

For a Listing of Upcoming Board Meetings See Page vi of this Table of Contents
Santa Monica-Malibu Unified School District
Board of Education Meeting
AGENDA

November 4, 2010

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, November 4, 2010**, in the **Malibu City Council Chambers**: 23815 Stuart Ranch Road, Malibu, CA. The Board of Education will call the meeting to order at 4:00 p.m. in the upstairs Conference Room at the Malibu City Council Chambers, at which time the Board of Education will move to Closed Session regarding the items listed below. The public meeting will reconvene at 5:30 p.m. in the Council Chambers.

The public meeting will begin at 5:30 p.m.

Persons wishing to address the Board of Education regarding an item that is scheduled for this meeting must submit the "Request to Address" card prior to discussion of that item. Persons wishing to address the Board of Education regarding an item that is not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the Request to Address card at the beginning of the meeting. The same card is used for either option and is printed in both Spanish and English. Cards are located with meeting materials just outside the meeting room. Completed cards should be submitted to the Recording Secretary.

Time Certain Items: Those items listed for a specified time (marked in the margin) are so noted to give the public an indication of when the Board will hear that item. However, if it is prudent to do so, the Board may adjust the time stamp to complete an item currently on the floor, but will not delay the time stamped item for more than 15 minutes.

I. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

II. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY

III. CLOSED SESSION (90)

- Receipt of recommendation for approval of the proposed settlement cases pursuant to GC §54956.9 (b), as cited in the Brown Act (5):
DN-1005-10/11
- Conference with Superintendent regarding 2008-2009 Strategies for Negotiations with S.E.I.U. pursuant to GC §54957.6 as cited in the Brown Act. (10)
- Conference with Superintendent regarding 2008-2009 Strategies for Negotiations with S.M.M.C.T.A. pursuant to GC §54957.6 as cited in the Brown Act. (10)
- Closed session with legal counsel concerning anticipated litigation pursuant to GC §54956.9 as cited in the Brown Act (1 case). (10)
- Public Employee, to consider appointment, employment, performance evaluation, or dismissal of employee pursuant to GC§54957, as cited in the Brown Act (Assistant Principal, Teacher, Speech Pathologist) (50)
- Closed Session, Superintendent's performance evaluation pursuant to GC §54954.5 as cited in the Brown Act. (5)

IV. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (0)

V. APPROVAL OF THE AGENDA

VI. APPROVAL OF MINUTES

October 21, 2010

If you will require accommodation to participate in the Board meeting, please notify the Superintendent's Office at least one day prior to the meeting.

Board of Education Meeting AGENDA: November 4, 2010

VII. CONSENT CALENDAR (30)

As agreed by the President, Vice President, and Superintendent during agenda planning, consent agenda items are considered routine, require no discussion, and are normally approved all at once by the Board of Education. However, members of the Board of Education, staff, or the public may request an item be moved from the consent agenda to Section XI (Major Items) for clarification and/or discussion.

Curriculum and Instruction

A.02 Approval of Independent Contractors..... 2-3
A.03 Overnight Field Trip(s) 2010-11..... 4-5
A.04 Conference and Travel Approval Ratification..... 6-8
A.05 Approval of Special Education Contracts – 2010-2011 9-11

Business and Fiscal

A.06 Award of Purchase Orders – 2010-2011 12-12d
A.07 Acceptance of Gifts – 2010-2011 13-17
A.08 Approval of Reorganization of the Purchasing Department and
Establish Position – Senior Buyer 18

Measure “BB”

A.09 Contract Amendment #20 for Environmental Monitoring, Testing, and
Reporting for Soil Remediation – Edison Language Academy,
2508 & 2512 Virginia Avenue Properties – LFR – Measure BB 19-20
A.10 Contract Amendment #2 for Extended Inspection Services –
Replacement of Classroom Building C, Modernization and Site
Improvements – Relocatables (Package 1A) – Lincoln Middle
School – The IOR Group, Inc. – Measure BB 21
A.11 Change to Approved Construction Budget – Cabrillo Elementary
School Fencing and Gate Project – Measure BB 22
A.12 Ratification of Award of Bid #10.22.BB-03-113115 – Cabrillo
Elementary School Fencing and Gate Project – Measure BB..... 23
A.13 Categorical Exemption of Malibu Middle and High School Removal
Action Workplan and Authorization Filing of Notice of Exemption –
Measure BB..... 24-25b
A.14 Contract Amendment #11 for Environmental Test and Reporting
Services – Replacement of Classroom Buildings E, F, & G, New
Administration, Modernization and Site Improvements – John
Adams Middle School New Construction & Modernization Project
(Package 2B) – ATC Associates – Measure BB 26
A.15 Contract Amendment #12 for Environmental Test and Reporting
Services – Modernization and Replacement of Classroom Building
Projects at Lincoln Middle School – ATC Associates – Measure BB 27
A.16 Memorandum of Understanding (MOU) between the Santa Monica-
Malibu Unified School District and the City of Santa Monica
Related to the Civic Center Joint Use Project (CCJUP) 28-29

Personnel

A.17 Certificated Personnel – Elections, Separations 30-33
A.18 Classified Personnel – Merit..... 34-37
A.19 Classified Personnel – Non-Merit..... 38-39

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A.20 Consider Appointment to District Advisory Committees (DACs) and
Accept Member Resignation 40
Health and Safety DAC
A.21 Revise BP 9320 – Meetings and Notices 41-46

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

IX. COMMUNICATIONS (30)

The Communications section provides an opportunity for the Board of Education to hear reports from the individuals or committee representatives 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 workdays prior to the date of the meeting.

A. Student Board Member Reports (15)

- Tanya Choo – Santa Monica High School
- Elizabeth Wilson – Malibu High School
- Billy Foran – Olympic High School

B. SMMCTA Update – Mr. Harry Keiley (5)

C. S.E.I.U. Update – Ms. Keryl Cartee-McNeely (5)

D. PTA Council – Shari Davis (5)

X. SUPERINTENDENT’S REPORT (5)

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 (90)

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 Section XII (Discussion Items) of the agenda.

7:00 pm

A.22	Public Hearing Regarding the Point Dume Marine Science Charter School Petition (60)	47
A.23	Job Descriptions – Counselor and Advisor Positions (20).....	48-57
A.24	2010-11 Budget Revisions and 45-Day Education Code Compliance (10)	58-63

XII. DISCUSSION ITEMS (80)

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.01	Consider Revising Board Policy 5148 – Child Care and Development (20)	64-67
D.02	Update on the Advanced Placement Program (60).....	68

XIII. INFORMATIONAL ITEMS (0)

I.01	Supplemental Textbooks	69
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XIV. BOARD MEMBER ITEMS (0)

These items are submitted by individual board members for information or discussion, as per Board Policy 9322.

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

A board member or member of the public may request that a matter within the jurisdiction of the board be placed on the agenda of a regular meeting, as per Board Policy 9322. The request shall be in writing and be submitted to the superintendent or designee with supporting documents and information, if any, at least one week before the scheduled meeting date. Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue. The board president and superintendent shall decide whether a request is within the subject matter jurisdiction of the board. Items not within the subject matter jurisdiction of the board may not be placed on the agenda. In addition, the board president and superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

XVI. CONTINUATION OF PUBLIC COMMENTS

A continuation of Section VIII, as needed. (If the number of persons wishing to address the Board of Education exceeds the time limit in section VIII, additional time will be provided in Section XVI, CONTINUATION OF PUBLIC COMMENTS.)

XVII. BOARD MEMBER COMMENTS

Board Member Comments is the section where a Board member may make a brief announcement or report on his/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.

XIV. CLOSED SESSION

The Board of Education will, if appropriate, adjourn to Closed Session to complete discussion on items listed under Section III (Closed Session) following the regular business meeting.

XX. ADJOURNMENT

This meeting will adjourn to the next regularly scheduled meeting, which will be held on **Thursday, November 18, 2010**, at 5:30 p.m. at the district office: 1651 16th Street, Santa Monica, CA 90404.

Meetings held at the District Office and in Malibu are taped and rebroadcast in Santa Monica on CityTV2, Cable Channel 20 – Check TV listing.

Meetings are rebroadcast in Malibu on Government Access Ch. 3 every Saturday at 8pm.

SMMUSD Board of Education Meeting Schedule 2010-2011

Closed Session begins at 4:00pm
Public Meetings begin at 5:30pm

July through December 2010					
Month	1 st Thursday	2 nd Thursday	3 rd Thursday	4 th Thursday	Special Note:
July			7/14* DO		*Wednesday, 7/14
August	8/4* DO		8/18* DO		*8/4: Workshop *Wednesday, 8/18
September	9/2 9/1* DO 9/4* DO		9/16* DO	9/23 DO	*Wednesday, 9/1 *9/4: Special Closed Session First day of school: 9/7 *9/16: Special Meeting
October	10/7 M		10/21 DO	10/29* DO	*10/29: Special Meeting
November	11/4 M		11/18 DO		Thanksgiving: 11/25-26
December	12/2* M	12/9 DO		winter break	*12/2: Special Meeting in Malibu
December 18 – 31: Winter Break					
January through June 2011					
January 1 – 2: Winter Break					
January		1/13 DO			
February	2/3 M		2/17 DO		
March	3/3 DO		3/17 DO	3/31 (5 th Thurs.)	
April 16 – May 1: Spring Break					
April	4/6* DO	4/14 DO	spring break	spring break	*Wednesday, 4/6 (rescheduled from 4/14) *Stairway: 4/7 & 4/8
May	5/5 M		5/19 DO		
June	6/2 DO		6/16 DO	6/30* DO	Last day of school: 6/22 *6/30 replaces 6/16

District Office (DO): 1651 16th Street, Santa Monica.
 Malibu City Council Chambers (M): 23815 Stuart Ranch Road, Malibu, CA

**Santa Monica-Malibu Unified School District
Board of Education
November 4, 2010**

I. CALL TO ORDER

A. Roll Call

Barry Snell – President
Kelly Pye – Vice President
Ben Allen
Oscar de la Torre
Jose Escarce
Maria Leon-Vazquez
Ralph Mechur

Student Board Members

B. Pledge of Allegiance

II. CLOSED SESSION

TO: BOARD OF EDUCATION
FROM: TIM CUNEO
RE: APPROVAL OF MINUTES

ACTION
11/4/10

RECOMMENDATION NO. A.01

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

October 21, 2010

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / JANECE L. MAEZ / PEGGY HARRIS /
STUART SAM

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.02

It is recommended that the Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2010-2011 budget.

Contractor/ Contract Dates	Description	Site	Funding (Measure BB)
Jane Buelow 11/5/10 to 6/30/11 Not to exceed: \$50,000	Project Coordinator for development of documents associated to communications	Measure BB/ Capital Improve- ments	21-00000-0-00000- 85000-5802-050-2600
Neil Perlmutter 11/5/10 to 6/30/10 Not to exceed: \$65,000	Serve as Senior Architect heading Measure BB's change order review unit	Measure BB/ Capital Improve- ments	21-00000-0-00000- 85000-5802-050-2600

Contractor/ Contract Dates	Description	Site	Funding
Angela Chan 11/8/10 – 06/22/11 Not to exceed: \$5,000	Ongoing consultation meetings with Natalie R. Burton –Principal and Roosevelt Math Focus Group to support CGI across grades K-3.	Roosevelt	01-00010-0-11100- 10000-5800-007-4070 (Tier III)
Ballroom Madness 11/8/10 – 2/30/11 Not to exceed \$10,000	Ballroom MADNESS is a program that provides an incredible arts-in-education program, designed for 5th grade students to learn how to Social/Ballroom Dance.	Roosevelt	01-90150-0-11100- 10000-5802-007-4070 (PTA)
SOL-LA Music Academy 1/1/11 – 6/18/11 Not to exceed \$9,000	SOL-LA music will provide vocal music to our K-2 grade students	Roosevelt	01-90150-0-11100- 10000-5802-007-4070 (PTA)
Francisco Martinez 1/1/11 – 6/18/11 Not to exceed \$10,100	Mr. Martinez will provide dance instruction to our 3 rd grade students.	Roosevelt	01-90150-0-11100- 10000-2917-007-1501 (PTA)
Davida Raffa 11/8/10 – 1/9/11 Not to exceed \$6,000	Ms. Raffa will provide ceramics training for grades 1 - 2	Roosevelt	01-90150-0-11100- 10000-2917-007-1501 (PTA)
Lynn Robb 2/21/11 – 6/22/11 Not to exceed \$5,000	Ms. Robb will be providing art instruction for our 4 th grade students	Roosevelt	01-90150-0-11100- 10000-2917-007-1501 (PTA)

<p>Carol J. Krueger</p> <p>5/05/1 – 5/07/11</p> <p>Not to exceed: \$2,000</p>	<p>To continue with professional development on choral studies to SMMUSD choir directors to work on common assessments and further students towards independent musicianship.</p>	<p>Educational Services</p>	<p>01-91250-0-17000-10000-5802-030-1313 (Los Angeles County Arts Commission [LACAC])</p>
<p>Zevitz-Redfield & Associates, Inc. <i>Will Carey</i></p> <p>7/1/10 – 6/30/11</p> <p>Increase contract by 200 hours for a total of 400 hours.</p> <p>Cost: \$125.00 per hour</p> <p><i>(Previous contract up to 200 hours was approved on 9/1/10-Item A.02)</i></p> <p>Not to exceed: \$25,000 \$50,000.</p>	<p>Hourly availability to support new Attendance Program, new Tardy program, new Student Information System and training of staff.</p>	<p>Information Services</p>	<p>01-00000-0-00000-77000-5640-054-2540</p>
<p>MaryAnne Solomon</p> <p>7/1/10 to 6/30/11</p> <p>Not to exceed: \$4,800</p>	<p>Maintain updates to SAMOHI website directory</p>	<p>SAMOHI</p>	<p>01-90150-0-11100-10000-5802-015-4150 (Reimb. by PTSA)</p>

MOTION MADE BY:
 SECONDED BY:
 STUDENT ADVISORY VOTE:
 AYES:
 NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / MAUREEN BRADFORD

RE: OVERNIGHT FIELD TRIP(S) 2010-2011

RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve the special field trip(s) listed below for students for the 2010-2011 school year. No child will be denied due to financial hardship.

School Grade # stdts	Destination Dates of Trip	Principal/Teacher	Cost Funding Source	Subject	Purpose Of Field Trip
Samohi 9 th – 12 th 89	Fresno, CA 2/17/11 – 2/18/11	H. Pedroza/ J. Swenson	\$50 per student paid through the Orchestra Parents Association account	Music (symphony)	Students will attend the California All State Music Education Conference at the Fresno Conference to Perform.
Samohi 9 th – 12 th 89	Kansas City, MO 3/16/11 – 3/19/11	H. Pedroza/ J. Swenson/ J. Aiello	\$1,000 per student paid through the Orchestra Parents Association account	Music (symphony)	Students will compete at the ATSA National Orchestra Festival in Kansas City, Missouri. This competition will bring the best orchestras in the nation together.
Samohi 9 th – 12 th 130	Central Coast, CA 5/26/11 – 5/29/11	H. Pedroza/ J. Gasparino/ P. Barraza	\$575 per student paid through the California Literature ASB account	Language Arts	Students will be travelling through the Central Coast of CA to “live out” the literature read through the course.
Malibu Middle and High Schools 6 th – 12 th 90	Disneyland, Anaheim, CA 5/6/11 – 5/7/11	M. Kelly/ A. Loch	\$125 per student paid by parent donation	Music (choir)	Students will participate in the Music in the Park Choral Festival.
Malibu High School 9 th – 12 th 50	San Francisco, CA 3/24/11 – 3/27/11	M. Kelly/ A. Loch	\$350 per student paid by parent donation	Music (choir)	Students will perform in the Heritage Choral Festival Performance Tour.
McKinley 5 th 67	Catalina Island; CIMI Cherry Cove 2/28/11-3/2/11	I. Gonzalez-Castillo/ J. Langsdale	\$280 per student paid by parent donation and fundraising	Science	An annual 5 th grade science enrichment program will include an array of science classes, daily hikes, evening activities and environmental discussions.

John Muir 5 th gr 70	Camp Hess Kramer, Malibu, CA 3/21/11 – 3/25/11	T. Komlos/ L. Benitez/ L. Brizuela	\$340 per student paid by parent donation and fundraising	Science	An annual 5 th grade science enrichment program will include an array of science classes, daily hikes, evening activities and environmental discussions.
Roosevelt 5 th gr 132	Astrocamp, Idylwild, CA 4/6/11–4/8/11	N. Burton/ K. Rigberg/ Levy/ Ostrom/ Madnick/ Light	\$350 per student paid by parent donation and fundraising	Science	Annual science enrichment supporting the curriculum of 5 th grade science. Hands-on outdoor classroom experience, leadership and team building skills.

