

**AGENDA OF THE SPECIAL MEETING
BOARD OF TRUSTEES
MANHATTAN BEACH UNIFIED SCHOOL DISTRICT
325 S. Peck Ave., Manhattan Beach, CA 90266**

**April 7, 2010
6:00 PM Closed Session
6:30 PM Regular Open Session**

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Board Secretary, Nancy Bogart, at 310-318-7345, ext. 5902, for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

Writings related to a Board meeting agenda item that are distributed to at least a majority of Board members less than 72 hours before a noticed meeting, and that are public records not otherwise exempt from disclosure, will be available for inspection at the District office, 325 S. Peck Avenue, Manhattan Beach, CA 90266. Such writings may also be available on the District's website. (Government Code §54957.5 (b)).

A. CALL TO ORDER (5 minutes)

1. Call to Order and Recess to Closed Session (6:00)
2. Reconvene Open Session (6:30)
3. Pledge of Allegiance
4. Report of Action Taken During Closed Session
5. Approval of Agenda

B. ANNOUNCEMENTS AND COMMUNICATIONS (5 Minutes)

1. Public Comment Regarding Agenda
The purpose of this section is to permit any person in the audience to make a statement to the Board of Trustees on items on the Agenda. Persons are limited to three (3) minutes for their communication, unless the Board deems otherwise. The President will conclude the Public Comment after a reasonable length of time and proceed with the Agenda. The Board may, at its discretion, permit statements on items not on the Agenda, but pertaining to the school district, if appropriate and not an impediment to the efficiency and orderliness of the meeting; no action shall be taken on any item not appearing on the Agenda.

C. PRESENTATION/ACTION ITEMS (15 Minutes)

Members of the audience may request to speak on any item(s), prior to action by the Board. Speakers will have one (1) minute to address the Board.

Hall

1. Early retirement plan between the Manhattan Beach Unified School District and the Manhattan Beach Unified Teachers Association for qualified certificated employees. **(Discuss and Approve if Appropriate)**

D. CONSENT CALENDAR (5 Minutes)

Items included in this section are considered routine and customary school district business. Any Board member or member of the audience may request that any consent item(s) be removed, discussed, and acted upon separately.

General

- Seaton
1-2** 1. Approve Field Trip Request for Mira Costa High School Special Education Students to participate in their annual spring campout trip at Camp Conrad-Chinnock, San Bernardino. Mira Costa High School is requesting Board approval for eleven students and three chaperones to travel via rental van to San Bernardino, CA, April 14-16, 2010. Accommodations will be at the camp. The cost of one substitute for three days will be charged to the District.
- Seaton
3-5** 2. Approve Online Student Registration Services Agreement and Supplemental Agreement between the Manhattan Beach Unified School District and Infosnap, Incorporated.
- Rohrer
6-7** 3. Approve Mira Costa High School golf team trip to Palm Springs, CA, for an invitational tournament on April 8-20, 2010. Eight male golf team members and one chaperone will travel via school van and will stay at the Doral Desert Princess. One day of school will be missed. There is no cost to the District.

D. PUBLIC COMMENTS (5 minutes)

As a courtesy, please complete the Public Comment card and give it to the Recorder before the beginning of this meeting. You will have three (3) minutes to speak.

E. ADJOURNMENT

**CLOSED SESSION AGENDA
APRIL 7, 2010
6:00 PM**

1. Conference with district labor negotiator Steve Romines regarding MBUTA negotiations, per Government Code Section 54957.6.
2. Conference with district labor negotiator Steve Romines regarding CSEA negotiations, per Government Code Section 54957.6.
3. Public Employee Appointment, Superintendent of Schools, per Government Code Section 54954.5.

D. CONSENT CALENDAR

1. **TITLE:** Mira Costa Field Trip to Camp Conrad-Chinnock, San Bernardino, California

BACKGROUND: Students from Mira Costa High School's Special Education Department will attend their annual Spring Campout trip at Camp Conrad-Chinnock in the Barton Flats Recreation Area in the San Bernardino Mountains, on April 14-April 16, 2010. The students and chaperones will leave on Wednesday morning, April 14th, and return on Friday afternoon, April 16th, 2010. There will be 9 male and 2 female students participating, and three chaperones, teachers Rocky Wilson, Barry Smith, and assistant Sylvia Martinez. Students are closely supervised.

