROVEMENTS: PROP X/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES **</u>					
406017	SAMY'S CAMERA SHOP	VIDEO PRODUCTION MATERIALS	CURRICULUM AND IMC	559.60	
406956	STAPLES BUSINESS ADVANTAGE	Supplies/materials	CURRICULUM AND IMC	2,165.00	
** FACILITY IMPROVEMENTS: PROP X/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES TOTAL:				2,724.60	

TO: BOARD OF EDUCATION ACTION/CONSENT  
06/03/04  
FROM: SUPERINTENDENT/KENNETH R. BAILEY/VIRGINIA I. HYATT  
RE: AMENDMENT TO CONTRACT WITH WHEATSTONE ENERGY FOR  
LIGHTING RETROFIT PROJECT-RFP #3.05-CHANGE ORDER #4

RECOMMENDATION NO. A.07

It is recommended that the Board of Education authorize Change Order #4 as an amendment to the contract with Wheatstone Energy for the Districtwide lighting retrofit project. This change order will add \$16,904.00 To the contract for a total contract price of \$513,664.50.

Funding Information

Budgeted: Yes  
Source: City of Santa Monica

COMMENT: Changes were made in the contract due to the following reasons: Change Order #4 represents the work listed below:

ORIGINAL CONTRACT	\$499,651.00
(Error in original contract award)	243.00
CHANGE ORDER #1,2,3	\$ (3,133.50)
CHANGE ORDER #4	\$ 16,904.00
TOTAL CONTRACT AMOUNT	\$513,664.50

1. SAMOHI - Add to scope of work:3 rooms in History Building:  
H110, H111, H12, Textbook Room, Vault and restroom in Administration Bldg. These areas were not included in the original site survey.

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. McLoud

STUDENT ADVISORY VOTE: N/A  
AYES: All (6)  
NOES: Non (0)  
ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/03/04

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.08

Unless otherwise noted, all items are included in the 2003/04 approved budget.

ADDITIONAL ASSIGNMENTS

JOHN ADAMS MIDDLE SCHOOL

Levin, Tracy	4 hrs @\$35.60	4/28/04-5/17/04	<u>Est Hrly/\$142</u>
		TOTAL ESTABLISHED HOURLY	\$142

Comment: Presenting science program at elementary schools during prep period  
01-Unrestricted Resource

Compton-Sugars, Shirley	4 hrs @\$35.60	4/28/04-5/17/04	<u>Est Hrly/\$142</u>
Jurewicz, Kristin	4 hrs @\$35.60	4/28/04-5/17/04	<u>Est Hrly/\$142</u>
LaDuke, Jan	4 hrs @\$35.60	4/28/04-5/17/04	<u>Est Hrly/\$142</u>
		TOTAL ESTABLISHED HOURLY	\$426

Comment: Supervising Merit Makeup  
01-Unrestricted Resource

CHILD DEVELOPMENT SERVICES

Martinez, Emelita	32 hrs @\$28.90	04/05/04-04/16/04	<u>Own Hrly/\$925</u>
		TOTAL OWN HOURLY	\$925

Comment: Child Development Services Operating Spring Break  
12-CD:St Genl Child Care (GCTR)

Hentschell, Denise	64 hrs @\$21.74	04/05/04-04/16/04	<u>Own Hrly/\$1391</u>
		TOTAL OWN HOURLY	\$1,391

Comment: Child Development Services Operating Spring Break (SAPID)  
12-Cal Safe Supportive Services

LINCOLN MIDDLE SCHOOL

McCracken, Lynn	21 hrs @\$35.60	4/21/04-5/1/04	<u>Est Hrly/\$750</u>
Shortt, Cindy	21 hrs @\$35.60	4/21/04-5/1/04	<u>Est Hrly/\$750</u>
		TOTAL ESTABLISHED HOURLY	\$1,500

Comment: Peer Mentoring Program Planning & Implementation  
01-Gifts

JOHN MUIR ELEMENTARY SCHOOL

Gusmao-Garcia, Renata	8 hrs @\$35.60	5/18/04-6/9/04	<u>Est Hrly/\$285</u>
Ramirez, Joe	8 hrs @\$35.60	5/18/04-6/9/04	<u>Est Hrly/\$285</u>
		TOTAL ESTABLISHED HOURLY	\$570

Comment: ASAP "At-Risk" Classes  
01-School Improvement Prog, K-6

SANTA MONICA HIGH SCHOOL

Farrell, Sally	7 hrs @\$35.60	5/1/04-6/30/04	<u>Est Hrly/\$249</u>
		TOTAL ESTABLISHED HOURLY	\$249

Comment: After-school tutoring  
01-Unrestricted Resource



Hedrick, Don	29 hrs @\$57.21	5/10/04-6/18/04	Own Hrly/\$1659
Jimenez, Jaime	48 hrs @\$72.67	5/10/04-6/18/04	Own Hrly/\$4215
Kurtz-Nicholl, Jesse	29 hrs @\$35.54	5/10/04-6/18/04	Own Hrly/\$1031
Salumbides, Roseann	29 hrs @\$51.60	5/10/04-6/18/04	<u>Own Hrly/\$1496</u>
		TOTAL OWN HOURLY	\$8,401

Comment: Additional Assignment  
01-Unrestricted Resource

STUDENT AND FAMILY SUPPORT SERVICES

Irwin, Sanford	140 hrs @\$35.60	3/2/04-6/18/04	<u>Est Hrly/\$4984</u>
		TOTAL ESTABLISHED HOURLY	\$4,984

COMMENT: Provide services to student per stay put order  
01-Special Education

EXTENDED DUTY UNITS

<u>LOCATION</u>	<u>RATE</u>	<u>ACTIVITY</u>	<u>EFFECTIVE</u>	<u>TOTAL</u>
<u>EDISON ELEMENTARY</u>				
Beasley, Linda	1 unit @\$224	New Teacher Support	03/04	\$224
Boxer, Lorissa	1 unit @\$224	Student Council	03/04	\$224
Boyd, Tom	2 units @\$224	5th Gr Catalina	03/04	\$448
Castillo, Alma	1 unit @\$224	Homework Club	03/04	\$224
Castillo, Alma	1 unit @\$224	Student Council	03/04	\$224
Meade, Mary	2 units @\$224	5th Gr Catalina	03/04	\$448
Orum, Lori	2 units @\$224	5th Gr Catalina	03/04	\$448
Ziff, Allison	1 unit @\$224	Ballet Folklorico	03/04	<u>\$224</u>
		TOTAL EXTENDED DUTY UNITS		\$2,464
		01-Unrestricted Resource		

JOHN MUIR ELEMENTARY

Lazare, Shernice	2 units @\$224	3rd Gr Asst	03/04	\$672
Lovett, Tiffany	2 units @\$224	Student Tchr Coord	03/04	\$448
Ramirez, Joe	2 units @\$224	Playground Vol Coord	03/04	\$448
Suskin, Robyn	1 unit @\$224	Science Field Trip	03/04	\$224
Thomas, Carla	1 unit @\$224	Science Field Trip	03/04	<u>\$224</u>
		TOTAL EXTENDED DUTY UNITS		\$2,240
		01-Unrestricted Resource		

ROOSEVELT ELEMENTARY

Levy, Amy	2 units @\$224	Astrocamp	03/04	\$448
Levy, AmyJoe	2 units @\$224	Student Council	03/04	\$448
Olsheim, Glen	2 units @\$224	Astrocamp	03/04	\$448
Ostrom, Michael	2 units @\$224	Astrocamp	03/04	\$448
Snow, Angie	2 units @\$224	Astrocamp	03/04	\$448
Vega, Dolores	2 units @\$224	Astrocamp	03/04	\$448
Whitley, Ann	2 units @\$224	Astrocamp	03/04	<u>\$448</u>
		TOTAL EXTENDED DUTY UNITS		\$3,136
		01-Unrestricted Resource		

SANTA MONICA HIGH SCHOOL

Barraza, Pete	12 units @\$224	Boys VB, Asst	03/04	\$2688
Busse, Nathan	12 units @\$224	Track, Asst	03/04	\$2688
Cady, Pat	12 units @\$224	Trac, Asst	03/04	\$2688
Fischer, Tania	13 units @\$224	Track, Head Coach	03/04	\$2912
Flanders, Matt	13 units @\$224	Swimming	03/04	\$2912
Lacy, Norman	13 units @\$224	Boys, Golf	03/04	\$2912
Sato, Liane	13 units @\$224	Boys VB, Head	03/04	\$2912

Skaggs, Debbie	13 units @\$224	Softball, Head	03/04	\$2912
		TOTAL EXTENDED DUTY UNITS		\$22,624
		01-Unrestricted Resource		

**TOTAL ESTABLISHED HOURLY, OWN HOURLY and EXTENDED DUTY UNITS = \$49,052**

SUBSTITUTE TEACHERS

Effective

REGULAR DAY-TO-DAY SUBSTITUTES

Stabile, Michelle 5/13/04

LONG-TERM SUBSTITUTES

(@\$184 Daily Rate)