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / PAT HO

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.04

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

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

AME SITE Account Number Fund – Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>BRADFORD, Maureen</u> Ed Services 01-40350-0-11100-21000-5220-035-1300 General Fund- Resource: Title II	89 th Annual CERA Conference San Diego, CA November 18 -19, 2010	\$950
<u>BRAFF, Sarah</u> Rogers Elementary 01-40350-0-11100-21000-5220-035-1300 General Fund- Resource: Title II	Redesigning Evaluation Processes Pomona, CA October 27, 2010	\$50 +1 SUB
<u>BRYANT, Cheryl</u> Human Resources 01-00000-0-00000-74000-5220-025-1250 General Fund- Function: Personnel/Human Resources	ASCIP Health Fair Cerritos, CA November 4, 2010	\$40 Mileage Reimbursement only
<u>CHI, Ah Young</u> Malibu High 01-00010-0-11100-10000-5220-010-4100 General Fund- Resource: Tier III	College Board Fall Counselor Workshop And College Visit Redlands, CA October 4, 2010	\$80
<u>CORRIGAN, Brian</u> Malibu High 01-00010-0-11100-10000-5220-010-4100 General Fund- Resource: Tier III	Advanced Placement Saturday Workshop (AP Calculus BC) Los Angeles, CA February 12, 2011	\$200
<u>GATES, Janie</u> Olympic High 01-90121-0-11100-10000-5220-014-4140 General Fund- Resource: Gifts-Equity Fund	Moving Our Mission Forward San Diego, CA November 5, 2010	\$225
<u>HYATT, Virginia</u> Purchasing Department 01-00000-0-00000-75300-5220-055-2550 General Fund- Function: Purchasing	2010 Emerging Technologies Summit Sacramento, CA November 7 – 9, 2010	\$1,200

<u>LEONARD, Brigette</u> Malibu High 01-00010-0-11100-10000-5220-010-4100 General Fund- Resource: Tier III	California Educational Theatre Association Long Beach, CA October 7- 10, 2010	No Cost To District + 1 SUB
<u>MEJIA, Rosa</u> Santa Monica High	Harvard Counselor Breakfast Glendale, CA October 28, 2010	No Cost To District
<u>MEJIA, Rosa</u> Santa Monica High	ACT College and Career Readiness Workshop Los Angeles, CA November 4, 2010	No Cost To District
<u>ROMAN, Bertha</u> Ed Services 01-40470-0-19100-21000-5220-035-1300 General Fund Resource: Technology Formula	California Educational Technology Professionals Association 2010 CETPA Conference Monterrey, CA October 21, 2010	\$600
<u>Rosen, Maureen</u> Malibu High 01-00010-0-11100-10000-5220-010-4100 General Fund Resource: Tier III	Pictorial Mathematics (Meaningful Learning) El Monte, CA September 18, 2010	\$399
<u>WEBB, Suzanne</u> Lincoln Middle 01-40350-0-11100-21000-5220-035-1300 General Fund Resource: Title II	Closing the Achievement Gap for Students with Disabilities Ontario, CA October 27, 2010	\$265

Adjustments (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
NONE		

Group Conference and Travel: In-State * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>CUNEO, Tim</u> + 3 Additional Staff District Office 01-00000-0-00000-71500-5220-020-1200 General Fund- <u>Function:</u> Superintendent	Redesigning Evaluation Process Pomona, CA October 27, 2010	\$100 Total
<u>DUNN, Margo</u> <u>JENNINGS, Kris</u> Point Dume Elementary	Field Trip to Sacramento and Gold Rush County Sacramento, CA May 24 – 26, 2011	No Cost To District +2 SUBS
<u>DURAN-CONTRERAS, Martha</u> +5 Additional Staff Lincoln Middle School 01-90121-0-11100-10000-5220-012-4120 01-90151-0-11100-10000-5220-012-4120 General Fund- <u>Function:</u> Equity Fund/PTA	Response to Intervention Anaheim, CA October 19, 2010	\$1,074 Total +5 SUBS

<u>MEJIA, Rosa</u> <u>GATELL, Frank</u> Santa Monica High	CASFAA High School Counselors Workshop Los Angeles, CA October 27, 2010	No Cost To District
<u>TANIOS, Elhamy</u> + 2 Additional Staff Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services	2010 State Budget Workshop Downey, CA October 26, 2010	\$100 Total

Out-of-State Conferences: Individual		
NONE		

Out-of-State Conferences: Group		
NONE		

MOTION MADE BY:
 SECONDED BY:
 STUDENT ADVISORY VOTE:
 AYES:
 NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / SARA WOOLVERTON

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2010-2011

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2010-2011 as follows:

NPS

2010-2011 Budget 01-65000-0-57500-11800-5125-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
The HELP Group (Summit View West)	6148250684	NPS	#43-SPED11096	\$ 47,725
Alpine Academy	3119528597	NPS	#46-SPED11103	\$ 31,200
Kayne Eras Center	610743347	NPS	#45-SPED11008	\$ 730
Tobinworld	6103151504	NPS	#44-SPED11100	\$ 25,042
Hillsides Home for Children – contract increase	6103157804	Transportation	#11-SPED11003	\$ 9,900
Kayne Eras Center	6103151504	NPS	#47-SPED11104	\$ 2,190

Amount Budgeted NPS 10/11		\$ 1,450,000
Prior Board Authorization as of 10-21-10		\$ 1,443,089
	Balance	\$ 6,911
Positive Adjustment (See Below)		\$ 0
		\$ 6,911
Total Amount for these Contracts		\$ 116,787
	Balance	\$ - 109,876

Adjustment					
NPS Budget 01-65000-0-57500-11800-5125-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2010-2011 in the amount of \$0 as of 10/21/10					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

NPA

2010-2011 Budget 01-65000-0-57500-11800-5126-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Therapy West – contract increase	Various	Physical Therapy	#21-SPED11086	\$480

Amount Budgeted NPA 10/11		\$ 650,000
Prior Board Authorization as of 10-21-10		\$ 638,990
	Balance	\$ 11,010
Positive Adjustment (See Below)		\$ 0
		\$ 11,010
Total Amount for these Contracts		\$ 480
	Balance	\$ 10,530

Adjustment					
NPA Budget 01-65000-0-57500-11800-5126-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2010-2011 in the amount of \$ 0 as of 10/21/10					
NPA	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Instructional Consultants

2010-2011 Budget 01-65000-0-57500-11900-5802-043-1400

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Samantha Fogel – contract increase	DOB 3/21/09	Speech Therapy & evaluation	#17-SPED11092	\$ 8,120
French River Education Center	7103131716	Occupational evaluation	#18-SPED11098	\$ 870

Amount Budgeted Instructional Consultants 10/11		\$ 450,000
Prior Board Authorization as of 10-21-10		\$ 386,064
	Balance	\$ 63,936
Positive Adjustment (See Below)		\$ 0
		63,936
Total Amount for these Contracts		\$ 8,990
	Balance	\$ 54,946

Adjustment					
Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400					
There has been a reduction in authorized expenditures of Instructional Consultants contracts for FY 2010-2011 in the amount of \$ as of 10/21/10.					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Non-Instructional Consultants

2010-2011 Budget 01-65000-0-57500-11900-5890-043-1400

Non-Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Parent Reimbursement	1148819523	Travel reimbursement	#12-SPED11097	\$ 1,200
Parent Reimbursement	6070988204	Travel reimbursement	#15-SPED11102	\$ 1,200
Pawar Transportation	Various	Transportation	#14-SPED11101	\$ 33,880
Parent Reimbursement	6172839494	Speech therapy	#13-SPED11099	\$ 1,300
Parent Reimbursement	2983493507	Educational consultation	#16-SPED11105	\$ 13,196

Amount Budgeted Non-Instructional Consultants 10/11		\$ 200,000
Prior Board Authorization as of 10-21-10		\$ 142,475
	Balance	\$ 57,525
Positive Adjustment (See Below)		\$ 0
		\$ 57,525
Total Amount for these Contracts		\$ 50,776
	Balance	\$ 6,749

Adjustment					
Non-Instructional Consultants Budget 01-65000-0-57500-11900-5890-043-1400					
There has been a reduction in authorized expenditures of Non-Instructional Consultants contracts for FY 2010-2011 in the amount of \$ 0 as of 10/21/10.					
Non- Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Legal

2010-2011 Budget 01-65000-0-57500-11900-5820-043-1400

Legal Contractor	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Legal Services 10/11		\$ 200,000
Prior Board Authorization as of 10-21-10		<u>200,000</u>
	Balance	\$ 200,000
Adjustments for this period		<u>\$ 0</u>
		200,000
Total Amount for these Contracts		<u>\$ 0</u>
	Balance	\$ 0

Adjustment				
Legal Services Budget 01-65000-0-57500-11900-5820-043-1400				
There has been a reduction in authorized expenditures of Legal Services contracts for FY 2010-2011 in the amount of \$ 0 as of 10/21/10.				
Legal Contractor	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

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 recommendations 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:
 SECONDED BY:
 STUDENT ADVISORY VOTE:
 AYES:
 NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: AWARD OF PURCHASE ORDERS – 2010-2011

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from October 12, 2010, through October 26, 2010, for fiscal /11.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF NOVEMBER, 2010

U-GENERAL FUND,UNRESTRICTED R-GENERAL FUND,RESTRICTED A-ADULT ED CD-CHILD DEVELOPMENT F-CAFETERIA
 SF-SPECIAL FINANCING (FLEX) BB,X-BONDS D-DEVELOPER FEES SR-SPECIAL RESERVE CAPITAL
 DF-DEFERRED MAINTENANCE SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
<u>*** CHANGED PURCHASE ORDERS ***</u>					
112289	HOUGHTON MIFFLIN HARCOURT	INCREASE IN BOOK PRICES	STATE AND FEDERAL PROJECTS	68.65	R
112291	HOUGHTON MIFFLIN HARCOURT	INCREASE IN BOOK PRICES	CABRILLO ELEMENTARY SCHOOL	207.64	U
112408	OLIVER WORLDCLASS LABS INC	SMART BOARD SHIPPING COST	ROOSEVELT ELEMENTARY SCHOOL	650.67	R
112320	PREMIER SCHOOL AGENDAS	INCREASE PRODUCT PRICES	JOHN MUIR ELEMENTARY SCHOOL	145.48	R
				** CHANGED PURCHASE ORDERS	1,072.44
<u>*** NEW PURCHASE ORDERS ***</u>					
112199	ADDISON-WESLEY-LONGMAN/PEARSON	Math books	PT DUME ELEMENTARY SCHOOL	958.38	R
112245	AMECI PIZZA & PASTA	SCHOOL MODEL	OLYMPIC CONTINUATION SCHOOL	300.00	R
112271	AMERICAN COUNCIL ON EDUCATION	GED TEST CENTER FEES	ADULT EDUCATION CENTER	2,249.88	A
112056	APPLE COMPUTER CORP	AT SPECIALIST LAPTOP	SPECIAL EDUCATION REGULAR YEAR	2,280.55	R
112319	APPLE COMPUTER CORP	ASSISTIVE TECH SPEC HARDWARE	SPECIAL EDUCATION REGULAR YEAR	784.32	R
112267	ASSOCIATION FOR SUPERVISION	PD WORKSHOPS AND MATERIALS	STATE AND FEDERAL PROJECTS	12,973.25	R
112318	ATLANTIC EXPRESS OF LA INC	CHARTER BUS	SMASH SCHOOL	700.00	R
112356	AVID CENTER	WEEKLY SUBSCRIPTION	LINCOLN MIDDLE SCHOOL	500.00	R
112401	BARNES & NOBLE/SANTA MONICA	BOOKS	SANTA MONICA HIGH SCHOOL	923.99	R
112223	BARRETT'S APPLIANCE	DRYER REPAIR	CHILD DEVELOPMENT CENTER	89.00	CD
112424	BARRETT'S APPLIANCE	SERVICE CALL	CHILD DEVELOPMENT CENTER	89.00	CD
112273	BLACKBOARD CONNECT INC	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	23,800.00	U
112200	CALIFORNIA OFFICE SYSTEMS INC	SHELVING	LINCOLN MIDDLE SCHOOL	605.82	R
112305	CALIFORNIA OFFICE SYSTEMS INC	OPEN ORDER/INST SUP/TEAM	JOHN ADAMS MIDDLE SCHOOL	120.00	U
112310	CALIFORNIA OFFICE SYSTEMS INC	shelves to store sum schl mat	CURRICULUM AND IMC	1,263.22	U
112314	CALIFORNIA OFFICE SYSTEMS INC	OFFICE SUPPLIES	SANTA MONICA HIGH SCHOOL	5,000.00	U
112349	CALIFORNIA OFFICE SYSTEMS INC	copy paper and other supplies	GRANT ELEMENTARY SCHOOL	2,000.00	R
112370	CALIFORNIA OFFICE SYSTEMS INC	Copy Paper	FRANKLIN ELEMENTARY SCHOOL	2,500.00	U
112386	CDW-G COMPUTING SOLUTIONS	STUDENT HEADSETS	ROOSEVELT ELEMENTARY SCHOOL	716.61	R
112429	CHAMPION CHEMICAL	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	219.59	U
112208	CHEVRON U.S.A. INC.	MAINT. DEPT VEHICLE GAS	FACILITY MAINTENANCE	5,000.00	R
112227	CHEVRON U.S.A. INC.	OPEN ORDER OPERATIONS VEHICLES	GROUND MAINTENANCE	5,000.00	R
112279	CHILDRENS BOOK WORLD	CLASSROOM MATERIALS	SAINT ANNE'S PRIVATE SCHOOL	4,000.00	R
112300	COACH AMERICA LOS ANGELES	OPEN ORDER/BUS/INS MUSIC/ASB	JOHN ADAMS MIDDLE SCHOOL	2,136.00	R
112189	COFFEY ENVIRONMENTS INC	ASBESTOS AHERA REPORTS	FACILITY MAINTENANCE	6,487.25	R
112255	COPYLAND INC	BUSINESS CARDS	PURCHASING/WAREHOUSE	67.36	U
112277	CPI/CRISIS PREVENTION INST INC	CRISIS PREVENTION TRAINING	SPECIAL EDUCATION REGULAR YEAR	651.47	R
112251	CULVER NEWLIN	CHAIR NURSE OFFICE	MALIBU HIGH SCHOOL	351.29	U
112362	CULVER NEWLIN	CHAIRS	MCKINLEY ELEMENTARY SCHOOL	1,802.42	R
112272	CUNEO,TIM	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	62.25	U
112325	DECOSTER, DIANA	MILEAGE REIMBURSEMENT	SPECIAL EDUCATION REGULAR YEAR	175.00	R
112239	DELTA EDUCATION	classroom supplies/books	GRANT ELEMENTARY SCHOOL	83.89	U
112317	DELTA EDUCATION	classroom/supplies	GRANT ELEMENTARY SCHOOL	56.32	U
112377	DEMCO INC	LIBRARY BOOK DROP	LINCOLN MIDDLE SCHOOL	872.34	
112222	DIAGNOSTICS DIRECT INC	SUPPLIES	CHILD DEVELOPMENT CENTER	921.55	CD
112257	DOCK BOXES UNLIMITED INC	SWIM/WATERPOLO/PE SUPPLIES	MALIBU HIGH SCHOOL	1,377.36	R
112417	E.G. BRENNAN & CO LLC	Maintenance	INFORMATION SERVICES	1,297.12	U
112363	EDUCATIONAL TESTING SERVICE	GED CORRECTION FEES	ADULT EDUCATION CENTER	1,097.50	A
112384	EDUCATIONAL TESTING SERVICE	STAR STUDENT DATA FILE CD-ROM	CURRICULUM AND IMC	2,818.24	U
112450	EL POLLO LOCO	SUPPLIES - BTSA	PERSONNEL SERVICES	150.00	U
112218	FIRST UNITED METHODIST CHURCH	OFF SITE PARKING FOR STAFF	LINCOLN MIDDLE SCHOOL	6,000.00	
112220	FIRST UNITED METHODIST CHURCH	OFF SITE PARKING FOR STAFF	LINCOLN MIDDLE SCHOOL	43,200.00	

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
112248	FOLLETT EDUCATIONAL SERVICES	HEALTH/FRENCH BOOKS	MALIBU HIGH SCHOOL	5,491.89	R
112329	FOLLETT EDUCATIONAL SERVICES	TEXTBOOKS	MALIBU HIGH SCHOOL	12,207.67	R
112366	FOLLETT LIBRARY BOOK CO	CORE NOVELS	LINCOLN MIDDLE SCHOOL	3,794.31	R
112212	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	4,284.04	R
112276	GALE SUPPLY CO	custodial supplies	GRANT ELEMENTARY SCHOOL	1,419.18	U
112326	GALE SUPPLY CO	Custodial Supplies	CABRILLO ELEMENTARY SCHOOL	254.62	U
112331	GALE SUPPLY CO	SAFETY ITEMS	CHILD DEVELOPMENT CENTER	136.09	CD
112350	GALE SUPPLY CO	CUSTODIAL SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	1,603.12	R
112352	GALE SUPPLY CO	CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	1,145.79	U
112353	GALE SUPPLY CO	HEALTH AND SAFETY ITEMS	CHILD DEVELOPMENT CENTER	286.45	CD
112418	GALE SUPPLY CO	CUSTODIAL SUPPLIES	OLYMPIC CONTINUATION SCHOOL	116.34	R
112426	GALE SUPPLY CO	OPEN ORDER CUSTODIAL SUPPLIES	FACILITY OPERATIONS	3,500.00	U
112441	GALE SUPPLY CO	CUSTODIAL SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	370.74	U
112264	GLOBE BOOK/PEARSON EDUCATION	TEXTBOOKS/ECONOMICS	OLYMPIC CONTINUATION SCHOOL	374.12	R
112269	GREAT SOURCE EDUCATION GROUP	Consumables/Textbooks	FRANKLIN ELEMENTARY SCHOOL	493.88	R
112240	GREENFIELD LEARNING INC	lexia reading	GRANT ELEMENTARY SCHOOL	7,181.25	R
112346	GREENFIELD LEARNING INC	LEXIA & SYMPHONY MATH LICENSES	WILL ROGERS ELEMENTARY SCHOOL	4,500.00	R
112421	GREENFIELD LEARNING INC	LEXIA READING	JOHN MUIR ELEMENTARY SCHOOL	11,383.50	R
112439	HARALAMBOS BEVERAGE COMPANY	OPEN ORDER FOR DRINKS	SAMOHI STUDENT STORE	2,000.00	U
112372	HAWTHORNE EDUCATION SERVICE	INTERVENTION MANUAL	MCKINLEY ELEMENTARY SCHOOL	199.60	R
112397	HOME DEPOT- L.A.	SUPPLIES FOR GARDENS	FOOD SERVICES	750.00	F
112361	HOUGHTON MIFFLIN HARCOURT	READING KITS	WILL ROGERS ELEMENTARY SCHOOL	4,053.63	R
112364	INDIAN JEWELERS SUPPLY CO. INC	INSTR. MATERIALS/JEWELRY CLASS	ADULT EDUCATION CENTER	488.32	A
112432	INDUSTRIAL ELECTRIC SERVICE	PAN FOR STEAM TABLE @ROOSEVELT	FOOD SERVICES	292.29	F
111964	INTELLI-TECH	TI-NAVIGATORS	MALIBU HIGH SCHOOL	3,474.69	R
112407	INTELLI-TECH	SAMO TECHNOLOGY EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	1,005.83	R
112413	INTELLI-TECH	Server for SAMOHI	INFORMATION SERVICES	5,395.19	U
112281	JOHN WILEY & SONS INC	PSYCH TESTING MATERIAL SUPPORT	SPECIAL EDUCATION REGULAR YEAR	56.22	R
112234	LACOE	SCIENCE MATERIALS	JOHN MUIR ELEMENTARY SCHOOL	85.31	U
112405	LAGUNA CLAY COMPANY	OPEN ORDER: CLAY	LINCOLN MIDDLE SCHOOL	700.00	R
112280	LAKESHORE (PICK UP ONLY)	CLASSROOM SUPPLIES	SAINT ANNE'S PRIVATE SCHOOL	3,000.00	R
112334	LAKESHORE (PICK UP ONLY)	classroom supplies	GRANT ELEMENTARY SCHOOL	150.00	U
112399	LAKESHORE CURRICULUM	CHANGING TABLE- GRANT PREK	SPECIAL EDUCATION REGULAR YEAR	809.63	R
112294	LEIGHTON CONSULTING INC	GEOTECHNICAL OBSERVATION	JOHN ADAMS MIDDLE SCHOOL	10,700.00	
112308	MAGNA PUBLICATIONS INC	PROFESSIONAL DEVELOPMENT	EDISON ELEMENTARY SCHOOL	299.00	R
112285	MANUFACTURES RESOURCE NETWORK	READING PROGRAM	SPECIAL EDUCATION REGULAR YEAR	1,092.24	R
112216	MENDEZ FOUNDATION	CLASSROOM WORKBOOKS	STATE AND FEDERAL PROJECTS	119.75	R
112254	MICRO BIO-MEDICS/ORDERS	NURSE SUPPLIES	MALIBU HIGH SCHOOL	600.00	U
112221	MODERN CURRICULUM PRESS	Consumables	FRANKLIN ELEMENTARY SCHOOL	179.09	R
112132	MOWRY, KRISTEN	REIMBURSEMENT	MCKINLEY ELEMENTARY SCHOOL	1,000.00	R
112411	MULTI HEALTH SYSTEMS	PYSCH / OT TESTS AND MANUALS	HEALTH SERVICES	1,578.96	R
112015	NICK RAIL MUSIC	YAMAHA STAGE PIANO	LINCOLN MIDDLE SCHOOL	1,810.88	R
112419	NORTHEAST FOUNDATION FOR	PROFESSIONAL CONSULTANT	WILL ROGERS ELEMENTARY SCHOOL	2,500.00	R
112244	ON THE CAPITOL DOORSTEP	ANNUAL SUBSCRIPTION	CHILD DEVELOPMENT CENTER	170.00	CD
112243	ONE MORE STORY INC	ANNUAL SUBSCRIPTION	CHILD DEVELOPMENT CENTER	660.00	CD
112233	ONLINE STORES INC	SAFETY SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	205.15	U
112312	ORIENTAL TRADING CO INC	Classroom supplies	FRANKLIN ELEMENTARY SCHOOL	155.66	R
112324	PCI SPECIAL EDUCATION	INSTRUCTIONAL MATERIALS	SPECIAL EDUCATION REGULAR YEAR	355.73	R
112383	PEARSON CLINICAL ASSESSMENT	CLASSROOM MATERIALS	STATE AND FEDERAL PROJECTS	1,715.98	R
112123	PEARSON EDUCATION #1	Math Student Lesson Packet	ROOSEVELT ELEMENTARY SCHOOL	1,630.48	R
112394	PERFECT COPY PRODUCTS INC	overage of copying - IISS	CURRICULUM AND IMC	129.23	R

