

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF TRUSTEES  
MANHATTAN BEACH UNIFIED SCHOOL DISTRICT**

Manhattan Beach, CA  
September 1, 2010

The Board of Trustees of the Manhattan Beach Unified School District held a regular Board meeting on Wednesday, September 1, 2010, at 325 S. Peck Avenue, Manhattan Beach, California. The following were present:

**Members of the Board**

Ida VanderPoorte, President  
Amy Howorth, Vice President  
Bill Fournell, Clerk  
Ellen Rosenberg, Member  
Penny Bordokas, Member  
Dr. Michael Matthews, Superintendent

**District Personnel**

Carolyn Seaton, Ellyn Schneider, Steve Romines, Kathy Hall,  
Nancy Bogart, and staff

**Call to Order**

Ms. VanderPoorte called the meeting to order at 5:30 p.m., and recessed to closed session to discuss:

1. Conference with Legal Counsel - Anticipated Litigation - significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9. One potential case.
2. Conference with district labor negotiator Steve Romines regarding CSEA negotiations, per Government Code section 54957.6.
3. Conference with district labor negotiator Steve Romines regarding MBUTA negotiations, per Government Code section 54957.6.

**Open Session Reconvened**

Open session was reconvened at 6:30 p.m.

**Pledge of Allegiance**

Principal John Jackson led the Pledge of Allegiance.

**Report of Action Taken During Closed Session**

No action was reported.

**Approval of Agenda**

Mrs. Bordokas moved approval of the agenda as presented. This motion was seconded by Mrs. Howorth and unanimously approved by the Board.

**Public Comment**

None.

**Sunshining of CSEA Proposed  
Successor Agreement**

The of California School Employees Association's (CSEA) proposed successor agreement to the 2007 – 2010 CSEA Master Agreement was sunshined. CSEA's proposed articles for discussion included:

- Article 2 – Hours and Overtime
- Article 6 – Leaves
- Article 7 – Association Rights
- Article 10 – Compensation and Benefits
- Article 25 – Term

**Board Member  
Announcements**

Board members shared announcements of interest.

**Advanced Placement Scores**

Dr. Matthews said that one of the goals set by the Board for 2010-2011, was to focus on academic programs and the curriculum. Mrs. Seaton then discussed the history of the AP program. She said there are 14 AP courses offered at Mira Costa in 2010-2011. Then, she reviewed the Mira Costa High School Advanced Placement data and responded to questions from the Board.

Mr. Russ Allen, a parent in the District, addressed the Board regarding the registration policy for AP classes. He asked that the District review the policy, consider granting the principal some flexibility in its enforcement and examine the consistent enforcement of the policy.

Susan Warshaw asked the Board about the AP policy. Ms. VanderPoorte stated that this policy was requested by the high school and the Board passed it at a Board meeting.

Ms. VanderPoorte called the Consent Calendar and asked if any member of the audience or staff wished to pull an item and there were none. She asked if any member of the Board wished to pull an item and Mr. Fournell asked to pull Item E.1. Mrs. Howorth moved approval of the remainder of the Consent Calendar, seconded by Mrs. Bordokas. Board members voted unanimously to:

**E. CONSENT CALENDAR**

**General**

2. Ratify Student Services Special Employment Agreement for 2010/11 fiscal year with Rosa Lizarraga, to provide language translation services as mandated by an Individualized Education Plan (IEP) team meeting. Amount not-to-exceed \$700.00. Funds to be paid from Special education account, #01.0-65000.0-57500-31200-5850-0000113. This item has been budgeted.
3. Approve partnership agreement between the Manhattan Beach Unified School District and the School of Education at Loyola Marymount University, Teacher Education Intern Credential Program, including multiple subject, single subject, and education specialist (mild/moderate) and BCLAD emphasis credentials.

**Personnel**

4. Approve extra period assignment for John Heideman (MCHS), Col. 4, Step 30, 20%, eff. 8/31/10.
5. Ratify employment of certificated staff eff. 8/31/10 as follows:
  - Hernandez, Amber (GV), Col. 4, Step 6, TEMP, 100%
  - Lofton, Jane (MCHS), Col. 6, Step 9, PROB 1, 100%
  - Schnell, Elizabeth Richardson (MBMS), Col. 6, Step 3, TEMP, 66.64% FTE
  - Singh, Bharathi (MCHS), Col. 3, Step 1, (PROB 1), 100%
6. Approve resignation of Dawn Young (ROB), eff. 8/25/10 (relocation).
7. Ratify leave of absence per Contract Article #11 for certificated employees as follows:
  - Batavick, Andrea (GV), 100%, from 8/31/10 to 6/23/11
  - Brown, Megan (PAC), 100%, from 8/31/10 to 6/23/11
  - Buckner, Karin (PAC), 100%, from 8/31/10 to 6/23/11
  - Currier, Charles (MCHS), 100%, eff. 8/31/10
  - Fairbrother, Carrie (GV), 100%, from 8/31/10 to 6/23/11
  - Mellis, John (MCHS) 100%, eff. 8/31/10
  - Mitchell, Stephanie (GV) 100%, from 8/31/10 to 6/23/11
  - Mullins, Stephanie (GV) 100%, from 8/31/10 to 6/23/11
  - Stephens, Darrow (ROB) 100%, from 8/31/10 to 6/23/11
8. Approve temporary reduction in hours for Jennifer Jordan (Ed. Svs.), from 100% to 40%, eff. 8/31/10.