Posey, Stephen 5/3/04-6/18/04

Stabile, Michelle 5/13/04-6/18/04

CHANGE IN ASSIGNMENT

Name/Assignment

Location Effective

Close, Jacqueline 1/1/04-6/30/04

Special Education/Psychologist

From: 10%

To: 20%

Laufer, Lorraine 3/24/04-6/20/04

Franklin Elementary/RSP Teacher

From: 50%

To: 100%

LEAVES OF ABSENCE (with pay)

Name/Assignment

Location Effective

Samimi, Leili 5/03/04-5/14/04

CDs/Will Rogers [medical]

LEAVES OF ABSENCE (without pay)

Name/Assignment

Location Effective

Franke, Anoushka 9/3/04-6/24/05

SAMOHI [child care]

Szilagyi, Lisa 9/3/04-6/24/05

Malibu HS [personal - 20% leave]

RESIGNATIONS

Name/Assignment

Location Effective

Allen, Samantha 06/18/04

Lincoln MS

Armfield, Gina 06/18/04

Pt Dume

Avila-Salomon, Laura 06/18/04

SAMOHI

Bove, Catherine 06/18/04

SAMOHI



Flynn, Patty SAMOHI	06/30/04
Jones, Jenny SAMOHI	06/18/04
Massa, Darren Lincoln MS	06/18/04
Narang, Aketa Edison Elementary	06/18/04
Orlowski, Jami SAMOHI	06/18/04
Schaben, Ryan Lincoln MS	06/18/04
Shalash, Anuar SAMOHI	06/30/04
Wiedlin, Meg Cabrillo Elementary	06/18/04

RETIREMENTS

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Miller, Linda Franklin Elementary	06/18/04
Payne, Margaret Pt Dume	06/18/04

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. McLoud

STUDENT ADVISORY VOTE: N/A

AYES: All (6)

NOES: Non (0)

ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION  
FROM: SUPERINTENDENT/JOSEPH N. QUARLES  
RE: SPECIAL SERVICES EMPLOYEES

ACTION/CONSENT  
06/03/04

RECOMMENDATION NO. A.09

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 4213.5. Funding for the positions listed are included in the 2003/04 budget.

ELECTIONS

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>	<u>Rate</u>
Gomez, Vincent	\$678	02/01/04-06/30/04	\$150/day +13% Non-health Benefits

Educational Services, orchestra coach at Santa Monica High School, John Adams Middle School, Lincoln Middle School and Malibu High School

FUNDING: 01-70180-0-17100-21000-1910-035-1501-50%  
Arts Education Partnership Grant  
01-90120-0-17100-21000-1910-030-1501-50%  
Gifts

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. McCloud

STUDENT ADVISORY VOTE: N/A  
AYES: All (6)  
NOES: Non (0)  
ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION  
FROM: JOHN E. DEASY/ROBERT SEEDS  
RE: CLASSIFIED PERSONNEL - MERIT

ACTION/CONSENT  
06-03-04

RECOMMENDATION NO. A.10

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

**ELECTION**

CHEN, YI-CHUN	ACCOUNTANT 8.0 HRS/12 RANGE: 41	FISCAL STEP: 01	05-10-04
KELLER, EVELYN	INST ASST - SPECIAL ED 5.0 HRS/SY RANGE: 20	ROOSEVELT STEP: 01	05-10-04
MURPHY, DAPHNE	INST ASST - CLASSROOM 3.2 HRS/SY RANGE: 18	CABRILLO STEP: 01	05-10-04
VILLA, ALEJANDRO	CUSTODIAN I NSI 8.0 HRS/12 RANGE: 22	SAMOHI STEP: 01	05-03-04

**PROMOTION**

RUVALCAVA, NANCY	INST ASST - BILINGUAL 3.0 HRS/SY FR: I/A - CLASSROOM	SAMOHI	05-24-04
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**INCREASE IN HOURS**

LOPEZ, TRISHA	INST ASST - SPECIAL ED 6.0 HRS/SY FR: 3.0 HRS/SY	LINCOLN	04-01-04
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**WORKING OUT OF CLASS**

CARPENTER, EDDIE JEAN	CAFETERIA WORKER II 7.0 HRS/SY FR: CAFETERIA WORKER I	MCKINLEY	03-15-04 06-18-04
PEREZ, MARIA	CAFETERIA WORKER II 4.0 HRS/SY FR: CAFETERIA WORKER I (1ST EXTENSION CORRECTION OF DATES)	WEBSTER	05-01-04 06-18-04

**PROFESSIONAL GROWTH**

RAMIREZ, MARTHA	ADMINISTRATIVE ASSISTANT EDISON	05-01-04
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**MEDICAL LEAVE OF ABSENCE**

CHOUINARD, DEANNA	INST ASST - SPECIAL ED SAMOHI	05-03-04 05-23-04
SULLIVAN, BRIANNA	INST ASST - CLASSROOM GRANT	02-20-04 04-21-04

**TEMP/ADDITIONAL**

BATISTA, GLORIA	INST ASST - SPECIAL ED SPECIAL ED	03-31-04 03-31-04
GARDNER, RODNEY SR	CUSTODIAN I NSI SAMOHI	05-01-04 06-30-04
LOUISELL, SHANE	INST ASST - SPECIAL ED WEBSTER	05-12-04 05-14-04
OYENOKI, ELIZABETH	SR OFFICE SPECIALIST MCKINLEY	06-24-04 06-30-04
OYENOKI, ELIZABETH	SR OFFICE SPECIALIST MCKINLEY	05-01-04 05-30-04
WILSON, STANLEY	CAMPUS SECURITY OFFICER ADAMS	05-07-04 05-07-04

**SUBSTITUTE**

BASSEL, JACKIE	INST ASST - SPECIAL ED SPECIAL ED	05-04-04 06-18-04
BRYANT, LORETTA	INST ASST - CLASSROOM SAMOHI	05-10-04 06-30-04
MARTIN, EVELIA	OFFICE SPECIALIST NSI ADULT ED	05-03-04 06-11-04
MARTIN, EVELIA	OFFICE SPECIALIST ADULT ED	06-12-04 06-18-04
NUNEZ, SHERRY	OFFICE SPECIALIST SAMOHI	04-20-04 06-30-04

**RESIGNED**

COPLIN, KELLEY	I/A SIGN LANGUAGE INTERP LINCOLN	05-17-04
DUVALL, MICHAEL	INST ASST - SPECIAL ED CABRILLO	06-18-04

RUGGLES, INST ASST - SPECIAL ED 07-09-04  
MICHAEL MCKINLEY

WILLIAMS, INST ASST - SPECIAL ED 05-04-04  
ROBERT FRANKLIN

**ESTABLISHED POSITION**

DATA ENTRY SPECIALIST 05-07-04  
8.0 HRS/10 SPECIAL ED

INST ASST - SPECIAL ED 05-07-04  
3.0 HRS/SY PRESCHOOL

INST ASST - SPECIAL ED 05-07-04  
6.0 HRS/SY EDISON

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. McCloud

STUDENT ADVISORY VOTE: N/A  
AYES: All (6)  
NOES: Non (0)  
ABSTENTIONS: None (0)



TO: BOARD OF EDUCATION

ACTION/CONSENT

06-03-04

FROM: JOHN E. DEASY/ROBERT SEEDS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.11

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

**ASSISTANT COACH**

KEEP, WILLIAM SAMOHI 05-17-04 - 06-30-04

**NOON AIDE**

HIROTO, BETTY FRANKLIN 05-14-04 - 05-31-04

MILLER, SANDRA FRANKLIN 05-14-04 - 05-31-04

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. McLoud

STUDENT ADVISORY VOTE: N/A

AYES: All (6)

NOES: Non (0)

ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/03/04

FROM: SUPERINTENDENT/KENNETH R. BAILEY

RE: CLASSIFIED ADMINISTRATIVE CONTRACT RENEWAL:  
DIRECTOR OF FACILITIES MANAGEMENT

RECOMMENDATION NO. A.12

It is recommended that the Board of Education renew the contract of the following classified administrator from July 1, 2004 through June 30, 2005:

J. Wallace Berriman

Director of Facilities Management

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. McCloud

STUDENT ADVISORY VOTE: N/A  
AYES: All (6)  
NOES: Non (0)  
ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/03/04

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: APPROVAL OF INSTRUCTIONAL ASSISTANT - SPECIAL EDUCATION

RECOMMENDATION NO. A.13

It is recommended that the Board of Education authorize a budget increase in the amount of \$1,316.49 for involvement in the Special Education audit.

COMMENTS: This increase is needed for additional help needed with setting up and organizing files in the Special Education Department. The hours are not to exceed 2 hours per day to avoid overtime pay. This assignment is effective from April 27, 2004 through May 31, 2004.