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
112159	PIONEER CHEMICAL CO	BACKPACK VACUUM	LINCOLN MIDDLE SCHOOL	499.36	R
112236	PIONEER CHEMICAL CO	OPEN ORDER CUSTODIAL SUPPLISE	FACILITY OPERATIONS	5,000.00	U
112323	PLUMBERS DEPOT	MAINT PLUMBING SUPPLIES	FACILITY MAINTENANCE	1,000.00	R
112337	POOL SUPPLY OF ORANGE COUNTY	POOL CHEMICAL SUPPLY	FACILITY MAINTENANCE	10,000.00	R
112406	POTTS, RICHARD M.	INSTRUCTIONAL MATERIALS	SPECIAL EDUCATION REGULAR YEAR	70.65	R
112164	QUARTERMASTER	SECURITY APPAREL - MARTIN	LINCOLN MIDDLE SCHOOL	95.53	R
112168	QUARTERMASTER	SECURITY APPAREL - NUNEZ	LINCOLN MIDDLE SCHOOL	177.76	R
112447	RALPH'S	SUPPLIES - BTSA	PERSONNEL SERVICES	650.00	U
112253	RAYVERN LIGHTING	CUSTODIAL SUPPLIES	OLYMPIC CONTINUATION SCHOOL	467.51	R
112259	RAYVERN LIGHTING	LIGHTS FOR THEATER	MALIBU HIGH SCHOOL	205.42	R
112344	RAYVERN LIGHTING	FLOURESCENT LIGHTS	WILL ROGERS ELEMENTARY SCHOOL	129.36	R
112256	REALITYWORKS	PSYCHOLOGY CLASS SUPPLIES	MALIBU HIGH SCHOOL	66.46	R
112392	REDWOOD PRESS INC	Envelopes Payroll and A/P	FISCAL SERVICES	2,113.79	U
112173	RICOH BUSINESS SOLUTIONS	Maintenance Agreement	FRANKLIN ELEMENTARY SCHOOL	4,636.00	R
112371	RICOH BUSINESS SOLUTIONS	overage of copies	GRANT ELEMENTARY SCHOOL	910.53	U
112270	RICOH U.S.	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	81.39	U
112359	SAN BERNARDINO SUPT OF SCHOOLS	HANDBOOKS	STUDENT SERVICES	82.83	U
112209	SANTA MONICA MUN BUS LINES	BUS PASSES & TOKENS	STUDENT SERVICES	3,000.00	U
112373	SANTA MONICA PIER AQUARIUM	rental of SM Pier Aquarium	STATE AND FEDERAL PROJECTS	500.00	R
112398	SCHOOL HEALTH CORPORATION	NURSE EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	113.21	R
112130	SCHOOL NURSE SUPPLY INC	SCHOOL NURSE SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	435.19	R
112400	SCHOOL OUTFITTERS LLC	CHANGING TABLE- PT DUME PREK	SPECIAL EDUCATION REGULAR YEAR	708.95	R
112301	SCHOOL SPECIALTY INC	OPEN ORDER/INST SUP/NEW/TEAM	JOHN ADAMS MIDDLE SCHOOL	171.00	U
112215	SEHI COMPUTER PRODUCTS	INSERVICE SUPPLIES	STATE AND FEDERAL PROJECTS	165.41	R
112297	SEHI COMPUTER PRODUCTS	SWITCH	WILL ROGERS ELEMENTARY SCHOOL	560.21	R
112355	SEHI COMPUTER PRODUCTS	INK/TONER	CHILD DEVELOPMENT CENTER	1,027.86	CD
112375	SEHI COMPUTER PRODUCTS	ink for printers	GRANT ELEMENTARY SCHOOL	307.88	R
112445	SEHI COMPUTER PRODUCTS	PRINTER INK	PERSONNEL SERVICES	264.72	U
112187	SIMON, MONICA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	142.30	CD
112225	SIR SPEEDY PRINTING #0245	LETTERHEAD ENVELOPES	ROOSEVELT ELEMENTARY SCHOOL	166.82	U
112286	SIR SPEEDY PRINTING #0245	INSERVICE SUPPLIES	SAINT ANNE'S PRIVATE SCHOOL	2,000.00	R
112299	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	CHILD DEVELOPMENT CENTER	28.54	CD
112304	SIR SPEEDY PRINTING #0245	BUSINESS CARDS/ADMIN/COUN/TEAM	JOHN ADAMS MIDDLE SCHOOL	142.68	U
112389	SIR SPEEDY PRINTING #0245	PRINTING	CURRICULUM AND IMC	439.00	R
112414	SIRSIDYNIX	Maintenance	INFORMATION SERVICES	18,388.73	U
112449	SMART & FINAL	SUPPLIES - BTSA	PERSONNEL SERVICES	100.00	U
112131	SOUTHWEST SCHOOL SUPPLY	classroom supplies	GRANT ELEMENTARY SCHOOL	194.46	U
112237	SOUTHWEST SCHOOL SUPPLY	butcher paper for office	GRANT ELEMENTARY SCHOOL	215.92	U
112430	SOUTHWEST SCHOOL SUPPLY	OPEN ORDER; ART SUPPLIES	LINCOLN MIDDLE SCHOOL	300.00	R
112290	SOUTHWEST STRINGS	Cello Cases for elem. music	CURRICULUM AND IMC	1,221.52	R
112284	STAPLES BUSINESS ADVANTAGE	INSERVICE SUPPLIES	SAINT ANNE'S PRIVATE SCHOOL	3,000.00	R
112387	STAPLES BUSINESS ADVANTAGE	GEN SUPP/TEACHER LEADERSHIP	CURRICULUM AND IMC	493.88	R
112448	STAPLES BUSINESS ADVANTAGE	SUPPLIES - BTSA	PERSONNEL SERVICES	200.00	U
112382	STAPLES INC & SUBSIDIARIES INC	OFFICE SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	3,500.00	R
112266	STAPLES/P-U/SANTA MONICA/WILSH	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
112385	STAPLES/P-U/SANTA MONICA/WILSH	GEN SUPPLIES	STATE AND FEDERAL PROJECTS	219.50	R
112202	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/SUPPLIES	CHILD DEVELOPMENT CENTER	1,500.00	CD
112214	STAPLES/P-U/VENICE/LINCOLN BL	INSERVICE SUPPLIES	CURRICULUM AND IMC	300.00	U
112247	STAPLES/P-U/WLA/CUST#240174490	classroom supplies	GRANT ELEMENTARY SCHOOL	100.00	U
112403	STEVEN ORI JR	BROCHURES WINTER/SPRING 2011	ADULT EDUCATION CENTER	1,373.50	A
111858	SUOMU, SUSAN	REIMBURSEMENT	MCKINLEY ELEMENTARY SCHOOL	705.00	R

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
112425	SWIMPOOL SUPPLY CENTER	POOL PARTS AND SUPPLIES	FACILITY MAINTENANCE	200.00	R
112436	SYED INDUSTRIES	REORDER SPIRIT SWEATSHIRTS	SAMOHI STUDENT STORE	2,046.00	U
112330	TARGET STORES	classroom supplies	GRANT ELEMENTARY SCHOOL	43.00	U
112295	THE CHURCH ON PEARL	STAFF PKG DURING CONSTRUCTION	JOHN ADAMS MIDDLE SCHOOL	15,000.00	
112390	THE PROPHET CORP	PE EQUIPMENT	SMASH SCHOOL	681.07	R
112402	TOUCHLINE SOFTWARE	RENEWAL OF WORK PERMIT PROGRAM	MALIBU HIGH SCHOOL	301.81	U
112174	TRI-BEST VISUAL DISPLAY	rolling boards for PTA	GRANT ELEMENTARY SCHOOL	1,368.10	R
112343	TRI-BEST VISUAL DISPLAY	WHITEBOARD	MCKINLEY ELEMENTARY SCHOOL	689.23	R
112434	TUMBLEWEED EDUCATIONAL	TRANSPORTATION FOR FIELD TRIP	WILL ROGERS ELEMENTARY SCHOOL	600.00	R
112395	U S BANK N.A.	PYMT FOR PURCHASE	SANTA MONICA HIGH SCHOOL	1,957.92	U
112409	US BANK (GOVT CARD SERVICES)	Conference Arrangements	PURCHASING/WAREHOUSE	666.00	U
112412	US BANK (GOVT CARD SERVICES)	Software	INFORMATION SERVICES	1,989.75	U
112340	VIRCO MFG CORP	CLASSROOM DESKS	MCKINLEY ELEMENTARY SCHOOL	1,834.58	R
112388	VONS STORE #2262	STAFF DEV. SUPPLIES	CURRICULUM AND IMC	439.00	R
112241	VOYAGER EXPANDED LEARNING	SUBSCRIPTION-LICENSE RENEWAL	WILL ROGERS ELEMENTARY SCHOOL	1,425.65	R
112265	WEATHERPROOFING TECHNOLOGIES	GROWING PLACE ROOF REPAIR	FACILITY MAINTENANCE	7,475.00	R
112252	WEST GROUP/THOMSON WEST	SPECIAL ED LAW BULLETIN	MALIBU HIGH SCHOOL	193.71	R
112335	WESTERN FENCE & SUPPLY CO	MAINT METAL SHOP SUPPLIES	FACILITY MAINTENANCE	2,000.00	R
			** NEW PURCHASE ORDERS	354,770.51	

**** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATION/NEW CONSTRUCTION/DEVELOPER FEES ****

112188	AT&T	PATCH CABLES DISTRICTWIDE	INFORMATION SERVICES	5,713.09	BB
112190	AT&T	DISTRICTWIDE TEMP/SENSORS	INFORMATION SERVICES	3,896.96	BB
112191	AT&T	UPS'S FOR SPARES & INSTALLS	INFORMATION SERVICES	5,567.79	BB
112192	AT&T	IP PHONES DISTRICTWIDE	INFORMATION SERVICES	19,477.55	BB
112378	AT&T	UPS'S FOR SPARES AND INSTALLS	INFORMATION SERVICES	5,644.94	BB
112379	AT&T	IP TELEPHONY TEMP.SENSORS	INFORMATION SERVICES	3,950.96	BB
112195	DEPARTMENT OF TOXIC	VOLUNTARY CLEAN UP AGREEMENT	SANTA MONICA HIGH SCHOOL	9,591.00	BB
112381	STATE OF CALIFORNIA	DSA PROJECT CERTIFICATION	MALIBU HIGH SCHOOL	500.00	BB
			** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATION/NEW CONSTRUCTION/DEVELOPER FEES	54,342.29	

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / JANECE L. MAEZ / PAT HO
RE: ACCEPTANCE OF GIFTS – 2010/2011

ACTION/CONSENT
11/04/10

RECOMMENDATION NO. A.07

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$34,022.18 presented to the Santa Monica-Malibu Unified School District.

It is further recommended that the Fiscal/Business Services Office, in accordance with Educational Code §42602, be authorized to increase the 2010-2011 income and appropriations by \$34,022.18 as described on the attached listing.

This report details only gifts of cash or non-cash items. It includes all contributions made by individuals or companies and some of the contributions made by our PTA's. Contributions made by a PTA in the form of a commitment and then billed are reported in a different resource. A final report that compiles all gift, PTA and Equity Fund contributions is prepared and available annually.

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

NOTE: The list of gifts is available on the District's website, www.smmusd.org.

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

Current Gifts and Donations 2010/2011

day Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
JAMS 01-90120-0-00000-00000-8699-011-0000	\$ 12,103.03	\$ -		Santa Monica Science Magnet	Field Trip
	\$ 10,982.40	\$ -		Santa Monica Science Magnet	Field Trip
	\$ 46.32	\$ 8.18		Planet Aid, Inc.	General Supplies and Materials
	\$ 26.73	\$ 4.72		Coca Cola	General Supplies and Materials
Adult Education 11-90120-0-00000-00000-8699-090-0000					
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000					
Cabrillo 01-90120-0-00000-00000-8699-017-0000	\$ 232.00	\$ -		Various Parents	Field Trip
CDS 12-90120-0-00000-00000-8699-070-0000					
Edison 01-90120-0-00000-00000-8699-001-0000	\$ 850.00	\$ 150.00		Richard & Alexander Pinal	General Supplies and Materials
Franklin 01-90120-0-00000-00000-8699-002-0000					
Grant 01-90120-0-00000-00000-8699-003-0000					
Lincoln 01-90120-0-00000-00000-8699-012-0000					
Malibu High School 01-90120-0-00000-00000-8699-010-0000	\$ 1,440.00	\$ -		Various	General Supplies and Materials
	\$ 53.00	\$ -		Sharon Davenport/ETS	General Supplies and Materials
	\$ 38.40	\$ -		Times, Inc.	General Supplies and Materials
McKinley 01-90120-0-00000-00000-8699-004-0000	\$ 226.91	\$ 40.04		Target	General Supplies and Materials
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 510.45	\$ -		Various	Field Trip
Olympic HS 01-90120-0-00000-00000-8699-014-0000					
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 965.00	\$ -		Various Parents	Field Trip
Roosevelt 01-90120-0-00000-00000-8699-007-0000					

BOE Date: 11/04/10

Current Gifts and Donations 2010/2011

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 5,393.25	\$ 951.75		SM Arts parents Association	Teacher, Hourly
Barnum Hall 01-91150-0-00000-00000-8699-015-0000					
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000					
Webster 01-90120-0-00000-00000-8699-008-0000					
Others:					
<u>Superintendent's Office</u> 01-90120-0-00000-00000-8699-020-0000					
<u>Educational Services</u> 01-90120-0-00000-00000-8699-030-0000					
<u>Student & Family Services</u> 01-90120-0-00000-00000-8699-040-0000					
<u>Special Education</u> 01-90120-0-00000-00000-8699-044-0000					
<u>Information Services</u> 01-90120-0-00000-0000-8699-054-0000					
<u>Food and Nutrition Services</u> 01-90120-0-00000-0000-8699-057-0000					
<u>District</u> 01-90120-0-00000-00000-8699-090-0000					
TOTAL	\$ 32,867.49	\$ 1,154.69	\$ -		

BOE Date: 11/04/10

Current Gifts and Donations 2010/2011

School/Site Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Equity Fund 15% Contrib.	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
JAMS 01-90120-0-00000-00000-8699-011-0000	\$ 376.96	\$ 23,158.48	\$ 12.90	\$23,548.34			\$ -
Adult Education 11-90120-0-00000-00000-8699-090-0000				\$ -			\$ -
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000				\$ -			\$ -
Cabrillo 01-90120-0-00000-00000-8699-017-0000	\$ 4,131.54	\$ 232.00	\$ -	\$ 4,363.54			\$ -
CDS 12-90120-0-00000-00000-8699-070-0000				\$ -	\$ 33,799.87		\$ 33,799.87
Edison 01-90120-0-00000-00000-8699-001-0000	\$ 320.74	\$ 850.00	\$ 150.00	\$ 1,320.74			\$ -
Franklin 01-90120-0-00000-00000-8699-002-0000	\$ 1,182.11			\$ 1,182.11			\$ -
Grant 01-90120-0-00000-00000-8699-003-0000				\$ -			\$ -
Lincoln 01-90120-0-00000-00000-8699-012-0000	\$ 334.33			\$ 334.33			\$ -
Malibu High School 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i>	\$ 13,578.10	\$ 1,531.40	\$ -	\$15,109.50			\$ -
McKinley 01-90120-0-00000-00000-8699-004-0000		\$ 226.91	\$ 40.04	\$ 266.95			\$ -
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 650.00	\$ 510.45	\$ -	\$ 1,160.45			\$ -
Olympic HS 01-90120-0-00000-00000-8699-014-0000	\$ 575.00			\$ 575.00			\$ -
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 738.01	\$ 965.00	\$ -	\$ 1,703.01			\$ -
Roosevelt 01-90120-0-00000-00000-8699-007-0000				\$ -			\$ -
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 3,586.21	\$ 5,393.25	\$ 951.75	\$ 9,931.21			\$ -
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000				\$ -			\$ -
Webster 01-90120-0-00000-00000-8699-008-0000				\$ -			\$ -

BOE Date: 11/04/10

Current Gifts and Donations 2010/2011

School/Site Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Equity Fund 15% Contrib.	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
ALL OTHER LOCATIONS:							
Superintendent's Office 01-90120-0-00000-00000-8699-020-0000				\$ -			\$ -
Educational Services 01-90120-0-00000-00000-8699-030-0000				\$ -	\$ 5,450.00		\$ 5,450.00
Student and Family Support Services 01-90120-0-00000-00000-8699-041-0000				\$ -			\$ -
Special Education 01-90120-0-00000-00000-8699-044-0000				\$ -			\$ -
Information Services 01-90120-0-00000-00000-8699-054-0000				\$ -			\$ -
District 01-90120-00000-0-00000-8699-090-0000				\$ -			\$ -
Food & Nutrition Services 01-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
TOTAL GIFTS	\$ 25,473.00	\$ 32,867.49	\$ 1,154.69	\$59,495.18	\$ 39,249.87	\$ -	\$ 39,249.87
Total Cash Gifts for District:		\$ 32,867.49	Total Equity Fund 15% Contribs. \$ 1,154.69		Total In-Kind Gifts:	\$ -	

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: APPROVAL OF REORGANIZATION OF THE PURCHASING DEPARTMENT
AND ESTABLISH POSITION – SENIOR BUYER

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve the reorganization of the Purchasing Department and establish a new position of Senior Buyer, as detailed below.