Students have the opportunity to experience life-skill building activities, such as, hiking, games, water activities, and fishing. The camping reservations at Camp Conrad-Chinnock, as well as the food, are paid from donations and student fundraising. A 15-passenger rental van will transport the students and equipment. A substitute teacher will be paid for by the Special Education Account.

ACTION RECOMMENDED: Approval is requested.

PREPARED BY: Carolyn Seaton, Executive Director, Educational Services

DATE OF BOARD MEETING: April 7, 2010

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT
OVERNIGHT FIELD TRIP REQUEST FORM

Name of Person Requesting Approval: Barry Smith Your Position: Teacher
Your Location/School Site: Mira Costa Your Work Telephone: ext. 5162

Name/Grade Level(s) of Class Participating: Basic Skills 10th gr. - 22 yrs.

Dates of Travel: from April 14, 2010 to April 16, 2010

Name of Destination: Camp Conrad / Chinneck

Destination Address: 4700 Jenks Lake Rd. E, Angelus Oaks, CA

Destination Phone Number: (909) 794-6712 92305

Name of Contact Person at Destination: Rocky Wilson

Reason for Travel/Educational Goal: Practical Living Skills / independent skills

Number of Students Attending: Male: 9 Female: 2

*Number of Chaperones: Male: 2 Female: 1

Complete Name and Phone Number of Each Chaperone (use additional page if necessary):

- Barry Smith (310) (Teacher)
- Rocky Wilson (310) (Teacher)
- Sylvia Martinez (310) (Teacher Asst.)
- _____
- _____

A Completed and signed *Chaperone Guidelines Agreement* for each chaperone must be attached to this request form upon submission to the Board of Trustees. *There must be a minimum of two adult chaperones (one male and one female), unless all travelers are of the same gender. There must be one adult chaperone for each 10 students of the same gender. If the trip involves water activities, the ratio of chaperones shall be revised to ensure closer supervision of elementary grade students appropriate to their age.

N/A Name of Travel Agency: _____ Contact: _____
(Proof of Insurance must accompany this form.)
Address: _____ City/State/Zip/Phone: _____

Method of Transportation (be specific): Passenger Van

Name and Address of Hotel (be specific): Camp Conrad (see above)

How Many Days of School Will Be Missed? 3 List School Dates Missed: 4-14 - 4-16-10

Will Student Participate in Water Sports, Rock Climbing or Other Hazardous Activities? no
If so, what type? _____

Will scholarships be provided? _____ Will any cost (including sub costs) be borne by the district? yes
If so, why? 1 substitute (3 days)

Account Number to be Charged: _____

Board approval must be obtained before any deposits are made. Please submit your request at least 3-4 months in advance of the travel. The Board will not approve travel when the request form is incomplete. If you have additional information, please attach it to this request form. This form must be signed by the principal and the Executive Director-Educational Services prior to being submitted to the Superintendent's Office.

Signatures:
Your Signature: [Signature] Principal: [Signature]
Exec. Dir, Ed. Svcs: Carolyn E. Seaton Clerk, Board of Trustees: _____

Exhibit
version: May 21, 2008

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT
Manhattan Beach, California

D. **CONSENT CALENDAR**

2. **TITLE:** Supplemental Agreement between the Manhattan Beach Unified School District and Infosnap, Incorporated, for Online Student Registration Services

BACKGROUND: The following supplemental agreement between the Manhattan Beach Unified School District and Infosnap, Incorporated, provides renewal of online registration services during the school year 2010-2011.

FISCAL IMPACT: The \$20,400.00 cost of the agreement will be paid in full by the PTAs/PTSAs of each of the seven schools in the District. There will be no impact on the general fund.

ACTION RECOMMENDED: Approval is requested.

PREPARED BY: Carolyn Seaton, Executive Director, Educational Services

DATE OF BOARD MEETING: April 7, 2010

AGENDA NOTE

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Supplement #2
To
infosnap Services Agreement

This Supplement #2 is hereby made a part of the infosnap Services Agreement dated as of May 21, 2008 (the "Services Agreement") between infosnap, inc. ("infosnap" or "we") and Manhattan Beach Unified School District ("Institution" or "you")

We hereby agree to provide the following services to you on the following terms:

1. **Renewal of services.** We agree to continue to provide you the Registration Services set forth in prior Supplements for the term and at the prices set forth below. If as part of such Services you request material changes to your current forms or process, we will notify you, together with our estimate of the costs of such material changes, based on our costs of \$200 per hour. You may then authorize changes and pay the additional costs, or not make such changes.
2. **Governing Law.** This Agreement is governed by the laws of Texas. We both consent to the exclusive jurisdiction of the Texas Federal and State courts.
3. **Operating Environment.** Supplements may specify particular hardware, software or other requirements to enable the Services to function properly. If your environment does not meet these requirements during the initial creation of your Services or changes after the Services have gone live, (including re-installation of software), (i) the Services your environment at the rate of \$200 per hour.
4. **Additional Data Extraction Service.** We will spot check your extracted enrollment data for errors and compatibility with your online forms structure. We will advise you of potential errors or data inconsistencies we discover so you can correct and/or clarify them. We can also provide additional assistance with data cleanup, restructuring or reorganization of your data extract files, and the actual data extraction itself; we charge \$200 per hour for these additional services. We will provide you an estimate if you request it. The project timeline may need to be adjusted if you request additional services.
5. **Number of Students.** The renewal price below reflects the increase in record count, as per your most recent registration roster, from the prior contract. (6000 District students)
6. **Price and term of services:** The term(s) of and prices for the Services are set forth below:

Registration Solution	
For	Academic Year 2010-11
Service Dates	5/30/2010-6/30/2011
Annual Service Fee	\$ 20,400
Total	\$ 20,400

Services under this Supplement will occur during the approximate period set forth above, except as we may otherwise agree.

7. **Payment.** You will pay for the Services as follows:
a. Upon signing this Supplement, you will pay \$20,400, the full cost of the services for the 10/11 Academic Year.

Date: March 25, 2010

Agreed:

Infosnap, Inc.

Manhattan Beach Unified School District

By: _____
Louis J. Trotter, Jr., President

By: _____

Date: _____

Date: _____

D. CONSENT CALENDAR

3. **TITLE:** MCHS Golf Team Trip to Palm Springs

BACKGROUND: Attached is a field trip request form for the MCHS golf team to travel to Palm Springs for a tournament on April 8-20, 2010. Eight male golf team members and one chaperone will travel via school van and will stay at the Doral Desert Princess. One day of school will be missed. There is no cost to the District.

ACTION: Approval is requested.

PREPARED BY: Dr. Beverly J. Rohrer, Superintendent

DATE: April 7, 2010

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT
OVERNIGHT FIELD TRIP REQUEST FORM

E6153

Name of Person Requesting Approval: R. Imberdale Your Position: Teacher Coach
Your Location/School Site: MCHS Your Work Telephone: 310 303-3950

Name/Grade Level(s) of Class Participating: Boy Varsity Golf
Dates of Travel: from 4/8/10 to 4/10/10

Name of Destination: Champions Invitational
Destination Address: Turkey Lago CC
Destination Phone Number: _____

Name of Contact Person at Destination: Scott McGowan
Reason for Travel/Educational Goal: Tournament
Number of Students Attending: Male: 8 Female: _____
*Number of Chaperones: Male: 1 Female: _____

- Complete Name and Phone Number of Each Chaperone (use additional page if necessary):
- _____
 - _____
 - _____
 - _____
 - _____

A Completed and signed Chaperone Guidelines Agreement for each chaperone must be attached to this request form upon submission to the Board of Trustees. *There must be a minimum of two adult chaperones (one male and one female), unless all travelers are of the same gender. There must be one adult chaperone for each 10 students of the same gender. If the trip involves water activities, the ratio of chaperones shall be revised to ensure closer supervision of elementary grade students appropriate to their age.

Name of Travel Agency: None Contact: _____
(Proof of Insurance must accompany this form.)
Address: _____ City/State/Zip/Phone: _____

Method of Transportation (be specific): Van
Name and Address of Hotel (be specific): Donal Desert Princess
How Many Days of School Will Be Missed? 1 List School Dates Missed: 4/9/10
Will Student Participate in Water Sports, Rock Climbing or Other Hazardous Activities? NO
If so, what type? _____
Will scholarships be provided? Yes Will any cost (including sub costs) be borne by the district? Yes
If so, why? Athletes Sub
Account Number to be Charged: Athletes

Board approval must be obtained before any deposits are made. Please submit your request at least 3-4 months in advance of the travel. The Board will not approve travel when the request form is incomplete. If you have additional information, please attach it to this request form. This form must be signed by the principal and the Executive Director-Educational Services prior to being submitted to the Superintendent's Office.

Signatures:
Your Signature: [Signature] Principal: [Signature]
Exec. Dir, Ed. Svcs: _____ Clerk, Board of Trustees: _____

Exhibit
version: May 21, 2008

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT
Manhattan Beach, California