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. McCloud

STUDENT ADVISORY VOTE: N/A

AYES: All (6)

NOES: Non (0)

ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/03/04

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: ADDITIONAL BOARD MEETINGS SCHEDULED FOR JUNE 2004

RECOMMENDATION NO. A.14

It is recommended that the Board of Education authorize additional board meetings on the following dates:

Monday, June 14, 2004 (6:30 Closed Session, 7:30 public meeting)

Friday, June 25, 2004 (Closed Session - 10 a.m. - 2 p.m.)

COMMENT: Due to the volume of issues coming before the Board of Education and to allow for meaningful and thorough discussion, staff is proposing that an additional meeting be held on Monday, June 14, 2004 with the closed session set for one hour beginning at 6:30 p.m. and the public meeting set to begin at 7:30 p.m.

The meeting of June 25 would be a closed session for the purpose of conducting the superintendent's annual evaluation and would be held at the district office from 10 a.m. to 2 p.m.

Public Comments

Jim Jaffe

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. McLoud

STUDENT ADVISORY VOTE: N/A

AYES: All (6)

NOES: Non (0)

ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/03/04

FROM: SUPERINTENDENT/LINDA KAMINSKI/CINDY ATLAS

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS 2003/2004

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2003-2004 as follows:

**NPS/NPA**

**2003-2004 Budget 01-65000-0-57500-11800-5825-043-1400**

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Augmentative Communication Therapies	10-22-98	NPA - Augmentative Communication Assessment	#158	\$ 500
Baby & Baby, Inc.	10-22-98	NPA - PT Evaluation	#159	\$ 400
Beautiful Minds Center for Autism, Inc.	05-01-01	NPA - Behavior Therapy	#160	\$ 7,390
Can Do Kids, Inc.	05-22-00	NPA - PT	#161	\$ 1,600
Community Speech & Language	10-16-00	NPA - Speech	#162	\$ 6,120
Smart Start Preschool	05-06-94	NPA - Behavior Therapy	#163	\$ 3,960
Therapy West, Inc.	01-27-91	NPA - PT	#164	\$ 3,570
Therapy West, Inc.	06-22-01	NPA - PT Evaluation	#165	\$ 425
Village Glen Westside <b>Contract Increase</b>	02-09-95	NPS	#75 UC04373	\$ 10,500
Therapy In Action <b>Contract Increase</b>	11-03-89	NPA - OT	#50 UCO4164	\$ 100

**Amount Budgeted NPS/NPA 03/04** \$ 3,000,000  
**Prior Board Authorization as of 05/20/04** \$ 3,299,885\*  
**Balance -** \$ 299,885  
  
**Total Amount for these Contracts** \$ 34,565  
  
**Balance -** \$ 334,450

\*Prior Year Authorization (05-15-03) \$3,009,737

**Instructional Consultants**

2003-2004 Budget 01-65000-0-57500-11800-5802-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Adrian Whitchelo-Scott	10-19-86	Instr. Consultant - Assistive Technology Assessment	#50	\$ 600
Adrian Whitchelo-Scott	10-05-91	Instr. Consultant - Assistive Technology Assessment	#51	\$ 1,000
All Jariabek	10-16-00	Instr. Consultant - Occupational Therapy Services	#52	\$ 2,890
Dr. Karen A. Kass	04-16-87	Instr. Consultant - Therapy	#53	\$ 1,600
Larry Sulham	10-16-00	Instr. Consultant - Physical Therapy Services	#54	\$ 3,060
Larry Sulham	02-04-01	Instr. Consultant - Physical Therapy Services	#55	\$ 6,840
Carol Atkins <b>Contract Increase</b>	01-04-94	Instr. Consultant - Audiological Assessment	#37 UC04336	\$ 67
Cathy Ingram <b>Contract Increase</b>	07-04-99	Instr. Consultant Speech Services	#38 UC04337	\$ 240

<b>Amount Budgeted Instructional Consultants 03/04</b>	<b>\$ 300,000</b>
<b>Prior Board Authorization as of 05/20/04</b>	<b>\$ 297,322</b>
<b>Balance</b>	<b>\$ 2,678</b>
 <b>Total Amount for these Contracts</b>	 <b>\$ 16,297</b>
<b>Balance</b>	<b>- \$ 13,619</b>

**Non-Instructional Consultants**

2003-2004 Budget 01-65000-0-57500-11800-5890-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
House Ear Institute, Inc.	02-08-91	Non-Instr. Consultant - Audiogram Evaluation	#44	\$ 500
Parent Reimbursement	05-28-89	Non-Instr. Consultant - Mileage reimbursement for school year 2003-2004.	#45	\$ 1,700
Parent Reimbursement	09-03-94	Non-Instr. Consultant - Speech evaluation	#46	\$ 2,322

<b>Amount Budgeted Non-Instructional Consultants 03/04</b>	<b>\$ 315,000</b>
<b>Prior Board Authorization as of 05/06/04</b>	<b>\$ 316,575</b>
<b>Balance</b>	<b>- \$ 1,575</b>
 <b>Total Amount for these Contracts</b>	 <b>\$ 4,522</b>

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: Ms. Leon-Vazquez  
SECONDED BY: Mr. McLoud

STUDENT ADVISORY VOTE: N/A  
AYES: All (6)  
NOES: Non (0)  
ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

06-03-04

FROM: JOHN DEASY / LAUREL SCHMIDT

RE: UPDATING BOARD POLICY 1312.3 - UNIFORM COMPLAINT  
PROCEDURES

RECOMMENDATION NO.16

It is recommended that the Board of Education approve the adoption of Board Policy 1312.3, Uniform Complaint Procedures to replace the existing Board Policy 0411. This replacement was suggested by Bode Owoyele, Senior Policy Consultant at CSBA (California School Board Association). The administrative regulations accompanying this policy have also been revised. Upon adoption of BP 1312.3, BP 0411 will be deleted from the policy manual.

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. McLoud

STUDENT ADVISORY VOTE: N/A

AYES: All (6)

NOES: Non (0)

ABSTENTIONS: None (0)



<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>		
1312.3	Community Relations	Uniform Complaint Procedures		
<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>	
Community Relations	X			

DETAIL

The Governing Board recognizes that the district is responsible for complying with applicable state and federal laws and regulations governing educational programs.

The district shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination based on age, sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability in any program or activity that receives or benefits from state financial assistance. Uniform complaint procedures shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in adult education, consolidated categorical aid programs, migrant education, vocational education, child care and development programs, child nutrition programs and special education programs.

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

The Board acknowledges and respects student and employee rights to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the facts. This includes keeping the identity of the complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee on a case-by-case basis.

The Board prohibits retaliation in any form for the participation in complaint procedures, including but not limited to the filing of a complaint or the reporting of instances of discrimination. Such participation shall not in any way affect the status, grades or work assignments of the complainant.

The Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate a mediation. The Superintendent or designee shall ensure that mediation results are consistent with state and federal laws and regulations.

## REFERENCE

Legal Reference:

### EDUCATION CODE

200-262.3 Prohibition of discrimination

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18179 School libraries

48431.6 Academic progress and counseling review program

48985 Notices in language other than English

49060-49079 Student records

49490-49590 Child nutrition programs

52000-52049.1 School improvement programs

52160-52178 Bilingual education programs

52300-52499.6 Vocational education

52500-52616.24 Adult schools

52800-52870 School-based coordinated programs

54000-54041 Economic impact aid programs

54100-54145 Miller-Unruh Basic Reading Act

54400-54425 Compensatory education programs

54440-54445 Migrant education

54460-54529 Compensatory education programs

56000-56885 Special education programs

59000-59300 Special schools and centers

62000-62008 Evaluation and sunseting of programs

64000-64001 Consolidated application process

### CODE OF REGULATIONS, TITLE 5

3080 Application of section

4600-4671 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

### PENAL CODE

422.6 Interference with constitutional right or privilege

## MANAGEMENT RESOURCES

### WEB SITES

U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/offices/OCR>

## ADOPTED

38126

## REVISED

## CSBA DATE

March 2003

DISTRICT GOAL Quality Education for All

New text in underline.  
Deleted text in ~~strikeout~~.

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
1312.3	Community Relations	Uniform Complaint Procedures

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Community Relations		x	

DETAIL

Uniform Complaint Procedures

A. Compliance Officers

The Governing Board designates the following compliance officers to receive and investigate complaints and ensure district compliance with law:

Director of Personnel and Student Services  
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
1651 16th Street  
Santa Monica, California 90404  
310-450-8338

The Superintendent or designee shall ensure that employees designated to investigate complaints are knowledgeable about the laws and programs for which they are responsible. Such employees may have access to legal counsel as determined by the Superintendent or designee.

B. Notifications

The Superintendent or designee shall meet the notification requirements of the Code of Regulations, Title 5, Section 4622, including the annual dissemination of district complaint procedures and information about available appeals, civil law remedies and conditions under which a complaint may be taken directly to the California Department of Education. The Superintendent or designee shall ensure that complainants understand that they may pursue other remedies, including actions before civil courts or other public agencies.

The above notification shall state that complainants may seek help from agencies such as legal assistance agencies, local mediation centers or the county office of education.