COMMENT: In an effort to analyze the efficiency and ensure proper alignment in departments at the District Office, both the staffing and duties assigned to employees in the Purchasing Department was reviewed. The most recent configuration in the department includes: an Administrative Assistant, a Buyer, and a Buyer Supervisor, all under the supervision of the Director of Purchasing. Additionally, the Director of Purchasing supervises two other positions that provide mail and district wide copying services. During the review of the purchasing functions, it was determined that the supervision duties of the Buyer Supervisor could be incorporated into the Director's responsibilities and were no longer required. Therefore, staff is requesting that the Board consider eliminating the position of Buyer Supervisor and create a new position of Senior Buyer.

While a more comprehensive job description will be developed in collaboration with the Personnel Commission, a brief outline of the job duties of the Senior Buyer position are as follows:

- Performs a wide variety of difficult, specialized duties involving equipment and construction materials.
- Follows public bidding laws, education code, and school policies
- Creates reports, as required.
- Researches and evaluates various materials, supplies and resources, as required.
- Evaluates and recommends copy equipment.
- Writes detailed specifications.
- Assists in contract review and evaluation.
- Provides functional and technical guidance to lower level technical and clerical personnel.
- Manages/monitors leases, contracts and licenses for renewal or expiration.
- Meets with vendors regarding new merchandise and sources of supplies.
- Handles formal bid processes for complex projects including a prequalification process, if appropriate.
- Reviews requisition, purchase orders for conformance and compliance with established standards and regulations.
- Coordinates the transfer of surplus or unused supplies and equipment between departments, as needed.

Estimated savings associated with this change is approximately \$18,000.

The incumbent in the Buyer Supervisor position will be laid off and provided their employment rights. These could include bumping or voluntary placement due to lay off status.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / STUART SAM

RE: CONTRACT AMENDMENT #20 FOR ENVIRONMENTAL MONITORING,
TESTING, AND REPORTING FOR SOIL REMEDIATION – EDISON LANGUAGE
ACADEMY, 2508 & 2512 VIRGINIA AVENUE PROPERTIES – LFR – MEASURE
BB

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve Contract Amendment #20 with LFR in the amount of \$69,555 for a total contract amount of \$582,763.

Funding Information:

Budgeted: Yes
Fund: 81
Source: State School Building Fund
Account Number: 81-00000-0-00000-85000-5802-001-2600
Project: Abatement, Demolition & Soil Remediation at Virginia Avenue Properties
Description: Consultant Services

COMMENTS: Prior to construction activities at Edison Language Academy Project, the two properties on Virginia Avenue (2508 & 2512), must be demolished and all affected soils removed from site. Environmental testing of the two sites indicates approximately 350 cubic yards of soil that are affected by trace amounts of lead and pesticides. These affected soils will be removed as part of the Abatement, Demolition & Soil Remediation at Virginia Avenue Properties Project.

The removal of any affected soils requires a licensed environmental consultant be present to verify that all laws and regulations are being observed by the contractor. The environmental consultant's scope of work includes overall monitoring of environmental concerns and state regulations related to the abatement of the hazardous materials identified in the soil at the site. Specific tasks include constant monitoring and collection of airborne dust, abatement practices, laboratory testing of soil and airborne dust, contractor best practices per EPA guidelines, that soil is properly transported to an approved disposal site and preparation of a Removal Action Completion Report.

This Contract Amendment #20 is for professional consulting services to monitor the removal of the affected soils identified on the 2508 & 2512 Virginia Avenue properties by the contractor that is awarded the contract for the demolition and abatement at these properties.

(Continued on next page)

ORIGINAL CONTRACT AMOUNT	\$ 54,300
Contract Amendment #1 (Pipe Risk Eval.,ELA)	26,686
Contract Amendment #2 (Env. Assessment, Lincoln)	50,879
Contract Amendment #3 (Env. Assessment, 4 sites)	162,335
Contract Amendment #4 (Pipe Risk Phase 2, ELA)	32,392
Contract Amendment #5 (Contract Extension)	0
Contract Amendment #6 (Malibu, SAMOHI)	4,200
Contract Amendment #7 (Pipe Risk Stage 2, SAMOHI)	6,770
Contract Amendment #8 (Removal Action Plan,ELA)	21,010
Contract Amendment #9 (Sampling Lincoln)	16,808
Contract Amendment #10 (Sampling Adams)	21,608
Contract Amendment #11 (sampling RAW Adams)	31,970
Contract Amendment #12 (samp. RAW Lincoln)	25,320
Contract Amendment #13 (Revised Phase 1, Malibu)	860
Contract Amendment #14 (Edison, RAW, Bid assist)	5,850
Contract Amendment #15 (Edison, RAW, Monitoring) (not approved)	0
Contract Amendment #16 (Adams, RAW, Bid assist, monitoring)	5,000
Contract Amendment #17 (Lincoln, RAW, Bid assist, monitoring)	3,800
Contract Amendment #18 (Malibu, sampling, RAW)	34,870
Contract Amendment #19 (Adams, add'l sampling)	8,550
<u>Contract Amendment #20 (Edison, Virginia Ave., Remed. Monitoring)</u>	<u>69,555</u>
TOTAL CONTRACT AMOUNT	\$582,763

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / STUART A. SAM

RE: CONTRACT AMENDMENT #2 FOR EXTENDED INSPECTION SERVICES – REPLACEMENT OF CLASSROOM BUILDING C, MODERNIZATION AND SITE IMPROVEMENTS – RELOCATABLES (PACKAGE 1A) – LINCOLN MIDDLE SCHOOL – THE IOR GROUP, INC – MEASURE BB

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve Contract Amendment #2 with The IOR Group, Inc. to provide extended Inspection Services for Lincoln Middle School - Replacement of Classroom Building C, Modernization and Site Improvements Project – Relocatables (Package 1A), in the amount not to exceed \$10,300, for a total contract amount of \$40,300.

Funding Information

Budgeted: Yes
Fund: 82
Source: State School Building Fund
Account Number: 82-00000-0-00000-85000-5802-012-2600
Description: Independent Contractor/Consultant

Comments: Division of the State Architect (DSA) Inspection Services are required by code to ensure that school facilities are built to the DSA approved plans and specifications. District staff requested a proposal from The IOR Group, Inc. to provide Inspection Services for the Lincoln Middle School -Relocatables Project, DSA Application No. 03-112987. The additional services are needed for re-inspection of work in place due to extended contract duration. District staff will be evaluating what amount should be recovered, if any, from the contractor.

This Contract Amendment #2, for \$10,300, is for extended Inspection Services for the Lincoln Middle School - Replacement of Classroom Building C, Modernization and Site Improvements Project – Relocatables (Package 1A). The revised contract total will be \$40,300. This cost was anticipated in the budget.

ORIGINAL CONTRACT (Grant ES, A#03-112845)	\$20,000
Contract Amendment #1 (Lincoln MS, A#03-112987)	10,000
Contract Amendment #2 (Lincoln MS, A#03-112987 service extension)	10,300
TOTAL CONTRACT AMOUNT	\$40,300

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / STUART A. SAM

RE: CHANGE TO APPROVED CONSTRUCTION BUDGET – CABRILLO
ELEMENTARY SCHOOL FENCING AND GATE PROJECT – MEASURE BB

RECOMMENDATION NO. A.11

It is recommended that the Board of Education approve a construction budget increase for the Cabrillo ES Bid #10.22.BB-03-113115, Cabrillo Elementary School Fencing and Gate Project. The construction budget for the fencing project will be increased by \$32,000 from \$108,000 to \$140,000.

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-00000-0-00000-85000-6200-017-2600
Description: Construction Services
DSA #: 03-113115

COMMENTS: The additional construction budget will be transferred from available soft costs and contingency within the project. Other project budgets will not be affected nor will program reserves.

The BBAC made a recommendation to the Board of Education to approve the budget increase at their October 18, 2010 meeting.

A previously distributed Friday memo dated October 15, 2010 is related to this Board Item.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / STUART A. SAM

RE: RATIFICATION OF AWARD OF BID #10.22.BB-03-113115 – CABRILLO
ELEMENTARY SCHOOL FENCING AND GATE PROJECT – MEASURE BB

RECOMMENDATION NO. A.12

It is recommended that the Board of Education ratify the award of Bid #10.22.BB-03-113115, Cabrillo Elementary School Fencing and Gate Project, to C&W Construction Specialties, the lowest responsive responsible bidder, in the amount of \$139,632

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-00000-0-00000-85000-6200-017-2600
Description: Construction Services
DSA #: 03-113115

COMMENTS: On October 21, 2010, the Board of Education, approved the award of bid number 10.22.BB-03-113115 to the lowest responsible responsive bidder for a range of \$139,632 to \$158,200 (Item A.10).

Subsequent to that approval, District staff has completed their evaluation of the bids and has determined that the lowest responsible responsive bidder is C&W Construction Specialties. Their bid is in the amount of \$139,632.

A previously distributed Friday memo dated October 15, 2010, is related to this Board Item.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

FROM: TIM CUNEO / JANECE L. MAEZ / STUART A. SAM

RE: CATEGORICAL EXEMPTION OF MALIBU MIDDLE AND HIGH SCHOOL
REMOVAL ACTION WORKPLAN AND AUTHORIZE FILING OF NOTICE OF
EXEMPTION – MEASURE BB

RECOMMENDATION NO. A.13

It is recommended that the Santa Monica-Malibu Unified School District (“District”) Board of Education find that the Malibu Middle and High School Removal Action Workplan Project (“Project”) is exempt under the Class 4 Categorical Exemption, approve the Project, and authorize staff to file a Notice of Exemption (“NOE”).

COMMENTS: The Project consists of excavating and disposing of approximately 1,200-cubic yards of pesticide- and polychlorinated biphenyls- (“PCBs”) contaminated soils from certain areas adjacent to certain Malibu Middle and High School buildings and backfilling the excavations with clean soil. The specific locations of the soil removal areas are depicted in Attachment A.

The District engaged Arcadis to conduct a Phase 1 Environmental Site Assessment of the Malibu Middle and High School Campus to determine whether there was an indication in public records and through reconnaissance that the Campus’ soils or groundwater could be contaminated from past activities in the areas contemplated for the Malibu Middle and High School Campus Improvements Project. Arcadis concluded in its Phase 1 Environmental Site Assessment Report dated October 1, 2009 that there is the potential for unacceptable levels of soil contamination from lead-based paint, termiticides, and volatile organic compounds. A copy of the Phase 1 Environmental Assessment Report is available at the District’s Offices for review. In the Phase 1 Environmental Assessment Report, Arcadis recommended that the District conduct a Preliminary Environmental Assessment to determine whether such contamination actually exists in the Campus’ soils.

The Preliminary Environmental Assessment consisted of numerous soil samples and soil vapor probes in the areas that Arcadis anticipated that such contamination could occur. Arcadis found the suspected contamination. In addition, PCBs were found. All of the contaminants that pose an unacceptable risk (pesticides and PCBs) reside within isolated Campus’ soils down to approximately three feet below the surface as discussed in Arcadis’ Preliminary Environmental Assessment Report dated June 14, 2010. A copy of the Preliminary Environmental Assessment Report is available at the District’s Offices for review. Based on the testing and risk calculation results, Arcadis recommended remediation of the contaminated soils that pose an unacceptable risk and the preparation of a Removal Action Workplan to determine the appropriate remediation method.

(Continued on next page)

The spatial extent of the contaminated soils to be removed is delineated in Arcadis' Removal Action Workplan dated August 5, 2010. A copy of the Removal Action Workplan is available at the District's offices for review. In addition, the Removal Action Workplan details the sampling and testing conducted, the risk calculations, and the alternatives considered to remediate the contaminated soils. Three remediation alternatives were analyzed: (1) No Further Action; (2) Capping and Deed Restriction; and (3) Excavation and Offsite Disposal of Affected Soil. Arcadis evaluated each alternative according to U.S. Environmental Protection Agency Guidance documents and concluded that Excavation and Offsite Disposal of Affected Soil is the preferred alternative based on its effectiveness, implementability, and cost. Accordingly, District staff recommends this alternative to proceed with.

Due to its limited scope, no permanent changes to the Campus would occur and receiving waters would be protected. Thus, this Project is exempt from the California Environmental Quality Act ("CEQA") under the Class 4 Categorical Exemption, Minor Alterations to Land. (Cal. Code of Regs., Title 14, Chapter 3 ["CEQA Guidelines"], § 15304.) The Class 4 Categorical Exemption is for a project that "consists of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve the removal of healthy, mature, scenic trees except for forestry and agricultural purposes. Examples include but are not limited to [¶]...[¶] (f) Minor trenching and backfilling where the surface is restored." (*Ibid.*) This Project fits the Class 4 Categorical Exemption because it is a public alteration of land that only involves minor trenching and excavation (within the developed portion of the Campus) to an approximate depth of three feet to remove the contaminated soils, backfill of the trenches and excavations, and restoration of the surfaces. The removed contaminated soils will be disposed of at an appropriate disposal site approved by regulatory authorities. No healthy, mature, scenic trees are near the Project's location as the nearby trees are only small, non-native, ornamentals.

Under the CEQA Guidelines, an NOE is filed with the Clerk of Los Angeles County after approval of the Project. Staff requests authorization to file an NOE should the Project be approved.

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

Notice of Exemption

Form D

To: Office of Planning and Research
P.O. Box 3044, Room 212
Sacramento, CA 95812-3044

From: (Public Agency) Santa Monica-Malibu Unified
School District (SMMUSD)
1651 Sixteenth St., Santa Monica, CA 90404
(Address)

County Clerk
County of Los Angeles
12400 Imperial Highway, Room 1701
Norwalk, CA 90650

Project Title: Malibu Middle & High School Removal Action Workplan Project

Project Location - Specific:

Malibu Middle & High School, 30215 Morning View Drive

Project Location - City: Malibu Project Location - County: Los Angeles

Description of Nature, Purpose and Beneficiaries of Project:

Project consists of excavating to an approximate depth of 3 feet and disposing of approximately 1,200-cubic yards of pesticide- and polychlorinated biphenyls- ("PCBs") contaminated soils from certain areas adjacent to certain Malibu Middle and High School buildings, backfilling the excavations with clean soil, and restoring the surfaces.

Name of Public Agency Approving Project: SMMUSD

Name of Person or Agency Carrying Out Project: SMMUSD

Exempt Status: (check one)

- Ministerial (Sec. 21080(b)(1); 15268);
Declared Emergency (Sec. 21080(b)(3); 15269(a));
Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
[X] Categorical Exemption. State type and section number: Class 4-Minor Alternations to Land, CEQA Guidelines section 15304
Statutory Exemptions. State code number:

Reasons why project is exempt:

Project fits the Class 4 Categorical Exemption because it is a public alteration of land that only involves minor trenching and excavation (within the developed portion of the Campus) to a maximum depth of three feet to remove the contaminated soils, backfill of the trenches and excavations, and restoration of the surfaces. The removed contaminated soils will be disposed of at an appropriate disposal site approved by regulatory authorities. No healthy, mature, science trees are near the Project's location as the nearby trees are only small, non-native, ornamentals.

Lead Agency
Contact Person: Janece L. Maez Area Code/Telephone/Extension: (310) 450-8338 ext. 268

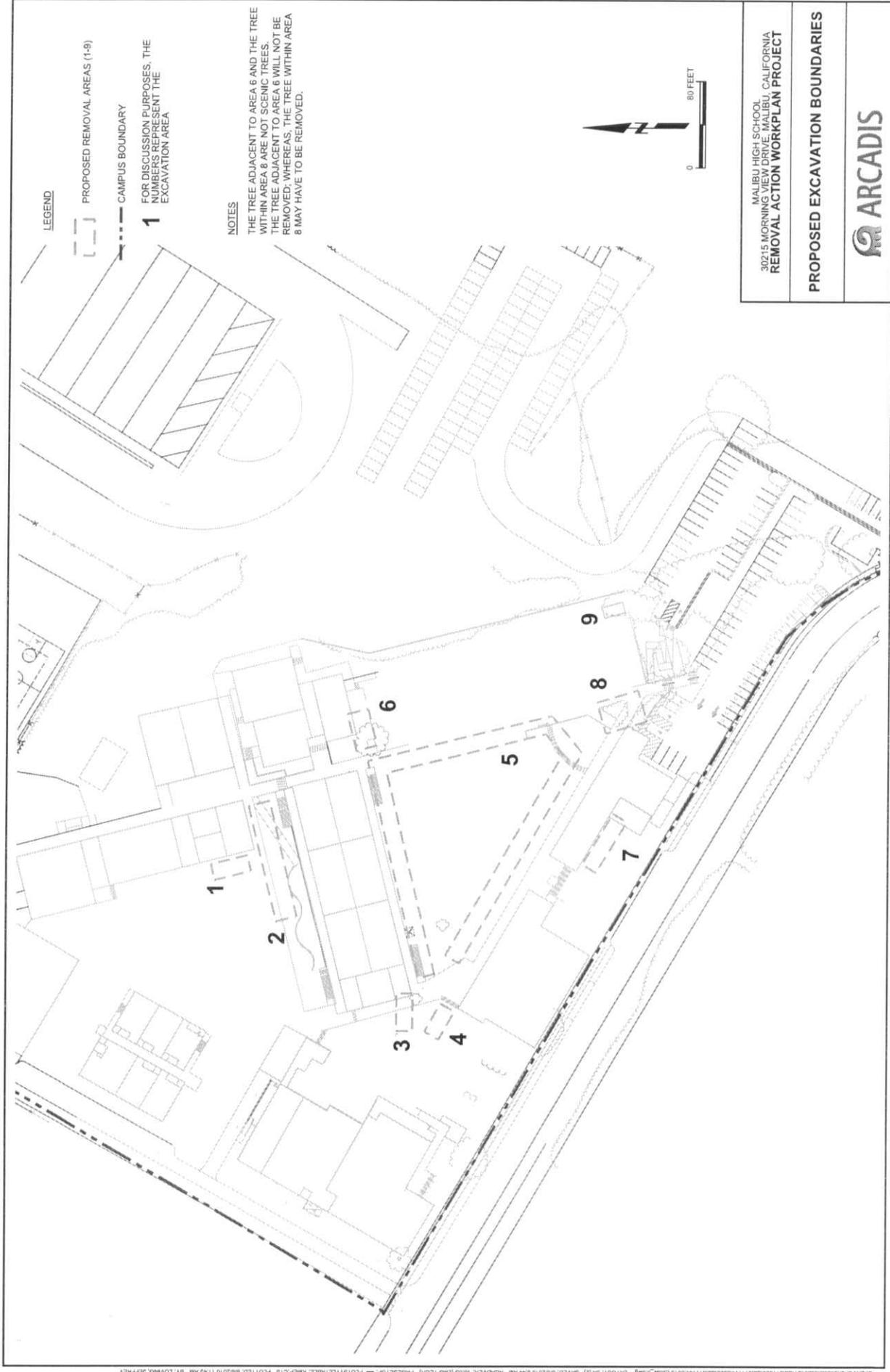
If filed by applicant:

- 1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: Date: Title: Assist. Superintendent

- [X] Signed by Lead Agency Date received for filing at OPR:
Signed by Applicant

Revised 2005



LEGEND

- PROPOSED REMOVAL AREAS (1-9)
- CAMPUS BOUNDARY

1
FOR DISCUSSION PURPOSES, THE NUMBERS REPRESENT THE EXCAVATION AREA

NOTES

THE TREE ADJACENT TO AREA 6 AND THE TREE WITHIN AREA 6 ARE NOT SCENIC TREES. THE TREE ADJACENT TO AREA 6 WILL NOT BE REMOVED; WHEREAS, THE TREE WITHIN AREA 8 MAY HAVE TO BE REMOVED.