Mr. Fournell moved approval of Item E.1., seconded by Mrs. Howorth. Mr. Fournell noted that the field trip form asked about participation in water activities. Dr. Matthews said the form would be reviewed. Ms. VanderPoorte called for the question, and Board members voted unanimously to:

1. Approve Mira Costa High School Boys' Water Polo Team to attend America's Finest Invitational, San Diego, California. The trip will take place from September 24-25, 2010. There will be eighteen male students and two male chaperones supervising. Transportation will be by parent carpool and accommodations will be at the Days Inn, Mission Valley.

**Public and Staff Submitted Items** None.

**Nominations for Membership to the Los Angeles County Committee on School District Organization** There were no nominations.

**Approval of Minutes** Mrs. Howorth moved approved of the minutes of August 25, 2010, seconded by Mrs. Rosenberg and unanimously approved by the Board.

**Superintendent/Cabinet Report** **Enrollment in 2010-11**  
Dr. Matthews said that of the most important elements of a school District's budget is enrollment. It's pretty simple: school districts get funded by the state based on the number of students who show up to school each and every day. So on the first day of school, we look very

carefully at the number of students who are sitting in desks in our schools. We hire teachers and staff based on our estimates of enrollment.

Our principals provided us with our first day of enrollment information, and the good news is that our projections of the District's enrollment seem to be very accurate. Mrs. Ellyn Schneider, Executive Director of Student Services, presented this information to the Board. Some of the key information:

- In grades K-5, we had predicted 2,849 students, and we counted 2,857 students on the first day.
  - Our average class size in grades K-3 ranges is approximately 22.5
  - Our average class size in grades 4-5 ranges between is approximately 29.1
- Last year's middle school enrollment was 1,309, and there were 1,362 students who attended on the first day.
- Last year's high school enrollment was 2,378 and there were 2,419 students who attended on the first day.
- We are still examining class size at both the middle and high school

All of these enrollment numbers are positive numbers for the District, and are in line with the budget that the Board of Trustees adopted for the 2010-11 school year.

### **The Superintendent's Stories from the Start of Schools**

Dr. Matthews reported that teachers officially returned to work on Tuesday, August 31, but in reality, they have been in their classrooms for many, many days preparing their classrooms, materials, and lessons. Spirits were high and it was clear that our teachers and staff were pleased to be back working with each other and eager to start.

Each school had a brief meeting to go over critical issues to start the year and to introduce new staff. The Superintendent had the pleasure of introducing new principal Ben Dale to the Mira Costa High School staff. The Superintendent and cabinet members also had the honor to provide longevity pins to employees who have been here 5, 10, 15, 20, 25, 30, or even 35 years.

At this point in the meeting, Dr. Matthews presented Board President Ida Vanderpoorte with her 5-Year Pin!

Dr. Matthews then thanked MBUTA President Rachel Thomas-Wilson for leading him on a tour of the schools on Tuesday.

On Tuesday evening, Dr. Matthews attended two Kindergarten Back-to-School Nights (Meadows and Grandview) and got to see our teachers and parents meet each other and learn about the exciting Kindergarten year to come.

Wednesday, September 1<sup>st</sup> arrived – the first day of school – and Dr. Matthews had the opportunity to visit all of our schools. Things were wonderful at the pre-school, though there were a few two and three-year-olds who were missing mom and dad quite a bit at the start of school.

There was a strong PTA presence in all of our schools. Schools had organized different ways of meeting and greeting new parents and returning parents, and schools, as always, were seeking volunteers. We love our volunteers and we will always take them up on their offers to help!

One of the biggest changes was the way that registration was done at the high school. In the past, the first day was a day of long lines of students who were seeking schedule changes. This year, our counselors and high school administration worked very hard in making those changes prior to the start of school. The result? No long lines. Where were the students? In class learning! Congratulations to the counselors and administration at the high school in this successful change.

There was ample evidence of high quality teaching and learning on the first day in all schools. Many of our teachers were using their Smart Boards and their Sound Systems. I visited many of our new teachers and they were doing wonderfully as well.

In summary, it was a great first day of school for the Manhattan Beach Unified School District.

**Public Comments**

None.

**Items Recommended for Future Board Discussion**

The Advanced Placement policy will be discussed at a future Board meeting.

**Adjournment**

Mrs. Howorth moved to adjourn at 7:38 p.m., seconded by Mrs. Rosenberg and unanimously approved by the Board.

---

BILL FOURNELL, CLERK  
Board of Trustees

---

MICHAEL D. MATTHEWS, Ed.D.  
Superintendent of Schools