C. Procedures

The following procedures shall be used to address all complaints which allege that the district has violated federal or state laws or regulations governing educational programs. Compliance officers shall maintain a record of each complaint and subsequent related actions, including all information required for compliance with the Code of Regulations, Title 5, Section 4632.

All parties involved in allegations shall be notified when a complaint is filed, when a complaint meeting or hearing is scheduled and when a decision or ruling is made.

### Step 1: Filing of Complaint

Any individual, public agency or organization may file a written complaint of alleged noncompliance by the district.

Complaints alleging unlawful discrimination may be filed by a person who alleges that he/she personally suffered unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to unlawful discrimination. The complaint must be initiated no later than six months from the date when the alleged discrimination occurred or when the complainant first obtained knowledge of the facts of the alleged discrimination. (Title 5, Section 4630)

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp.

If a complainant is unable to put a complaint in writing due to conditions such as illiteracy or other disabilities, district staff shall help him/her to file the complaint. (Title 5, Section 4600)

### Step 2: Mediation

Within three days of receiving the complaint, the compliance officer may informally discuss with the complainant the possibility of using mediation. If the complainant agrees to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a discrimination complaint, the compliance officer shall ensure that all parties agree to make the mediator a party to related confidential information.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with his/her investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. (Title 5, Section 4631)

### Step 3: Investigation of Complaint

The compliance officer shall hold an investigative meeting within five days of receiving the complaint or an unsuccessful attempt to mediate the complaint. This meeting shall provide an opportunity for the complainant and/or his/her representative to repeat the complaint orally.

The complainant and/or his/her representative and the district's representatives shall also have an opportunity to present information relevant to the complaint. Parties to the dispute may discuss the complaint and question each other or each other's witnesses. (Title 5, Section 4631)

#### Step 4: Response

OPTION 1: Within 60 days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report of the district's investigation and decision, as described in Step #5 below. (Title 5, Section 4631)

OPTION 2: Within 30 days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report of the district's investigation and decision, as described in Step #5 below. If the complainant is dissatisfied with the compliance officer's decision, he/she may, within five days, file his/her complaint in writing with the Board. The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60 day time limit within which the complaint must be answered. The Board may decide not to hear the complaint, in which case the compliance officer's decision is final.

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 days of the district's initially receiving the complaint or within the time period that has been specified in a written agreement with the complainant. (Title 5, Section 4631)

#### Step 5: Final Written Decision

The report of the district's decision shall be written in English and in the language of the complainant whenever feasible or required by law. If it is not feasible to write this report in the complainant's primary language, the district shall arrange a meeting at which a community member will interpret it for the complainant.

This report shall include:

1. The findings and disposition of the complaint, including corrective actions, if any (Title 5, Section 4631)
2. The rationale for the above disposition (Title 5, Section 4631)
3. Notice of the complainant's right to appeal the decision to the California Department of Education, and procedures to be followed for initiating such an appeal (Title 5, Section 4631)
4. A detailed statement of all specific issues that were brought up during the investigation and the extent to which these issues were resolved
5. For discrimination complaints, notice that the complainant must wait until 60 days have elapsed from the filing of an appeal with the California Department of Education before pursuing civil law remedies (5 CCR 4631; Education Code 262.3)

If an employee is disciplined as a result of the complaint, this report shall simply state that effective action was taken and that the employee was informed of district expectations. The report shall not give any further information as to the nature of the disciplinary action. D. Appeals to the California Department of Education

If dissatisfied with the district's decision, the complainant may appeal in writing to the California Department of Education within 15 days of receiving the district's decision. For good cause, the Superintendent of Public Instruction may grant an extension for filing appeals. (Title 5, Section 4652)

When appealing to the California Department of Education, the complainant must specify the reason(s) for appealing the district's decision and must include a copy of the locally filed complaint and the district's decision. (Title 5, Section 4652)

The California Department of Education may directly intervene in the complaint without waiting for action by the district when one of the conditions listed in 5 CCR 4650 exists. In addition, the California Department of Education may also intervene in those cases where the district has not taken action within 60 calendar days of the date the complaint was filed with the district.

#### Civil Law Remedies

A complainant may pursue available civil law remedies outside of the district's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders. For discrimination complaints, however, a complainant must wait until 60 days have elapsed from the filing of an appeal with the California Department of Education before pursuing civil law remedies. The moratorium does not apply to injunctive relief and is applicable only if the district has appropriately, and in a timely manner, apprised the complainant of his/her right to file a complaint in accordance with 5 CCR 4622.

John Deasy, Superintendent

May 20, 2004

#### ADOPTED

#### REVISED

#### CSBA DATE

December 10, 1998

38126

March 2002  
October 1997

TO: BOARD OF EDUCATION

ACTION  
06-03-04

FROM: JOHN DEASY/LAUREL SCHMIDT

RE: UPDATING BOARD POLICY 4030 - NONDISCRIMINATION IN  
EMPLOYMENT

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve revisions to Board Policy 4030 - on nondiscrimination in employment to bring it into compliance with current regulations.

COMMENT: The required additions to the existing policy are underlined. Text to be deleted is indicated by a strikeout.

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. McLoud

STUDENT ADVISORY VOTE: N/A  
AYES: All (6)  
NOES: Non (0)  
ABSTENTIONS: None (0)

New text in underscore

BP 4030

~~Deleted text in strikeout~~

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>	
4030	Personnel	Nondiscrimination in Employment	
<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Concepts and Roles			x

#### DETAIL

The Board of Education prohibits unlawful discrimination against and/or harassment of district employees and job applicants on the basis of actual or perceived race, color, national origin, ancestry, religious creed, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex or sexual orientation, at any district site and/or activity. The Board also prohibits retaliation against any district employee or job applicant who complains, testifies or in any way participates in the district's complaint procedures instituted pursuant to this policy.

Any district employee who engages in unlawful discrimination or harassment, or who aids, abets, incites, compels or coerces another to discriminate, is in violation of this policy ~~shall be and is~~ subject to disciplinary action up to and including dismissal.

~~Any district employee who permits unlawful discrimination or harassment may be subject to disciplinary action up to and including dismissal. A district employee shall be deemed to have permitted unlawful discrimination or harassment if he/she fails to report an observed incident of discrimination and/or harassment, whether or not the victim complains.~~

Any district employee who observes or has knowledge of an incident of unlawful discrimination or harassment shall report the incident to the principal, district administrator or Superintendent as soon as practical after the incident. Failure of a district employee to report discrimination or harassment may result in disciplinary action:

The Superintendent or designee shall regularly publicize, within the district and in the community, the district's nondiscrimination policy and the availability of complaint procedures. Such publication shall be included in each announcement, bulletin or application form that is used in employee recruitment. (34 CFR 100.6, 106.9)

The district's policy and administrative regulation shall be posted in all schools and offices including staff lounges and student government meeting rooms. (5 CCR 4960)

The Board designates the following position(s) as Coordinator(s) for Nondiscrimination in Employment:

Deputy Superintendent  
Santa Monica-Malibu Unified School District  
1651 16th Street  
Santa Monica, California 90404  
310-450-8338



## Other Remedies

An employee may, in addition to filing a discrimination complaint with the district, file a complaint with either the Equal Employment Opportunity Commission (EEOC) or the California Department of Fair Employment and Housing (DFEH). The time limits for filing such complaints are as follows:

1. To file a valid complaint with EEOC, the employee must file his/her complaint within ~~300~~ 180 days of the alleged discriminatory act(s). To file a valid complaint with EEOC after filing a complaint with DFEH, the employee must file the complaint within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by DFEH, whichever is earlier. (42 USC 2000e-5)
2. To file a valid complaint with DFEH, the employee must file his/her complaint within one year of the alleged discriminatory act(s), unless an exception exists pursuant to Government Code 12960. (Government Code 12960)

Employees wishing to file complaints with the DFEH and EEOC should contact the nondiscrimination coordinator for more information.

### REFERENCE

#### Legal Reference:

##### CIVIL CODE

51.7 Freedom from violence or intimidation

##### GOVERNMENT CODE

11135 Unlawful discrimination

12900-12996 Fair Employment and Housing Act

##### PENAL CODE

422.76 Definitions, hate crimes

##### CODE OF REGULATIONS, TITLE 2

7287.6 Terms, conditions and privileges of employment

##### CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

##### UNITED STATES CODE, TITLE 20

1681-1688 Discrimination based on sex or blindness, Title IX

##### UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

##### UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

12101-12213 Americans with Disabilities Act

##### CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act  
CODE OF FEDERAL REGULATIONS, TITLE 34

100.6 Compliance information

104.8 Notice

106.8 Designation of responsible employee and adoption of grievance procedures

106.9 Dissemination of policy

**COURT DECISIONS**

Carter v. California Department of Veterans Affairs (2003) 2003 Cal.LEXIS 5694 Shephard v.