MALIBU HIGH SCHOOL
30215 MORNING VIEW DRIVE, MALIBU, CALIFORNIA
REMOVAL ACTION WORKPLAN PROJECT

PROPOSED EXCAVATION BOUNDARIES



TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / STUART A. SAM

RE: CONTRACT AMENDMENT #11 FOR ENVIRONMENTAL TEST AND REPORTING SERVICES – REPLACEMENT OF CLASSROOM BUILDINGS E, F, & G, NEW ADMINISTRATION, MODERNIZATION AND SITE IMPROVEMENTS – JOHN ADAMS MIDDLE SCHOOL NEW CONSTRUCTION & MODERNIZATION PROJECT (PACKAGE 2B) – ATC ASSOCIATES – MEASURE BB

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve ATC Associates Contract Amendment #11 to provide environmental consulting services related to the identification and removal of hazardous materials for the John Adams Middle School - Replacement of Classroom Buildings E, F & G, New Administration, Modernization and Site Improvements Project – New Construction & Modernization Project (Package 2B), in the amount of \$4,990 for a total Contract amount of \$197,798.

Funding Information

Budgeted: Yes
Fund: 82
Source: State School Building Fund
Account Number: 82-00000-0-00000-85000-5802-011-2600
Project: New Construction and Modernization
Description: Environmental Tests, Soft Costs, Hazardous Materials

COMMENTS: Prior to the commencement of any project involving an existing building, the District contracts with an environmental consultant to identify any hazardous materials that may be present in the materials that will be disturbed during the work. They prepare a report, an abatement specification, and a scope of work specific to the project.

ATC has completed most of this work for this project. This contract amendment covers some additional areas of work not identified at the time the previous work was completed. This scope includes areas affected by additional fire alarm upgrades and electrical upgrades.

ORIGINAL CONTRACT AMOUNT: (Estimate)	\$ 0
CONTRACT AMENDMENT #1: (8 Sites, Net Add to orig. est. \$1,138)	101,138
CONTRACT AMENDMENT #2: (3 Sites)	42,647
CONTRACT AMENDMENT #3: (2508,2512 Virginia Ave, survey, specs)	7,010
CONTRACT AMENDMENT #4: (Webster Elem, FA project)	13,152
CONTRACT AMENDMENT #5: (Point Dume MSE, Gas/Heat project)	11,815
CONTRACT AMENDMENT #6: (2508 & 2512 Virginia, Monitoring)	4,012
CONTRACT AMENDMENT #7: (Grant ES, Entry Reconfiguration)	3,501
CONTRACT AMENDMENT #8: (Cabrillo ES, Fence & Gate)	2,714
CONTRACT AMENDMENT #9: (Olympic HS, Landscape)	1,535
CONTRACT AMENDMENT #10: (Rogers, Pre-school Relos)	5,284
CONTRACT AMENDMENT #11: (John Adams, New Constr. & Mod.)	4,990
<u>TOTAL CONTRACT AMOUNT:</u>	<u>\$197,798</u>

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / STUART A. SAM

RE: APPROVE CONTRACT AMENDMENT #12 FOR ENVIRONMENTAL TEST AND REPORTING SERVICES – MODERNIZATION AND REPLACEMENT OF CLASSROOM BUILDING PROJECTS AT LINCOLN MIDDLE SCHOOL – ATC ASSOCIATES – MEASURE BB

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve ATC Associates Contract Amendment #12 to provide environmental consulting services related to the identification and removal of hazardous materials for the Lincoln Middle School, Modernization and Replacement Of Classroom Building Projects, in the amount of \$4,310 for a total Contract amount of \$202,108.

Funding Information

Budgeted: Yes
Fund: 82
Source: State School Building Fund
Account Number: 82-00000-0-00000-85000-5802-012-2600
Projects: Modernization (1B), Classroom Building (2)
Description: Environmental Tests, Soft Costs, Hazardous Materials

COMMENTS: Prior to the commencement of any project involving an existing building, the District contracts with an environmental consultant to identify any hazardous materials that may be present in the materials that will be disturbed during the work. They prepare a report, an abatement specification, and a scope of work specific to the project.

ATC has completed most of this work for this project. This contract amendment covers additional areas of work not identified at the time the previous work was completed. This scope includes areas affected by additional fire sprinkler work, fire alarm work and electrical upgrades.

ORIGINAL CONTRACT AMOUNT: (Estimate)	\$ 0
CONTRACT AMENDMENT #1: (8 Sites, Net Add to orig. est. \$1,138)	101,138
CONTRACT AMENDMENT #2: (3 Sites)	42,647
CONTRACT AMENDMENT #3: (2508,2512 Virginia Ave, survey, specs)	7,010
CONTRACT AMENDMENT #4: (Webster Elem, FA project)	13,152
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CONTRACT AMENDMENT #6: (2508 & 2512 Virginia, Monitoring)	4,012
CONTRACT AMENDMENT #7: (Grant ES, Entry Reconfiguration)	3,501
CONTRACT AMENDMENT #8: (Cabrillo ES, Fence & Gate)	2,714
CONTRACT AMENDMENT #9: (Olympic HS, Landscape)	1,535
CONTRACT AMENDMENT #10: (Rogers, Pre-school Relos)	5,284
CONTRACT AMENDMENT #11: (John Adams, New Constr. & Mod.)	4,990
<u>CONTRACT AMENDMENT #12 : (Lincoln, Mod & Classroom Bldg.)</u>	<u>4,310</u>
TOTAL CONTRACT AMOUNT:	\$202,108

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / STUART A. SAM

RE: MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT AND THE CITY OF SANTA MONICA RELATED TO THE CIVIC CENTER JOINT USE PROJECT (CCJUP)

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve the Memorandum of Understanding (MOU) between Santa Monica Malibu Unified School District and the City of Santa Monica, which provides funding to the District in the amount of \$1,084,423 for planning, design, and initiation of environmental review for the Civic Center Joint Use Project (CCJUP) at Santa Monica High School.

Funding Information:

Budgeted: Yes

Fund: 40

Source: City of Santa Monica

Account Number: 40-00000-0-00000-82000-5802-050-2600

Description: Consultant Services

COMMENTS: On June 22, 2010, the City Council approved a Capital Improvement Project in the amount of \$1,084,423 to move forward the planning and project definition of the CCJUP and to initiate the environmental review. On October 12, 2010, the City Council authorized the City Manager to negotiate and execute the MOU.

The MOU provides funding for completion of the space use program and development of two Build Out Concepts, including the identification of the \$57 million Phase I Project. Technical studies will be initiated to establish both the feasibility of the Build Out Concepts and the Phase I Project, and provide the technical analysis for the Environmental Impact Report (EIR). The BOE approved Contract Amendment #15 in the amount of \$429,728 for R.L. Binder Architects on August 18, 2010, and approved Contract Amendment #2, in the amount of \$345,000 for AECOM on September 1, 2010 to perform a portion of the work detailed in the MOU. Exhibit A, the Scope of Work and Budget, and Exhibit B, the Schedule of Performance are attached.

A staff-based Working Group will bring together technical, operational, and policy expertise of both the School District and City of Santa Monica to ensure the feasibility of the proposed joint use. The Superintendent will appoint School District members; City staff members will be appointed by the City Manager. The decision process for the joint use will follow a parallel track, with recommendations of the Working Group forwarded to the Superintendent and the City Manager, who will each present the recommendations to the School Board and City Council.

(Continued on next page)

The School District is the lead on the CCJUP Project and will establish the priorities for the project. The purpose of the Working Group includes the following:

- Provide a collaborative framework for evaluating tradeoffs.
- Broaden the technical and operational review to ensure the feasibility of the proposed joint use.
- Coordinate the Samohi joint use with the planning for the entire Civic Center.
- Assist in the public review process.

The planning process will include input from key stakeholder groups including the Samohi school site, the City of Santa Monica, recreation and sports user groups, cultural organizations, as well as the larger community. The first product will be a recommended space use program, developed by the Samohi site and approved by the Board of Education. The space use program will be the basis for further development of the proposed concepts for both the long term project build out and the initial \$57 million phase. The recommended Phase I and Build Out Concepts will be presented to the Board of Education and the City Council for approval in May or June 2011. The project will be detailed sufficiently to enable preparation of the Initial Study to begin in June or July 2011.

The MOU provides for reimbursement of up to \$1,084,423 to the District for the projected costs outlined in Exhibit A. This funding is a portion of the \$57 million and reduces the remaining allocation by the Redevelopment Agency to \$55,915,577.

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

TO: BOARD OF EDUCATION
 FROM: TIM CUNEO / DEBRA MOORE WASHINGTON
 RE: CERTIFICATED PERSONNEL – Elections, Separations

ACTION/CONSENT
 11/04/10

RECOMMENDATION NO. A.17

Unless otherwise noted, all items are included in the 2010/2011 approved budget.

ADDITIONAL ASSIGNMENTS

ADAMS MIDDLE SCHOOL

Kusion, Mary	178 hrs @\$82.77	9/3/10-6/22/11	<u>Own Hrly/\$14,733</u>
		TOTAL OWN HOURLY	\$14,733

Comment: 6th Period Assignment
 01-ESEA Title III – LEP

Scotland, Alva	178 hrs @\$82.77	9/3/10-6/22/11	<u>Own Hrly/\$14,733</u>
		TOTAL OWN HOURLY	\$14,733

Comment: 6th Period Assignment
 01-ELAP-Engl Lang Acquisition Prog

Asher, Jeannette	14 hrs @\$40.46	10/4/10-5/31/11	Est Hrly/\$566
Bodok, Susan	14 hrs @\$40.46	10/4/10-5/31/11	Est Hrly/\$566
Jacobs, Eddy	14 hrs @\$40.46	10/4/10-5/31/11	Est Hrly/\$566
Kilpatrick, Genevieve	14 hrs @\$40.46	10/4/10-5/31/11	Est Hrly/\$566
Ransom, Barbara	14 hrs @\$40.46	10/4/10-5/31/11	Est Hrly/\$566
Saling, David	14 hrs @\$40.46	10/4/10-5/31/11	Est Hrly/\$566
Toppel, Diane	14 hrs @\$40.46	10/4/10-5/31/11	Est Hrly/\$566
Valentiner, Katharina	14 hrs @\$40.46	10/4/10-5/31/11	<u>Est Hrly/\$566</u>
		TOTAL ESTABLISHED HOURLY	\$4,528

Comment: After School Library Supervision
 01-Reimbursed by PTA

CABRILLO ELEMENTARY SCHOOL

Baltrushes, Susan	33 hrs @\$40.46	10/11/10-6/1/11	<u>Est Hrly/\$1,335</u>
		TOTAL ESTABLISHED HOURLY	\$1,335

Comment: After School Homework Club
 01-Gifts – Equity Fund

EDUCATIONAL SERVICES

Allstot, Sean	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Andino, Melissa	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Blitz, Sara	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Bon, Nancy	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Check, Laura	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Cowgill, Elizabeth	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Duran-Contreras, Martha	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Hirt, Mary	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Hoos, JuliaCheri	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Hunt, Mark	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Levy, Amanda	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Loopesko, Lorna	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Meyer, Kim	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Murphy, Letitia	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
O'Brien, Marianna	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Pham, Vy	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Pomatti, Kate	6 hrs @\$40.46	10/23/10	Est Hrly/\$243

Suffolk, Stefanie	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
Ventre, Vanessa	6 hrs @\$40.46	10/23/10	Est Hrly/\$243
		TOTAL ESTABLISHED HOURLY	\$4,617

Comment: Middle School Workshop
01-IASA: Title II Teacher Quality

LINCOLN MIDDLE SCHOOL

Moe, Eric	74.15 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$3,000
		TOTAL ESTABLISHED HOURLY	\$3,000

Comment: Intervention Mentor
01-Gifts – Equity Fund

Johnston, Roe	24.72 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$1,000
		TOTAL ESTABLISHED HOURLY	\$1,000

Comment: Audio/Visual Support
01-Tier III Programs Cat Flex

Allstot, Sean	49.44 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$2,000
Blitz, Sarah	24.72 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$1,000
Hartson, Elizabeth	24.72 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$1,000
Vieira, Ron	49.44 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$2,000
		TOTAL ESTABLISHED HOURLY	\$6,000

Comment: Grade Level Coordinators
01-Tier III Programs Cat Flex

Hirt, Mary	5 hrs @\$40.46	10/1/10-6/22/11	Est Hrly/\$202
Levy, Amanda	4 hrs @\$40.46	10/1/10-6/22/11	Est Hrly/\$162
Preuss, Jennifer	4 hrs @\$40.46	10/1/10-6/22/11	Est Hrly/\$162
		TOTAL ESTABLISHED HOURLY	\$526

Comment: ASB Dance Chaperones
01-Reimbursed by ASB

MCKINLEY ELEMENTARY SCHOOL

King, Keri	70 hrs @\$40.46	10/1/10-6/22/11	Est Hrly/\$2,832
		TOTAL ESTABLISHED HOURLY	\$2,832

Comment: Coordinate GATE Program
01-Title I ARRA

ROGERS ELEMENTARY SCHOOL

Braff, Sarah	30 hrs @\$40.46	10/11/10-6/17/11	Est Hrly/\$1,214
Herrera, Mayra	90 hrs @\$40.46	10/11/10-6/17/11	Est Hrly/\$3,641
Vasquez, Martha	144 hrs @\$40.46	10/18/10-6/17/11	Est Hrly/\$5,826
		TOTAL ESTABLISHED HOURLY	\$10,681

Comment: After School Intervention
01-IASA: Title I Basic-LW Inc/Neg

Harris, Jerold	\$534.64, as needed	9/1/10-6/30/11	Own Daily/\$----
		TOTAL OWN DAILY	\$----

Comment: Assisting with transition of new principal
01-Unrestricted Resource

SANTA MONICA HIGH SCHOOL

Corrigan, Mike	119 hrs @\$40.46	9/8/10-6/22/11	Est Hrly/\$4,815
		TOTAL ESTABLISHED HOURLY	\$4,815

Comment: Jazz Band 2
01-Gifts

Honda, Julie	3 hrs @\$40.46	9/3/10-9/30/11	<u>Est Hrly/\$121</u>
		TOTAL ESTABLISHED HOURLY	\$121
Comment:	Substituting for Athletic Trainer		
	01-Reimbursed by ASB	-40%	
	01-Unrestricted Resource	-60%	

SPECIAL EDUCATION

Kittel, Gina	4 hrs @\$40.46	8/1/10-8/31/10	<u>Est Hrly/\$162</u>
		TOTAL ESTABLISHED HOURLY	\$162

Comment: Training/Prep for new teacher
01-Special Education

Ustation, Tina	4 hrs @\$40.46	8/1/10-8/31/10	<u>Est Hrly/\$162</u>
		TOTAL ESTABLISHED HOURLY	\$162

Comment: Attend IEP during summer
01-Special Education

Collins, Carolyn	3 hrs @\$40.46	7/1/10-8/31/10	<u>Est Hrly/\$121</u>
		TOTAL ESTABLISHED HOURLY	\$121

Comment: Preparation for Records Request during summer
01-Special Education

STUDENT SERVICES

Bressler, Rachel	120 hrs @\$40.46	9/3/10-6/22/11	Est Hrly/\$4,855
Bronstein, Susan	70 hrs @\$40.46	9/3/10-6/22/11	<u>Est Hrly/\$2,832</u>
		TOTAL ESTABLISHED HOURLY	\$7,687

Comment: After School Nurse Coverage
01-Medi-Cal Billing Option

Bronstein, Susan	25 hrs @\$40.46	9/3/10-6/30/11	Est Hrly/\$1,012
Ernst, Anne	25 hrs @\$40.46	9/3/10-6/30/11	Est Hrly/\$1,012
Mahon, Meg	25 hrs @\$40.46	9/3/10-6/30/11	Est Hrly/\$1,012
Morn, Lora	25 hrs @\$40.46	9/3/10-6/30/11	<u>Est Hrly/\$1,012</u>
		TOTAL ESTABLISHED HOURLY	\$4,048

Comment: CPR Training for District staff
01-Medi-Cal Billing Option

Hannan, Ellen	50 hrs @\$40.46	9/3/10-6/30/11	<u>Est Hrly/\$2,023</u>
		TOTAL ESTABLISHED HOURLY	\$2,023

Comment: Assist School Nurse with Hearing/Vision/Scoliosis screenings
01-Unrestricted Resource

WEBSTER ELEMENTARY SCHOOL

Ackrich, Deborah	390 hrs @\$40.46	10/12/10-6/22/11	<u>Est Hrly/\$15,779</u>
		TOTAL ESTABLISHED HOURLY	\$15,779

Comment: Reading Instruction

01-Save Our Schools	- 21%
01-Tier III Programs Cat Flex	- 72%
01-Gifts – Equity Fund	- 7%

HOURLY TEACHERS

ROP

Bowman-Smith, Carla	24 hrs @\$45.34	9/3/10-6/30/11	Est Hrly/\$ 1,088
Just-Daire, Meiko	480 hrs @\$45.34	9/3/10-6/30/11	Est Hrly/\$21,763
McCrum, David	230 hrs @\$45.34	9/3/10-6/30/11	Est Hrly/\$10,428
McGee, Richard	950 hrs @\$45.34	9/3/10-6/30/11	Est Hrly/\$43,073
Merrick, Jeffrey	90 hrs @\$45.34	9/3/10-6/30/11	Est Hrly/\$ 4,081

