

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

**April 21, 2010  
5:30 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 (5:30)
2. Recess to Closed Session
3. Reconvene Open Session (6:30)
4. Pledge of Allegiance
5. Report from Closed Session
6. Approval of Agenda

**B. ANNOUNCEMENTS AND COMMUNICATIONS (25 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.
2. A Moment of Silence will be held for Don Cohen, who passed away on March 27, 2010.
3. Jill Brunkhardt from Chevron will make a presentation to the Board of Trustees.
4. Todd Loewenstein, Redondo Beach Unified School District, will make a presentation to the Board of Trustees.
5. Teacher Spotlight on Andrew Caine, Mira Costa High School.
6. Sunshining of Manhattan Beach Unified School District proposed successor agreement to the 2007 – 2010 CSEA Master Agreement. The District's proposed articles for discussion are:

Article 10 – Compensation and Benefits  
Including but not limited to furlough days and work year calendar  
(Appendix A and Appendix D).

Article 11 – Vacation and Holidays  
Including but not limited to direct service personnel.

Article 20 – Layoff and Reemployment  
Including but not limited to seniority date and order of layoff.

Article 22 – Training  
Including but not limited to scheduling of in-service training outside of work hours.

7. Board Member Announcements
8. Jeff Whalen and Sarah Keasler, Student Board Members, will discuss student topics at Mira Costa High School, elementary schools, and events and activities in the District. Jina Stanfill will report on activities at Manhattan Beach Middle School.

**C. PRESENTATION/DISCUSSION ITEMS (30 Minutes)**

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

- |                       |  |
|-----------------------|--|
| <b>Seaton<br/>1</b>   | 1. Ms. Terri Arnold, MBUSD Consultant, will report on her analysis and development of recommendations for the elementary library media specialist program and the elementary computer laboratory specialist program. |
| <b>Rohrer</b>         | 2. Update on Superintendent’s Fiscal Advisory Committee.   |
| <b>Seaton<br/>2-4</b> | 3. Revised MCHS Registration Process for 2010-2011.  |

**D. PRESENTATION/ACTION ITEMS (None)**

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.

**E. CONSENT CALENDAR (15 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**

- |                          |  |
|--------------------------|--|
| <b>Seaton<br/>5-6</b>    | 1. Approve consultant agreement with David Ghoogasian of The Lyceum, to present three workshops in April 2010, in an amount not-to-exceed \$3,200.00, charged to acct. #01.0 40350.0 11100 10000 5850 1120, Title II, Improving Teacher Quality. |
| <b>Schneider<br/>7</b>   | 2. Approve application for a waiver for the student #920006604, as prescribed in <i>Education Code</i> Section 56101, for the California High School Exit Exam (CAHSEE).   |
| <b>Schneider<br/>8-9</b> | 3. Ratify the Amendment to District Master Contract for Nonsectarian, Nonpublic Agency Services (NPA) with Behavior and Education, Inc. Amendment is necessary to add services for the 2009/10 fiscal year, as mandated by Individualized        |

Education Plan (IEP). The Master Contract is effective from July 1, 2009, through June 30, 2010. Amount not-to-exceed \$103,543.25. This is an increase of \$7,853.25, and within planned budget for services. A transfer is being made from an existing provider contract. Funds to be paid from Nonsectarian, Nonpublic Agency Services account, #01.0-65000.0-57500-11801-5810-0000051. No change to existing overall budget.

- Schneider 10-11** 4. Ratify Amendment to District Master Contract for Nonsectarian, Nonpublic School Services (NPS) with Switzer Learning Center. Contract is necessary to correct the rates for related services provided by Switzer as approved by SW SELPA. The Master Contract is effective from February 22, 2010, through June 30, 2010. Amount not-to-exceed \$11,659.60. This is an increase of \$492.10 to the original contract. This is within planned budget for services. Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000052. No change to overall budget.
- Schneider 12-17** 5. Ratify District Master Contract for Nonsectarian, Nonpublic School Services (NPS) with UHS of Delaware, Inc. dba Provo Canyon School – Springville. Contract is necessary due to a change in placement, as mandated by Individualized Education Plan (IEP). The Master Contract is effective from March 15, 2010, through June 30, 2010. Amount not-to-exceed \$11,500.00. This is within planned budget for services. Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000051. No change to overall budget.
- Schneider 18-19** 6. Ratify Student Services Special Employment Agreement for 2009/10 fiscal year with Pam Ajang, Ph.D., to provide educational consultant services, from March 25, 2010, through June 30, 2010. This is a new special employment contract. The amount is within the planned budget for services, therefore no change to existing overall budget. Amount not-to-exceed \$3,062.50. Funds to be paid from Special Education account, #01.0-65000.0-57500-31200-5850-0000052. This item has been budgeted.
- Schneider 20-21** 7. Ratify Student Services Special Employment Agreement for 2009/10 fiscal year with Susan H. Norwell, M.A., to provide educational consultant services, for the period March 22, 2010, through June 30, 2010. This is a new special employment contract. The amount is within the planned budget for services, therefore no change to existing overall budget. Amount not-to-exceed \$4,500.00. Funds to be paid from Special Education account, #01.0-65000.0-57500-31200-5850-0000113. This item has been budgeted.
- Schneider 22** 8. Ratify agreement per Individualized Education Plan (IEP) mandated service to reimburse parents for educational costs of not to exceed \$1,800.00, incurred from September 29, 2009, through September 30, 2009, and in accordance with our reimbursement policy. Funds to be paid from Special Education Other Services account, #01.0-65000.0-57500-71101-5890-0000051. This item is within planned budget. No change to overall budget.
- Schneider 23** 9. Ratify reimbursement to parent for educational fees and costs of not-to-exceed \$27,000.00, as per Final Settlement and Release Agreement, Office of Administrative Hearings (OAH) Case No. 2009110620, finalized on April 12, 2010. Funds to be paid from Special Education Other Services account, #01.0-65000.0-57500-71101-5890-0000053. This item is within planned budget. No change to overall budget.

**Schneider  
24**

10. Ratify payment to Newman, Aaronson, and Vanaman, Attorneys at Law, for attorney's fees and costs of not-to-exceed \$10,500.00, as per Final Settlement and Release Agreement, Office of Administrative Hearings (OAH) Case No. 2009110620, finalized on April 12, 2010. Funds to be paid from Special Education Other Services account, #01.0-65000.0-57500-71100-5820-0000053. This item is within planned budget. No change to overall budget.

**Hall**

**Personnel**

11. Ratify leave of absence for classified employees at effective dates as listed:
- Adams, Michelle, IBI, MBMS, (Contract Article 6) effective 04/01/10 – 05/01/10
- Moreno, Gilberto, Operations Worker, MCHS, (Contract Article 6) effective 02/23/10 – 05/06/10
- Myers, Valerie, Staff Secretary, Food Services, (Contract Article 6) effective 03/12/10 – 07/22/10
12. Ratify employment of classified personnel to serve as substitute and/or short term/intermittent, district wide, at effective dates listed:
- Lomeli-Chuntz, Angelica, effective 03/26/10
- Oliver, Norma, effective 04/05/10
- Thomson, Brandon, effective 03/09/10
- Watkins, Kara, effective 03/17/10
13. Ratify leave of absence for certificated staff per MBUTA Contract Article #11.9, #11.10, #11.18 as follows:
- Skaggs-Brown, Megan (PAC), from 3/8/10 to 6/24/10
- Wheeler, Susan (GV), from 3/8/10 to 5/28/10
14. Ratify employment of certificated substitutes at current rate of pay as follows:
- Blake, Eric eff. 3/12/10
- Dexter, Margaret eff. 3/18/10
- Yarbrough, Pamela eff. 3/16/10
15. Ratify change in status for Cubillos, Deborah (MEA), change from Col. IV, Step 4, to Col. V, Step 4, eff. 3/1/10

**Romines**

**Business**

- 25-28** 16. Ratify purchase orders to date.
- 29-30** 17. Approve Williams Uniform Complaint Quarterly Report for the second quarter.
- 31-36** 18. Declare that all Management, Confidential and Other Unrepresented Employee Salaries are Indefinite for 2010-2011.
- 37-39** 19. Accept Developer Fee report for the month of March 2010.

**F. PUBLIC AND STAFF SUBMITTED ITEMS**

(This section includes topics submitted in writing by citizens, staff, or students ten (10) working days prior to the Board meeting, by 12:00 noon, [MBUSD Board Bylaw 9322, Agenda/Meeting Materials]. Each person submitting a topic will be allocated a maximum of three minutes in which to address the Board. Some topics may be given additional time, at the Board's discretion. This section of the agenda does not take the place of the public comment section, which follows later. The requirement for advance submission of topics allows for better agenda planning, improved staff response and eliminates the Brown Act restriction against Board discussion of unagendized topics that would otherwise exist.)

None.

**G. BOARD BUSINESS (20 Minutes)**

- 40 1. Proposal by the City of Manhattan Beach to Change School District Trustee Elections from the Month of November to March
- 41 2. Formation of a New Superintendent's Committee, District Employee Benefits Study
- 42 3. Formation of a New Superintendent's Committee, 21st Century Learning Advanced Study Task Force
- 43 4. Approve Board workshops for staff/consultants presentations on the MCHS Building and Modernization Schematic Architectural Plans Update, and Review (BB Bond financing) to include the Integration of Physical Education/Athletic Fields/Facilities Master Plan (unfunded by BB).
- 5. Approve minutes of the following Board meetings:
  - January 13, 2010
  - February 24, 2010
  - March 8, 2010

**H. SUPERINTENDENT/CABINET REPORT (10 Minutes)**

- 1. MCHS Spring Musical
- 2. Chris Miko, Outstanding Alumni Recipient, UCI Extension
- 3. Robotics Competition
- 4. Superintendent Search Update
- 5. AARA Budget Update
- 6. Enrollment/Permits

**I. 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.

**J. ITEMS FOR FUTURE DISCUSSION/ACTION**

**K. ADJOURNMENT**

## **CLOSED SESSION AGENDA**

**April 21, 2010**

**5:30 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 54957.
4. Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 45956.9. Two potential cases.
5. Conference with Legal Counsel - Existing Litigation, pursuant to subdivision (a) of Government Code Section 54956.9. Case nos. 2009110620 and EEOC 480-2010-00949.

**MANHATTAN BEACH UNIFIED SCHOOL DISTRICT  
CALENDAR OF EVENTS**

(Note: These dates are subject to change)

**APRIL**

April 21, 2010, 6:30 PM  
Board Meeting

April 29, 2010  
Open House  
Manhattan Beach Middle School

**MAY**

May 5, 2010, 6:30 PM  
Board Meeting

May 19, 2010, 6:30 PM  
Board Meeting

May 27, 2010  
Open House  
Grand View, Meadows, Pacific, Pennekamp

May 31, 2010  
Memorial Day Holiday

**JUNE**

June 2, 2010, 6:30 PM  
Board Meeting

June 3, 2010  
Open House  
Robinson Elementary School

June 16, 2010, 6:30 PM  
Board Meeting

June 22, 2010  
MBMS Promotion

June 23, 2010  
Last Day of School

June 24, 2010  
MCHS Graduation

**C. PRESENTATION/DISCUSSION ITEMS**

1. **TITLE:** Report on Elementary Library Media Specialist and Computer Lab Specialist Programs

**BACKGROUND:** At its meeting held on November 18, 2009, the Board approved a consultant contract with Terri Arnold to research the elementary library media specialist and computer laboratory specialist programs. Ms. Arnold met with all five elementary principals to discuss the current programs being offered in the elementary libraries and computer labs and to view the facilities in which those programs are being housed.

During this presentation, Ms. Arnold will share her findings and potential next steps with regard to these two programs.

**FISCAL IMPACT:** None.

**ACTION RECOMMENDED:** This presentation is for information only. No action is necessary.

**PREPARED BY:** Carolyn Seaton, Executive Director of Educational Services

**DATE OF BOARD MEETING:** April 21, 2010



**C. PRESENTATION/DISCUSSION ITEMS**

3. **TITLE:** Revised Mira Costa High School Student Registration Process for 2010-2011

**BACKGROUND:** An ad hoc committee was convened at the beginning of the 2009-2010 school year to review the current Mira Costa High School student registration process. A goal of this analysis was to determine the feasibility of adjusting dates to allow all MCHS students to receive their course schedules prior to the first day of school. Members of this committee included Board member Amy Howorth, MCHS counselors Sue Bertran and David Beck, and Mira Costa Vice Principal Jennie Wright. The committee visited Palos Verdes High School and learned the process used there for achieving the goal of distributing student schedules before the school year begins.