Loyola Marymount (2002) 102 CalApp.4th 837 [MANAGEMENT RESOURCES](#)

**EQUAL EMPLOYMENT OPPORTUNITY COMMISSION**

Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999

Enforcement Guidance: Reasonable Accommodation and Undue Hardship under the Americans with Disabilities Act, March, 1999

**U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS**

Notice of Non-Discrimination, January, 1999

**WEB SITES**

EEOC: <http://www.eeoc.gov>

OCR: <http://www.ed.gov/offices/OCR>

DFEH: <http://www.dfeh.ca.gov://www.dfeh.ca.gov>

<u>ADOPTED</u>	<u>REVISED</u>	<u>CSBA DATE</u>		
October 5, 1992	May 20, 2004		April 6, 2000	December 10, 1992
	November 2003	November 1999		

**DISTRICT GOAL**

Quality Education for All

TO: BOARD OF EDUCATION ACTION/MAJOR  
06/03/04

FROM: SUPERINTENDENT/KENNETH R. BAILEY/VIRGINIA I. HYATT

RE: AWARD OF DISTRICTWIDE ASPHALT REPAIR/REFURBISH AND UNIT PRICING, TO BEN'S ASPHALT, INC. - BID #4.05

RECOMMENDATION NO. A.18

It is recommended that the Board of Education approve Ben's Asphalt, Inc. as the awarding contractor for asphalt repair at Malibu High School in the amount of \$98,000 and award unit pricing for future projects in the amounts listed below.

Funding Information

Budgeted: Yes  
 Fund: 01  
 Source: Deferred Maintenance  
 Account number: 14-00000-0-00000-81100-5640-060-1500  
 Description: Deferred Maintenance-Repair by Vendor

COMMENT: Malibu High School has three areas that need immediate repair due to cracking and deterioration of the asphalt. The work should begin in July and be completed by the start of the fall semester. Additional work needed throughout the school year will be awarded as necessary based on the unit costs listed below. This contract will be renewed annually, up to five (5) years. Ten (10) contractors were invited to bid, four (4) attended the job walk, two (2) submitted bids. Ben's Asphalt was awarded the previous five year contract and has performed an excellent quality of work for the District. Bid results are as follows:

	<u>Base Bid</u>	<u>Alternate</u>	<u>Total</u>
Ben's Asphalt	\$ 89,500	\$ 8,500	\$ 98,000
Imperial Paving	\$158,007	\$71,838	\$229,845

Unit Pricing from Ben's Asphalt for future projects is as follows, Imperial Paving did not submit unit pricing:

1. Seal coat	\$ .07 s.f.
2. Skin patch	\$ .50 s.f.
3. 1 1/2" overlay	\$ .72 s.f.
4. 2" overlay	\$ .83 s.f.
5. Remove and replace 3" asphalt	\$1.54 s.f.
6. 3" asphalt, regrade	\$ .77 s.f.
6.1 Crush and reuse asphalt for base	\$ .50 s.f.
7. Provide 4" compacted base of crushed stone	\$ .45 s.f.
8. Provide 2" asphalt pavement over prepared surface	\$ .61 s.f.
9. Scarify & remove section 24" wide along transition	\$.77 s.f.
10. Raise manhole	\$250.00 ea
11. Raise valve cover	\$ 85.00 ea

**Striping after seal coat as listed below:**

12.1	Parking stall, reset tire stop	\$ 8.50 ea
12.2	Handicap parking stall, reset tire stop	\$ 35.00 ea
12.3	Paint digit or letter	\$ 1.00 ea
12.4	Basketball	\$150.00 ea
12.5	Softball	\$125.00 ea
12.6	Volleyball	\$ 75.00 ea
12.8	Handball	\$ 50.00 ea
12.9	Foursquare	\$ 20.00 ea
12.10	Tetherball	\$ 25.00 ea
12.11	Hopscotch	\$ 30.00 ea
12.12	Miscellaneous lines	\$ .20 lf

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. McCloud

STUDENT ADVISORY VOTE: N/A

AYES: All (6)

NOES: None (0)

ABSTENTIONS: None (0)

## CONTENTS

ARTICLE I. RECITALS.....	3
ARTICLE II. DEFINITIONS .....	4
ARTICLE III. TERM.....	5
ARTICLE IV. I-NET CONSTRUCTION .....	5
ARTICLE V. I-NET SITES.....	7
ARTICLE VI. PERMITTED USES .....	7
ARTICLE VII. OPERATION & MAINTENANCE .....	8
ARTICLE VIII. DAMAGE OR DESTRUCTION OR TAKING OF PROPERTY .....	10
ARTICLE IX. I-NET COMMITTEE.....	11
ARTICLE X. TERMINATION.....	12
ARTICLE XI. INDEMNIFICATION.....	12
ARTICLE XII. MISCELLANEOUS PROVISIONS.....	13

MOU BETWEEN  
THE CITY OF SANTA MONICA,  
THE SANTA MONICA MALIBU UNIFIED SCHOOL DISTRICT AND  
THE SANTA MONICA COMMUNITY COLLEGE DISTRICT  
FOR  
I-NET OPERATIONS

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made and entered into this 5th day of April, 2004, by and between the CITY OF SANTA MONICA, a municipal corporation and charter city existing under the laws of California ("CITY"); the SANTA MONICA MALIBU UNIFIED SCHOOL DISTRICT, a public school district organized pursuant to provisions of the California Education Code ("DISTRICT"); and the SANTA MONICA COMMUNITY COLLEGE DISTRICT, a community college district organized pursuant to the provisions of the California Education Code ("COLLEGE"): collectively Party or Parties.

**ARTICLE I. RECITALS.**

Section 1.01 The Parties enter into this Agreement with reference to the following facts, objectives, and understandings:

- A. This MOU is being entered into by the Parties in light of CITY's separate Cable Franchise Agreement with Adelphia Communications Corporation ("ADELPHIA") which also created an I-NET Agreement (Agreement No. 8114 (CCS), adopted May 28th, 2002), which is attached hereto as Exhibit A and incorporated herein by reference.
- B. The Parties intend to use the I-NET Agreement for designing, maintaining, and operating the I-NET. The Parties agree that they will comply with the terms and conditions of the I-NET Agreement and will do nothing to jeopardize the I-NET Agreement between the CITY and ADELPHIA.
- C. The I-NET, as contemplated by the Parties, will consist of a set of continuous fiber optic links that run from sites identified by the Parties to central hubs located at 1685 Main Street, 2500 Michigan Avenue, 1444 7<sup>th</sup> Street, 2101 Ocean Park Boulevard and 1302 19<sup>th</sup> Street in Santa Monica, California. This I-NET will be constructed as more particularly described in the I-NET Agreement, this MOU, and by mutual agreement between the Parties.

In consideration of the mutual terms, conditions and covenants herein contained, the Parties agree as follows:

## ARTICLE II. DEFINITIONS

Section 2.01 "Commercial" means, without limitation, selling, taking orders for/or directing the selling, taking orders for or soliciting orders for goods, wares, merchandise, or services.

Section 2.02 "Demarcation Point" means the point at which a lateral line of fiber optic cable terminates at an I-NET Site.

Section 2.03 "I-NET Agreement" means the separate agreement entered into between CITY and ADELPHIA.

Section 2.04 "I-NET Committee" means an advisory committee comprised of representatives from the Parties to this MOU as more particularly described below.

Section 2.05 "I-NET Connection" means termination of dark fiber at a Demarcation Point in a manner that facilitates transmission of electronic information between and among all I-NET Sites.

Section 2.06 "I-NET Equipment" means equipment located at I-NET Hub Sites needed to operate the communications services on the I-NET Backbone Loop, as more particularly described in this MOU.

Section 2.07 "I-NET" means an Institutional Network that consists of fiber optic cables, patch panels and connectors that link I-NET Hub Sites and I-NET Lateral Sites that are connected to the I-NET by fiber optic cable.

Section 2.08 "I-NET Sites" means a designated CITY, SCHOOL DISTRICT, or COLLEGE DISTRICT building or building site as more specifically identified in the ("I-NET Site List") attached as Exhibit "B" and incorporated herein.

Section 2.09 "I-NET Hub Site" means the point where the fiber optic cable will terminate from an I-NET Lateral Site to a central control point located on the fiber optic Loop or Backbone. Currently the five designated I-NET Hub Sites are the CITY'S City Hall, CITY'S City Yards, CITY'S Fire Headquarters, CITY'S Fairview Branch Library and CITY's Fire Station #3.

Section 2.10 "I-NET Lateral Site" means the point where the fiber optic cable will terminate from an I-NET Hub Site to a facility not located on the fiber optic Backbone Loop.

Section 2.11 "I-NET Backbone Loop" means a set of fiber optic cable that forms a continuous path which connects to itself in the form of a ring.

Section 2.12 "Home Runs" means an uninterrupted run of cable from one point to another.

Section 2.13 "Outside Plant" means cable that is "outside" of the offices ADELPHIA.

Section 2.14 "Origination Access Point" means an I-NET Site that is used for originating broadcast quality video.