Shafiey, Mahvash	100 hrs @\$45.34	9/3/10-6/30/11	Est Hrly/\$ 4,534
Suhd, Mike	320 hrs @\$45.34	9/3/10-6/30/11	Est Hrly/\$14,509
Wishart, William	375 hrs @\$45.34	9/3/10-6/30/11	Est Hrly/\$17,003
Zox	110 hrs @\$45.34	9/3/10-6/30/11	<u>Est Hrly/\$ 4,987</u>
TOTAL ESTABLISHED HOURLY			\$121,466

Comment: ROP Instruction
01-ROP-Classroom/Program

Byrd, Mark	360 hrs @\$53.13	9/3/10-6/30/11	Own Hrly/\$19,127
Jones, Teresa	700 hrs @\$68.74	9/3/10-6/30/11	Own Hrly/\$48,118
Kemp, Anita	1000 hrs @\$70.32	9/3/10-6/30/11	<u>Own Hrly/\$70,320</u>
TOTAL OWN HOURLY			\$ 137,565

Comment: ROP Instruction
01-ROP-Classroom/Program

TOTAL ESTABLISHED HOURLY, OWN HOURLY AND OWN DAILY = \$ 357,934

CHANGE IN ASSIGNMENT

Bressler, Rachel
Student Svcs/Nurse

Effective
9/3/10-6/22/11

From: 80%
To: 100%

RESIGNATION

Name/Location
Nikcevic, Veronica
Adult Education

Effective
10/1/10

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

TO: BOARD OF EDUCATION
 FROM: TIM CUNEO / WILBERT YOUNG
 RE: CLASSIFIED PERSONNEL - MERIT

ACTION/CONSENT
 11/04/10

RECOMMENDATION NO. A.18

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

<u>ELECTION</u>		<u>EFFECTIVE DATE</u>
Cornish, Glen Educational Svcs	Media Services Coord 4 Hrs/12 Mo/Range: 26 Step: A	10/11/10
Gordeau, Tajameace Santa Monica HS	Inst Asst – Physical Ed 6 Hrs/SY/Range: 20 Step: A	10/18/10
Kim, Jeong (Jane) McKinley Elementary	Occupational Therapist 8 Hrs/SY/Range: 77 Step: E	10/17/10
Karels, Kloie Franklin Elementary	Inst Asst – Special Ed 6 Hrs/SY/Range: 20 Step: A	10/8/10
Malik, Richa Franklin Elementary	Inst Asst – Special Ed 4.5 Hrs/SY/Range: 20 Step: A	10/7/10

<u>RE-EMPLOYMENT</u>		<u>EFFECTIVE DATE</u>
De los Santos, Gabriela Muir Elementary	Inst Asst - Classroom 3.5 Hrs/SY/Range: 18 Step: F	10/18/10

<u>TEMP/ADDITIONAL ASSIGNMENTS</u>		<u>EFFECTIVE DATE</u>
Burrell, Catherine Theater Operations	Lifeguard/Swim Instructor	7/1/10-6/30/11
Claunch, Eboni Rogers Elementary	Inst Asst – Classroom	10/11/10-6/17/11
DeAlmeida, Suzanne Lincoln MS	Inst Asst – Special Ed	9/27/10-6/22/11
Gilbert, Janet Ed Svcs	Office Specialist	10/4/10-10/7/10
Hall, Amanda Special Education	Inst Asst – Specialized	9/3/10-6/22/11
Holsome, Dorothy Santa Monica HS	Cafeteria Worker I	10/10/10-6/22/11
Hornsby, Jeff Purchasing	Buyer	10/18/10-6/30/11
Klenk, Heather Lincoln MS	Inst Asst – Music	9/20/10-6/22/11

McGrath, Kathy John Adams MS/Bus Svcs	Sr. Office Specialist	10/1/10-11/30/10
Medina, Rocio Rogers Elementary	Inst Asst – Classroom	10/11/10-6/17/11
Molina, Maria Educational Svcs	Inst Asst – Bilingual	9/20/10-11/10/10
Murray, April Theater Operations	Lifeguard/Swim Instructor	7/1/10-6/30/11
Part, Brian Facility Permits	Sports Facility Coordinator	7/1/10-6/30/11
Preciado, Edwin Special Education	Inst Asst – Specialized	9/3/10-10/1/10
Rodriguez, Sarah Rogers Elementary	Inst Asst – Classroom	10/18/10-6/17/11
Sea, Shannon Rogers Elementary	Inst Asst – Classroom	10/18/10-6/17/11
Thomas, Billy Special Education	Inst Asst – Special Ed	10/7/10-11/19/10
Torres, Jose Operations	Custodian	7/1/10-6/30/11
Valencia, Diana Lincoln MS	Inst Asst – Bilingual	9/8/10-6/22/11
Vargas, Cynthia Special Education	Inst Asst – Specialized	7/1/10-8/6/10
Vazquez, Miguel Operations	Custodian	7/1/10-6/30/11
<u>SUBSTITUTES</u>		<u>EFFECTIVE DATE</u>
Bernaday, Michelle Personnel Commission	Office Specialist	10/4/10-6/30/11
Brown, Michelle Food Svcs	Cafeteria Worker I	9/1/10-6/30/11
Clark Brandon, Monique Personnel Commission	Inst Asst – Physical Ed	9/7/10-6/22/11
Colbert, Joseph Food Svcs	Cafeteria Worker I	9/1/10-6/30/11
Garcia, Mayra Food Svcs	Cafeteria Worker I	9/1/10-6/30/11
Kahle, Aaron Personnel Commission	Inst Asst – Physical Ed	9/7/10-6/22/11
Santino, Susan Muir Elementary	Inst Asst – Classroom	9/3/10-6/22/11

Zachery, Jacqueline Food Svcs	Cafeteria Worker I	9/1/10-6/30/11
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INVOLUNTARY TRANSFER

Johnson, Lore Franklin Elementary	Children Center Asst 3.5 Hrs/SY Fr: Muir Elementary	<u>EFFECTIVE DATE</u> 9/3/10
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CHANGE IN ASSIGNMENT

Henderson, Jacob Special Education	Inst Asst – Sign Lang Interpreter 6 Hrs/SY Fr: 4.5 Hrs/SY	<u>EFFECTIVE DATE</u> 10/7/10
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Mehta, Jaimini Special Education	Braille Transcriber 6 Hrs/SY Fr: 3.5 Hrs/SY	9/1/10
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Shoemaker, Deirdre Malibu High School	Inst Asst – Special Ed 3.5 Hrs/SY Fr: 3 Hrs/SY	10/11/10
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Tanamas, Ayda Lincoln Middle School	Inst Asst – Special Ed 7 Hrs/SY Fr: 6.6 Hrs/SY	9/3/10
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Yeh, Wendy Muir Elementary	Inst Asst – Special Ed 6 Hrs/SY Fr: 5 Hrs/SY	9/3/10
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VOLUNTARY REDUCTION IN ASSIGNMENT

Gary, Barbara St. Anne's/Ed Svcs	Inst Asst – Classroom 4 Hrs/SY Fr: 5 Hrs/SY	<u>EFFECTIVE DATE</u> 9/3/10
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Moore, Deborah St. Anne's/Ed Svc	Inst Asst - Classroom 2.3 Hrs/SY Fr: 3.5 Hrs/SY	9/3/10
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LEAVE OF ABSENCE (PAID)

Girion, Evangelina Transportation	Bus Driver Medical [correction to 9/23/10 Agenda]	<u>EFFECTIVE DATE</u> 8/31/10-9/28/10
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McAlpin, Michael Operations	Utility Worker Medical [correction to 9/23/10 Agenda]	7/23/10-9/15/10
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Peak, Denise Malibu HS	Inst Asst – Special Ed Medical [correction to 10/7/10 Agenda]	9/3/10-9/30/10
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PROFESSIONAL GROWTH

Younan, Julie
Personnel Commission

Human Resource Technician

EFFECTIVE DATE

11/1/10

WORKING OUT OF CLASS

Rosa, Lucy
Cabrillo Elem/Sp Ed

Inst Asst – Developmental Health
Fr: Inst Asst – Special Ed

EFFECTIVE DATE

9/22/10-11/24/10

ABOLISHMENT OF POSITION

Inst Asst – Special Ed
5 Hrs/SY; McKinley Elementary

EFFECTIVE DATE

9/14/10

RESIGNATION

Cowan, Barry
Olympic High School

Inst Asst – Special Education

EFFECTIVE DATE

9/27/10

Hay, Garrett
Special Education

Inst Asst – Developmental Health

10/5/10

Rendon, Virginia
Food Services

Cafeteria Worker II

10/22/10

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

TO: BOARD OF EDUCATION
 FROM: TIM CUNEO / WILBERT YOUNG
 RE: CLASSIFIED PERSONNEL – NON-MERIT

ACTION/CONSENT
 11/04/10

RECOMMENDATION NO. A.19

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 schedules.

AVID TUTOR

VALENCIA, DIANA LINCOLN MIDDLE SCHOOL 9/27/10-6/22/11

CHILD CARE ASSISTANT

RODRIGUEZ, OFELIA EDISON ELEMENTARY 9/8/10-6/22/11
 RODRIGUEZ, SERGIO EDISON ELEMENTARY 9/8/10-6/22/11

COACHING ASSISTANT

BATTUNG, JASON SANTA MONICA HS 9/1/10-6/30/11
 COOKE, TERRY SANTA MONICA HS 10/1/10-6/30/11
 DAVIDSON, STEVEN TODD SANTA MONICA HS 10/1/10-6/30/11
 GAINES, ANDRE SANTA MONICA HS 9/1/10-6/30/11
 GREEN, LISA SANTA MONICA HS 9/1/10-6/30/11
 HERNANDEZ, RAFAEL SANTA MONICA HS 10/1/10-6/30/11
 LASCARIS, KELLET SANTA MONICA HS 10/1/10-6/30/11
 MORENO, MARYBELL SANTA MONICE HS 10/1/10-6/30/11
 MARQUIS, HENRY SANTA MONICA HS 10/1/10-6/30/11
 VASQUEZ, ANGEL SANTA MONICA HS 9/1/10-6/30/11

NOON SUPERVISION AIDE

COJAN, PETER ROOSEVELT ELEMENTARY 10/1/10-6/22/11
 DICKERSON, BABETTE MCKINLEY ELEMENTARY 10/5/10-6/22/11
 LUCAS, RALPH MCKINLEY ELEMENTARY 9/7/10-9/30/11
 PEREZ, JOSLYN MUIR ELEMENTARY 10/5/10-6/22/11
 ROSALES, GEORGE MUIR ELEMENTARY 10/4/10-6/22/11
 SOTOJ, MARIA MCKINLEY ELEMENTARY 10/11/10-6/22/11

TECHNICAL SPECIALIST – LEVEL I

RUIZ, JULIANA EDISON ELEMENTARY 9/3/10-6/22/11
 [Support Fresh Fruit and Vegetable Program]
 - Funding: Child Nutrition

TECHNICAL SPECIALIST – LEVEL II

BLAKE, JUDITH GRANT ELEMENTARY 10/15/10-6/22/11
 [Art Instruction]
 - Funding: Reimbursed by PTA

DEMARCO, SUZANNE	CABRILLO ELEMENTARY [Art Instruction] - Funding: Reimbursed by PTA	9/13/10-6/3/11
HYZIAK, MICHAEL	EDUCATIONAL SERVICES [Dream Strings substitute] - Funding: SMMEF Dream Winds	10/13/10-6/22/11
PHILIPSON-SLOSBERG, ANDREA	CABRILLO ELEMENTARY [Computer Lab] - Funding: Reimbursed by PTA	9/20/10-6/3/11

PROFESSIONAL SPECIALIST – LEVEL II

HUTCHINSON, CATHERINE	CABRILLO ELEMENTARY [Science Instruction] Funding: Reimbursed by PTA	9/20/10-6/10/11
LAMBERT, ANN	CABRILLO ELEMENTARY [Vocal Music Instruction] Funding: Reimbursed by PTA	9/20/10-6/17/11

STUDENT WORKER – WORKABILITY

DELONEY, NAOMI	SPECIAL EDUCATION	9/15/10-6/30/14
DRESNER, GABRIEL	SPECIAL EDUCATION	9/28/10-6/30/14
MARINEZ, JOSCELYN	SPECIAL EDUCATION	9/28/10-6/30/14
PARNELL, PARIS	SPECIAL EDUCATION	9/15/10-6/30/14
ROSIL, AIREE	SPECIAL EDUCATION	9/28/10-6/30/14
SHELLER, SAM	SPECIAL EDUCATION	1/4/10-6/30/12
WOODWARD, TERESA	SPECIAL EDUCATION	9/15/10-6/30/13

MOTION MADE BY:
 SECONDED BY:
 STUDENT ADVISORY VOTE:
 AYES:
 NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO

RE: CONSIDER APPOINTMENT TO DISTRICT ADVISORY COMMITTEES (DACs)
AND ACCEPT MEMBER RESIGNATION

RECOMMENDATION NO. A.20

It is recommended that the Board of Education approve the appointment of Lora Morn to the Health and Safety DAC and accept the resignation of Linda Karr O'Connor from the same committee.

COMMENT: Ms. Morn would be appointed to a four-year term expiring on June 30, 2014. Ms. O'Connor was appointed on July 14, 2010, and her term was set to expire on June 30, 2013. Following this resignation, there are now thirteen members on the Health and Safety DAC. The DAC roster is as follows:

Term Expiration Date			
6/30/11	6/30/12	6/30/13	6/30/14
Portia Jones	Debbie Bernstein	Hiep Le	Leslie Butchko
Edgar Navarro	Rita Kachru	Victoria Rueda	Robert Forster
Suzanne Post	Pat Nolan (Chair)		Dr. Nandini Rudra-Ganguly
Sheri Silverton	Idalia Rodriguez		Lora Morn

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/04/10

FROM: TIM CUNEO

RE: REVISE BP 9320 – MEETINGS AND NOTICES

RECOMMENDATION NO. A.21

It is recommended that the Board of Education revise board policy 9320 – Meetings and Notices in order to adjust the start time for Board of Education meetings.

COMMENTS: The current policy states that Board of Education meetings shall begin at 4:00pm. The board has requested that this be moved to 4:30pm. With this change, closed session would be from 4:30-6:00pm, and open session would start at 6:00pm (instead of 5:30pm).

The board discussed this item at its meeting on October 21, 2010.

Attached:

- BP 9320 – Meetings and Notices

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

MEETINGS AND NOTICES

Meetings of the Board of Education are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

A Board meeting exists whenever a majority of Board members gather at the same time and place to hear, discuss, or deliberate upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. However, an employee or district official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

In order to help ensure participation in the meeting by disabled individuals, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1)

Meeting notices and agendas shall specify that any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent or designee. (Government Code 54954.2) Each agenda shall also list the address(es) designated by the Superintendent or designee for public inspection of agenda documents that are distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

Regular Meetings

The Board shall hold at least one regular meeting each month. Regular meetings shall be held at ~~4:00 p.m.~~ 4:30 p.m. on the first and/or third Thursday of each month at the District Office, 1651 16th Street, Santa Monica, CA. Additionally, four or five regular Board meeting scheduled for the first Thursday of the month will be held in Malibu, for the purpose of uniting the communities. Actual dates and locations are to be determined yearly by members of the Board.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. (Government Code 54956)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code [54954.3](#))

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code [54956](#). The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code [54956.5](#))

An emergency situation means either of the following: (Government Code [54956.5](#))

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board
2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time he/she notifies the other members of the Board about the meeting. (Government Code [54956.5](#))

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code [54956.5](#))

Adjourned/Continued Meetings

A majority vote by the Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may

declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code [54955](#))

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code [54955](#))

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code [54952.2](#))

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers
Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code [54952.2](#))

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code [11135](#), including, but not limited to, religion, sex, or sexual orientation. In addition, meetings shall not be held in a facility which is inaccessible to disabled persons or where members of the public must make a payment or purchase in order to be admitted. (Government Code [54961](#))

Meetings shall be held within district boundaries, except to do any of the following: (Government Code [54954](#))

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if it's principal office is located outside the district
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code [54954](#))
Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code [54953](#))
The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code [54953](#))

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code [54953](#))
Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code [54953](#))

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or

the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code [54953](#))

All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.

Legal Reference:

EDUCATION CODE

[35140](#) Time and place of meetings

[35143](#) Annual organizational meeting, date, and notice

[35144](#) Special meeting

[35145](#) Public meetings

[35145.5](#) Agenda; public participation; regulations

[35146](#) Closed sessions

[35147](#) Open meeting law exceptions and applications

GOVERNMENT CODE

[11135](#) State programs and activities, discrimination

[54950-54963](#) The Ralph M. Brown Act, especially:

[54953](#) Meetings to be open and public; attendance

[54954](#) Time and place of regular meetings

[54954.2](#) Agenda posting requirements, board actions

[54956](#) Special meetings; call; notice

[54956.5](#) Emergency meetings

UNITED STATES CODE, TITLE 42

[12101-12213](#) Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

[35.160](#) Effective communications

[36.303](#) Auxiliary aids and services

COURT DECISIONS

Wolfe v. City of Fremont, (2006) 144 Cal.App. 544

ATTORNEY GENERAL OPINIONS

88 Ops. Cal. Atty. Gen. 218 (2005)

84 Ops. Cal. Atty. Gen. 181 (2001)

84 Ops. Cal. Atty. Gen. 30 (2001)

79 Ops. Cal. Atty. Gen. 69 (1996)

78 Ops. Cal. Atty. Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2006

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, rev. 2007

WEB SITES

CSBA: <http://www.csba.org>

CSBA, Agenda Online:

<http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx>"><http://www.csba.org>
"><http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx>

California Attorney General's Office: <http://www.caag.state.ca.us>

Institute for Local Government: <http://www.cacities.org/index.jsp?zone=ilsg>

Bylaw SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

adopted: June 25, 2009 Santa Monica, California

MAJOR ITEMS

TO: BOARD OF EDUCATION

ACTION/MAJOR

11/04/10

FROM: TIM CUNEO

7:00pm

RE: PUBLIC HEARING REGARDING THE POINT DUME MARINE SCIENCE
CHARTER SCHOOL PETITION

RECOMMENDATION NO. A.22

It is recommended that the Board of Education hold a public hearing regarding the Point Dume Marine Science Charter School petition.

COMMENTS: On October 7, 2010, the Board of Education took action to officially receive the Point Dume Marine Science Charter School petition. The Lead Petitioners are Robyn Ross and Ali Thonson.