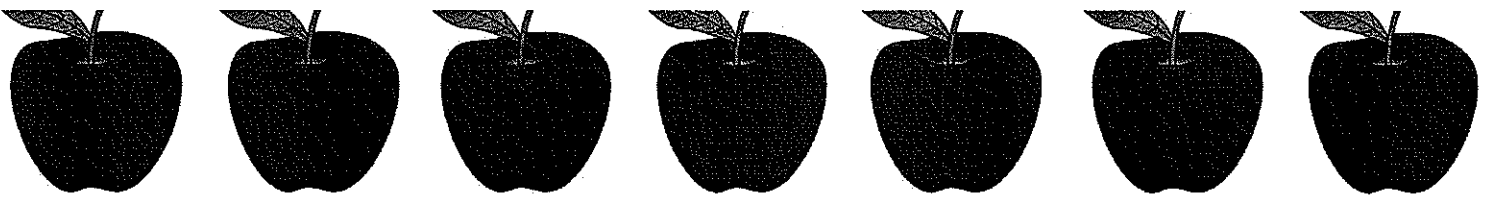
Using the information gleaned from PVHS as a guideline, the committee designed a new registration process and timeline for Mira Costa. The new procedures and calendar have been described in a document that has been included in the Board packet. This document will be communicated to 2010-2011 MCHS students and parents.

**FISCAL IMPACT:** None.

**ACTION RECOMMENDED:** None.

**PREPARED BY:** Carolyn Seaton, Executive Director of Educational Services

**DATE OF BOARD MEETING:** April 21, 2010



**Mira Costa High School ☺ Student Registration Update ☺ See New Dates!!**

The staff members of Mira Costa High School are working diligently to serve the needs of our students. We have developed a new registration calendar that will allow students to register and receive their schedules before the first day of school. Should a schedule change be necessary, students will have the opportunity to make adjustments before school begins. It is our goal that all students will be in class with a correct schedule on the first day of school.

**What can students do to help?**

Don't wait until the first day of school to make changes. If students wait, chances are slim that they will get the classes they want. Students must come to the office to make schedule changes with their counselors on the morning **after** they register from 8:00 to 11:30 a.m. Appointments are not necessary. In order to make schedule changes, students must have a copy of their schedule with them to prove that they have registered.

**What can parents do to help?**

Be aware that the counselors will not be able to make schedule changes on the phone or through email. Parents can make sure that their student arrives at the MCHS main office at the time indicated below to work through desired changes with his or her counselor.

Prior to registration, it is **MANDATORY** that parents complete the *Infosnap* online registration process. At the end of July, we will be mailing every parent an *Infosnap* snapcode. The *Infosnap* online registration process includes a "Registration Verification Form." **Students will not be able to register without their completed, signed *Infosnap* Registration Verification Form.**

**New students who have just moved to the District** will make appointments to see their counselors by contacting Peggy Froseth at x 5018, Cindy Gardner at x 5017 or Jan Norris at x 5020. Please wait until after August 1<sup>st</sup> to call. New student scheduling will occur on August 18<sup>th</sup>, 19<sup>th</sup>, and 20<sup>th</sup> from 8:00 to 11:30 a.m. and 1:00 to 2:00 p.m. **WELCOME!!!!**

Registration for all students will occur during the week of August 23<sup>rd</sup>. Students may register and/or change their schedules **only** on the day designated. If students miss their assigned date, they will not be allowed to register or change their schedule until the first day of school. No exceptions will be made.

	<b>Registration – Auditorium</b>	<b>Schedule Changes – Counselors' Offices</b>
<b>Seniors</b>	Monday, August 23 <sup>rd</sup> , 12:30-3:00 PM A-J: 12:30-1:15 K-R: 1:15-2:00 S-Z: 2:00-3:00	Tuesday, August 24 <sup>th</sup> 8:00-11:30 AM
<b>Juniors</b>	Tuesday, August 24 <sup>th</sup> , 12:30-3:00 PM A-J: 12:30-1:15 K-R: 1:15-2:00 S-Z: 2:00-3:00	Wednesday, August 25 <sup>th</sup> 8:00-11:30 AM
<b>Sophomores</b>	Wednesday, August 25 <sup>th</sup> , 12:30- 3:00 PM A-J: 12:30-1:15 K-R: 1:15-2:00 S-Z: 2:00-3:00	Thursday, August 26 <sup>th</sup> 8:00-11:30 AM
<b>Freshmen</b>	Thursday, August 26 <sup>th</sup> , 12:30-3:00 PM A-J: 12:30-1:15 K-R: 1:15-2:00 S-Z: 2:00-3:00	Friday, August 27 <sup>th</sup> 8:00-11:30 AM

## Other Important Dates

### New Student/Freshman Orientation

10:30 a.m.-12:30 p.m. on Thursday, August 26<sup>th</sup>, 2010

### Make-up Registration, Auditorium

12:00- 2:00 p.m. on Monday, August 30, 2010 (preferred), OR  
7:00 a.m., Wednesday, September 1, 2010

**First Day of School – Wednesday, September 1, 2010. Students must bring their schedules in order to enter class! Schedules will not be readily available on the first day of school as in the past.**

## 1st Semester Timeline for Course Schedule Adjustments

### Last Day to Add a Course

Friday, September 10, 2010

### Last Day to Make a Level Change (move from one course to another in the same department)

Friday, October 22, 2010

### Last Day to Drop a Course (i.e., move from 7 to 6 classes)

Friday, November 19, 2010

We have many valuable resources available to assist you. These resources will keep you informed about academics, events and activities at MCHS. First, we encourage you to login to our website at [www.miracostahigh.org](http://www.miracostahigh.org) regularly. The website is our primary communication vehicle. The Daily Bulletin is published each day and can be found on the right side of the front page of the website. Make sure we have your email address, because we send out the most important new information, congratulatory remarks and news in an eblast every Friday.

We wish you the very best possible experience at Mira Costa. Thank you for helping us to keep our ship on course!

Updated April 2010

**E. CONSENT CALENDAR**

1. **TITLE:** Consultant Agreement with David Ghoogasian

**BACKGROUND:**

David Ghoogasian has a rich background in education, which includes teaching, counseling, administration, and professional development. Among the areas of emphasis in the training he provides are the classroom applications of brain research, learning styles, teaching styles, multiple intelligence theory, differentiated instruction, classroom management, and emotional intelligence. His presentations, classes, and training are consistently well received for their informative, practical, and applicable nature. Recently Mr. Ghoogasian taught *How the Brain Learns* (October and November, 2009) and *Learning Styles* (January and February, 2010) to MBUSD teachers who are participating in the 2009-2010 GATE certification cohort. Our teachers felt that the information he shared with them in these classes will greatly improve their instructional strategies as well as student achievement.

This proposed contract would allow Mr. Ghoogasian to provide MBUSD fourth, fifth, and middle school GATE cluster teachers with support in meeting the needs of the gifted students in their classes. MBMS GATE science cluster teachers would meet with Mr. Ghoogasian for a half day on Wednesday, April 28<sup>th</sup>. On Thursday, April 29<sup>th</sup>, fifth grade GATE cluster teachers would meet with Mr. Ghoogasian from 8:00-11:00 a.m., and fourth grade GATE cluster teachers would meet with him from 12:00 noon to 3:00 p.m. The schedule would allow fourth and fifth grade teachers to share substitutes on Thursday, April 29<sup>th</sup>, which lowers the total cost for subs. Mr. Ghoogasian's fee for these proposed sessions is \$3,200.

**FISCAL IMPACT:**

Mr. Ghoogasian's fee for the staff development sessions for fourth and fifth grade GATE cluster teachers and middle school science GATE cluster teachers is \$3,200. The cost for substitute teachers will be \$977.50. The total cost of \$4,177.50 will be paid out of Title II, so there will be no impact on the general fund.

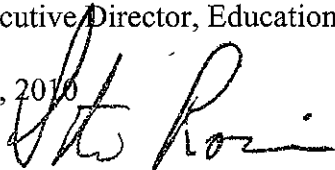
**ACTION RECOMMENDED:**

Approval is requested to obtain the services of David Ghoogasian for a half day on April 28, 2010, and a full day on April 29, 2010. Staff development fees not-to-exceed \$3,200.00 and substitute costs not-to-exceed \$977.50 will be charged to Account No. 01.0 40350.0 11100 10000 5850 1120, Title II.

**PREPARED BY:** Carolyn Seaton, Executive Director, Educational Services

**DATE OF BOARD MEETING:** April 21, 2010

**BUDGET APPROVED BY:**

  
\_\_\_\_\_  
Steven Romines, Ph.D., Assistant Superintendent,  
Administrative Services

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT  
SPECIAL EMPLOYMENT  
AGREEMENT FOR SERVICES

WHEREAS, it is the desire of the Governing Board of the MANHATTAN BEACH UNIFIED SCHOOL DISTRICT to employ

David Ghoogasian Social Security # \_\_\_\_\_ for  
(Name)  
services in the Educational Services Department and  
(Education/Business/Administration)

WHEREAS, such service will assist the Governing Board in discharging its legal obligation to provide an adequate educational program and will supplement assistance by the State and County authorities and not replace such assistance:

SERVICES TO BE RENDERED

Said person will serve as Consultant  
(Consultant/Lecturer/Etc.)

Staff development workshops  
(Program/Project)

This service does \_\_\_\_\_ does not X require direct contact with students.

WITNESSETH:

THEREFORE, this agreement is made and entered into this 21<sup>st</sup> day of April 2010, by and between the Manhattan Beach Unified School District and the above named person, hereinafter called Consultant.

PAYMENT TO BE MADE BY THE DISTRICT

In consideration of the services to be rendered, the District agrees to pay at the rate of \$ N/A per day, \$ N/A per hour, not to exceed \$ 3,200.00.

DATES OF SERVICE

Said person agrees to render services on the following date(s):

April, 2010

010 40350.0 11100 10000 5850 1120, Title II  
(Account No.)

\_\_\_\_\_  
(Asst. Supt., Admin. Svcs.)

\_\_\_\_\_  
(Exec. Dir., Educational Svcs.)

\_\_\_\_\_  
(Consultant Signature)

Warrant to be mailed to:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

E. **CONSENT CALENDAR**

2. **TITLE:** California High School Exit Exam (CAHSEE) Waiver of Test Passage for Special Education Student.

**BACKGROUND:** Previous to the requirements of the CAHSEE, students currently being served under an Individualized Education Program (IEP) or Section 504 plan would usually be expected to graduate with a high school diploma. However, due to their level of achievement, some students need modifications to the test which are not allowed through current resolutions, because these modifications would invalidate the test score (5 CCR 1217, 1218, and 1219.5). In these specific cases, the LEA may request a waiver under the authority of *Education Code* Section 56101, from the SBE of “successful passage of the CAHSEE,” for those students who can show evidence of having completed and/or being successful in sufficient high school level coursework to complete a high school curriculum of sufficient rigor to have gained the skills and knowledge otherwise needed to pass the CAHSEE, and have also attained the equivalent of a passing score upon completing either the English/Language arts and/or mathematics sections of the CAHSEE test using modifications that are not allowed because they “fundamentally alter what the test measures” (as stated in 5 CCR 1217(c) or determined under the 5 CCR 1218 request process) thereby invalidating the student’s test score as provided by 5 CCR 1219.5.

**FINANCIAL IMPACT:** None.

**ACTION RECOMMENDED:** Having been reviewed by the Special Education Staff and Principal of Mira Costa High School, one student has been approved for submission through the CAHSEE Waiver policy and procedures. Please approve the application for a waiver for the student identified by number 920006604 as prescribed in *Education Code* Section 56101.

**PREPARED BY:** Ellyn Schneider, Executive Director, Student Services

**DATE OF MEETING:** April 21, 2010

**AGENDA NOTE    AGENDA NOTE    AGENDA NOTE**

E. **CONSENT CALENDAR**

3. **TITLE:** Amendment to District Master Contract for 2009/10 School Year for Nonsectarian, Nonpublic Agency (NPA) Services with Behavior and Education, Inc.

**BACKGROUND:** It is necessary to amend District Master Contract for NPA Services with Behavior and Education, Inc., to add services for the 2009/10 fiscal year, as mandated by Individualized Education Plan (IEP).

Services will be provided as designated in the student Individualized Education Plans (IEP's). The Master contract is effective from July 1, 2009, through June 30, 2010.

**FINANCIAL IMPACT:**

Amount not to exceed \$103,543.25.