### **ARTICLE III. TERM**

Section 3.01 The term of this MOU will coincide with the terms set forth in the ADELPHIA I-NET Agreement with CITY.

### **ARTICLE IV. I-NET CONSTRUCTION**

Section 4.01 I-NET Connections. CITY has overseen the construction of the I-NET by ADELPHIA and I-NET Sites have been connected to an I-NET located within the public rights of way and easements in CITY's jurisdiction in a manner contemplated by the I-NET Agreement.

Section 4.02 I-NET Construction Costs

- A. The City shall be responsible for paying the actual construction costs for each I-NET Site pursuant to the I-NET Agreement with ADELPHIA.
- B. Each Party shall be responsible for paying the actual construction costs for any I-NET Site they wish to add after the initial construction of the I-NET pursuant to the I-NET Agreement between the CITY and ADELPHIA.

Section 4.03 Title to I-NET Equipment

A. Fiber Optic Cables

1. Pursuant to the I-NET Agreement, ADELPHIA will hold title to the fiber optic cables between the I-NET Hub Sites and I-NET Demarcation Points unless, as more particularly described in the I-NET Agreement, cable television services cease.
2. Should ADELPHIA cease cable television services, CITY will assume title over the fiber optic cables installed by ADELPHIA as set forth in the I-NET Agreement.

B. Routing and other Electronic Equipment.



1. Each Party shall have title to equipment only at I-NET Hub Sites they use and pay for.
2. Parties may choose to use one or more of the five I-NET Hub Sites for connecting their I-NET Lateral Sites to the I-NET Backbone Loop.
3. If they choose to use an I-NET Hub Site, they must contribute their pro rata share to the purchase and maintenance of the equipment at that I-NET Hub Site.
4. Should a Party choose to use an I-NET Hub Site at a subsequent time, they are responsible for reimbursing other Parties who have paid for I-NET Equipment at that I-NET Hub Site on a pro rata basis.
5. Should a Party choose to discontinue use of an I-NET Hub Site, they will not be reimbursed for any I-NET Equipment costs, but they will be relieved from having to pay their share of I-NET Equipment maintenance.
6. Each Party shall be solely responsible for I-NET Equipment at their I-NET Lateral Sites or equipment that they place in an I-NET Hub Site that is not shared by other Parties.
7. Should the Parties to this agreement agree to upgrade shared I-NET Equipment at an I-NET Hub Site or Hub Sites, all Parties shall be responsible for their one-third share of I-NET Equipment upgrade costs.
8. A Party shall not be bound to pay for I-NET Equipment upgrades if the I-NET Equipment is not used by that Party.

#### Section 4.04 Use of I-NET Fiber Optic Cables

- A. The three fiber optic cable pairs in the I-NET Backbone Loop connecting I-NET Hub Sites shall be used as follows
  1. CITY shall make one pair of fiber optic cable available for shared use by CITY, SCHOOLS and COLLEGE to be used to connect I-NET Equipment.
  2. CITY shall reserve two of the three pairs of fiber optic cable in the Backbone Loop and I-NET Hub Sites for its exclusive use, with the understanding that one of the two fiber optic cable pairs will be available as backup should the shared fiber optic cable pair become non-operational.
- B. The fiber optic cable pairs between an I-NET Hub Site and I-NET Lateral Site shall be used as follows

1. Each Party shall have full rights to use three pairs of fiber optic cable between an I-NET Hub Site and their I-NET Lateral Site.
2. City has exclusive use of a seventh single strand of fiber optic cable between an I-NET Hub Site and I-NET Lateral Site that has been set aside and labeled by ADELPHIA should one exist. These I-NET Sites are identified as Origination Access Points ("OAP") in Exhibit "B".

## **ARTICLE V. I-NET SITES**

### Section 5.01 Site Location.

- A. CITY sites. The twenty four CITY I-NET Sites are identified in the I-NET Site List.
- B. SCHOOL DISTRICT sites. The thirteen SCHOOL DISTRICT I-NET Sites are identified in the I-NET Site List.
- C. COLLEGE DISTRICT sites. The six COLLEGE DISTRICT I-NET Sites are identified in the I-NET Site List.

Section 5.02 Adjustments to Sites. The Parties may increase or decrease the number of I-NET Sites they wish to use by written amendment to this MOU. The cost or credit to the Parties resulting from changes in the number of I-NET Sites will be determined in accordance with this MOU. Any Party adding I-NET Sites will be solely responsible for installation and maintenance costs of such I-NET Sites.

## **ARTICLE VI. PERMITTED USES**

Section 6.01 The Parties agree that use of the I-NET is governed by the I-NET Agreement.

- A. No Party shall undertake use of the I-NET which does not comply with the I-NET Agreement.
- B. Should a Party violate the use of the I-NET pursuant to the I-NET Agreement, that Party alone shall be liable for the penalties and or damages pursuant to the I-NET Agreement.

Section 6.02 The Parties agree that the I-NET will only be used for noncommercial purposes. The I-NET may not be used for commercial purposes.

Section 6.03 The Parties may use the I-NET for broadband voice, data and video applications so long as such activity is for noncommercial purposes.

Section 6.04 Should ADELPHIA transfer ownership of the I-NET to the CITY, then the CITY may determine the extent to which the I-NET may be used.

## **ARTICLE VII. OPERATION & MAINTENANCE**

Section 7.01 Release of Liability. Each Party understands and acknowledges that CITY relies ADELPHIA to perform pursuant to the I-NET Agreement and if that company fails to do so, CITY will not be liable for any loss of communications, consequential damages, or any other matter resulting from such nonperformance.

Section 7.02 Generally

- A. Pursuant to the I-NET Agreement, ADELPHIA is responsible for maintaining the physical fiber optic cables up to and including, the I-NET Demarcation Points and I-NET Hub Sites.
- B. CITY is responsible for maintaining and operating all I-NET Equipment. Such I-NET Equipment will conform with the standards established pursuant to this MOU.
- C. Each Party is responsible for its equipment beyond the I-NET Demarcation Points.
- D. All maintenance on I-Net Equipment including hardware and software will be coordinated with all parties to insure minimal disruption in service.
- E. If an I-NET outage occurs during normal business hours it is to be reported to the City Help Desk by telephone.
- F. The City will provide all parties with an emergency contact list to report I-NET outages that occur during non-business hours (evenings, weekends and holidays).
- G. The City will respond to reported I-NET outages in a timely manner and will report the outage to ADELPHIA and work with ADELPHIA to restore services in a timely manner.
- H. I-NET Hub Sites will be equipped with uninterruptible power supplies (UPS) and backup power generators or enough battery life to power I-NET Equipment for a minimum of four continuous hours in the event of a power failure.

### Section 7.03 Hub Sites

- A. CITY is responsible for managing equipment at I-NET Hub Sites. If needed, CITY will retain the services of an I-NET administrator to fulfill CITY's I-NET Hub Site management obligations. The selection of an I-NET administrator shall be approved by a majority vote of the I-NET Committee. The cost of services provided by an I-NET administrator shall be shared by all Parties on a pro rata basis, based on their use of I-NET Equipment.
- B. CITY is responsible for making monthly payments to ADELPHIA for maintenance of fiber optics pursuant to the I-NET Agreement.
- C. Each Party will pay to CITY a pro rata share of their fiber maintenance costs per the I-NET Agreement and calculated in the manner set forth below in Section 7.04.
- D. CITY is responsible for making annual payments to equipment manufacturer for maintenance of I-NET Equipment per this MOU.
- E. Each Party will pay to CITY a pro rata share of I-NET Equipment maintenance costs calculated in the manner set forth below in Section 7.04 as that Party uses the equipment.
- F. Each Party will make annual payments to CITY as reimbursement for paying maintenance for the fiber optics and I-NET Equipment. Payments will be paid to CITY within thirty (30) days of receiving an invoice from CITY.
- G. Should ADELPHIA transfer ownership of the I-NET to the CITY, CITY will continue to operate the I-NET Hub Sites and will also assume responsibility for the I-NET up to and including the Demarcation Points. The Parties will share the cost of such operations as set forth in this MOU.

### Section 7.04 Costs.

- A. Each Party, except CITY, will pay its share of I-NET operating costs which includes I-NET fiber optic maintenance and I-NET Equipment maintenance to CITY in one annual payment in July of each fiscal year.
- B. A Party's share will be determined as follows
  1. For fiber optic maintenance, after adjusting for any change in the number of I-NET Sites owned by a Party, CITY will divide the actual annual maintenance costs pursuant to the I-NET Agreement by the total of all I-NET Sites to get an annual per I-NET Site cost. CITY will then multiply that cost by the number of I-NET Sites owned by a Party. That figure will be the amount owed by the Party to the CITY for annual I-NET fiber optic

maintenance.

- a. For purposes of illustration, not limitation, if the actual annual operating costs for the entire I-NET is \$100 and there are a total of ten I-NET Sites, then the cost per I-NET Site is \$10. If the SCHOOL DISTRICT used two of these I-NET Sites, it would pay CITY \$20; if the COLLEGE DISTRICT used one of these I-NET Sites, it would pay CITY \$10.
2. For I-NET Equipment maintenance, after adjusting for any change in the number of I-NET Hub Sites used by a Party, CITY will divide the actual annual maintenance costs due the equipment vendor by the total number of I-NET Hub Sites to get an annual per I-NET Hub Site cost. CITY will then divide that figure by three to determine the I-NET Hub Site cost per Party. CITY will then multiply that figure by the number of I-NET Hub Sites used by a Party. That figure will be the amount owed by the Party to CITY for annual I-NET Hub Site maintenance costs.
    - a. For purposes of illustration, not limitation, if the actual annual maintenance costs for all I-NET Equipment is \$1,500 and there are a total of five I-NET Hub Sites, then the cost per I-NET Hub Site is \$300 and the cost per Party is \$100. If the SCHOOL DISTRICT used two of these I-NET Hub Sites, it would pay CITY \$200; if the COLLEGE DISTRICT used one of these I-NET Hub Sites, it would pay CITY \$100.
3. Any costs associated with upgrade or replacement of I-NET Equipment will be shared between the Parties as set forth in Section 7.04B.

Section 7.05 Invoices. All invoices will be sent by CITY to the SCHOOL DISTRICT and COLLEGE DISTRICT and addressed to representatives at the addresses provided in Section 12.04.

Section 7.06 Place of Payment. All payments provided herein will be paid to CITY at the address provided in Section 12.04.

## **ARTICLE VIII. DAMAGE OR DESTRUCTION OR TAKING OF PROPERTY**

Section 8.01 Fiber Optic Cabling.

- A. Pursuant to the I-NET Agreement, if any portion of the I-NET up to, but not including, the I-NET Demarcation Points, is cut or destroyed, ADELPHIA will replace or repair the I-NET promptly as long as the Party continues to pay maintenance.

- B. Should it be determined that a Party is at fault for damage or destruction of the fiber, that Party will be responsible for the cost of all fiber optic materials, splicing and labor costs.

Section 8.02 I-NET Equipment.

- A. Should any part of the I-NET Equipment be destroyed or damaged, through no fault of the Parties, the Parties will be responsible for the costs of such repair or replacement as set forth in Article IV where such costs are not recoverable from a third party.

Section 8.03 Site Equipment.

- A. Each Party will be responsible for its own costs for replacing or repairing any part of its equipment beyond, and including, the I-NET Demarcation Point or equipment that is solely owned and used by that Party at an I-NET Hub Site which is destroyed or damaged through no fault of the Parties to this MOU.

## **ARTICLE IX. I-NET COMMITTEE**

Section 9.01 Creation of I-NET Committee

- A. The Parties agree to create an I-NET Committee that will be responsible for overseeing the operations of the I-NET.
- B. Each signatory to this MOU will select one (1) representative to act as a regular member of the I-NET Committee. Each regular member will have alternates designated by the Party. An alternate will have full voting privileges, if any, in the absence of the regular member.
- C. Staff from each of the Parties to this agreement may attend I-NET Committee meetings.

Section 9.02 Advisory Vote

- A. Except as otherwise provided in this MOU, each representative on the I-NET Committee will have one vote.
- B. Except as otherwise provided herein, votes taken by the I-NET Committee will be advisory only; the Parties are not bound by I-NET Committee decisions.

Section 9.03 Duties

- A. The I-NET Committee will establish standards for use of fiber optics in the I-NET except for the two pairs of fiber optic cable in the I-NET Backbone Loop that is reserved for the exclusive use by the CITY per Section 4.04.A.2 of this agreement.
- B. The Committee will establish equipment performance and maintenance standards and network protocols for use on the I-NET.
- C. The Committee will establish and maintain I-NET maintenance policies and procedures for response to I-NET outages.
- D. The Committee will establish standards for I-NET security.
- E. The Committee will decide other miscellaneous matters as determined by the Parties.
- F. The Committee will meet as needed, but not less than once every quarter.

Section 9.04 Brown Act. The Parties understand and agree that the I-NET Committee must comply with all statutory and regulatory requirements of the Ralph M. Brown Act (California Government Code §§ 54950-54962).

**ARTICLE X. TERMINATION**

Section 10.01 Generally. Any Party may withdraw from this MOU upon giving the other Parties one hundred and eighty (180) days notice of such withdrawal. The Party withdrawing from the MOU will agree, in writing, that it may no longer use the I-NET; that its I-NET Sites will no longer be maintained in the manner described in this MOU; and that it may not recover any costs associated with installation or maintenance of its I-NET Sites from the remaining Parties in this MOU up to the date of its withdrawal.

Section 10.02 CITY withdrawal. Should CITY choose to withdraw from this MOU, the MOU will terminate one hundred and eighty (180) days after CITY provides notice of such withdrawal.

**ARTICLE XI. INDEMNIFICATION**

Section 11.01 DEFENSE, INDEMNIFICATION AND HOLD HARMLESS.

- A. Each Party shall indemnify and hold harmless every other Party to this MOU including itself, its councils, boards, commissions, officials, officers, employees, agents, and certified volunteers, against any or all loss, damages,

liability, claims, suits, costs, expenses, and judgments, whatsoever, including reasonable attorney's fees, arising from negligent or willful acts, errors or omissions of officers, agents, employees or subcontractors, in the performance of services, activities or work conducted pursuant to this Agreement.

- B. Each Party shall indemnify and hold harmless every other Party to this MOU, from and against any and all claims and losses whatsoever, including reasonable attorney's fees occurring to or resulting from any and all persons, firms, or corporations employed or contracted by the Parties in connection with activities or services under this Agreement.
- C. Each Party bears sole responsibility for any loss with the following exception:
  - 1. Each Party that is solely, or jointly, responsible for any damage or destruction of any portion of the I-NET agrees to defend, indemnify, and hold the inculpable Parties harmless from any action brought against those inculpable Parties as a result of such damage or destruction.
- D. It is expressly understood and agreed that the foregoing provisions will survive termination of this MOU.
- E. It is expressly understood and agreed that there are inherent risks in the operation of I-NET systems and that each Party assumes those risks by entering into this MOU. Although CITY is designated by this MOU to operate the I-NET, each Party understands and agrees that CITY will not be liable for any interruption or cessation of communications due to I-NET failure.

## **ARTICLE XII. MISCELLANEOUS PROVISIONS**

Section 12.01      **PROHIBITION AGAINST TRANSFER.** The Parties understand that their status as public entities are primary inducements for each entering into this MOU. For this reason, the Parties agree that they will not assign, hypothecate or transfer any portion of or interest in this MOU directly or indirectly, by operation of law or otherwise. Any attempt to assign, hypothecate or transfer any portion of this MOU will be null and void and any assignee, sub lessee, hypothecatee, or transferee shall acquire no right or interest by reason of such attempted assignment, sublease, hypothecation or transfer.

Section 12.02      **SEVERABILITY.** If any portion of this MOU is declared by a court of competent jurisdiction to be invalid or unenforceable, then such portion will be deemed modified to the extent necessary in the opinion of the court to render such portion enforceable and, as so modified, such portion and the balance of this Agreement will continue in full force and effect.



Section 12.03      **SUCCESSORS.** All the terms, conditions and covenants of this Agreement will inure to the benefit of and be binding upon the Parties successors and assigns. The provisions of this Section will not be deemed as a waiver of any of the conditions against assignment as set forth in Section 12.01.

Section 12.04      **NOTICES.** All notices provided for herein will be in writing. Any notice permitted or required to be served upon a Party may be served upon that Party at:

For CITY:            Chief Information Officer  
1685 Main St. Room 110  
Santa Monica, CA 90401

For SCHOOLS:      Director of Information Technology  
Santa Monica Malibu Unified School District  
1651 16<sup>th</sup> Street  
Santa Monica, CA 90401

For COLLEGE:      Dean of Information Technology  
Santa Monica Community College District  
1900 Pico Boulevard  
Santa Monica, CA 90401

Section 12.05      **COMPLIANCE WITH LAW.** All Parties to this agreement shall comply with all laws of the County of Los Angeles, State of California and the United States, and all ordinances, rules and regulations enacted or issued by CITY.

Section 12.06      **VENUE AND JURISDICTION.** The activities and services provided pursuant to this Agreement shall take place in Santa Monica, California. Accordingly, any litigation arising from this Agreement shall be brought in either the United States District Court for the Central District of California or the Los Angeles Superior Court, West District. The Parties agree that venue exists in either court. The Parties further agree that either court will have personal jurisdiction over the Parties to this Agreement.

Section 12.07      **INDEPENDENT PARTIES.** All Parties to this Agreement will be acting in an independent capacity and not as agents, employees, partners, or joint venturers of one another. No Party nor its officers or employees shall have any control over the conduct of another Party to this agreement or any Party's agents, employees, or subcontractors, except as other provided herein.

Section 12.08      **INTEGRATED CONTRACT.** This Agreement represents the full and complete understanding of every kind or nature whatsoever between the Parties hereto, and all preliminary negotiations and agreements of whatsoever kind or nature are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions hereof. Any modifications of this Agreement will be effective only by written execution signed by all Parties.

Section 12.09 COST OF LITIGATION. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of any alleged breach of any provision of this Agreement, the prevailing Party shall be entitled to receive from the losing Party all costs, disbursements, and expenses and such amount as the court may adjudge to be reasonable attorney's fees.

Section 12.10 WAIVER. A waiver by a Party to this Agreement of any breach of any term, covenant, or condition contained herein shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained herein.

Section 12.11 DISCRIMINATION. No Party shall discriminate in the provision of services hereunder because of race, color, religion, national origin, ancestry, sex, age, sexual orientation, marital status, AIDS or disability and shall comply with the requirements of City, State and Federal law.

Section 12.12 HEADINGS. The headings contained herein are for convenience in reference and are not intended to define or limit the scope of any provisions of this MOU.

Section 12.13 RULES OF CONSTRUCTION. This MOU has not been drafted or prepared by either Party hereto, the same being a fully negotiated MOU. Thus, the Parties expressly agree that any title of construction regarding interpretation in favor of one or the other Party by reason of the Party drafting the MOU will not apply.

Section 12.14 EXHIBITS. The Exhibits which are referred to herein and attached hereto will be a part of this MOU as if set forth herein verbatim.

Section 12.15 COUNTERPARTS.

- A. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same instrument. The execution of this Agreement shall be deemed to have occurred, and this Agreement shall be enforceable and effective only upon the complete execution of this Agreement by all Parties.

IN WITNESS WHEREOF the Parties hereto have executed this amendment the day and year first hereinabove written.

CITY OF SANTA MONICA

SANTA MONICA MALIBU UNIFIED SCHOOL DISTRICT

By \_\_\_\_\_  
SUSAN E. MCCARTHY  
City Manager

By \_\_\_\_\_  
JOHN DEASY  
Superintendent

APPROVED AS TO FORM:

SANTA MONICA COMMUNITY COLLEGE DISTRICT

\_\_\_\_\_  
MARSHA JONES MOUTRIE  
City Attorney

By \_\_\_\_\_  
TOM DONNER  
Executive Vice President

ATTEST:

\_\_\_\_\_  
MARIA STEWART  
City Clerk



TO: BOARD OF EDUCATION

ACTION/MAJOR

06/03/04

FROM: SUPERINTENDENT/KENNETH R. BAILEY/WILL CAREY

RE: MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SANTA MONICA AND THE DISTRICT FOR CITY FIBER SERVICES

RECOMMENDATION NO. A.19

It is recommended that the Board of Education approve the attached Memorandum of Understanding from the City of Santa Monica to provide fiber connectivity through-out Santa Monica.

COMMENT: The City of Santa Monica and the local cable provider, Adelphia, has connected all District facilities (schools, district office, transportation, CDS) within the city of Santa Monica with fiber optic cable as well as Santa Monica College and Santa Monica City facilities. The provision of this fiber connectivity is at no cost to the District and provides a tremendous opportunity to move our network forward in its reliability, use, and bandwidth. All facilities will be connected via gigabit ethernet. The equipment will be shared in a consortium with the College and City, with the City taking lead responsibility for maintenance and support. The three entities will share in the cost, relieving the District of having to hire expensive support staff at this level of network sophistication.

At the site level the District will continue to be responsible for its own equipment and internal network infrastructure. As we move to the new model for site tech support the use of site infrastructure will continue successfully. The use of this 'city' fiber will allow us to abandon the use of commercially provided T1 lines for data transmission. One additional benefit is that we can easily and affordably move to two gigabit ethernet to each site as the need arises. Under general conditions the District would be hard pressed to ever afford gigabit ethernet connectivity let alone dual gigabit at commercial rates. With this increased bandwidth and reliability we can begin to centralize network services such as internet filtering and security provisioning. This can increase purchase efficiencies and reduce site support.

The MOU document constitutes the financial agreement between the District and the City of Santa Monica.

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. McCloud  
STUDENT ADVISORY VOTE: N/A  
AYES: All (6)  
NOES: Non (0)  
ABSTENTIONS: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/03/04

FROM: JOHN E. DEASY/SUPERINTENDENT

(Addendum)

RE: ADOPTION OF RESOLUTION NUMBER 03-23 - REQUESTING THE CITY OF SANTA MONICA TO CONSOLIDATE A BOARD OF EDUCATION ELECTION WITH THE GENERAL MUNICIPAL ELECTION OF THE CITY OF SANTA MONICA TO BE HELD ON NOVEMBER 2, 2004

RECOMMENDATION NO. A.20

It is recommended that the Board of Education adopt attached Resolution Number 03-23 requesting that the City of Santa Monica consolidate a Board of Education election with the general municipal election of the City of Santa Monica to be held on November 2, 2004.

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. McCloud

STUDENT ADVISORY VOTE: N/A  
AYES: All (6)  
NOES: None (0)  
ABSTENTIONS: None (0)

RESOLUTION NUMBER 03-23

REQUESTING THE CITY OF SANTA MONICA  
TO CONSOLIDATE A BOARD OF EDUCATION ELECTION WITH  
THE GENERAL MUNICIPAL ELECTION OF THE CITY OF SANTA MONICA  
TO BE HELD ON NOVEMBER 2, 2004

WHEREAS, the City Council of the City of Santa Monica has called a general Municipal Election in the City of Santa Monica to be held on November 2, 2004, for the purpose of electing officers of the City of Santa Monica, The Santa Monica Rent Control Board and the Santa Monica Community College District Board; and

WHEREAS, the Santa Monica-Malibu Unified School District Board of Education wishes to request that the School District Board of Education elections be consolidated with the General Municipal Elections to be conducted by the City of Santa Monica and;

WHEREAS, The Elections Code authorizes the consolidation of the election of members of the Santa Monica-Malibu Unified School District Board of Education with the General Municipal Election;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Santa Monica-Malibu Unified does request as follows:

SECTION 1. Pursuant to Elections Code Sections 10402 and 10403, the City Council of the City of Santa Monica is hereby requested to consent and agree to the consolidation of a Board of Education election with the General Municipal Election on Tuesday, November 2, 2004.

SECTION 2. The City Council of the City of Santa Monica is hereby requested to issue instructions to the City Clerk of the City of Santa Monica to take any and all steps necessary for the holding of the consolidated elections.

SECTION 3. The Santa Monica-Malibu Unified School District recognizes that additional costs shall be incurred by the City of Santa Monica by reason of this consolidation and agrees to reimburse the City of Santa Monica for any such costs.

I, John E. Deasy, Superintendent and Secretary of the Board of Education of the Santa Monica-Malibu Unified School District of the Los Angeles County, California, hereby certify that the above and foregoing Resolution was duly and regularly adopted by said Board at a meeting thereof, held on the 3<sup>rd</sup> day of June, 2004.

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John E. Deasy, Ph.D.  
Superintendent/Secretary  
Santa Monica-Malibu USD  
Board of Education

TO: BOARD OF EDUCATION

DISCUSSION

06-03-04

FROM: JOHN E. DEASY /LINDA KAMINSKI/LAUREL SCHMIDT

First

Reading

RE: AUTHORIZATION - AUTOMATIC EXTERNAL DEFIBRILLATOR

DISCUSSION ITEM NO. D.1

It is recommended that the Board of Education authorize the installation of the Automatic External Defibrillator (AED) at each middle and high school campus in the district. The AED is used to treat victims who experience sudden cardiac arrest. The average survival rate for sudden cardiac arrest is only 7 percent. Research shows that immediate treatment with a defibrillator increases the survival rate to 45 percent or more.

All the nurses in our district have been trained to use the AED. They will train designated employees at each site, including athletic coaches, to follow the AED protocol while waiting for emergency medical assistance to arrive. Dr. Meyer, the consulting physician for the district, will monitor the implementation and effectiveness of the program.

The AED units will be purchased using MediCal funds earned by the nurses when they provide health services to MediCal eligible students.



TO: BOARD OF EDUCATION

INFORMATION

06/03/04

FROM: JOHN E. DEASY/LINDA KAMINSKI

RE: SUPPLEMENTAL TEXTBOOKS/SOFTWARE TO BE ADOPTED

INFORMATION ITEM NO. I.1

It is recommended that the Board of Education adopt the following textbooks for use in the Santa Monica-Malibu Unified School District. The Board will take action to adopt these materials at the board meeting scheduled to be held Thursday, June 24, 2004.

Comment: In accordance with Board of Education policy, the textbooks listed below will be on display for the next two (2) weeks at each summer school site that plans to use these materials and Educational Services.

PACIFIC METRICS CORPORATION - Practice to Achieve,  
Grades 9-12

PACIFIC METRICS CORPORATION - MiddleMath On-line,  
Grades 6-8

GREAT SOURCE - Summer Success Reading,  
Grades 6-8

GREAT SOURCE - Summer Success Math,  
Grades 2-7