Pursuant to Education Code Section 47605, the Board of Education must hold a public hearing on the provisions of the charter to allow the board an opportunity to gauge the public response to the charter school proposal and to consider the level of support from district teachers, other district employees, and parents. During this agenda item, the representative from the petitioners will have fifteen (15) minutes for a presentation regarding the provisions of the charter petition. The public will then have the opportunity to express their comments concerning the proposed charter school. Public speaking cards will be accepted for this item up until the public hearing is called to order.

The Board of Education will not take action on the petition tonight. The board is scheduled to take action to grant or deny the petition at its December 2, 2010, meeting.

Open Hearing: _____

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Close Hearing: _____

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

11/04/10

FROM: TIM CUNEO / DEBRA MOORE WASHINGTON

RE: JOB DESCRIPTIONS – COUNSELOR AND ADVISOR POSITIONS

RECOMMENDATION NO. A.23

It is recommended that the Board of Education approve the revised job descriptions for Secondary School Counselor, College Counselor-High School, and Student Support Advisor-High School.

COMEMNTS: At the October 4, 2010, meeting the board heard a presentation describing counseling support services provided to students in the district. Tonight, the job descriptions for each category of service is presented for board review and approval. These job descriptions have been modified to clarify the credential requirements and to delineate the nuance between the High School College Counselor and High School Student Support Advisor. The third job description is that of the Secondary School Counselor. The board will note a similarity between the Student Support Advisor and the Secondary School Counselor, as both intended to provide academic, behavioral, and vocational support to students. The College Counselor has college and career counseling as a major focus.

The district employs Secondary School Counselors at John Adams M.S., Lincoln M.S., Malibu M.S./H.S., and Olympic H.S. Student Support Advisors are assigned to Santa Monica H.S. College Counselors work at Santa Monica H.S. and Malibu H.S.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**CERTIFICATED JOB DESCRIPTION
SECONDARY SCHOOL COUNSELOR****DEFINITION**

Under the direction of the Principal or designee, it is the role of the secondary school counselor to build and sustain effective academic, career, and personal support and counseling for students. The counselor shall assist students in identifying their academic, career, and personal goals and the process in which to achieve them. The counselor shall assist students to explore careers that might be of interest to them; assist parents in locating resources, financial aid; and other pertinent information to help their children meeting all requirements for middle school matriculation, high school graduation and college admissions. The counselor shall to conduct other related functions as required.

DISTINGUISHING CHARACTERISTICS

This position classification requires knowledge, experience, and skill in the areas of secondary curriculum, matriculation, graduation and college admissions requirements, pupil services, special education, Section 504, child welfare and attendance, student discipline, laws related to minors, post secondary school options and student support systems. The position requires decision making and problem solving through data analysis and understanding of local, state, and federal laws and mandates. The secondary school counselor meets regularly with students, parents, school administration, teachers, and other staff. School counseling programs are essential for students to achieve optimal personal growth, acquire positive social skills and values, set appropriate career goals, and realize full academic potential to become productive, contributing members of the world community.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXAMPLES OF DUTIES

The Secondary School Counselors implement the counseling program by providing:

- *Classroom Guidance* in academic skills support; organizational, study and test-taking skills; post-secondary planning and application process; career planning; education in understanding self and others; coping strategies; peer relationships and effective social skills; communication, problem-solving, decision-making, conflict resolution and study skills; career awareness and the world of work; substance abuse education; multicultural/diversity awareness and appreciation
- *Individual Student Planning* in goal setting, academic and career plans, problem solving, education in understanding of self including strengths and weaknesses, transition plans
- *Responsive Services* in individual and small-group counseling, individual/family/school crisis intervention; peer facilitation/mediation, consultation/collaboration, referrals
- *System Support* in professional development, consultation, collaboration and teaming, program management and operation, participation in activities

The Secondary School Counselors collaborate with:

- **Parents**
Orientation, academic planning/support, post-secondary school planning, scholarship/financial aid search process, school-to-parent communications, school-to-work transition programs, one-on-one parent conferencing, referral process
- **Students**
Orientation, academic, personal, and career support and counseling services, academic, attendance and behavior monitoring, program planning and placement, scheduling of classes, peer mediation program, crisis management, transition programs, resource development and referral, meeting matriculation, graduation and college admissions requirements
- **Teachers**
Portfolio development, providing recommendations and assisting students to achieve academic success, post-secondary application process, classroom guidance lessons on post-secondary planning: study skills, career development, etc., school-to-work transition programs, career and technical education programs, academic support, learning style assessment and education to help students succeed academically, classroom speakers, at-risk student identification and implementation of interventions to enhance success
- **Administrators**
School climate, academic support interventions, behavioral management plans, school-wide assessments, data sharing, school- and district-wide initiatives, student success team (SST) development and implementation, site attendance review team and district attendance review board (SARB), Section 504 accommodations, special education referral and process
- **Community**
Resource development, collaboration with local public entities and community-based organizations or agencies, job shadowing, worked-based learning, part-time jobs, etc.; crisis interventions; referrals; career and technical education guidance;

QUALIFICATIONS

Knowledge of:

- Principles, methods, techniques, strategies and trends related to the college and career support to students and families
- Applicable and appropriate aptitude, interest, and achievement appraisal instruments, techniques, and procedures
- Program evaluation and research techniques, strategies, and procedures
- College admissions and curriculum requirements
- Counseling methods and communications techniques
- Career information resources
- College entrance/admission testing practices and requirements
- Scholarship donor and award practices
- Employment regulations as related to work permit issuance or referral
- Office filing and record keeping

Skills/Abilities:

- Assist students in effectively identifying their interest and postsecondary options
- Counsel students and parents regarding college requirements and career options
- Proctor exams
- Plan and organize workshops and awards ceremonies

- Write effective informational bulletins and letters of recommendation
- Communicate effectively with staff, students, parents, college admissions representatives, donors, employers, contractors, and the general public
- Schedule, organize, and complete work in accordance with deadlines
- Delegate tasks and check work for completeness and accuracy
- Understand and follow specifications and instructions
- Demonstrate flexibility and respond to changing requirements and job assignments
- Operate a personal computer to utilize word processing, spreadsheet, and related software applications
- Update and post information to web site
- Work independently

EXPERIENCE AND EDUCATION

Any combination of experience and training that would likely provide the required knowledge and skill to serve in this position. A pupil personnel services or counseling credential is required.

Experience:

Minimum of three (3) years of successful experience as general or special education classroom teacher, school psychologist, or school counselor is required.

Education:

Equivalent to the completion of an earned Master’s degree or higher in education, special education, psychology, counseling and guidance, or a closely related field.

CERTIFICATIONS, LICENSES AND CONDITIONS

Certification Requirement

Possession of a valid Pupil Personnel Services (PPS) or Counseling credential

License Requirement

Possession of a valid Motor Vehicle Operator’s License

Job Description Approved: _____

Date: _____

**CERTIFICATED JOB DESCRIPTION
COLLEGE COUNSELOR, HIGH SCHOOL****DEFINITION**

Under the direction of the Principal or designee, it is the role of the college counselor to build and sustain effective academic support and college and career counseling for students. The college counselor shall assist students in identifying their career goals and the process in which to achieve them. The college counselor shall assist students to explore colleges and universities that might be of interest to them; assist parents in locating resources, financial aid; and other pertinent information to help their children meeting all requirements for high school graduation and college admissions. The college counselor shall to conduct other related functions as required.

DISTINGUISHING CHARACTERISTICS

This position classification requires knowledge of high school curriculum, graduation requirements, and college entrance/admission requirements. This position classification requires the knowledge of youth development, post-secondary education options, and resources available to students. This position classification performs decisions based on data, facts, processes, and procedures. The incumbents meet frequently with school administrators, teachers, other staff, and parents to communicate information, data, and solutions. The college counselor performs light work involving sitting a considerable portion of the time, accurate perceiving of sound, near and far vision, depth perception, providing oral information, and handling and working with materials and objects as well as walking around campus from classroom to classroom and to other locations.

Reasonable accommodation shall be made to enable a person with a disability to perform the essential functions of the job.

EXAMPLES OF DUTIES

- Meets individually with students and parents to discuss college and career plans, direct them to available information, and assist them through the college admissions process.
- Reviews student transcripts and counsels students about high school course requirements in relation to college curriculum requirements and recommends specific colleges to students and parents based on student interest.
- Establishes and maintains relationships with college admission representatives and writes letters of recommendation in support of specific students as requested.
- Plans, organizes, and promotes special programs and workshops to disseminate information about college preparation and options, financial aid, and scholarships; arranges for college admissions representatives to talk with students and parents and make presentations during the school day as well as beyond a school day.
- Processes applications, secondary school reports, midyear reports, final reports, scholarship and financial aid.
- Writes and processes appeals.
- Prepares monthly bulletins to notify students and their parents about activities and programs in the College Center and to provide information about colleges, careers, scholarships, financial aid, and job opportunities.

- Communicates with current and prospective scholarship donors; coordinates scholarship and award distribution with scholarship donors and the selecting scholarship committee; plans and organizes awards and scholarship functions for students and their families, scholarship donors, department chairs, and administrators.
- Coordinates private testing service to administer practice PSAT, SAT, and ACT tests and workshops.
- Directs students to the appropriate issuance location for work permits and job listings; notifies students about job opportunities.
- Maintains College and Career Center's resource library by purchasing books, materials, and computer programs about colleges, financial aid, scholarships, test preparation, careers, and the military.
- Makes presentations in classrooms to discuss and answer questions about college admissions and career choices.
- Visits colleges and attends workshops and conferences to learn more about financial aid, college admissions, career information, and college assessment testing.
- Acts as an advisor to senior students to ensure all graduation requirements are met including passing the California High School Exit Exam (CAHSEE).
- Distributes and tabulates results of surveys to track students' post-high school plans; maintains statistics and creates various reports.
- Processes college and government reports such as Cal Grant, UC ELC, Golden Seals.
- Maintains and updates the College and Career Center's Internet web page containing current monthly bulletins, college and SAT/ACT testing information links, financial aid and scholarship information links, and career information links.
- Publishes and notifies students of college admissions requirements for the University of California and California State University systems as well as the California Community College system.
- Participate in professional development, conferences, and other activities that will enhance knowledge and skills
- Provides technical direction to student assistants.
- Conducts other related functions as required.

QUALIFICATIONS

Knowledge of:

- Principles, methods, techniques, strategies and trends related to the college and career support to students and families
- Applicable and appropriate aptitude, interest, and achievement appraisal instruments, techniques, and procedures
- Program evaluation and research techniques, strategies, and procedures
- Current laws regarding high school curriculum and graduation requirements
- College admissions, curriculum and testing requirements
- Counseling methods and communications techniques
- Career information resources
- College entrance/admission testing practices and requirements
- Scholarship donor and award practices
- Employment regulations as related to work permit issuance or referral
- Office filing, record keeping, and data entry

Skills/Abilities:

- Assist students in effectively identifying their interest and postsecondary options
- Counsel students and parents regarding college requirements and career options
- Proctor exams
- Plan and organize workshops and awards ceremonies
- Write effective informational bulletins and letters of recommendation
- Communicate effectively with staff, students, parents, college admissions representatives, donors, employers, contractors, and the general public
- Schedule, organize, and complete work in accordance with deadlines
- Delegate tasks and check work for completeness and accuracy
- Understand and follow specifications and instructions
- Demonstrate flexibility and respond to changing requirements and job assignments
- Operate a personal computer to utilize word processing, spreadsheet, data base, and related software applications
- Update and post information to web site
- Work independently
- Self-motivated/self starter

EXPERIENCE AND EDUCATION

Any combination of experience and training that would likely provide the required knowledge and skill to serve in this position. A pupil personnel services or counseling credential is required.

Experience:

Minimum of three (3) years of successful experience as general or special education classroom teacher, school psychologist, or school counselor is required.

Education:

Equivalent to the completion of an earned Master's degree or higher in education, special education, psychology, counseling and guidance, or a closely related field.

CERTIFICATIONS, LICENSES AND CONDITIONS

Certification Requirement

Possession of a valid Pupil Personnel Services (PPS) or Counseling credential; College Counseling certificated preferred

License Requirement

Possession of a valid Motor Vehicle Operator's License

Job Description Approved: _____

Date: _____

CERTIFICATED JOB DESCRIPTION
STUDENT SUPPORT ADVISOR, HIGH SCHOOL

DEFINITION

Under the direction of the Principal or designee, it is the role of the high school Student Support Advisor to build and sustain effective academic, behavioral, career, and vocational support systems for students; to assist students in identifying and understanding social, emotional, academic and vocational challenges and finding appropriate solutions; to serve as a resource to students, parents and staff; and to perform other related functions as required.

DISTINGUISHING CHARACTERISTICS

This position classification requires knowledge, experience and skill in the areas of curriculum and instruction, special education, child welfare and attendance, student discipline, laws related to minors, post-secondary options and student support systems. The position classification performs decision analysis and makes decisions of considerable consequence, requiring the application and interpretation of data, facts, procedures, and policies. This is a sedentary position classification and performs light work involving sitting a considerable portion of the time, accurate perceiving of sound, near and far vision, depth perception, providing oral information, and handling and working with instructional and assessment materials and objects.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXAMPLES OF DUTIES

- Assess and evaluate student learning needs.
- Develop an individual learning plan for all students on his/her caseload.
- Develop long-range learning plans (post-secondary/career) for all students.
- Connect students (and their parents, as needed) with appropriate support services and referrals.
- Resolve conflicts that may arise between students, teachers and/or parents.
- Facilitate parent/student/teacher conferences.
- Write letters of recommendation.
- Monitor and intervene in student attendance issues.
- Administer first-level student discipline.
- Supervise co-curricular activities.
- Provide before-school, lunch and after-school supervision.
- Administer career assessments.
- Provide parent education opportunities.
- Monitor student achievement.
- Analyze transcripts;
- Create and implement student issue forums.
- Attend IEP meetings.
- Monitor the implementation of modifications for students with IEPs or 504 plans.
- Provide student counseling; and to perform other duties as assigned.
- Collect, organize, and analyze student information through the use of educational historical data, test results, and through the use of interview techniques.

- Appraise student interests, aptitudes, and attitudes utilizing a variety of assessment strategies and techniques.
- Serve as a resource to site and District personnel, and members of the school community.
- Maintain a liaison with social services and youth service agencies in pursuing referral follow-you activities.
- Assist in the planning, development, and implementation of master student program schedules.
- Assist in identifying school program needs, and participates in developing school instructional programs geared to meet individual pupil needs.
- Assists in the planning, development, and conduct of programs that enhance student educational, career, and vocational opportunities, including speaker programs, student visitation programs, and other similarly related activities.
- Establish, maintain, and monitor the maintenance of a variety of files and records pertaining to student support, guidance, and related matters.
- Assist in dealing with and resolving welfare and attendance problems and concerns.
- Plan, develop, and present, as requested, a variety of management-related reports pertaining to student support and guidance functions and activities.

QUALIFICATIONS

Knowledge of:

- Principles, methods, techniques, strategies and trends related to the provision of educational, vocational, career, social, and emotional support to students and families;
- Applicable and appropriate aptitude, interest, and achievement appraisal instruments, techniques, and procedures;
- Social service and youth service agencies in the local area;
- Social, emotional, and behavioral characteristics of adolescent students;
- Program evaluation and research techniques, strategies, and procedures;
- Appropriate curriculum and instructional programs pertaining to students with a variety of aptitudes and varying interests;
- Laws and regulations related to the education of students with disabilities and students served under Section 504 of the Rehabilitation Act of 1974.

Ability to:

- Assist students in effectively analyzing and developing alternative solutions to academic, behavioral, social, and emotional challenges and concerns;
- Conduct, analyze, and effectively utilize a variety of individual and group testing procedures and instruments applicable to student clients;
- Effectively deal with site and District personnel, parents, social and youth service agencies resolving student issues and concerns;
- Effectively participate in the planning and implementation of school guidance and curricular programs;
- Communicate effectively in oral and written form, and, as required by the assignment, utilize a second language;
- Understand and carry out oral and written direction with minimal accountability controls;
- Establish and maintain effective organizational, public, and community relationships.

EXPERIENCE AND EDUCATION

Any combination of experience and training that would likely provide the required knowledge and skill to serve in this position. A pupil personnel services credential is required.

Experience:

Minimum of three (3) years of successful experience as general or special education classroom teacher, school psychologist, or school counselor is required.

Education:

Equivalent to the completion of an earned Master's degree or higher in education, special education, psychology, counseling and guidance, or a closely related field.

CERTIFICATIONS, LICENSES AND CONDITIONS

Certification Requirement

Possession of a valid Pupil Personnel Services (PPS) or Counseling credential

License Requirement

Possession of a valid Motor Vehicle Operator's License

Job Description Approved: _____

Date: _____

TO: BOARD OF EDUCATION

ACTION/MAJOR

11/04/10

FROM: TIM CUNEO / JANECE L. MAEZ / PAT HO

RE: 2010-11 BUDGET REVISIONS AND 45-DAY EDUCATION CODE COMPLIANCE

RECOMMENDATION NO. A.24

It is recommended that the Board of Education approve the following budget transfers, as described on the following pages, for these below-listed Funds. These routine paper transfers are intended to accomplish the formal/final shifting to recognize the accounting of previously-approved activities prior to the 1st Interim Report.

This agenda item will also serve to meet the provisions of Education Code 42127(i)(4), which states: "Not later than 45 days after the Governor signs the annual Budget Act, the school district shall make available for public review any revisions in revenues and expenditures that it has made to its budget to reflect the funding made available by that Budget Act."