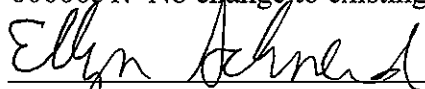
This is an increase of \$7,853.25, and within planned budget for services. A transfer is being made from an existing service provider contract.

Funds to be paid from Nonsectarian, Nonpublic Agency Services account, #01.0-65000.0-57500-11801-5810-0000051;

No change to existing overall budget.


**ACTION RECOMMENDED:** Ratify the Amendment to District Master Contract for Nonsectarian, Nonpublic Agency Services (NPA) with Behavior and Education, Inc. Amendment is necessary to add services for the 2009/10 fiscal year, as mandated by Individualized Education Plan (IEP). The Master Contract is effective from July 1, 2009, through June 30, 2010. Amount not to exceed \$103,543.25. This is an increase of \$7,853.25, and within planned budget for services. A transfer is being made from an existing provider contract. Funds to be paid from Nonsectarian, Nonpublic Agency Services account, #01.0-65000.0-57500-11801-5810-0000051. No change to existing overall budget.

**PREPARED BY:**

  
Ellyn Schneider, Executive Director of Student Services

**DATE OF MEETING:** April 21, 2010.

Approved by:

  
Steve Romines, Asst. Superintendent of Admin. Services

**AMENDMENT TO A GENERAL AGREEMENT FOR NONSECTARIAN,  
NONPUBLIC SCHOOL / AGENCY SERVICES**

(Education Code Section 56365 et seq.)

THE GENERAL AGREEMENT FOR NONSECTARIAN, NONPUBLIC SCHOOL / AGENCY SERVICES, made and entered into on **August 26, 2009**, effective July 1, 2009 through June 30, 2010, between **Manhattan Beach Unified School District**, County of Los Angeles, hereinafter referred to as the "District" and **Behavior and Education, Inc.**, hereinafter referred to as the "Contractor," located at P.O. Box 1000, Hermosa, Beach, Ca 90254, is hereby amended effective October 19, 2009, and ratified on **April 21, 2010** as follows:

**Amend the following provision:**

**Exhibit A: Rates**

**Payment under this contract may not exceed**            **\$103,543.25.**  
**Total LEA Enrollment may not exceed**                    **5**

**- CONTRACTOR -**

**- DISTRICT -**

**Behavior and Education, Inc.**  
Name of Non-Public Agency

**Manhattan Beach Unified School District**

By \_\_\_\_\_  
Contracting Officer's Signature

By \_\_\_\_\_  
Signature

Barbara Endlich, Director

Ellyn Schneider,  
Executive Director of Student Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**E. CONSENT CALENDAR**

4. **TITLE:** Amendment to District Master Contract for 2009/10 School Year for Nonsectarian, Nonpublic School (NPS) Services with Switzer Learning Center.

**BACKGROUND:** It is necessary to Amend District Master Contract for NPS Services with Switzer Learning Center, to correct the rates for related services provided by Switzer as approved by SW SELPA.

Services will be provided as designated in the student Individualized Education Plans (IEP's). The Master contract is effective from February 22, 2010, through June 30, 2010.

**FINANCIAL IMPACT:**

Amount not to exceed \$11,659.60.

This is an increase of \$492.10 to the original contract.

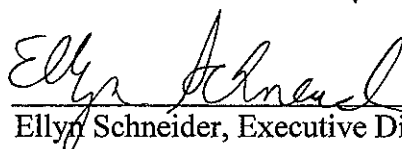
This is within planned budget for services. A transfer is being made from an existing service provider contract.

Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000052.

No change to existing overall budget.

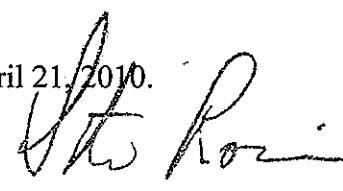
**ACTION RECOMMENDED:** Ratify Amendment to District Master Contract for Nonsectarian, Nonpublic School Services (NPS) with Switzer Learning Center. Contract is necessary to correct the rates for related services provided by Switzer as approved by SW SELPA. The Master Contract is effective from February 22, 2010, through June 30, 2010. Amount not to exceed \$11,659.60. This is an increase of \$492.10 to the original contract. This is within planned budget for services. Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000052. No change to overall budget.

**PREPARED BY:**

  
Ellyn Schneider, Executive Director of Student Services

**DATE OF MEETING:** April 21, 2010.

Approved by:

  
Steve Romines, Asst. Superintendent of Admin. Services

**AMENDMENT TO A GENERAL AGREEMENT FOR NONSECTARIAN,  
NONPUBLIC SCHOOL / AGENCY SERVICES**  
(Education Code Section 56365 et seq.)

THE GENERAL AGREEMENT FOR NONSECTARIAN, NONPUBLIC SCHOOL / AGENCY SERVICES, made and entered into on **March 3, 2010**, effective February 22, 2010 through June 30, 2010, between **Manhattan Beach Unified School District**, County of Los Angeles, hereinafter referred to as the "District" and **Switzer Learning Center**, hereinafter referred to as the "Contractor," located at 2201 Amapola Center, Torrance, Ca 90501, is hereby amended effective February 22, 2010, and ratified on **April 21, 2010**, as follows:

**EXHIBIT A: RATES**

Payment under this contract may not exceed **\$11,659.60**

**B. Related Services**

<b>(2) a. Educational Counseling – Individual</b>	<b>\$86.00</b>	<b>Per Hour</b>
<b>(4) a. Language and Speech – Individual</b>	<b>\$76.00</b>	<b>Per Hour</b>

**- CONTRACTOR -**

**- DISTRICT -**

Switzer Learning Center  
Name of Non-Public School/Agency

Manhattan Beach Unified School District

By \_\_\_\_\_  
Contracting Officer's Signature

by \_\_\_\_\_  
Signature

Rebecca Foo, Executive Director

Ellyn Schneider,  
Executive Director of Student Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

E. **CONSENT CALENDAR**

5. **TITLE:** District Master Contract for 2009/10 School Year for Nonsectarian, Nonpublic School (NPS) Services with UHS of Delaware, Inc. dba Provo Canyon School – Springville.

**BACKGROUND:** It is necessary to establish a District Master Contract for NPS Services with UHS of Delaware, Inc. dba Provo Canyon School – Springville, due to a change in placement, as mandated by Individualized Education Plan (IEP).

Services will be provided as designated in the student Individualized Education Plans (IEP's). The Master contract is effective from March 15, 2010, through June 30, 2010.

**FINANCIAL IMPACT:**

Amount not to exceed \$11,500.00.

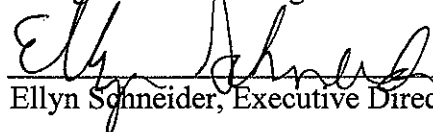
This is within planned budget for services. A transfer is being made from an existing service provider contract.

Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000051.

No change to existing overall budget.

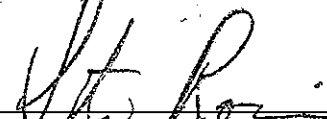
**ACTION RECOMMENDED:** Ratify District Master Contract for Nonsectarian, Nonpublic School Services (NPS) with UHS of Delaware, Inc. dba Provo Canyon School – Springville. Contract is necessary due to a change in placement, as mandated by Individualized Education Plan (IEP). The Master Contract is effective from March 15, 2010, through June 30, 2010. Amount not to exceed \$11,500.00. This is within planned budget for services. Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000051. No change to overall budget.

**PREPARED BY:**

  
Ellyn Schneider, Executive Director of Student Services

**DATE OF MEETING:** April 21, 2010.

Approved by:

  
Steve Romines, Asst. Superintendent of Admin. Services

2009-2010

CONTRACT NUMBER:  
S10-M023

LEA: *Manhattan Beach Unified School District*

**NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER:**

UHS of Delaware, Inc. dba Provo Canyon School – Springville Campus – 77-76422-0119065

**NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES**  
**MASTER CONTRACT**

**AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS**

**1. MASTER CONTRACT**

This Master Contract is entered into this 21st day of April, 2010, between the Manhattan Beach Unified School District (hereinafter referred to as “LEA” or “District”) and UHS of Delaware, Inc. dba Provo Canyon School – Springville Campus (hereinafter referred to as “CONTRACTOR”) for the purpose of providing special education and/or related services to LEA students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 *et seq.* and Title 5 of the California Code of Regulations section 3000 *et seq.*, AB490 (Chapter 862, Statutes of 2003) and AB1858 (Chapter 914, Statutes of 2004). It is understood that this agreement does not commit LEA to pay for special education and/or related services provided to any LEA student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a LEA student, CONTRACTOR shall submit to LEA an Individual Services Agreement (hereinafter referred to as “ISA”) and a Nonpublic Services Student Enrollment form as specified in the LEA Procedures. Unless otherwise agreed in writing, these forms shall acknowledge CONTRACTOR’s obligation to provide all services specified in the student’s Individualized Education Plan (hereinafter referred to as “IEP”). The ISA shall be executed within ninety (90) days of an LEA student’s enrollment. LEA and CONTRACTOR shall enter into an ISA for each LEA student served by CONTRACTOR.

Unless placement is made pursuant to an Office of Administrative Hearings (hereinafter referred to as “OAH”) order, a lawfully executed agreement between LEA and parent or authorized by LEA for a transfer student pursuant to California Education Code section 56325, LEA is not responsible for the costs associated with nonpublic school placement until the date on which an IEP team meeting is convened, the IEP team determines that a nonpublic school placement is appropriate, and the IEP is signed by the LEA student’s parent.

**2. CERTIFICATION**

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as “CDE”) as a nonpublic, nonsectarian school/agency. All nonpublic school and nonpublic agency services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code, section 56366 *et seq* and within the professional scope of practice of each providers license, certification and/or credential. A current copy of CONTRACTOR’s nonpublic school/agency certification or a waiver of such certification issued by the CDE pursuant to Education Code section 56366.2 must be provided to LEA on or before the date this contract is executed by CONTRACTOR. This Master Contract shall be null and void if such certification or waiver is expired, revoked, rescinded, or otherwise nullified during the effective period of this Master Contract. Total student

enrollment shall be limited to capacity as stated on CDE certification. Total LEA student enrollment shall be limited to capacity as stated in Section 24 of the Master Contract.

### **3. COMPLIANCE WITH LAWS, STATUTES, REGULATIONS**

During the term of this contract unless otherwise agreed, CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies, and regulations. CONTRACTOR shall also comply with all applicable LEA policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with LEA policies and shall indemnify LEA under the provisions of section 16 of this Agreement for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of CONTRACTOR's failure to comply with applicable LEA policies (e.g., those policies relating to, the provision of special education and/or related services, facilities for individuals with exceptional needs, LEA student enrollment and transfer, LEA student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that LEA may report to the CDE any violations of the provisions of this Master Contract; and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification pursuant to California Education Code section 56366.4(a).

### **4. TERM OF MASTER CONTRACT**

The term of this Master Contract shall be from March 15, 2010 to June 30, 2010 (Title 5 California Code of Regulations section 3062(a)) unless otherwise stated. Neither the CONTRACTOR nor the LEA is required to renew this Master Contract in subsequent contract years. However, the parties acknowledge that any subsequent Master Contract is to be re-negotiated prior to June 30, 2010. In the event the contract is not renegotiated by June 30<sup>th</sup>, an interim contract may be made available as mutually agreed upon for up to 90 days from July 1 of the new fiscal year. (Title 5 California Code of Regulations section 3062(d)) No Master Contract will be offered unless and until all of the contracting requirements have been satisfied. The offer of a Master Contract to a CONTRACTOR is at the sole discretion of the LEA.

### **5. INTEGRATION/CONTINUANCE OF CONTRACT FOLLOWING EXPIRATION OR TERMINATION**

This Master Contract includes the LEA Procedures and each Individual Services Agreement and they are incorporated herein by this reference. This Master Contract supersedes any prior or contemporaneous written or oral understanding or agreement. This Master Contract may be amended only by written amendment executed by both parties. Notwithstanding the foregoing, the LEA may modify the LEA procedures from time to time without the consent of CONTRACTOR.

CONTRACTOR shall provide the LEA with information as requested in writing to secure a Master Contract or a renewal.

At a minimum, such information shall include copies of teacher credentials and clearance, insurance documentation and CDE certification. The LEA may require additional information as applicable. If the application packet is not completed and returned to District, no Master Contract will be issued. If CONTRACTOR fails to execute the new Master Contract within ninety day period, all payments shall cease until such time as the new Master Contract for the current school year is signed and returned to LEA by CONTRACTOR (California Education Code section 5366(c)(1) and (2)).

### **6. INDIVIDUAL SERVICES AGREEMENT**

This contract shall include an ISA developed for each LEA student to whom CONTRACTOR is to provide special education and/or related services. An ISA shall only be issued for LEA students enrolled with the

provided specific services. Per Diem rates for LEA students who's IEPs authorize less than a full instructional day may be adjusted proportionally. In such cases only, the adjustments in basic education rate shall be based on the percentage of a 310-minute instructional day.

Special education and/or related services offered by CONTRACTOR, shall be provided by qualified personnel as per State and Federal law, and the codes and charges for such educational and/or related services during the term of this contract, shall be as stated in Exhibit A.

**63. DEBARMENT CERTIFICATION**

By signing this agreement, the Contractor certifies that:

- (a) The Contractor and any of its shareholders, partners, or executive officers are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and
- (b) Have not, within a three-year period preceding this contract, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

The parties hereto have executed this Contract by and through their duly authorized agents or representatives. This contract is effective on the 15<sup>th</sup> day of March 2010 and terminates at 5:00 P.M. on June 30, 2010, unless sooner terminated as provide herein.

CONTRACTOR, UHS of Delaware, Inc. dba Provo Canyon School – Springville Campus Nonpublic School/Agency	School District	<u>Manhattan Beach Unified School District</u>
---	--------------------	--

By: \_\_\_\_\_  
Signature Date  
Bill Parkes, CFO  
Name and Title of Authorized  
Representative

By: \_\_\_\_\_  
Ellyn Schneider, Date  
Executive Director of Student Services

Notices to CONTRACTOR shall be addressed to:

**Bill Parkes, CFO**

Name

UHS of Delaware, Inc. dba Provo Canyon School

Nonpublic School/Agency/Related Service Provider

1350 East 750 North

Address

Provo UT 84097

City State Zip  
(801) 229-1047 (801) 223-7106

Phone Fax

Email

Billing: Layla Workman (801) 229-1047

Email: [Layla.workman@uhsinc.com](mailto:Layla.workman@uhsinc.com)

Notices to LEA shall be addressed to:

**Ellyn Schneider,  
Executive Director of Student Services**

Name and Title

Manhattan Beach Unified School District

LEA

325 S. Peck Avenue

Address

Manhattan Beach Ca 90266

City State Zip  
(310) 318-7345 x5913 (310) 303-3826

Phone Fax

[eschneider@mbusd.org](mailto:eschneider@mbusd.org)

Email

Mail Completed Contract & Invoices to:

**Tracy Angle, Accounting Specialist – MBUSD**

Name and Title

325 S. Peck Avenue

Address

Manhattan Beach Ca 90266

City State Zip  
(310) 318-7345 x5927 (310) 303-3826

Phone Fax

[tangle@mbusd.org](mailto:tangle@mbusd.org)

Email

**EXHIBIT A: RATES**

**CONTRACTOR** UHS Provo School - Springville **CONTRACTOR NUMBER** 15247 **2009-2010**  
**(NONPUBLIC SCHOOL OR AGENCY)** (CONTRACT YEAR)

**Per CDE Certification, total enrollment may not exceed** \_\_\_\_\_ **If blank, the number shall be as determine by CDE Certification.**

**Rate Schedule.** This rate schedule limits the number of \_\_\_\_\_ LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Special education and/or related services offered by CONTRACTOR, and the charges for such educational and/or related services during the term of this contract shall be as follows:

Payment under this contract may not exceed \$11,500.00  
 Total LEA enrollment may not exceed 1

	Rate	Period
A. <u>Basic Education Program/Special Education Instruction</u>	<u>152.00</u>	<u>Per Day</u>
Basic Education Program/Dual Enrollment		

Per diem rates for LEA students whose IEPs authorize less than a full instructional day shall be adjusted proportionally.

**B. Related Services**

- (1) a. Transportation – Round Trip \_\_\_\_\_
- b. Transportation – One Way \_\_\_\_\_
- c. Transportation-Dual Enrollment \_\_\_\_\_
- d. Public Transportation \_\_\_\_\_
- e. Parent\* \_\_\_\_\_
- (2) a. Educational Counseling – Individual \_\_\_\_\_
- b. Psychological Services \_\_\_\_\_
- c. Counseling – Parent \_\_\_\_\_
- (3) a. Adapted Physical Education – Individual \_\_\_\_\_
- b. Adapted Physical Education – Group of \_\_\_\_\_
- c. Adapted Physical Education – Group of \_\_\_\_\_
- (4) a. Language and Speech Therapy – Individual \_\_\_\_\_
- b. Language and Speech Therapy – Group of 2 \_\_\_\_\_
- c. Language and Speech Therapy – Group of 3 \_\_\_\_\_
- d. Language and Speech Therapy – Per diem \_\_\_\_\_
- e. Language and Speech - Consultation Rate \_\_\_\_\_
- (5) a. Additional Instructional Assistant - Individual (must be authorized on IEP) \_\_\_\_\_
- b. Additional Instructional Assistant – Group of 2 \_\_\_\_\_
- c. Additional Instructional Assistant – Group of 3 \_\_\_\_\_
- (6) Intensive Special Education Instruction\*\* \_\_\_\_\_
- (7) a. Occupational Therapy – Individual \_\_\_\_\_
- b. Occupational Therapy – Group of 2 \_\_\_\_\_
- c. Occupational Therapy – Group of 3 \_\_\_\_\_
- d. Occupational Therapy – Group of 4 - 7 \_\_\_\_\_
- e. Occupational Therapy - Consultation Rate \_\_\_\_\_
- (9) Physical Therapy \_\_\_\_\_
- (10) a. Behavior Intervention – BII \_\_\_\_\_
- b. Behavior Intervention – BID \_\_\_\_\_
- Provided by: \_\_\_\_\_
- (11) Nursing Services \_\_\_\_\_

\*Parent transportation reimbursement rates are to be determined by the LEA.  
 \*\*By credentialed Special Education Teacher.

17.



E. **CONSENT CALENDAR**

6. **TITLE:** Student Services Special Employment Agreement for 2009/10 School Year with Pam Ajang, Ph.D.

**BACKGROUND:** An agreement is needed between the District and Pam Ajang, Ph.D., to provide educational consultant services, for the period March 25, 2010, through June 30, 2010.

**FINANCIAL IMPACT:**

Not to exceed \$3,062.50.

This is a new special employment contract. The amount is within the planned budget for services, therefore no change to existing overall budget.

Funds to be paid from Special Education account,  
#01.0-65000.0-57500-31200-5850-0000052.

This item has been budgeted.

**ACTION RECOMMENDED:** Ratify Student Services Special Employment Agreement for 2009/10 fiscal year with Pam Ajang, Ph.D., to provide educational consultant services, for the period March 25, 2010, through June 30, 2010. This is a new special employment contract. The amount is within the planned budget for services, therefore no change to existing overall budget. Amount not to exceed \$3,062.50. Funds to be paid from Special Education account, #01.0-65000.0-57500-31200-5850-0000052. This item has been budgeted.

**PREPARED BY:**

  
Elyn Schneider, Executive Director of Student Services

**DATE OF MEETING:** April 21, 2010.

Approved by:

  
Steve Romines, Asst. Superintendent of Administrative Services

AGENDA NOTE

AGENDA NOTE

AGENDA NOTE

**MANHATTAN BEACH UNIFIED SCHOOL DISTRICT  
SPECIAL EMPLOYMENT  
AGREEMENT FOR SERVICES**

**WHEREAS**, It is the desire of the Governing Board of the Manhattan Beach Unified School District to employ or use the services of Pam Ajang, Ph.D. social security or Tax I.D. number \_\_\_\_\_ in the Student Services Department, and

**WHEREAS**, such service will assist the Governing Board in discharging its legal obligation to provide an adequate education program and will supplement assistance by the State and County authorities and not replace such assistance:

**WITNESSETH:**

**THEREFORE**, this agreement is made and entered into the 21 day of April, 2010, and between the Manhattan Beach Unified School District and the above named person/agency, hereinafter called Consultant:  
Located: 25550 Hawthorne Blvd., Suite 205, Torrance, Ca 90505-6832

**SERVICES TO BE RENDERED**

Said person/agency will serve/provide the following service(s): Educational Consultation, Evaluation, & Review, & report, as per an IEP. Timesheets for service must be submitted along with the invoice.

This service does X does not \_\_\_\_\_ require direct contact with students.

\*\*\*\*\*  
**PAYMENT TO BE MADE BY THE DISTRICT**

In consideration of the service(s) to be rendered, the District agrees to pay \$175/hour for a max of 17.5 hours Comp; Not-to-Exceed \$3,062.50.

**DATE(S) OF SERVICE**

Said person/agency agrees to render service(s) on the following date(s) stated below:

From March 25, 2010 through June 30, 2010, under the direction of the Executive Director of Student Services.

This agreement may be terminated by either party within twenty (20) days written notice.

This agreement may be terminated without advance notice if both parties agree to do so in writing.

Educational Consultation & Evaluation  
Program

\_\_\_\_\_  
Signature Date  
Pam Ajang, Ph.D.

01.0-65000.0-57500-31200-5850-0000052  
Account Number

\_\_\_\_\_  
Signature Date  
Ellyn Schneider,  
Executive Director of Student Services

**E. CONSENT CALENDAR**

7. **TITLE:** Student Services Special Employment Agreement for 2009/10 School Year with Susan H. Norwell, M.A.

**BACKGROUND:** An agreement is needed between the District and Susan H. Norwell, M.A., to provide educational consultant services, for the period March 22, 2010, through June 30, 2010.

**FINANCIAL IMPACT:**

Not to exceed \$4,500.00.

This is a new special employment contract. The amount is within the planned budget for services, therefore no change to existing overall budget.

Funds to be paid from Special Education account,  
#01.0-65000.0-57500-31200-5850-0000113.

This item has been budgeted.

**ACTION RECOMMENDED:** Ratify Student Services Special Employment Agreement for 2009/10 fiscal year with Susan H. Norwell, M.A., to provide educational consultant services, for the period March 22, 2010, through June 30, 2010. This is a new special employment contract. The amount is within the planned budget for services, therefore no change to existing overall budget. Amount not to exceed \$4,500.00. Funds to be paid from Special Education account, #01.0-65000.0-57500-31200-5850-0000113. This item has been budgeted.

**PREPARED BY:**

  
Ellyn Schneider, Executive Director of Student Services

**DATE OF MEETING:** April 21, 2010

Approved by:

  
Steve Romines, Asst. Superintendent of Administrative Services

**AGENDA NOTE**

**AGENDA NOTE**

**AGENDA NOTE**

**MANHATTAN BEACH UNIFIED SCHOOL DISTRICT  
SPECIAL EMPLOYMENT  
AGREEMENT FOR SERVICES**

**WHEREAS**, It is the desire of the Governing Board of the Manhattan Beach Unified School District to employ or use the services of Susan H. Norwell, M.A., Educational Consultant  
Soc Sec or Tax I.D. number \_\_\_\_\_ in the Student Services Department, and

**WHEREAS**, such service will assist the Governing Board in discharging its legal obligation to provide an adequate education program and will supplement assistance by the State and County authorities and not replace such assistance:

**WITNESSETH:**

**THEREFORE**, this agreement is made and entered into the 21 day of April, 2010, by and between the Manhattan Beach Unified School District and the above named person/agency, hereinafter called: Contractor. Located at: 2434 Palazzo Court, Buffalo Grove, IL 60089

**SERVICES TO BE RENDERED**

Said person/agency will serve/provide the following service(s): Educational Consultation

This service does X does not \_\_\_\_\_ require direct contact with students.

\*\*\*\*\*

**PAYMENT TO BE MADE BY THE DISTRICT**

In consideration of the service(s) to be rendered, the District agrees to pay \$150.00 per hour;  
2 visits: max of 6 hrs/day up to 2 days/visit = 12 hrs/visit or 24 hrs total; and Training Consultation @ 3  
hr/month during months of May & June 2010. Grandtotal not-to-exceed: 30 hrs of service.  
Total Not to Exceed \$4,500.00.

**DATE(S) OF SERVICE**

Said person/agency agrees to render service(s) on the following date(s) stated below:  
From March 22, 2010, through June 30, 2010, under the direction of the Executive Director of Student  
Services.

The services will be provided in accordance to the District 2009 - 2010 academic calendar.

This agreement may be terminated by either party with twenty (20) days written notice. This  
agreement may be terminated without advance notice if both parties agree to do so in writing.

01.0-65000.0-57500-31100-5850-0000113  
Account Number

Susan H. Norwell, M.A.  
Provider of Service

Educational Consultation  
Program

Ellyn Schneider,  
Executive Director of Student Services

**E. CONSENT CALENDAR**

8. **TITLE:** Reimbursement Agreement Between Parents and District for Educational Costs as per Individualized Education Plan (IEP) Mandated Service.

**BACKGROUND:** Per an IEP mandated service, and in accordance with our reimbursement policy, it was agreed to reimburse parents for educational costs incurred from September 29, 2009, through September 30, 2009.

**FINANCIAL IMPACT:**


Not to exceed: \$1,800.00.

Funds to be paid from Special Education Other Services account, #01.0-65000.0-57500-71101-5890-0000051.

This item is within planned budget. No change to overall budget.

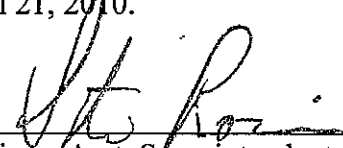
**ACTION RECOMMENDED:** Ratify agreement per Individualized Education Plan (IEP) mandated service to reimburse parents for educational costs of not to exceed \$1,800.00, incurred from September 29, 2009, through September 30, 2009, and in accordance with our reimbursement policy. Funds to be paid from Special Education Other Services account, #01.0-65000.0-57500-71101-5890-0000051. This item is within planned budget. No change to overall budget.

**PREPARED BY:**

  
Ellyn Schneider, Executive Director of Student Services

**DATE OF MEETING:** April 21, 2010.

Approved by:

  
Steve Romines, Asst. Superintendent of Admin. Services

**AGENDA NOTE**

**AGENDA NOTE**

**AGENDA NOTE**

**E. CONSENT CALENDAR**

9. **TITLE:** Final Settlement and Release Agreement between Parents and District for Educational Fees and Costs.

**BACKGROUND:** As a result of Final Settlement and Release Agreement, Office of Administrative Hearings (OAH) Case No. 2009110620, finalized on April 12, 2010, it was agreed to reimburse the parents for educational fees and costs.

**FINANCIAL IMPACT:**

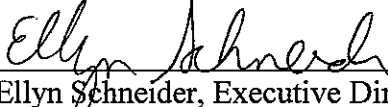
Not to exceed \$27,000.00.

Funds to be paid from Special Education Other Services account, #01.0-65000.0-57500-71101-5890-0000053.

This item is within planned budget. No change to overall budget.

**ACTION RECOMMENDED:** Ratify reimbursement to parent for educational fees and costs of not to exceed \$27,000.00, as per Final Settlement and Release Agreement, Office of Administrative Hearings (OAH) Case No. 2009110620, finalized on April 12, 2010. Funds to be paid from Special Education Other Services account, #01.0-65000.0-57500-71101-5890-0000053. This item is within planned budget. No change to overall budget.

**PREPARED BY:**

  
\_\_\_\_\_  
Elyn Schneider, Executive Director of Student Services

**DATE OF MEETING:** April 21, 2010

Approved by: \_\_\_\_\_

  
Steve Romines, Asst. Superintendent of Administrative Services

**AGENDA NOTE**

**AGENDA NOTE**

**AGENDA NOTE**

E. **CONSENT CALENDAR**

10. **TITLE:** Final Settlement and Release Agreement between Parents and District for Attorney's Fees and Costs.

**BACKGROUND:** As a result of Final Settlement and Release Agreement, Office of Administrative Hearings (OAH) Case No. 2009110620, finalized on April 12, 2010, it was agreed to pay Newman, Aaronson, and Vanaman, Attorneys at Law, for attorney's fees and costs.

**FINANCIAL IMPACT:**

Not to exceed \$10,500.00.

Funds to be paid from Special Education Other Services account, #01.0-65000.0-57500-71100-5820-0000053.

This item is within planned budget. No change to overall budget.

**ACTION RECOMMENDED:** Ratify payment to Newman, Aaronson, and Vanaman, Attorneys at Law, for attorney's fees and costs of not to exceed \$10,500.00, as per Final Settlement and Release Agreement, Office of Administrative Hearings (OAH) Case No. 2009110620, finalized on April 12, 2010. Funds to be paid from Special Education Other Services account, #01.0-65000.0-57500-71100-5820-0000053. This item is within planned budget. No change to overall budget.

**PREPARED BY:** Ellyn Schneider  
Ellyn Schneider, Executive Director of Student Services

**DATE OF MEETING:** April 21, 2010

Approved by: Steve Romines  
Steve Romines, Asst. Superintendent of Administrative Services

**AGENDA NOTE      AGENDA NOTE      AGENDA NOTE**

E. **CONSENT ITEM:**

16. **TITLE:** Business - Purchase Orders

**BACKGROUND:** The attached business item is standard. A listing of purchase orders to date is attached. Per Board directive, an explanation is included for each Purchase Order exceeding \$5,000.00.

**ACTION RECOMMENDED:** Ratify purchase orders to date.

**PREPARED BY:** Steve Romines

**DATE OF BOARD MEETING:** April 21, 2010

AGENDA NOTE      AGENDA NOTE      AGENDA NOTE



# Manhattan Beach Unified School District - Business Services Division

## Board List Purchase Orders Report

Purchase Orders/Buyouts To The Board for Ratification From: February 18, 2010 - April 9, 2010

Purchase Orders/Buyouts in Excess of \$100.00 To Be Ratified

District - 75333 Manhattan Beach USD

PO Issue	Date	PO #	Change Order	Vendor Name	Description	Department/Site	Fund	Res.Prj	Goal	Funct	OBJ	Schl/Loc	PO Amount
1	7-Apr-10	17722		Office Depot	OFFICE SUPPLIES	Mira Costa,discretionary	01.0	00000.0	15003	10000	4310	9000100	199.75
3	13-Nov-09	17725	1	Office Depot	OFFICE SUPPLIES	Mira Costa,discretionary	01.0	00000.0	17153	10000	4310	9000100	(34.83) dec.
5	2-Jul-09	17779	2	School Specialty Company	INSTRUCTIONAL SUPPLIES	Pennekamp,discretionary	01.0	00000.0	11101	10000	4310	4000100	200.00 inc.
6	7-Jul-09	17802	2	Riso	OFFICE SUPPLIES	Pennekamp,discretionary	01.0	00000.0	11101	10000	4310	4000100	(200.00) dec.
7	24-Aug-09	17838	1	Sparklets	WATER SUPP/SERV/SYSTEM	Pacific,discretionary	01.0	00000.0	00000	27000	4350	3000100	100.00 inc.
8	14-Jul-09	17602	1	ACCO Engineered Systems	AIR CONDITIONING SERVICE/SYST	Maintenance Yard	01.0	81500.0	00000	81100	5630	0000117	20,000.00 inc.
9	20-Aug-09	17633	1	Geary Pacific Corporation	AIR CONDITIONING SERVICE/SYST	Maintenance Yard	01.0	81500.0	00000	81100	4380	0000117	500.00 inc.
10	21-Aug-09	17655	1	McKinley Equipment Corporation	REPAIRS - OTHER	Maintenance Yard	01.0	81500.0	00000	81100	5630	0000117	2,500.00 inc.
11	17-Aug-09	17667	1	Shiffler Equipment Sales	HARDWARE, FASTENERS	Maintenance Yard	01.0	81500.0	00000	81100	4380	0000117	500.00 inc.
12	28-Aug-09	17674	1	Thyssen Krupp	ELEVATORS, MAINTENANCE	Maintenance Yard	01.0	81500.0	00000	81100	5635	0000117	2,875.00 inc.
13	14-Jul-09	17681	1	Unisource Maintenance Supply Systems	CLEANING SUPP/EQUIP	Maintenance Yard	01.0	00000.0	00000	82000	4370	0000117	25,000.00 inc.
14	14-Jul-09	17681	1	Unisource Maintenance Supply Systems	CLEANING SUPP/EQUIP	Maintenance Yard	01.0	00000.0	00000	82000	4370	0000117	51,375.00 inc.
15	14-Sep-09	17868	1	The Music Mart	MUSICAL INSTRUMENTS/SUPP	Mira Costa,discretionary	01.0	00000.0	17243	10000	4310	9000100	415.97 inc.
16	15-Jan-10	18149	1	First Student	BUSES	Pennekamp,Donations	01.0	90440.0	11101	10000	5812	4000400	97.74 inc.
17	25-Jan-10	18153	1	Monjaras & Wisneyer Group	CONTRACTED SERVICES	Human Resources	01.0	00000.0	00000	74002	5860	0000115	5,500.00 inc.
18	22-Feb-10	18191	1	Canon Business	OFFICE MACHINES SUPP/SERVICES	Meadows, PTA	01.0	90220.0	11101	10000	4310	2000400	576.19
19	26-Feb-10	18217	1	Pacific Coachways	BUSES	Meadows, PTA	01.0	90220.0	11101	10000	5812	2000400	820.00
20	10-Mar-10	18218	1	Pacific Coachways	BUSES	Meadows, PTA	01.0	90220.0	11101	10000	5812	2000400	820.00
21	10-Mar-10	18219	1	Pacific Coachways	BUSES	Meadows, PTA	01.0	90220.0	11101	10000	5812	2000400	820.00
22	10-Mar-10	18220	1	Lamination Depot.Com	INSTRUCTIONAL SUPPLIES	Meadows, PTA	01.0	90220.0	11101	10000	4310	2000400	820.00
23	25-Feb-10	18221	1	LA Ice Ventures	FIELD TRIPS	MBMS Vocal Music	01.0	98172.0	17202	10000	5890	8000400	317.78
24	10-Mar-10	18222	1	Chemsearch	ASPHALT CONTRACTORS	Maintenance Yard	01.0	00000.0	17123	10000	4310	9000100	780.00
25	4-Mar-10	18224	1	Aardvark Clay & Supplies	ART SUPP/EQUIP	Mira Costa,discretionary	01.0	00000.0	17123	10000	4310	9000100	1,359.48
26	2-Mar-10	18226	1	Atlas Levy Sewing Machine Co.	INSTRUCTIONAL SUPPLIES	Mira Costa,discretionary	01.0	00000.0	18303	10000	4310	9000100	156.60
27	3-Mar-10	18227	1	Round Table Pizza	CATERING SERVICES	MBMS Instrumental Music	01.0	98175.0	17252	10000	4310	8000400	2,687.78 inc.
28	4-Mar-10	18228	1	Silkscreening	BUSES	MBMS Vocal Music	01.0	98172.0	17202	10000	4310	8000400	577.00
29	5-Mar-10	18230	1	Global Transportation Services	BUSES	Pennekamp,Donations	01.0	90440.0	11101	10000	5812	4000400	750.00
30	10-Mar-10	18231	1	The Document Company	OFFICE MACHINES SUPP/SERVICES	Mira Costa,Donations	01.0	90280.0	11103	10000	4310	9000400	427.64
31	5-Mar-10	18233	1	Pacific Coachways	BUSES	Grand View, PTA	01.0	90210.0	11101	10000	5812	1000400	3,280.00
32	5-Mar-10	18233	1	Pacific Coachways	BUSES	Grand View, PTA	01.0	90230.0	11101	10000	5812	3000400	1,395.00
33	10-Mar-10	18234	1	Sara Kersey	CONTRACTED SERVICES	Pacific, PTA	01.0	40350.0	11101	10000	5220	0000112	1,300.00
34	15-Mar-10	18235	1	Armstrong Printing Company	PRINTING SERVICES	Title II	01.0	00000.0	00000	00000	9320	0000000	2,414.50
35	10-Mar-10	18236	1	Daily Breaze	ADVERTISING	Warehouse Stores	01.0	00000.0	00000	00000	5830	0000000	2,030.38
36	10-Mar-10	18238	1	Mary Lynn Melver	CONTRACTED SERVICES	Human Resources	01.0	00000.0	00000	74002	5830	0000115	780.00
37	10-Mar-10	18239	1	First Student	BUSES	Robinson, PTA	01.0	90255.0	11101	10000	5890	5000400	784.95
38	10-Mar-10	18240	1	E Recycles	ENVELOPES	MBMS,district-level	01.0	00000.0	11102	10000	5812	8000000	404.98
39	8-Apr-10	18243	1	Sandler Bros.	Waste Disposal	Mira Costa,discretionary	01.0	00000.0	00000	27000	4350	9000100	404.98
40	15-Mar-10	18244	1	Hugo Haezaert	JANITORIAL SUPP/EQUIP	Maintenance Yard	01.0	00000.0	00000	81100	5630	0000117	442.00
41	15-Mar-10	18245	1	Pacific Coachways	Afterschool Enrichment	Maintenance Yard	01.0	00000.0	00000	82000	4370	0000117	877.45
42	17-Mar-10	18246	1	Stanley Louis Company	BUSES	Grand View, PTA	01.0	90215.0	11101	10000	5890	1000400	225.00
43	18-Mar-10	18249	1	Varsity Spirit Fashions	SWIMMING POOL SUPP/EQUIP/SERV	Pacific, PTA	01.0	90230.0	11101	10000	5812	3000400	930.00
44	22-Mar-10	18252	1	Centero's Nursery	UNIFORMS	Maintenance Yard	01.0	81500.0	00000	81100	5630	0000117	355.00
45	22-Mar-10	18254	1	AMS	UNIFORMS	MBMS, Cheer	01.0	98145.0	14502	10000	4310	8000400	5,283.82
46	22-Mar-10	18255	1	Morey's Music Store, Inc.	LANDSCAPE/GARDENING SUPP/EQUIP	Maintenance Yard	01.0	00000.0	00000	82050	4370	0000117	1,344.44
47	22-Mar-10	18255	1	AMS	MUSICAL INSTRUMENTS/SUPP	MBMS Instrumental Music	01.0	98175.0	17252	10000	4310	8000400	3,586.22 inc.
48	25-Mar-10	18256	1	First Student	BUILDING MATERIALS	Maintenance Yard	01.0	81500.0	00000	81100	4380	0000117	155.16
49	25-Mar-10	18256	1	Trugreen Landscape	LANDSCAPE/GARDENING SUPP/EQUIP	Pennekamp,Donations	01.0	90440.0	11101	10000	5812	4000400	738.71
50	25-Mar-10	18257	1	Encorp	MAINTENANCE AGREEMENTS	Maintenance Yard	01.0	00000.0	00000	82050	5630	0000117	275.00
51	25-Mar-10	18258	1	South Bay Sound & Light	AUDIOVISUAL SUPP/EQUIP	Maintenance Yard	01.0	81500.0	00000	81100	5630	0000117	3,800.00
52	25-Mar-10	18258	1	South Bay Sound & Light	AUDIOVISUAL SUPP/EQUIP	Sound Board	01.0	90830.0	17353	10000	4400	9000400	26,082.54

26.

**Manhattan Beach Unified School District - Business Services Division**

PO Issue	Date	PO #	Change Order	Vendor Name	Description	Department/Site	Fund	Res.Prj	Goal	Funct	OBJ	Sch/Loc	PO Amount
53	8-Apr-10	18260		Total School Solutions	CONFERENCE AND TRAVEL	Superintendent/Board	01.0	00000.0	00000	71500	5220	0000011	387.00
54	31-Mar-10	18261		Mary Lynn McIver	Afterschool Enrichment	Robinson, PTA	01.0	90255.0	11101	10000	5890	5000400	960.00
55	31-Mar-10	18262		Global Transportation Services	BUSES	Pennekamp,Donations	01.0	90440.0	11101	10000	5812	4000400	840.00
56	31-Mar-10	18263		Pacific Coachways	BUSES	Pennekamp,Donations	01.0	90440.0	11101	10000	5812	4000400	840.00
57	31-Mar-10	18264		Pacific Coachways	BUSES	Grand View, PTA	01.0	90210.0	11101	10000	5812	1000400	840.00
58	31-Mar-10	18265		Pacific Coachways	BUSES	Grand View, PTA	01.0	90210.0	11101	10000	5812	1000400	420.00
59	31-Mar-10	18266		R.G Silkscreening	UNIFORMS	MBMS Instrumental Music	01.0	98175.0	17252	10000	4310	8000400	115.50
60	31-Mar-10	18267		Dominio's Pizza	CATERING SERVICES	MBMS Vocal Music	01.0	98172.0	17202	10000	4310	8000400	920.00
61	31-Mar-10	18269		Pacific Coachways	BUSES	Grand View, PTA	01.0	90210.0	11101	10000	5812	1000400	1,455.00
62	31-Mar-10	18270		Jostens	GRADUATION SUPPLIES	Diplomas & covers	01.0	00000.0	11100	10000	4310	0000000	6,293.51
63	2-Apr-10	18271		South Bay Sound & Light	SOUND EQUIP/SYSTEM	Light Board	01.0	90830.0	17353	10000	4400	9000400	27,327.75
64	8-Apr-10	18275		PPF System Testing	FIRE SAFETY SUPP/EQUIP/SYSTEM	Maintenance Yard	01.0	81500.0	00000	81100	5630	0000117	800.00
65	10-Mar-10	18340		Deborah Delamarier	Afterschool Enrichment	Pennekamp, PTA	01.0	90245.0	11101	10000	5890	4000400	2,272.50
66	10-Mar-10	18341		Hugo Haezaert	Afterschool Enrichment	Pennekamp, PTA	01.0	90245.0	11101	10000	5890	4000400	630.00
67	10-Mar-10	18343		ETS Educational Testing Service	TEST/TEST MATERIALS	Educational Services	01.0	00000.0	00000	31600	4310	0000112	450.00
68	10-Mar-10	18344		Marie Solymosi	PEST CONTROL	Maintenance Yard	01.0	00000.0	00000	81000	5630	0000117	120.00
69	10-Mar-10	18345		Waste Management	Waste Disposal	Maintenance Yard	01.0	81500.0	00000	81100	5630	0000117	171.93
70	10-Mar-10	18107A		ACSA	ADVERTISING	Human Resources	01.0	00000.0	00000	74001	5830	0000115	780.00
71	10-Mar-10	18109C		Editorial Projects on Education, Inc.	TICKETS AND RESERVATIONS	Human Resources	01.0	00000.0	00000	74001	5830	0000115	4,572.00
72	15-Mar-10	18120-1		Music In the Parks	Waste Disposal	Music Donations	01.0	90401.0	17201	10000	5630	0000112	3,034.50
73	6-Apr-10	18345-A		Waste Management	ADVERTISING	Maintenance Yard	01.0	81500.0	00000	81100	5630	0000117	401.42
74	22-Mar-10	AT-116		Prentice Romich Company	INSTRUCTIONAL SUPPLIES	ARRA, IDEA Local Assistance	01.0	33130.0	57700	11300	4310	0000113	152.19
75	27-Jul-09	T10-102A	3	BI Pro Computers	COMPUTER SUPP/EQUIP	Information Technology	01.0	11000.0	00000	24200	4310	0000116	6,000.00 inc.
76	24-Feb-10	T10-173-0		Canon Financial Services	COPY, DUPLICATING SUPP/EQUIP	Educational Services	01.0	00000.0	00000	21100	4415	0000112	2,464.00
77	5-Mar-10	T10-173A-0		Canon Financial Services	COPY, DUPLICATING SUPP/EQUIP	Educational Services	01.0	00000.0	00000	21100	4415	0000112	84.00
78	24-Feb-10	T10-174-0		Canon Business Solutions	PRINTING SUPP/EQUIP	Educational Services	01.0	00000.0	00000	21100	4350	0000112	356.00
79	10-Mar-10	T10-175		Fedtel	TELEPHONE SUPP/EQUIP/SYSTEM	Information Technology	01.0	11000.0	00000	24200	4310	0000116	493.88
80	10-Mar-10	T10-176		Insight	Symantec Mail Security	Information Technology	01.0	11000.0	00000	24200	4310	0000116	11,896.90
81	10-Mar-10	T10-177		CRS, Inc.	MAINTENANCE AGREEMENTS	Human Resources	01.0	00000.0	00000	74001	4340	0000115	7,293.00
82	10-Mar-10	T10-178		Absolute Software	SOFTWARE	Information Technology	01.0	11000.0	00000	24200	4340	0000116	3,750.00
83	10-Mar-10	T10-179		Dell	COMPUTER SUPP/EQUIP	Food Services	13.0	00000.0	00000	37000	4400	0000073	4,478.13
84	17-Mar-10	T10-180		Advanced Toolware	MAINTENANCE AGREEMENTS	Information Technology	01.0	11000.0	00000	24200	4340	0000116	2,310.00
85	25-Mar-10	T10-181		Dell	OFFICE MACHINES SUPP/SERVICES	Warehouse Stores	01.0	00000.0	00000	00000	9320	0000000	725.57
86	25-Mar-10	T10-182		CDW-G	COMPUTER SUPP/EQUIP	Information Technology	01.0	11000.0	00000	24200	4400	0000116	5,478.72
87	25-Mar-10	T10-183		AT & T Data Comm	TELEPHONE SUPP/EQUIP/SYSTEM	Undistributed	01.0	00000.0	00000	82500	5910	0000000	20,906.21
88	25-Mar-10	T10-184		California Western Visuals	Smartboards	Pacific, PTA	01.0	90235.0	11101	10000	4400	3000400	24,001.62
89	31-Mar-10	T10-185		Aurora Enterprises	COMPUTER SUPP/EQUIP	Information Technology	01.0	11000.0	00000	24200	4340	0000116	35,465.61
90													252,405.57
91													304,045.49
92													
93	31-Mar-10	S10-154		Lingui Systems	TEST/TEST MATERIALS	Student Services	01.0	65000.0	57700	31200	4310	0000113	138.12
94	26-Feb-10	S10-150		LRP	SUBSCRIPTIONS	ARRA, IDEA Local Assistance	01.0	33130.0	57500	11300	4310	0000113	314.50
95	22-Feb-10	S10-151		Pachanga	CATERING SERVICES	Medical Advisory Board	01.0	90405.0	00000	31400	4310	0000113	163.80
96	2-Mar-10	S10-152		Tourpaw Enterprises	INSTRUCTIONAL SUPPLIES	ARRA, IDEA Local Assistance	01.0	33130.0	57500	11300	4310	0000113	655.88
97	31-Mar-10	S10-157		Torrance Memorial Medical Center	CONFERENCE AND TRAVEL	Student Services	01.0	00000.0	00000	31400	5220	0000113	100.00
98	31-Mar-10	S10-155		Pro-ed	TEST/TEST MATERIALS	Student Services	01.0	65000.0	57700	31200	4310	0000113	115.24
99	31-Mar-10	S10-156		SRA/McGraw Hill	INSTRUCTIONAL SUPPLIES	Student Services	01.0	65000.0	57700	31200	4310	0000113	81.00
100													1,568.54
101	24-Oct-09	S10-M00301	2	Beach Cities Learning Center	NONPUBLIC SCHOOLS SERVICE	District-level,9-12	01.0	65000.0	57500	11802	5810	0000053	(300.00) dec.
102	24-Oct-09	S10-M00303	2	Beach Cities Learning Center	NONPUBLIC SCHOOLS SERVICE	District-level,9-12	01.0	65000.0	57500	11802	5810	0000053	300.00 inc.
103	5-Apr-10	S10-M00308		Beach Cities Learning Center	NONPUBLIC SCHOOLS SERVICE	District-level,9-12	01.0	65000.0	57500	11802	5810	0000053	13,030.00
104	21-Sep-09	S10-M01202	2	Help Group, The	NONPUBLIC SCHOOLS SERVICE	District-level,9-12	01.0	65000.0	57500	11802	5810	0000053	(11,167.50) dec.
105	18-Sep-09	S10-M01902	2	South Bay High School	NONPUBLIC SCHOOLS SERVICE	District-level,9-12	01.0	65000.0	57500	11802	5810	0000053	(3,740.00) dec.
106	18-Sep-09	S10-M01904	3	South Bay High School	NONPUBLIC SCHOOLS SERVICE	District-level,9-12	01.0	65000.0	57500	11802	5810	0000053	(1,691.15) dec.
107	25-Sep-09	S10-M01907	2	South Bay High School	NONPUBLIC SCHOOLS SERVICE	District-level,9-12	01.0	65000.0	57500	11802	5810	0000053	(560.90) dec.

27.

**Manhattan Beach Unified School District - Business Services Division**

PO Issue	Date	PO #	Change Order	# PO	Date	Vendor Name	Description	Department/Site	Fund	Res.Prj	Goal	Funct	OBJ	Sch/Loc	PO Amount
108	29-Oct-09	S10-M01908		1	5-Apr-10	South Bay High School	NONPUBLIC SCHOOLS SERVICE	District-level,6-8	01.0	65000.0	57500	11802	5810	0000052	(7,037.95) dec.
109	5-Apr-10	S10-M02101		1	5-Apr-10	Switzer Learning Center	NONPUBLIC SCHOOLS SERVICE	District-level,6-8	01.0	65000.0	57500	11802	5810	0000052	(41,892.50) dec.
110														subtotal	(63,060.00)
111														subtotal	(61,481.46)
112	5-Mar-10	17764		1	5-Mar-10	Office Depot	OFFICE SUPPLIES	EDP, Grand View	63.0	00100.0	00000	60000	4310	1000000	200.00
113	10-Mar-10	18342		1	10-Mar-10	Scholastic	INSTRUCTIONAL SUPPLIES	EDP, Grand View	63.0	00100.0	00000	60000	4210	1000000	137.33
114	7-Jul-09	17790		2	2-Mar-10	Unisource Maintenance Supply Systems	CLEANING SUPP/EQUIP	Preschool	63.0	00200.0	00000	60000	4370	0000060	4,500.00
115	7-Jul-09	17793		1	8-Apr-10	Lakeshore	INSTRUCTIONAL SUPPLIES	Preschool	63.0	00200.0	00000	60000	4370	0000060	1,000.00
116	17-Mar-10	18248		1	17-Mar-10	Play with a Purpose	INSTRUCTIONAL SUPPLIES	Preschool	63.0	00200.0	00000	60000	4310	0000060	876.90
117														subtotal	6,714.23
118														subtotal	310,048.00
119														subtotal	310,048.00
120															
121	10-Mar-10	17922-1		1	10-Mar-10	Harley Ellis Devereaux	ARCHITECTURAL SERVICES	Bond Fund, Master Plan	21.0	09000.0	00000	85000	6210	9000000	
122															
123															
124															
125															
126	10-Mar-10	18216		1	10-Mar-10	Carolina Biological Supply Co.	INSTRUCTIONAL SUPPLIES	MC, AP Biology	01.0	91110.0	13453	10000	4310	9000500	350.00
127	14-Sep-09	17868		1	15-Mar-10	The Music Mart	MUSICAL INSTRUMENTS/SUPP	Mira Costa, Choir Boosters	01.0	91169.0	17243	10000	4310	9000500	795.69 inc.
128	10-Mar-10	18232		1	10-Mar-10	Guided Discoveries	FIELD TRIPS	Mira Costa, Marine Science Aca	01.0	91184.0	13503	10000	5220	9000500	14,580.00
129	2-Mar-10	18225		1	2-Mar-10	Copy Shop, The	PRINTING SERVICES	Mira Costa, Holding	01.0	91194.0	00000	27000	4350	9000500	173.41
130	17-Mar-10	18247		1	17-Mar-10	Copy Shop, The	PRINTING SERVICES	Mira Costa, Holding	01.0	91194.0	00000	27000	4350	9000500	282.06
131	31-Mar-10	18268		1	31-Mar-10	Copy Shop, The	PRINTING SUPP/EQUIP	Mira Costa, Holding	01.0	91194.0	11103	10000	4310	9000500	153.65
132	11-Sep-09	17800		2	10-Mar-10	123 Inkjets	OFFICE MACHINES SUPP/SERVICES	Mira Costa, Leadership	01.0	91195.0	11103	10000	4350	9000500	2,500.00 inc.
133	10-Mar-10	18223		1	10-Mar-10	Science Kit & Boreal Laboratories	INSTRUCTIONAL SUPPLIES	Mira Costa, Science Lab	01.0	91204.0	13403	10000	4310	9000500	248.34
134	22-Mar-10	18251		1	22-Mar-10	Apple Computer, Inc.	SOFTWARE	Mira Costa, Woodshop	01.0	91210.0	18673	10000	4340	9000500	8,931.88
135															28,015.03
136															
137															587,331.29
138															
139	26-Feb-10								01.0	00000.0	00000	71100	5820	0000011	2,033.71
140	26-Feb-10								01.0	00000.0	00000	73000	5820	0000114	291.00
141	26-Feb-10								01.0	00000.0	00000	74001	5820	0000115	1,250.21
142	26-Feb-10								01.0	65000.0	50010	71100	5820	0000051	3,944.38
143	26-Feb-10								01.0	65000.0	50010	71100	5820	0000052	316.12
144	26-Feb-10								01.0	65000.0	50010	71100	5820	0000053	3,985.84
145	26-Feb-10								01.0	65000.0	50010	71100	5820	0000113	9,366.45
146															21,187.71

28.

E. **CONSENT CALENDAR**

17. **TITLE:** Williams Uniform Complaint Quarterly Report Summary

**BACKGROUND:** One of the provisions of the Williams legislation is that all school districts shall report summarized data on the nature and resolution of all complaints received on a quarterly basis to the County Superintendent of Schools (AB 2727, Education Code Section 35186.d). This is the second quarterly report of this year.

**FISCAL IMPACT:** None.

**ACTION RECOMMENDED:** Approval is requested.

**PREPARED BY:** Steve Romines, Assistant Superintendent of Administrative Services

**DATE OF BOARD MEETING:** April 21, 2010

**AGENDA NOTE AGENDA NOTE AGENDA NOTE**



Williams/Valenzuela/CAHSEE Lawsuit Settlement  
Quarterly Report on Uniform Complaints

District Name: Manhattan Beach Unified Date: April 21, 2010

Person completing this form: Steve Romines Title: Asst. Supt. of Admin Serv

Quarter covered by this report (Check One Below):

- |                                     |         |                          |     |        |
|-------------------------------------|---------|--------------------------|-----|--------|
| <input type="checkbox"/>            | 1st QTR | July 1 to September 30   | Due | 15-Oct |
| <input type="checkbox"/>            | 2nd QTR | October 1 to December 31 | Due | 15-Jan |
| <input checked="" type="checkbox"/> | 3rd QTR | January 1 to March 31    | Due | 15-Apr |
| <input type="checkbox"/>            | 4th QTR | April 1 to June 30       | Due | 15-Jul |

Date for information to be reported publicly at governing board meeting: April 21, 2010

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials			
Facilities			
Teacher Vacancy and Misassignment			
CAHSEE Intensive Instruction and Services			
TOTAL			

Print Name of District Superintendent Beverly J. Rohrer

Signature of District Superintendent \_\_\_\_\_ Date April 21, 2010

Return the Quarterly Summary to:  
Williams Legislation Implementation Project  
Los Angeles County Office of Education  
c/o Kirit Chauhan, Williams Settlement Legislation  
9300 Imperial Highway, EC 279  
Downey, CA 90242

Telephone: (562) 803-8382  
FAX: (562) 922-6879  
E-Mail: [Chauhan\\_Kirit@lacoed.edu](mailto:Chauhan_Kirit@lacoed.edu)

## E. CONSENT ITEM

18. **TITLE:** Declaration of Management, Confidential and Other Unrepresented Employee Salaries Indefinite

**BACKGROUND:** In order to avoid problems concerning retroactive salary adjustments for represented bargaining unit employees and unrepresented staff, such as confidential and management, the following information is provided.

Generally, salary adjustments can be made retroactive back to when salaries became indefinite. If salaries for next year (2010-11) are not set before the year begins, it is necessary to have the governing board take action before July 1, 2010, if our district intends to permit retroactivity. Attached is County Bulletin #258 for your reference.

**Represented Employees:** Salaries become indefinite upon expiration of a collective bargaining contract or the salary provisions of the contract. In these instances, it is not necessary for the governing board to declare salaries indefinite. Most contracts expire on June 30, and therefore result in salaries becoming indefinite on July 1. Some contracts do expire on other dates. If during the valid period of a contract, salaries are reopened for negotiations, a specific governing board action would be required to declare salaries indefinite as of that date or a future date, to permit retroactivity.

**Unrepresented and Management Employees:** Salaries are set by the governing board, by unilateral action. No bargaining is required. As a result, long-standing county counsel opinions apply, which preclude retroactive adjustments, except in instances where salaries become indefinite.

**ACTION RECOMMENDED:** As a result of financial uncertainties, negotiations, legislation and other factors, the governing board hereby declares that all management, confidential and other unrepresented employee salaries are declared indefinite for 2010-11.

**PREPARED BY:** Steven Romines

**DATE OF BOARD MEETING:** April 21, 2010



March 1, 2010

**PAYROLL ADMINISTRATOR COPY**

TO: Business, Payroll, and Personnel Administrators  
HRS District Coordinators  
Los Angeles County School and Community College Districts  
and Other Local Educational Agencies

FROM: Debbie L. Tausch, Assistant Director  
District Personnel Information Services  
Division of School Financial Services

SUBJECT: Declaration of Indefinite Salaries for Retroactive Pay

This bulletin discusses retroactive salary increases for bargaining unit-represented employees and unrepresented, management, and confidential employees.

Although Education Code Sections 45032, 45162, and 87806 provide that salaries can be set at any time during the year, these sections do not supersede California Constitution, Article 11, Section 10. The constitution prohibits officers or employees from receiving additional compensation for services already rendered. Courts have generally allowed retroactive pay within the constitution if salaries were legally "indefinite."

School Financial Services (SFS) obtained County Counsel's opinion regarding the requirement to declare salaries indefinite prior to June 30 of the fiscal year. County Counsel reaffirmed the following (emphasis added by SFS):

1. Governing boards of school and community college districts can take action to provide for salary increases to certificated, unrepresented and management employees and classified, unrepresented and management and confidential employees retroactive to the beginning of the current fiscal year **if they have passed a resolution declaring such salaries to be indefinite before the beginning of the current fiscal year.**
2. Governing boards of such districts **may not take action to provide salary increases** to certificated, unrepresented and management employees and classified, unrepresented and management and confidential employees **retroactive to any date of the prior fiscal year, unless such salaries had previously been deemed to be indefinite.**
3. Governing boards of such districts **are required to pass a resolution declaring salaries** for certificated, unrepresented and management employees and for classified, unrepresented and management and confidential employees **to be indefinite on or before June 30 of the previous fiscal year in order for retroactive salary payments to be granted.**

(over)

**If all salaries for the next fiscal year, 2010-2011, are not set before the year begins and if your district intends to permit retroactivity for any period of time during the year, it will be necessary for your governing board to take advance action no later than June 30, 2010. In some instances, a follow-up governing board action may also be needed.**

### **Represented Employees**

Salaries for bargaining unit-represented employees automatically become indefinite upon expiration of a collective bargaining agreement or expiration of the salary/compensation provisions of the agreement. It is **not** necessary for the governing board to take an action to declare salaries indefinite for represented employees in advance of next year if a bargaining agreement or relevant provisions expire on a fixed date. Although bargaining agreement salaries often expire on June 30, other dates may apply. The date that salaries become indefinite may vary.

No action by the governing board is required for indefinite salary status if a contract reopener **on salaries:**

- exists, and
- is legally operative on a specific date, and
- was agreed to on or before that date.

Salaries become fixed if:

- there is governing board approval of a bargaining agreement, and/or
- contract reopeners on salaries do not exist, and/or
- reopeners exist, but without a specific date.

Salaries may be reopened by mutual agreement with a specific governing board action. The effective date of the action to reopen salary negotiations may be the date of the action itself, a future date, **but not a retroactive date**. Once a valid and legal reopening date is in place, there may generally be later agreement for salary changes retroactive to the reopening date, an intervening date, or a future date, but not a date before the reopening date.

### **Unrepresented: Management, Confidential, and Other**

No bargaining is required for unrepresented employees. A governing board may change salaries by unilateral action.

### **Problem Areas**

**After** a governing board has taken **advance** action to declare salaries indefinite for unrepresented employees, circumstances may create problems, which should be anticipated.

### **Problem Examples**

#### **1. "Me Too"**

The XYZ governing board declares salaries indefinite for **unrepresented** employees prior to July 1, 2010. In October, the board approves a pay increase of 3 percent for unrepresented employees, retroactive to July 1, 2010. With that action, those salaries are no longer indefinite.



In December, the board takes action to increase a **represented** unit's salaries by 4 percent, retroactive to July 1, 2010. The board then desires to increase salaries for **unrepresented** employees by an additional 1 percent. Because of the October board action, the board may **only** increase salaries for unrepresented employees **prospectively**, effective on the date of action or a future date, but not a retroactive date.

If the board had granted a 3 percent salary increase for unrepresented employees and **also** declared that salaries are continued as indefinite for that group, the earlier "indefinite" action for the unrepresented employees would allow a subsequent 1 percent increase to be retroactive.

## 2. Unclear Board Actions

After several months of negotiations, a district settles with its certificated bargaining unit, retroactive to July 1, 2010. The board decides also to take action on salaries for **certificated management**. If the action taken at that time does not apply to any other unrepresented employees, it may possibly preclude later retroactivity for others. Accordingly, if a governing board does not act on **all unrepresented employees at the same time**, it is recommended that continuation of any intended indefinite status for others be restated. See attached example.

## 3. Individual Contracts

The XYZ governing board declares in advance that 2010-2011 salaries are indefinite for all unrepresented employees, including administrators. In August 2010, the governing board approves a three-year contract for a new administrator. The 2010-2011 salary amount is stated in that individual's employment contract.

In November, the board approves a 3 percent increase for unrepresented groups, retroactive to July 1, 2010. This administrator is normally part of that group. The November action may possibly not apply retroactively to the individual administrator. Legal determination would likely depend on all terms and conditions of the employment contract and/or terminology used in board actions. In general, if the salary of any employee is fixed, retroactivity is precluded.

## District Action - Indefinite Status

1. If your governing board intends to revise salaries for **unrepresented** employees and possibly make salary changes retroactive to July 1, 2010, or to any other mid-year retroactive date, salaries must be legally **indefinite** as of the retroactive date. District administrators responsible for preparation of governing board agendas should have their boards take action **before July 1, 2010**, declaring that salaries for unrepresented employees are indefinite as of July 1, 2010. Attached is an example of a governing board action for this purpose. **If this action does not occur, salaries for unrepresented employees may only be changed prospectively.**
2. Administrators may have individual employment contracts. It is suggested that if there is a board action taken concerning the indefinite status of unrepresented employees, its applicability to employees with individual contracts should be clarified. For example, the action might include terminology such as "to include all management" or "including the superintendent and assistant superintendents."

(over)

Declaration of Indefinite Salaries for Retroactive Pay

March 1, 2010

Page 4

3. Forward copies of the board action declaring salaries indefinite for unrepresented employees to our office by **July 15, 2010**, to the attention of:

Inez Ramirez, HRS Coordinator  
Employee Services Section, EC 132  
Division of School Financial Services

4. If your district later approves an actual retroactive salary change, SFS will need a copy of the board action(s) approving bargaining agreement salary changes in order to demonstrate legal compliance. That documentation will be requested at the time your district submits the retroactive pay generation form.

**Final Note**

In most instances, retroactive pay is subject to retirement. It may depend on a variety of legal aspects. There are different rules for the two major retirement systems. If you have any concerns about retirement applicability, please call Patti Larson for PERS questions at (562) 922-6467 or Zacten Ige for STRS questions at (562) 922-6427. They will attempt to assist you; however, final decisions regarding applicability may only be made by the appropriate retirement system.

Should you have questions regarding this bulletin, please call me at (562) 922-6418.

Approved:

Pamela Fees, Director

Division of School Financial Services

DLT:sm

Attachment

Inf. Bul. No. 258

SFS-A54-2009-2010

## EXAMPLE - GOVERNING BOARD ACTIONS

### **Indefinite Action for 2010-2011**

“As a result of financial uncertainties, negotiations, legislation and other factors, the governing board hereby declares that all management, confidential and other unrepresented employee salaries are declared indefinite for 2010-2011.”

### **Subsequent Example Actions**

*A board subsequently intends to act on **all** unrepresented employees.*

“As a follow-up to governing board action taken (*earlier date*), the governing board hereby approves salary increases, effective July 1, 2010, for all unrepresented employees, including the superintendent and assistant superintendents.”

*A board subsequently intends to act only on **some**, but not all, unrepresented employees.*

“As a follow-up to governing board action taken (*earlier date*), the governing board hereby approves a salary increase, effective July 1, 2010, for classified management and confidential employees. Certificated management, the superintendent and assistant superintendents, and other unrepresented salaries are still declared indefinite.”

**E. CONSENT ITEM**

19. **TITLE:** Developer Fees

**BACKGROUND:** The attached material details the District's share of Developer Fees collected during the month of March, 2010. The total received for the month of March is \$42,753.28.

**ACTION RECOMMENDED:** No action is recommended..

**PREPARED BY:** Steve Romines

**DATE OF BOARD MEETING:** April 21, 2010

**Manhattan Beach Unified School District  
Developer Fees  
Report of Collections to Date**

1986/87	27,550.00	1997/98	858,526.83
1987/88	370,367.30	1998/99	949,097.79
1988/89	367,185.00	1999/00	845,723.70
1989/90	664,577.39	2000/01	973,429.53
1990/91	310,430.11	2001/02	887,811.27
1991/92	273,011.74	2002/03	1,028,120.90
1992/93	230,276.57	2003/04	1,101,872.99
1993/94	407,139.86	2004/05	984,925.42
1994/95	327,074.42	2005/06	1,013,410.79
1995/96	456,396.95	2006/07	990,987.60
1996/97	518,156.57	2007/08	787,883.02

2008/09	
July	25,751.91
August	53,606.66
September	72,427.57
October	27,352.00
November	12,487.24
December	40,224.65
January	30,844.64
February	2,779.91
March	12,852.85
April	16,191.07
May	12,101.51
June	23,281.85
<b>2008/09 Total</b>	<b>329,901.86</b>

2009/10	
July	20,011.47
August	3,177.04
September	17,899.78
October	29,747.93
November	19,977.48
December	17,723.57
January	42,921.60
February	25,379.50
March	42,753.28
April	
May	
June	
<b>2009/10 Total</b>	<b>219,591.65</b>

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT

DEVELOPER FEES  
March 2010

<u>DATE</u>	<u>ADDRESS</u>	<u>ADDITION/ NEW CONSTRUCTION</u>	<u>SQUARE FOOTAGE</u>	<u>AMT PAID</u>
Mar				
01	1646 - 2nd St	New Construction	1666	4,381.58
01	421 - 20th St	New Construction	2007	5,278.41
08	630 - 1st St	New Construction	2671	7,024.73
15	417 - 34th St	New Construction	2553	6,714.39
19	1534 - 5th St	New Construction	3771	9,917.73
24	1520 - 6th St	New Construction	2322	6,106.86
24	1520 - 6th St	Acessory Structure	233	612.79
26	112 - 19th Pl	New Construction	454	1,194.02
31	540 - 5th Pl	Addition	579	1,522.77

Total: \$42,753.28

**G. BOARD BUSINESS**

1. **TITLE:** Proposal by the City of Manhattan Beach to Combine School District Trustee Elections and City Council Elections

**BACKGROUND:** Manhattan Beach City staff and certain council members have asked the Board to discuss and consider a change of the month for School District Board of Trustee Elections from the month of November (current election month) to March. March is the month that the City Council elections are held. The justification, as explained to the Board President and Superintendent, would be that by combining City and School District elections to a single election could bring potential cost savings to the City and the District. The single election would allow the City and School Board to share expenses associated with the election.

Staff can understand the need to economize wherever and whenever possible. However, in considering the change of month for School Board elections from November to March, this could present some major problems in conducting the business of the District. First, postponing the organizational date for the Board from December to April would mean that new Board members would be asked to make major decisions on budget for the current fiscal year, as well as for the next fiscal year, with only three months remaining in a current school year (June 30) and before the start of a new school year (July 1). Board also needs to consider mandated dates set in the Education Code, which could conflict with decision making for a Board newly organized in April. For example, California Education Code sets a March 15 deadline to notify administrators of reassignments and/or distribute reduction in force letters when necessary, to certificated staff. Organizing a Board in December prior to the March 15 deadline allows a recently organized Board to make these critical decisions as opposed to postponing its unified actions until almost a year later.

This agenda item presents a time for Board discussion on the proposal. The Board President and/or Superintendent then can present a summary of its comments to City staff and Council.

**FINANCIAL IMPACT:** None

**ACTION:** Discuss and Respond to the City of Manhattan Beach Regarding a Proposal by the City of Manhattan Beach to Combine School District Trustee Elections and City Council Elections

**PREPARED BY:** Dr. Beverly Rohrer, Superintendent of Schools

**DATE OF BOARD MEETING:** April 21, 2010

**G. BOARD BUSINESS**

2. **TITLE:** Report to the Board on the Formation of a new Superintendent's Committee, District Employee Benefits Study

**BACKGROUND:** For the past several years, the District has joined with other school districts and colleges as a participant in a non-profit organization, Alliance of Schools for Cooperative Insurance Programs (ASCIP), to serve the insurance and risk management needs of the District. Formed in 1980, ASCIP provides comprehensive insurance programs for health benefits, property/liability, worker's compensation and ancillary lines of coverage. The District, through ASCIP, provides benefit coverage for employees in the following areas:

- Medical care coverage
- Dental care coverage
- Vision care coverage
- Life insurance
- Disability insurance

It has been some time since the District has convened an Employee Benefits Committee to study our association with ASCIP, District benefit plans, as well as to ensure that benefit costs are kept to a minimum and the best available benefit alternatives are being provided District employees. Therefore, the Superintendent intends to invite MBUTA, CSEA, and non-represented employees to join a District Benefits committee in this study. The Committee will be comprised of representatives from the groups mentioned before, District Cabinet, and two members of the Board to initiate such a study and present the results to the Board by fall of 2010. This timing will allow for a comprehensive investigation prior to committing to benefit plans and programs for the 2010-2011 school year.

The Superintendent will discuss with the Board the charge and objectives of the committee to receive its suggestions on purpose and direction, and to ask the president to appoint two members of the Board to the committee.

**FINANCIAL IMPACT:** None

**ACTION:** Approve formation of a new Superintendent's committee, District Employee Benefits Study

**PREPARED BY:** Dr. Beverly Rohrer, Superintendent of Schools

**DATE OF BOARD MEETING:** April 21, 2010



**G. BOARD BUSINESS**

3. **TITLE:** 21<sup>ST</sup> Century Learning Advanced Study Task Force

**BACKGROUND:** Over the past two years, the District has experienced an extreme reduction in funding as a result of the State of California's budget crisis. Dr. Rohrer convened the Superintendent's Fiscal Advisory Committee (SFAC) to examine multiple facets of the school district in order to determine where costs could be reduced and/or revenue increased. She reminded committee members that times of crisis are also times of opportunity.

The 21<sup>st</sup> Century Learning Advanced Study Task Force is an outgrowth of the SFAC discussions. This task force is charged with working under the direction of the Executive Director of Educational Services to examine new and innovative means of delivering curriculum and instruction to our students. Members of the task force hope to discover tools and instructional models that will be highly effective, monetarily feasible, and forward-thinking. While reducing our costs, we need to find ways to prepare our students for the world that awaits them upon completion of their education.

**FISCAL IMPACT:** None.

**ACTION RECOMMENDED:** None.

**PREPARED BY:** Carolyn Seaton, Executive Director of Educational Services

**DATE OF BOARD MEETING:** April 21, 2010

**G. BOARD BUSINESS**

4. **TITLE:** Board Workshops for Staff/Consultants Presentations on the MCHS Building and Modernization Schematic Architectural Plans Update and Review (BB Bond financing) to Include the Integration of Physical Education/Athletic Fields/Facilities Master Plan (unfunded by BB).

**BACKGROUND:** For the past several months, the Assistant Superintendent, Administrative Services; Superintendent; District BB Architect's team; the construction manager; site administration; and others have been involved in a series of meetings with MCHS staff to solicit input on the educational requirements specific to each learning discipline. These have been most productive meetings and the contributions from the MCHS staff have significantly contributed to the practicability and sustainability of the building plans for the new construction and modernization of the high school.

The target date to present the MCHS Schematic Architectural Plan to the Board of Trustees is during the month of May. To update the Board on the work to date and prepare for the Schematic Architectural Plan presentation in May, staff is proposing a Board workshop for Wednesday, May 12, at 5:00 P.M., District Boardroom. This opportunity for interaction with the staff, architect, and construction manager prior to the presentation of the schematic plan will facilitate understanding and bring points of discussion for the second workshop in May when the completed MCHS Schematic Plan will be offered.

It is suggested, at this time on the agenda, the Board review their calendars to set a date for the second workshop during May. By establishing the date and time of this workshop on the April 21<sup>st</sup> agenda, staff can prepare and post the date, as required.

**FINANCIAL IMPACT:** None

**ACTION:** Approve Board workshops for staff/consultants presentations on the MCHS Building and Modernization Schematic Architectural Plans Update, and Review (BB Bond financing) to include the Integration of Physical Education/Athletic Fields/Facilities Master Plan (unfunded by BB).

**PREPARED BY:** Dr. Beverly Rohrer, Superintendent of Schools

**DATE OF BOARD MEETING:** April 21, 2010