- Fund 01 - General Fund (Unrestricted & Restricted)
- Fund 11 - Adult Education Fund
- Fund 12 - Child Development Fund
- Fund 13 - Cafeteria Fund
- Fund 21.0 - Building Fund /Measure BB Series A
- Fund 21.1 - Building Fund /Measure BB Series B
- Fund 21.2 - Building Fund /Measure BB Series C
- Fund 40 - Special Reserve Fund for Capital Outlay Projects

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Fund: 01 General Fund

Object	Description	Adopted Budget as of 7/1/10	Revised Budget as of 10/31/10	Changes
	Beginning Fund Balance	20,935,764	20,935,764	
8011-8099	Revenue Limit	56,563,632	59,661,540	3,097,908
8100-8299	Federal Revenue	5,043,192	7,652,941	2,609,749
8300-8590	State Revenue	9,281,046	9,357,114	76,068
8600-8799	Local Revenue	30,719,634	34,384,892	3,665,258
	Total Revenue	101,607,504	111,056,487	9,448,983
1000-1999	Certificated Salaries	51,855,393	53,967,837	2,112,444
2000-2999	Classified Salaries	19,796,805	21,074,125	1,277,320
3000-3999	Employee Benefits	22,527,788	23,444,452	916,664
4000-4999	Books and Supplies	2,378,013	4,101,055	1,723,042
5000-5999	Services and Other Operating Costs	10,197,028	11,346,460	1,149,432
6000-6999	Capital Outlay	214,500	512,873	298,373
7300-7399	Indirect Costs	(259,109)	(453,613)	(194,504)
	Total Expenditures	106,710,418	113,993,189	7,282,771
	Increase /(Decrease) Fund Balance	(5,102,914)	(2,936,702)	2,166,212
	Projected Fund Balance	15,832,850	17,999,062	

Major Changes

Revenues:

- \$3,097,908 increase in Revenue Limit due to State Budget
- \$2,157,689 New Federal "Education Jobs Fund"
- \$1,517,202 Save Our Schools
- \$1,535,383 PTA Contributions
- \$ 753,335 Title I, Title I ARRA and Title II deferred revenues from 2009-10
- \$ 612,673 increase in other local revenues (Gifts/Equity/Cotsen Family Foundation)
- \$ 76,068 increase in other State programs

Expenditures:

- \$2,094,758 increase in Certificated Salaries
 - Restore / create 24.4 FTE TEACHING POSITIONS
 - Restore /create 4 Counselor positions for secondary schools
 - Restore .5 FTE Librarian at SAMOHI
 - Restore .5 fte Nurse Position (Adopted Budget understated)
 - Increase 2.56 teaching positions for PTA, Equity & Cotsen Family
- \$1,277,320 increase in Classified Salaries
 - Restore 4 FTEs Elementary Library Coordinators
 - Restore 2.375 FTEs Library Assistant position for Secondary Schools
 - Increase 22.85 FTEs Instructional Assistant positions for PTA programs.
 - increase .685 FTE Special Ed Assistant Position
- \$ 916,664 increase in Benefitis
- \$1,723,042 increase in Books and Supplies to reflect the carryover and new funds
- \$1,149,432 increase in Services and Other Operating Costs
 - \$ 300,000 increase in Sp Ed. Non-public Schools / Agencies & Other Operating Costs
 - \$ 197,955 increase in Maintenance Agreement for Computer Services
- \$298,373 increase in Capital Outlay
 - \$ 224,547 rollover the Student Information System contract from 2009-10

Fund: 11 Adult Education Fund		Adopted Budget	Revised Budget	
Object	Description	as of 7/1/10	as of 10/31/10	Changes
	Beginning Fund Balance	267,212	267,212	
8100-8299	Federal Revenue	87,590	75,834	(11,756)
8300-8590	State Revenue	257,783	257,783	-
8600-8799	Local Revenue	58,145	58,145	-
	Total Revenues	403,518	391,762	(11,756)
1000-1999	Certificated Salaries	177,012	166,674	(10,338)
2000-2999	Classified Salaries	108,050	108,050	-
3000-3999	Employee Benefits	74,558	73,194	(1,364)
4000-4999	Books and Supplies	18,736	24,400	5,664
5000-5999	Services and Other Operating Costs	18,406	19,402	996
	Total Expenditures	396,762	391,720	(5,042)
	Increase /(Decrease) Fund Balance	6,756	42	(6,714)
	Projected Fund Balance	273,968	267,254	

Major Changes

Revenues:

(\$ 11,756) decrease in Federal Workforce Investment Act, Title II: Adult Education programs

Expenditures:

(\$10,338) decrease in hourly teaching position to reflect the decrease of revenue

Fund: 12 Child Development Fund		Adopted Budget	Revised Budget	
Object	Description	as of 7/1/10	as of 10/31/10	Changes
	Beginning Fund Balance	108,833	108,833	
8100-8299	Federal Revenue	1,980,620	2,193,488	212,868
8300-8590	State Revenue	1,131,381	3,165,377	2,033,996
8600-8799	Local Revenue	916,688	2,553,656	1,636,968
	Total Revenues	4,028,689	7,912,521	3,883,832
1000-1999	Certificated Salaries	1,436,431	2,919,068	1,482,637
2000-2999	Classified Salaries	1,132,027	2,073,548	941,521
3000-3999	Employee Benefits	809,949	1,655,211	845,262
4000-4999	Books and Supplies	127,645	174,841	47,196
5000-5999	Services and Other Operating Costs	405,742	765,622	359,880
7300-7399	Indirect Costs	116,895	310,984	194,089
	Total Expenditures	4,028,689	7,899,274	3,870,585
	Increase /(Decrease) Fund Balance	-	13,247	13,247
	Projected Fund Balance	108,833	122,080	

The adopted 2010-11 CDS budget was based on Governor's May Revision to cut various Child Care programs that were restored when the State adopted the 10-11 budget in October. This budget revision has reflected those changes in the Child Development Fund.

Fund: 13 Cafeteria Fund

Object	Description	Adopted Budget as of 7/1/10	Revised Budget as of 10/31/10	Changes
	Beginning Fund Balance	441,796	441,796	
8100-8299	Federal Revenue	1,121,650	1,132,180	10,530
8300-8590	State Revenue	85,000	85,000	-
8600-8799	Local Revenue	2,102,844	2,036,188	(66,656)
	Total Revenues	3,309,494	3,253,368	(56,126)
2000-2999	Classified Salaries	1,398,145	1,421,595	23,450
3000-3999	Employee Benefits	474,372	503,772	29,400
4000-4999	Books and Supplies	1,437,076	1,549,149	112,073
5000-5999	Services and Other Operating Costs	(185,719)	(397,268)	(211,549)
6000-6999	Capital Outlay	35,000	35,000	-
7300-7399	Indirect Costs	142,214	142,629	415
	Total Expenditures	3,301,088	3,254,877	(46,211)
	Increase /(Decrease) Fund Balance	8,406	(1,509)	(9,915)
	Projected Fund Balance	450,202	440,287	

Major Changes:

Revenues:

\$ 10,530 increase in Federal Fruit and Vegetable Program
 (\$ 66,656) decrease in Food Sales

Expenditures:

\$ 23,450 increase in Salaries to reflect the updated step and column increase
 (\$199,158) increase in Food Sales to Child Development Fund

Fund: 21.0 Building Fund /Measure "BB" Series A				
		Adopted Budget	Revised Budget	
Object	Description	as of 7/1/10	as of 10/31/10	Changes
	Beginning Fund Balance	22,296,691	22,296,691	
8600-8799	Local Revenue	150,000	150,000	-
	Total Revenues	150,000	150,000	-
2000-2999	Classified Salaries	249,548	252,548	3,000
3000-3999	Employee Benefits	112,766	112,766	-
4000-4999	Books and Supplies	-	88,900	88,900
5000-5999	Services and Other Operating Costs	1,940,971	12,056,861	10,115,890
6000-6999	Capital Outlay	2,700,000	9,930,500	7,230,500
	Total Expenditures	5,003,285	22,441,575	17,438,290
	Increase /(Decrease) Fund Balance	(4,853,285)	(22,291,575)	(17,438,290)
	Projected Fund Balance	17,443,406	5,116	

Fund: 21.1 Building Fund /Measure "BB" Series B				
		Adopted Budget	Revised Budget	
Object	Description	as of 7/1/10	as of 10/31/10	Changes
	Beginning Fund Balance	55,368,608	55,368,608	
8600-8799	Local Revenue	800,000	800,000	-
	Total Revenues	800,000	800,000	-
4000-4999	Books and Supplies	10,000	20,000	10,000
5000-5999	Services and Other Operating Costs	2,745,900	2,845,900	100,000
6000-6999	Capital Outlay	15,620,000	15,630,000	10,000
	Total Expenditures	18,375,900	18,495,900	120,000
	Increase /(Decrease) Fund Balance	(17,575,900)	(17,695,900)	(120,000)
	Projected Fund Balance	37,792,708	37,672,708	

Fund: 21.2 Building Fund / Measure "BB" Series C				
		Adopted Budget	Revised Budget	
Object	Description	as of 7/1/10	as of 10/31/10	Changes
	Beginning Fund Balance			
8600-8799	Local Revenue	800,000	800,000	-
8980-8999	Bond Proceeds	45,000,000	65,000,000	20,000,000
	Total Revenues	45,800,000	65,800,000	20,000,000
4000-4999	Books and Supplies	30,000	39,000	9,000
5000-5999	Services and Other Operating Costs	2,789,200	3,755,444	966,244
6000-6999	Capital Outlay	11,165,000	11,165,000	-
	Total Expenditures	13,984,200	14,959,444	975,244
	Increase /(Decrease) Fund Balance	31,815,800	50,840,556	19,024,756
	Projected Fund Balance	31,815,800	50,840,556	

The District Issued \$65 M Series C of 2006 Election Measure "BB" Bond on 7/26/2010.

Fund: 40		Special Reserve Fund for Capital Outlay Project		
		Adopted Budget as of 7/1/10	Revised Budget as of 10/31/10	Changes
Object	Description			
	Beginning Fund Balance	4,141,151	4,141,151	
8600-8799	Local Revenue	1,850,000	1,872,827	22,827
8980-8999	Contribution			-
	Total Revenues	1,850,000	1,872,827	22,827
5000-5999	Services and Other Operating Costs	250,000	271,678	21,678
6000-6999	Capital Outlay			-
7400-7699	Other Outgo	1,464,863	1,464,863	-
	Total Expenditures	1,714,863	1,736,541	21,678
	Increase /(Decrease) Fund Balance	135,137	136,286	1,149
	Projected Fund Balance	4,276,288	4,277,437	1,149
Major Changes:				
\$ 22,827 increase in 2009-10 Redevelopment Fees				

DISCUSSION ITEMS

TO: BOARD OF EDUCATION

DISCUSSION

11/04/10

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / JUDY ABDO

RE: CONSIDER REVISING BOARD POLICY 5148 – CHILD CARE AND DEVELOPMENT

DISCUSSION ITEM NO. D.01

It is recommended that the Board of Education consider revising Board Policy 5148 – Child Care and Development.

COMMENT: The Head Start department within Los Angeles County Office of Education (LACOE) has requested a change in Board Policy 5148 to reflect more specific references to the district's preschool program including the requirements for appropriate care and supervision of children in Child Development Services' programs. The attached board policy contains the changes recommended.

Attached:

- Board Policy 5148 – Child Care and Development

CHILD CARE AND DEVELOPMENT

The Board of Education desires to provide child care and development services which meet the developmental needs of children, provide an opportunity for parenting students to receive assistance while continuing their education, and offer a convenient child care alternative for parents/guardians in the community.

The Superintendent or designee shall work cooperatively with the local child care and development planning council, public and private agencies, parents/ guardians, and other community members to assess child care needs in the community, establish program priorities, obtain ongoing feedback on program quality, and inform parents/guardians about child care options.

To the extent possible, child care and development services may be made available during the regular school day, before and after normal school hours, during school vacations and intersessions.

These services shall be available to infants, toddlers, preschool, and school-age children in grades K-9.

The Superintendent or designee shall ensure that subsidized child care is provided to eligible families to the extent that state, local, and/or federal funding is available and shall establish admissions priorities in accordance with Education Code [8263](#) and 5 CCR [18106](#). In addition to priorities for subsidized care, priority for admissions shall be given to district students and children of district employees.

The Superintendent or designee shall ensure that individuals working in child care and development programs have the necessary qualifications and have satisfied all legal requirements.

The Superintendent or designee shall develop and implement an annual plan for evaluation of the district's child care services which conforms to state requirements. (5 CCR [18279](#))

Preschool Programs

The district provides preschool services at district schools. The Board shall set priorities for expanding services as resources become available. In so doing, the Board shall give consideration to the benefits of providing early education programs for at-risk students. Facilities for preschool classrooms shall be addressed in the district comprehensive facilities plan, including an assessment as to whether adequate and appropriate space exists on school sites.

To enable children of working parents/guardians to participate in the district's preschool program, the Superintendent or designee shall recommend strategies to provide a full day program.

Inasmuch as parents/guardians are essential partners in supporting the development of their children, the Superintendent or designee shall involve them in program planning. Program staff shall encourage volunteerism in the program and shall communicate frequently with parents/guardians of enrolled students regarding their child's progress.

The district's preschool program shall provide culturally and linguistically appropriate services and support the needs of English learners. The program also shall provide appropriate services for students with disabilities, including but not limited to early screening to identify special needs among preschool students and early intervention services to assist students identified with special needs in accordance with law.

The Superintendent or designee shall ensure that administrators, teachers, and assistants in district preschool programs possess the appropriate credential(s) or permit(s) issued by the Commission on Teacher Credentialing and meet any additional qualifications established by the Board.

- 1 All Child Development employees shall abide by standards of conduct which require the following: Respect and promote the unique identity of each child and family, and refrain from stereotyping on the bases of gender, race, ethnicity, sexual orientation, culture, religion, or disability.
- 2 Follow confidentiality policies concerning information about children, families, and other staff members.
- 3 Protect and safeguard the immediate health, safety, and personal rights of students as defined by the Department of Social Services, Community Care Licensing (CCL).
- 4 Use positive methods of child guidance and do not engage in corporal punishment, emotional or physical abuse or humiliation. In addition, staff will not employ methods of punitive discipline that involve isolation, the use of food as punishment or reward, or the denial of basic needs.

Legal Reference:

EDUCATION CODE

[8200-8499.10](#) *Child Care and Development Services Act, including:*

[8200-8209](#) *General provisions for child care and development services*

[8210-8216](#) *Resource and referral program*

[8220-8226](#) *Alternative payment program*

[8228](#) *Child care voucher for parents deployed to Iraq*

[8230-8233](#) *Migrant child care and development program*

[8235-8237](#) *State preschool program*

[8240-8244](#) *General child care programs*

[8250-8252](#) *Programs for children with special needs*

[8263](#) *Eligibility and priorities for subsidized child development services*

[8340-8346](#) *Individualized county child care subsidy plan, San Mateo County*

[8350-8359.1](#) *Programs for Cal WORKs recipients*

[8360-8370](#) *Personnel qualifications*

[8400-8409](#) *Contracts*

[8460-8480](#) *School-age community child care services*

[8482-8484.6](#) *After-school education and safety program*

[8484.7-8484.8](#) *21st Century community learning centers*

[8485-8488](#) *Child supervision programs*

[8493-8498](#) *Facilities*

[8499-8499.7](#) *Local planning councils*

[8499.10](#) *Head Start*

[17264](#) *New construction; accommodation of before- and after-school programs*

[49540-49546](#) *Child care food program*

[49570](#) *National School Lunch program*

[54740-54749.5](#) *Cal-SAFE program for pregnant/parenting students and their children*

[56244](#) *Staff development funding*

HEALTH AND SAFETY CODE

[1596.70-1596.895](#) *California Child Day Care Act*

[1596.90-1597.21](#) *Day care centers*

[120325-120380](#) *Immunization requirements*

CODE OF REGULATIONS, TITLE 5

[18000-18122](#) *General provisions, general child care programs*

[18130-18136](#) State preschool programs
[18180-18192](#) Federal and state migrant programs
[18200-18207](#) School-age community child care services program
[18210-18213](#) Severely handicapped program
[18220-18231](#) Alternative payment program
[18240-18248](#) Resource and referral program
[18270-18281](#) Program quality, accountability
[18290-18292](#) Staffing ratios
[18295](#) Waiver of qualifications for site supervisor
[18300-18308](#) Appeals and dispute resolution
[18400-18405](#) CalWORKS child care services
 CODE OF REGULATIONS, TITLE 22
[101151-101239.2](#) General requirements, licensed child care centers, including:
[101151-101163](#) Licensing and application procedures
[101212-101231](#) Continuing requirements
[101237-101239.2](#) Facilities and equipment
 UNITED STATES CODE, TITLE 42
[1751-1769](#) School lunch programs
[9831-9852](#) Head Start programs
[9858-9858g](#) Child care and development block grant
 CODE OF FEDERAL REGULATIONS, TITLE 7
[210.1-210.31](#) National School Lunch program
 CODE OF FEDERAL REGULATIONS, TITLE 45
[98.2-98.93](#) Child care and development fund
 COURT DECISIONS
CBS Inc. v. The Superior Court of Los Angeles County, State Department of Social Services, (2001) 91 Cal.App.4th 892

Management Resources:

CSBA PUBLICATIONS
Preschool for All: Resource and Policy Guide, 2005
 CDE PUBLICATIONS
Program Quality Standards and Standards Based on Exemplary Practice for Center-Based Programs and Family Child Care Home Networks, October 2004
Prekindergarten Learning Development Guidelines, 2000
First Class: A Guide for Early Primary Education, 1999
 CDE MANAGEMENT BULLETINS
01-06 The Desired Results for Children and Families System, May 31, 2001
 U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
21st Century Community Learning Centers: Providing Quality Afterschool Learning Opportunities for America's Families, September 2000
 U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Good Start, Grow Smart, April 2002
 WEB SITES
 CSBA: <http://www.csba.org>
 California Association for the Education of Young Children: <http://www.caeyc.org>
 California Department of Education, Child Development: <http://www.cde.ca.gov/sp/cd>
 California Department of Social Services: <http://www.dss.cahswnet.gov>
 Commission on Teacher Credentialing: http://www.ctc.ca.gov/credentialinfo/topics/child_dev.html
 National AfterSchool Association: <http://www.nsaca.org>
 National Association for the Education of Young Children: <http://www.naeyc.org>
 National School Boards Association: <http://www.nsba.org>
 U.S. Department of Education: <http://www.ed.gov>

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
 adopted: August 19, 2009 Santa Monica, California

TO: BOARD OF EDUCATION

DISCUSSION

11/04/10

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / MAUREEN BRADFORD

RE: UPDATE ON THE ADVANCED PLACEMENT PROGRAM

DISCUSSION ITEM NO. D.02

Each year, staff updates the Board of Education on the Advanced Placement Program in district high schools. Students pursuing the most rigorous preparation for college enroll in Advanced Placement courses, including English, mathematics, science, history/ social studies, foreign languages, and art. The Advanced Placement program and associated curriculum is developed by the College Board. Performance in these courses is measured through national examinations tied to the curriculum of each course. Scores range from 1 to 5, and students scoring a 3 or higher may receive college credit.

District performance and participation data from 2010 for all participating students and relevant subgroups of students will be discussed.

INFORMATION ITEMS

TO: BOARD OF EDUCATION

INFORMATION

11/04/10

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / PEGGY HARRIS

RE: SUPPLEMENTAL TEXTBOOKS

INFORMATION ITEM NO. I.01

It is recommended that the textbooks listed below be adopted for the Santa Monica-Malibu Unified School District.

COMMENT: In accordance with the Board of Education policy, the textbooks(s) listed below will be on public display for the next two weeks in the Educational Services Department at 163817th Street, Santa Monica, CA 90404.

Easy Writer: A High School Reference, by Andrea A. Lunsford for English 9 Honors, English 11P, and English 11 AP for Santa Monica High School. Adoption requested by Maria Stevens.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES: