

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

**October 21, 2009  
5:30 Closed Session  
6:30 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. Report of Action Taken During Closed Session
5. Pledge of Allegiance
6. Approval of Agenda

**B. ANNOUNCEMENTS AND COMMUNICATIONS (20 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 Public Hearing will be held on Resolution 2009-25, regarding the assurance that each pupil in each school in the District has sufficient textbooks or instructional materials, or both, in each subject, that are consistent with the content of the curriculum frameworks adopted by the California State Board of Education.
3. Jill Brunkhardt, from Chevron, will be recognized for Chevron's generous support of the Manhattan Beach Unified School District.
4. Board Member Announcements
5. 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 (15 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.

- Seaton** 1. 2009 Assessment and Accountability Report

**D. PRESENTATION/ACTION ITEMS**

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.

None.

**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**

- Schneider  
1-2** 1. 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, per a change in service provider, as mandated by Individualized Education Plans (IEP's). The Master Contract is effective from July 1, 2009, through June 30, 2010. Amount not to exceed \$57,554.00. This is an increase of \$25,628.00, that is offset by the transfer from an existing provider contract. Funds to be paid from Nonsectarian, Nonpublic Agency Services account, #01.0-65000.0-57500-11801-5810-0000052; by transferring from existing Nonsectarian, Nonpublic Agency Services account, #01.0-65000.0-57500-11801-5810-0000052. This item has been budgeted.
- Schneider  
3-8** 2. Ratify the District Master Contract for Nonsectarian, Nonpublic School Services (NPS) with Beach Cities Learning Center. Contract is necessary as per a change to existing service provider for the 2009/10 fiscal year, as mandated by Individualized Education Plans (IEP's). The Master Contract is effective from October 5, 2009, through June 30, 2010. Amount not to exceed \$66,630.00. Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053; by transferring from existing service provider contract with Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053. This item has been budgeted.
- Schneider  
9-10** 3. Ratify the Amendment to District Master Contract for Nonsectarian, Nonpublic School Services (NPS) with Vista Del Mar School and Family Services dba Vista School. Amendment is necessary to correct the rate as per agreement by SW SELPA. The Master Contract is effective from July 1, 2009, through June 30, 2010. Amount not to exceed \$37,558.00. This is an increase of \$775.00. Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053; by transferring from existing Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053. This item has been budgeted given that a transfer is being made.

- Seaton  
11-12** 4. Ratify Consultant Agreement with Jon Pearson for his presentation of two workshops on mandatory staff development day, October 12, 2009. The amount of \$1, 875.00, will be paid from acct. #01.0-40350.0-11100-10000-5850-112, Title II, Improving Teacher Quality.
- Seaton  
13-15** 5. Approve agreement with Evalumetrics, Inc., for Physical Fitness Testing Services, from October 2009, through August 2010, to be paid an estimated amount of \$600.00, charged to acct. #01.0-00000.0-15000-31600-5890-0000112, Educational Services Testing.
- Seaton  
16-19** 6. Approve Facility Use Agreement between the Manhattan Beach Unified School District and the Regents of the University of California
- Seaton  
20-38** 7. Adopt Resolution 2009-25, Certification of Pupil Textbook and Instructional Materials Sufficiency for Fiscal Year 2009-2010, and Resolution 2009-26 Statement of Assurance for Fiscal Year 2009-2010.

**Hall  
39**

**Personnel**

8. Ratify employment of classified personnel at effective dates listed:
- Daniels, Paula, Special Ed. I.A., Perm., Pennekamp, 81.25% time, Range 12, Step 6, effective 10/01/09 (IEP)
- Davila, Princess, IBI, Perm., Pacific, 81.25% time, Range 17, Step 2, effective 09/29/09 (IEP)
- Gallagher, Brett, Special Ed. I.A., Perm., Preschool, 50% time, Range 12, Step 2, effective 10/06/09 (Replacement)
9. Approve resignation of Negrete, Lizet, Food Service Assistant 1, MCHS, effective 09/21/09.
10. Ratify leave of absence for classified employees at effective dates as listed:
- Amaral, Emily, Technology Resource Assistant, District Office, (Contract article 6) effective 08/17/09 – 10/19/09
- Fleming, Linda, Special Ed. I.A., Preschool, (Contract article 6) effective 09/02/09 – 09/30/09
11. Ratify employment of classified personnel to serve as substitute and/or short term/intermittent, district wide, at effective dates listed:
- Davis, Stephanie, effective 10/06/09  
Moss, Elizabeth, effective 09/29/09  
Tahery, Niloufar, effective 09/24/09  
Wilhite, Mathew, effective 09/29/09
12. Accept resignation of Alyse McDonald, eff. 1/4/10.

13. Ratify change in status for certificated staff as follows:
  - Diamond, Michele (PAC), change from 60% to 100%, eff. 10/13/09
  - Howerton, Quincy (MCHS), change from Col. 3, Step 2, to Col. 4, Step 2, eff. 10/1/09
  - Sanchez, Tanya (GV/PAC), change from Col. 5, Step 11, to Col. 6, Step 11, eff. 9/1/09
  - Wallace, Katie (PAC), change from Col. 4, Step 4, Col. 5, Step 4, eff. 10/1/09
14. Ratify Leave of Absence for certificated staff per MBUTA Contract Article #11.9, #11.10, #11.18 as follows:
  - Brown, Kate (PAC), from 10/2/09 to 11/13/09
  - Hausken, Becky (PK EDP), from 9/24/09 to 1/7/10
  - Notarnicola, Marni (MBMS), from 10/16/09 to 11/30/09
15. Ratify employment of certificated staff as follows:
  - Levin, Melissa (ROB), Col. 4, Step 1, eff. 10/2/09
  - Mamakos, Karen (EDP GV), Col. 5, Step 5, eff. 10/5/09
- 40 16. Ratify fall 2009 Athletic Coaches per attached chart.

**Romines**

**Business**

- 41-43 17. Approve Dr. Beverly Rohrer and Dr. Steve Romines as authorized signers for all Office of Public School Construction (OPSC) forms.
- 44-45 18. Approve Williams Uniform Complaint Quarterly Report Summary for the first quarter, July 1, 2009, to September 30, 2009.
- 46-47 19. Reject claim for damages from Rosa Ponce.
- 48-49 20. Accept Developer Fee Report for the month of September 2009.
- 50-64 21. Accept monthly budget report.

**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 (5 Minutes)**

- Seaton  
65-70** 1. Receive for first reading and adoption, revised Board Policy 6115, Ceremonies and Observations, and receive for information, revised Administrative Regulation 6115, Ceremonies and Observations.
- Romines  
71-74** 2. Receive for second reading and adoption, revised Board Policy 7310, Naming of Facilities and Properties (new title).

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

1. Foreign Language Survey
2. Dedication of MBMS Instrumental Music Classroom
3. Great American Shakeout
4. Red Ribbon Week
5. MCHS Master Plan
6. Summer School Task Force

**I. PUBLIC COMMENTS (10 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**  
**OCTOBER 21, 2009**  
**5:30 P.M.**

1. Public employee discipline/dismissal/release, pursuant to Government Code Section 54957.
2. Conference with district labor negotiator Steve Romines regarding MBUTA negotiations, per Government Code Section 54957.6.
3. Conference with district labor negotiator Steve Romines regarding CSEA negotiations, per Government Code Section 54957.6.
4. Conference with Legal Counsel - Anticipated Litigation - Significant Exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9. Three potential cases.

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

(Note: These dates are subject to change)

**OCTOBER**

October 21, 2009, 6:30 PM  
Board Meeting

**NOVEMBER**

November 3, 2009  
Election Day

November 4, 2009, 6:30 PM  
Board Meeting

November 11, 2009  
Veteran's Day

November 18, 2009, 6:30 PM  
Board Meeting

November 23-27, 2009  
Thanksgiving Break

**DECEMBER**

December 9, 2009, 6:30  
Organizational Board Meeting

December 21-31, 2009  
Winter Break

**JANUARY**

January 1, 2010  
Winter Break

January 13, 2010, 6:30  
Board Meeting

January 18, 2010  
Martin Luther King, Jr., Holiday

**FEBRUARY**

February 3, 2010, 6:30 PM  
Board Meeting

February 15-19, 2010  
District Recess

**MARCH**

March 3, 2010, 6:30 PM  
Board Meeting

March 17, 2010, 6:30 PM  
Board Meeting

March 29-April 2, 2010  
Spring Break

**APRIL**

April 21, 2009, 6:30 PM  
Board Meeting

**MAY**

May 5, 2009, 6:30 PM  
Board Meeting

May 19, 2009, 6:30 PM  
Board Meeting

May 31, 2009  
Memorial Day Holiday

**JUNE**

June 2, 2009, 6:30 PM  
Board Meeting

June 16, 2009, 6:30 PM  
Board Meeting

June 22, 2009  
MBMS Promotion

June 23, 2009  
Last Day of School

June 24, 2009  
MCHS Graduation

E. CONSENT CALENDAR

1. **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, per a change in provider, as mandated by Individualized Education Plan (IEP's).

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 \$57,554.00.

This is an increase of \$25,628.00 to this contract that is offset by the transfer from an existing service provider contract.

Funds to be paid from Nonsectarian, Nonpublic Agency Services account, #01.0-65000.0-57500-11801-5810-0000052;

by transferring from existing Nonsectarian, Nonpublic Agency Services account, #01.0-65000.0-57500-11801-5810-0000052.

This item has been budgeted.

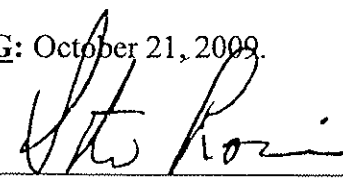
**ACTION RECOMMENDED:** Ratify the Amendment to District Master Contract for Nonsectarian, Nonpublic Agency Services (NPA) with Behavior and Education, Inc. Amendment is necessary to add services for the 2009/10 fiscal year, per a change in service provider, as mandated by Individualized Education Plans (IEP's). The Master Contract is effective from July 1, 2009, through June 30, 2010. Amount not to exceed \$57,554.00. This is an increase of \$25,628.00 that is offset by the transfer from an existing provider contract. Funds to be paid from Nonsectarian, Nonpublic Agency Services account, #01.0-65000.0-57500-11801-5810-0000052; by transferring from existing Nonsectarian, Nonpublic Agency Services account, #01.0-65000.0-57500-11801-5810-0000052. This item has been budgeted.

**PREPARED BY:**

  
Ellyn Schneider, Executive Director of Student Services

**DATE OF MEETING:** October 21, 2009.

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 14, 2009, and ratified on **October 21, 2009** as follows:

Amend the following provision:

**Exhibit A: Rates**

Payment under this contract may not exceed	<u>\$57,554.00.</u>
Total LEA Enrollment may not exceed	<u>3</u>
(10) Behavior Intervention – BII & BID	\$51.00 Per Hour

- 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

2. **TITLE:** District Master Contract for 2009/10 School Year for Nonsectarian, Nonpublic School (NPS) Services with Beach Cities Learning Center.

**BACKGROUND:** It is necessary to establish a District Master Contract for NPS Services with Beach Cities Learning Center, as per a change to existing service provider for the 2009/10 fiscal year, as mandated by Individualized Education Plans (IEP's).

Services will be provided as designated in the student Individualized Education Plans (IEP's). The Master contract is effective from October 5, 2009, through June 30, 2010.

**FINANCIAL IMPACT:**

Amount not to exceed \$66,630.00.

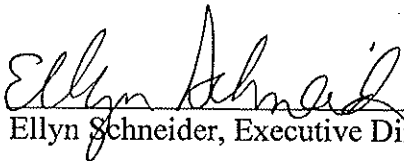
Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053; by transferring from existing service provider contract with Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053.

This item has been budgeted.

**ACTION RECOMMENDED:** Ratify the District Master Contract for Nonsectarian, Nonpublic School Services (NPS) with Beach Cities Learning Center. Contract is necessary as per a change to existing service provider for the 2009/10 fiscal year, as mandated by Individualized Education Plans (IEP's). The Master Contract is effective from October 5, 2009, through June 30, 2010.

Amount not to exceed \$66,630.00. Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053; by transferring from existing service provider contract with Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053. This item has been budgeted.

**PREPARED BY:**



Ellyn Schneider, Executive Director of Student Services

**DATE OF MEETING:** October 21, 2009.

Approved by:



Steve Romines, Asst. Superintendent of Admin. Services

2009-2010

CONTRACT NUMBER:  
S10-M003

LEA: *Manhattan Beach Unified School District*

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

Beach Cities Learning Center, Inc. – 19-75333-0120766

**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 October, 2009, between the Manhattan Beach Unified School District (hereinafter referred to as "LEA" or "District") and Beach Cities Learning Center (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 Oct 5, 2009 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 5th day of October 2009 and terminates at 5:00 P.M. on June 30, 2010, unless sooner terminated as provide herein.

CONTRACTOR,  
Beach Cities Learning, Inc.  
\_\_\_\_\_  
Nonpublic School/Agency

School  
District Manhattan Beach Unified School District

By: \_\_\_\_\_  
Signature Date  
Daniel Campbell, Principal  
\_\_\_\_\_  
Name and Title of Authorized  
Representative

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

Notices to CONTRACTOR shall be addressed to:

**Daniel Campbell, Principal**

Name

Beach Cities Learning Center, Inc.

Nonpublic School/Agency/Related Service Provider

1431 15<sup>th</sup> Street

Address

Manhattan Beach Ca 90266

City State Zip

(310) 310-738-4329 (310)

Phone

Fax

Rooms 21 & 24 – Transition School (MBI)

Email

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** Beach Cities Learning Ctr **CONTRACTOR NUMBER** New **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 \$66,630.00  
 Total LEA enrollment may not exceed 3

	Rate	Period
A. <u>Basic Education Program/Special Education Instruction</u>	<u>125.00</u>	<u>Per Day</u>
Basic Education Program/Dual Enrollment	<u>50.00</u>	<u>Per Day</u>

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	<u>60.00</u>	<u>Per Hour</u>
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	<u>60.00</u>	<u>Per Hour</u>
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.

E. CONSENT CALENDAR

3. **TITLE:** Amendment to District Master Contract for 2009/10 School Year for Nonsectarian, Nonpublic School (NPS) Services with Vista Del Mar Child and Family Services dba Vista School.

**BACKGROUND:** It is necessary to amend District Master Contract for NPS Services with Vista Del Mar Child and Family Services dba Vista School, to amend the rate as per agreement by SW SELPA for the 2009/10 fiscal year.

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:**

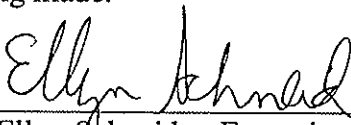
Amount not to exceed \$37,558.00.

This is an increase of \$775.00.

Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053; by transferring from existing Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053. This item has been budgeted given that a transfer is being made.

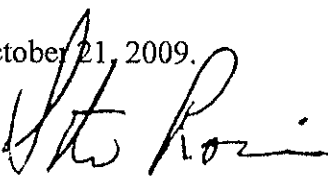
**ACTION RECOMMENDED:** Ratify the Amendment to District Master Contract for Nonsectarian, Nonpublic School Services (NPS) with Vista Del Mar School and Family Services dba Vista School. Amendment is necessary to correct the rate as per agreement by SW SELPA. The Master Contract is effective from July 1, 2009, through June 30, 2010. Amount not to exceed \$37,558.00. This is an increase of \$775.00. Funds to be paid from Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053; by transferring from existing Nonsectarian, Nonpublic School Services account, #01.0-65000.0-57500-11802-5810-0000053. This item has been budgeted given that a transfer is being made.

**PREPARED BY:**

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

**DATE OF MEETING:** October 21, 2009.

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 **Vista Del Mar Child and Family Services dba Vista School**, hereinafter referred to as the "Contractor," located at 3200 Motor Avenue, Los Angeles, Ca 90034, is hereby amended effective July 1, 2009, and ratified on **October 21, 2009** as follows:

**EXHIBIT A: RATES**

Payment under this contract may not exceed \$37,558.00  
Total LEA enrollment may not exceed 1

A. Basic Education Program/Special Education Instruction \$123.13 Per Day

- CONTRACTOR -

- DISTRICT -

Vista Del Mar Child and Family Services  
Db a Vista School  
Name of Non-Public School/Agency

Manhattan Beach Unified School District

By \_\_\_\_\_  
Contracting Officer's Signature  
Donna Baker, Director of Education

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

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

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

**E. CONSENT CALENDAR**

**4. TITLE: Consultant Agreement with Jon Pearson**

**BACKGROUND:**

Jon Pearson provided two staff development workshops for elementary teachers on the MBUSD Mandatory Staff Development Day, October 12<sup>th</sup>. Following the all-district Critical Incident Training, Mr. Pearson presented the session, "Drawing Out the Best in Your Students" in the Pacific Elementary Cafeteria. His afternoon session was entitled, "Teaching Creatively in a World Full of Standards."

Mr. Pearson is an internationally known speaker, thinking skills consultant, and author who has performed on stage and television and in schools for over twenty years. He has worked with over one million students, teachers, parents and administrators across the United States, in Canada and Asia. As a classroom teacher, he has worked extensively with gifted and talented students as well as English language learners. As a motivational speaker for businesses and schools, he has addressed audiences at many state and national conferences. He received from the U.S. Patent Model Foundation's national "Creativity Conference for Educators" the highest workshop ratings in its history. Mr. Pearson 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.

**FISCAL IMPACT:**

The \$1,875 cost of the staff development sessions will be paid out of Title II, so there will be no impact on the general fund.

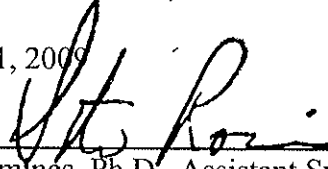
**ACTION RECOMMENDED:**

Arrangements with Mr. Pearson were unable to be finalized prior to the deadline for the last Board Meeting agenda. Therefore, it is requested that the Board ratify the contract for Mr. Jon Pearson for staff development services he provided on October 12, 2009. The amount of \$1,875.00 will be charged to Account No. #01.0 40350.0 11100 10000 5850 112, Title II, Improving Teacher Quality.

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

**DATE OF BOARD MEETING:** October 21, 2009

**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

Jon Pearson 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.)

Teaching Creatively in a Standards-Based World Presentation for Mandatory Staff Development Day  
(Program/Project)

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

WITNESSETH:

THEREFORE, this agreement is made and entered into this 12th day of October 2009,  
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 \$ 1,875.00.

DATES OF SERVICE

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

Monday, October 12, 2009

01.0 40350.0 11100 10000 5850 112, Title II  
(Account No.)

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

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

Warrant to be mailed to:

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**E. CONSENT CALENDAR**

5. **TITLE:** Agreement for California Physical Fitness Test Scoring Services between the Manhattan Beach Unified School District and Evalumetrics, Inc. for the 2009-2010 school year.

**BACKGROUND:** The attached agreement between Manhattan Beach Unified School District and Evalumetrics, Inc. provides services for the annual reporting of the California Physical Fitness Test data. This assessment is required for all students in grades 5, 7, and 9. Dr. Howard E. Herl, President and CEO, has had eight years experience providing this service through LACOE which assures the continuity of current services and products. Evalumetrics, Inc. is on the list of vendors at the California Department of Education and will provide 100% CDE compliance with test data formats and submission timelines. The fee for the 2009-10 school year is estimated at \$600.00 and will be paid from the Educational Services Testing Account, 01.0 00000.0 15000 31600 5890 0000112.

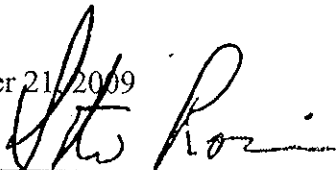
**FISCAL IMPACT:** The estimated \$600.00 cost for Physical Fitness Testing Scoring Services qualifies as a mandated cost item and is reimbursable through the state's mandated cost program, should that program be reinstated in the near future.

**ACTION RECOMMENDED:** Approval by the Board of the attached agreement is recommended. The estimated fee of \$600.00 will be paid from the Educational Services Testing Account, 01.0 00000.0 15000 31600 5890 0000112.

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

**DATE OF BOARD MEETING:** October 21, 2009

**BUDGET APPROVED BY:**

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

1. Upload completed order form using "Upload file" in your online account.....OR
2. Print, complete, and fax to Evalumetrics Fitness at (888) 738-7859

**1. Contact Information: Please verify or update your contact information.**

Name:	Carolyn Seaton		
Phone:	(310) 318-7345	Extension:	5989
Fax:	(310) 303-3827		
Email:	cseaton@mbusd.org		

**2. Shipping Address: Please verify or update your shipping address.**

Name:	Carolyn Seaton, Educational Services		
Address 1:	Manhattan Beach Unified School District		
Address 2:	1517 Manhattan Beach Blvd.		
City:	Manhattan Beach		
State:	CA		
Zip code:	90266		

**3. Billing Information: Please enter if billing address is different from shipping address.**

Name:	Shirley Evans, Accounts Payable		
Address 1:	Manhattan Beach Unified School District		
Address 2:	325 S. Peck Ave.		
City:	Manhattan Beach		
State:	CA		
Zip code:	90266		

**4. Please enter a Purchase Order number if available.**

--

**5. Please check boxes ("X") for the following service questions.**

Y	N
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

- A. Will you be uploading a Pre-ID file?
- B. Do you want us to print your student reports? (B/W or color reports)
- C. If your answer to B is yes, do you want B/W student reports (\$0.07 ea) or color student reports (\$0.22 ea)?

BW (\$0.07 ea)	COLOR (Type number if more than 1) (\$0.22 ea)
<input checked="" type="checkbox"/>	<input type="checkbox"/>



Y	N
<input checked="" type="checkbox"/>	<input type="checkbox"/>

- D. Would you like to use your logo from last year?
- E. When do you need student reports? Please check or enter a date:

Before 05/18/10	Default:
enter date 05/18/10 06/01/10 07/20/10 08/10/10	
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Y	N
<input type="checkbox"/>	<input checked="" type="checkbox"/>

- F. Please indicate how many sets of color school reports each (leave blank if 0). (\$1.29 ea)

--

- G. How many district-blank scantrons do you need (enter 0 if none)?

40
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NOTE: Blank and pre-IDed scantrons are charged \$0.14 each at the time of shipment. Scantrons received and processed are charged the remaining \$0.34 at the time of processing (for a total of \$0.48)



# Manhattan Beach Unified

SPRING 2010 ORDER FORM

1. Upload completed order form using "Upload file" in your online account.....OR
2. Print, complete, and fax to Evalumetrics Fitness at (888) 738-7859

**6. ORDER:** Last year's service selections have been highlighted with borders. Type or write order numbers in appropriate columns. Non pre-id clients should enter exact numbers of students in the appropriate service column (0 if NOT ordering) Pre-id clients can provide estimates. This will assist in the diagnosis of potential errors in your pre-id data files.

**Manhattan Beach Unified**

Grade 05	CDS	Charter Number	Grade	Electronic (\$0.34 ea)	Scantron (\$0.48 ea)
Grand View Elementary	19753336020358		5	102	
Meadows Avenue Elementary	19753336020390		5	100	
NPS	19753330000001		5	1	
Pacific Elementary	19753336020416		5	100	
Pennekamp (Aurelia)	19753336020325		5	106	
Robinson (OPal) Elementar	19753336020408		5	64	

Grade 07	CDS	Charter Number	Grade	Electronic (\$0.34 ea)	Scantron (\$0.48 ea)
Manhattan Beach Middle	19753336115307		7	353	
NPS	19753330000001		7	2	

Grade 09	CDS	Charter Number	Grade	Electronic (\$0.34 ea)	Scantron (\$0.48 ea)
Mira Costa High	19753331935808		9	631	
NPS	19753330000001		9	1	

**For Information Changes or Additional Schools**

School Name	CDS	Charter Number	Grade	Electronic (\$0.34 ea)	Scantron (\$0.48 ea)

<p>Questions? Please email your questions to <a href="mailto:fitness@evalumetrics.us">fitness@evalumetrics.us</a></p>	<p>After receiving your order form, we will upload an order confirmation to your web account. Your order confirmation will have an estimated cost and a delivery schedule based on your order.</p>
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**E. CONSENT CALENDAR**

6. **TITLE:** Facility Use Agreement between the Manhattan Beach Unified School District and the Regents of the University of California

**BACKGROUND:** Since the summer of 2007, MBUSD has participated in a partnership with the University of California, Irvine Extension Program to offer GATE certificate classes for teachers on MBUSD premises. In the past, there has been an informal understanding that UC Irvine Extension will not be charged a fee for use of MBUSD facilities when providing GATE instruction for MBUSD teachers. As of the summer of 2009, representatives from UC Irvine Extension have asked to make the facility use agreement formal via a contract. The current contract is reflective of the GATE courses that are being offered during the 2009-2010 school year.

**FISCAL IMPACT:** None.

**ACTION RECOMMENDED:** Approval by the Board.

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

**DATE OF BOARD MEETING:** October 21, 2009

**AGENDA NOTE**

**AGENDA NOTE**

**AGENDA NOTE**

## FACILITY USE AGREEMENT

### THE REGENTS AS LICENSEE

THIS AGREEMENT dated September 30, 2009, ("Effective Date") is by and between MANHATTAN BEACH UNIFIED SCHOOL DISTRICT ("MBUSD") and THE REGENTS OF THE UNIVERSITY OF CALIFORNIA ("University").

**WHEREAS**, MBUSD is the owner of certain real property described as follows: Manhattan Beach Unified School District Offices located at 325 S. Peck Avenue, Manhattan Beach, CA 90266 and

**WHEREAS**, University seeks to enter and use the following described portion of MBUSD's real property located at 325 S. Peck Avenue, Manhattan Beach, CA 90266 ("Premises") for educational purposes,

**NOW, THEREFORE**, MBUSD and University hereby agree as follows:

#### ARTICLE 1 - GRANT OF LICENSE

1.1 Grant. MBUSD hereby grants to University and to its agents, employees, guests and invitees an exclusive, revocable license to enter and use the Premises for the purposes, and at the times, set forth in Article 3, below.

1.2 Condition of Premises. MBUSD is not aware of any condition in, on, or about the Premises which constitutes a hazard to the safety of any occupant or which violates any governmental law or ordinance intended to protect human safety. Other than as set forth above, University accepts the Premises "as is."

#### ARTICLE 2 - TERM

2.1 The term of this Agreement shall be for the period from October 12, 2009 to May 3, 2010 ("Term"). However, either party may terminate this Agreement at any time by giving 10 days' written notice to the other.

#### ARTICLE 3 - USE OF PREMISES

3.1 University Uses. The University shall use the Premises as follows: Classroom instruction for University's GATE Certification Program.

3.2 Time of Use. The University's use of the Premises shall be at the following times and days of the week:

*Teaching Critical Thinking to the Gifted*  
EDUC X372.93  
Monday, October 12, 2009 – 9 a.m. to 5 p.m.



*How the Brain Learns*

EDUC X372.95

Monday, October 26, 2009 – 4 p.m. to 7 p.m.  
Monday, November 2, 2009 – 4 p.m. to 7 p.m.  
Tuesday, November 3, 2009 – 4 p.m. to 7 p.m.  
Monday, November 9, 2009 – 4 p.m. to 7 p.m.  
Tuesday, November 10, 2009 – 4 p.m. to 7 p.m.  
Monday, November 30, 2009 – 4 p.m. to 7 p.m.

*Social Emotional Needs of the Gifted*

EDUC X372.23

Sunday, January 9, 2010 – 9 a.m. to 5 p.m.

*Learning Styles*

EDUC X372.94

Monday, January 25, 2010 – 4 p.m. to 7 p.m.  
Monday, February 1, 2010 – 4 p.m. to 7 p.m.  
Tuesday, February 2, 2010 – 4 p.m. to 7 p.m.  
Monday, February 8, 2010 – 4 p.m. to 7 p.m.  
Tuesday, February 9, 2010 – 4 p.m. to 7 p.m.  
Monday, February 22, 2010 – 4 p.m. to 7 p.m.

*Differentiated Instruction for the Gifted*

EDUC X372.3

Monday, March 1, 2010 – 5 p.m. to 8 p.m.  
Monday, March 8, 2010 – 5 p.m. to 8 p.m.  
Monday, March 15, 2010 – 5 p.m. to 8 p.m.  
Monday, March 22, 2010 – 5 p.m. to 8 p.m.  
Monday, April 5, 2010 – 5 p.m. to 8 p.m.  
Monday, April 12, 2010 – 5 p.m. to 8 p.m.  
Monday, April 19, 2010 – 5 p.m. to 8 p.m.  
Tuesday, April 27, 2010 – 5 p.m. to 8 p.m.  
Monday, May 3, 2010 – 5 p.m. to 8 p.m.

**ARTICLE 4 - CONSIDERATION**

4.1 No compensation will be paid to MBUSD from the University for the use of Premises.

**ARTICLE 5 - INDEMNIFICATION**

5.1 MBUSD's Obligation. MBUSD shall indemnify, defend, and hold harmless University, its officers, agents and employees, from and against any claims, damages, costs, expenses, or liabilities (collectively "Claims") arising out of or in any way connected with this Agreement including, without limitation, Claims for loss or damage to any property, or for death or injury to any person or persons but only in proportion to and to the extent that such Claims arise from the negligent or intentional acts or omissions of MBUSD, its officers, agents, partners or employees.

5.2 University's Obligation. University shall indemnify, defend and hold harmless MBUSD, its officers, agents, partners and employees, from and against any Claims arising out of or in any way connected with this Agreement including, without limitation, Claims for loss or damage to any property, or for death or injury to any person or persons but only in proportion to and to the extent that such Claims arise from the negligent or intentional acts or omissions of University, its officers, agents, or employees.

**ARTICLE 6 – INSURANCE**

6. Insurance.

6.1 MBUSD's Insurance. MBUSD, at its sole cost and expense, shall insure its activities in connection with this Agreement and obtain, keep in force, and maintain insurance as follows:

- A. Commercial Form General Liability Insurance (contractual liability included) with minimum limits as follows:  
Each Occurrence \$1,000,000

6.2 University's Insurance. University, at its sole cost and expense, shall self-insure its activities in connection with this Agreement and obtain, keep in force and maintain insurance as follows:


- A. General Liability Self-Insurance Program (contractual liability included) with minimum limits as follows:  
Each Occurrence \$1,000,000

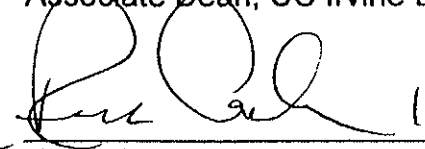
IN WITNESS WHEREOF, the parties have executed this Facility Use Agreement as of the October 2, 2009.

**MANHATTAN BEACH UNIFIED SCHOOL  
SCHOOL DISTRICT**

**THE REGENTS OF THE UNIVERSITY  
OF CALIFORNIA**

Name: \_\_\_\_\_ Date \_\_\_\_\_  
Title: \_\_\_\_\_

 10/7/09  
For Jane Welgan Date  
Associate Dean, UC Irvine Extension

 10/7/09  
For Harry Gunther Date  
Director, Materiel and Risk Management

E. CONSENT CALENDAR

7. **TITLE:** Adopt Resolution 2009-25 – Resolution Regarding Sufficiency of Instructional Materials and Resolution 2009-26 - Certification of Provision of Standards-Aligned Instructional Materials, Grades K-12, for 2009-2010

**BACKGROUND:** Education Code 60119 specifies that the governing boards of school districts are to certify compliance with *Education Code* Section 60119 and *California Code of Regulations, Title 5, Section 9531 (c)*. District and county office of education local governing boards are required to hold an annual public hearing and adopt a resolution stating whether each pupil in the district has, or will have prior to the end of that year, sufficient textbooks or instructional materials in each subject consistent with the content and cycles of the curriculum framework adopted by the State Board of Education.

The 2009-2010 state budget package has suspended, until 2012-2013, the Instructional Materials Funding and Realignment Program's "24-month rule," which requires districts to purchase new textbooks and instructional materials within 24 months of adoption by the State Board of Education. The budget package also prohibits the State Board from adopting new textbooks and materials until 2013-2014.

This change to the adoption cycle doesn't relieve districts from the requirements related to "sufficiency" of instructional materials. Pursuant to Education Code 60119, districts must still provide students with "sufficient," standards-aligned instructional materials, hold a public hearing, and adopt a sufficiency resolution. In addition, the new legislation added to the definition of sufficiency to require that districts provide all students who are enrolled in the same course with "identical" textbooks and instructional materials from the same adoption cycle.

The Certification of Provision of Standards-Aligned Instructional Materials must be kept on file in the district for auditing purposes. Once a local governing board certifies that it has provided each pupil with standards-aligned instructional materials, the district or county office of education may use 100 percent of any remaining IMFRP funds for other approved educational purposes.

**FISCAL IMPACT:** None.

**ACTION RECOMMENDED:** Adoption of Resolution 2009-25, Instructional Materials Sufficiency and Resolution 2009-26, Certification of Provision of Standards-Aligned Instructional Materials is recommended.

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

**DATE OF BOARD MEETING:** October 21, 2009

*Manhattan Beach Unified School District*

**Resolution 2009-25**

**RESOLUTION REGARDING SUFFICIENCY OF INSTRUCTIONAL MATERIALS:**

**Whereas**, the Governing Board of the Manhattan Beach Unified School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on October 21, 2009, at 6:30 p.m., which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

**Whereas**, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

**Whereas**, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

**Whereas**, information provided at the public hearing detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Manhattan Beach Unified School District, and;

**Whereas**, the definition of “sufficient textbooks or instructional materials” means that each student, including English learners, has a textbook or instructional materials, or both, to use in class and to take home, and;

**Whereas**, between the 2008-2009 through 2012-2013 fiscal years, the definition of “sufficient textbooks or instructional materials” also means that all students who are enrolled in the same course within the Manhattan Beach Unified School District have standards-aligned textbooks or instructional materials from the same adoption cycle, and;

**Whereas**, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the content of the curriculum frameworks in the following subjects:

- Mathematics
- Science
- History-Social Science
- English-Language Arts

*Manhattan Beach Unified School District*

**Resolution 2009-25 (Continued)**

**Whereas**, sufficient laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

**Therefore**, it is resolved that for the 2009-10 school year, the Manhattan Beach Unified School District has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the content of the curriculum frameworks.

**PASSED AND ADOPTED THIS 21<sup>st</sup>** day of October, 2009, at a Regular Meeting, by:

\_\_\_\_\_  
Nancy Hersman, President

\_\_\_\_\_  
Ida VanderPoorte, Vice-President

\_\_\_\_\_  
Bill Fournell, Clerk

\_\_\_\_\_  
Joyce Fahey, Member

\_\_\_\_\_  
Amy Howorth, Member

*Manhattan Beach Unified School District*

**Resolution 2009-26**

**Certification of Provision of Standards-Aligned Instructional Materials**

End of Fiscal Year 2009-2010

PUPIL TEXTBOOK AND INSTRUCTIONAL

MATERIALS INCENTIVE PROGRAM

**GRADES K-12**

The local governing board of the Manhattan Beach Unified School District hereby certifies that as of this date, each pupil in the district, in Kindergarten through grade twelve, has been provided with a standards-aligned textbook or basic instructional materials in each of the following areas:

- History/Social Science
- Mathematics
- Reading/Language Arts
- Science

For students in K-8, the instructional materials were purchased from an approved standards-aligned state adoption list as required by *CCR, Title 5, Section 9531*. For students in grades 9-12, the instructional materials were adopted by the local governing board following district review of the materials and their alignment with state content standards as required by *CCR, Title 5, Section 9531*.

Certification was approved by the local governing board at a public meeting held on October 21, 2009.

As reported by the California School Boards Association, the 2009-2010 state budget package suspends, until 2010-2013, the Instructional Materials Funding and Realignment Program's "24-month rule," which requires districts to purchase new textbooks and instructional materials within 24 months of adoption by the State Board of Education. The budget package also prohibits the State Board from adopting new textbooks and materials until 2013-2014.

The Board of Trustees must certify compliance that the Manhattan Beach Unified School District has provided each student in Kindergarten through grade eight with a state-adopted textbook or basic instructional materials by the start of the school and that each student enrolled in the same course has been provided with a standards-aligned textbook or basic instructional materials from the same adoption cycle.

**PASSED AND ADOPTED THIS 21<sup>st</sup> day of October, 2009, at a Regular Meeting, by:**

\_\_\_\_\_  
Nancy Hersman, President

\_\_\_\_\_  
Ida VanderPoorte, Vice-President

\_\_\_\_\_  
Bill Fournell, Clerk

\_\_\_\_\_  
Joyce Fahey, Member

\_\_\_\_\_  
Amy Howorth, Member

**Instructional Materials Survey For Compliance With Education Code Sections 1240 (i) And 60119  
Elementary School Level – 2009**

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240 (i) And 60119		GRADE	PURCHASED		TO USE	
		YES	NO		YES	NO	YES	NO
RLA/ELD Textbooks or Instructional Materials	School/district provides SBE-adopted core textbooks or instructional materials, and/or accelerated interventions, in RLA/ELD (2002-2008 adoption, including interventions), for each pupil to use in class and to take home.	Compliance With Education Code Sections 1240 (i) And 60119		K	X		X	
		<p>The elementary school has distributed to students the district's selection of SBE-adopted RLA/ELD textbook or instructional materials.</p> <p><b>SBE-adopted basic programs for RLA/ELD include:</b></p> <p><input type="checkbox"/> Houghton Mifflin, <i>Houghton Mifflin Reading: A Legacy of Literacy</i>, 2003*, Gr. K-6</p> <p><input checked="" type="checkbox"/> SRA/McGraw-Hill, <i>SRA/Open Court Reading</i>, 2000 &amp; 2002*, Gr. K-6</p> <p>[*In Spanish as alternate format]</p> <p><b>SBE-adopted intervention programs for RLA/ELD include:</b></p> <p><input type="checkbox"/> Glencoe/McGraw-Hill (Sopris West), <i>Language! A Literacy Intervention Curriculum</i>, 2002, Gr. 4-8</p> <p><input type="checkbox"/> Hampton Brown, <i>High Point</i>, 2001, Gr. 4-8</p> <p><input type="checkbox"/> Hampton Brown, <i>High Point</i> (for English Learners), 2001, Gr. 4-8</p> <p><input type="checkbox"/> Pearson Longman, <i>The Shining Star Program</i>, 2004/2005, Gr. 4-8**</p> <p><input type="checkbox"/> Scholastic, <i>Read 180</i>, 2002, Gr. 4-8</p> <p><input type="checkbox"/> Sopris West, <i>Language!</i> 3<sup>rd</sup> Edition, 2004, Gr. 4-8**</p> <p><input type="checkbox"/> Sopris West, <i>Language!</i> 3<sup>rd</sup> Edition (for English Learners), 2004, Gr. 4-8**</p> <p><input type="checkbox"/> SRA/McGraw-Hill, <i>SRA/Reach Program</i>, 2002, Gr. 4-8</p> <p><input type="checkbox"/> Voyager Expanded Learning, <i>Voyager Passport</i>, 2004/2005, Gr. 4-8**</p> <p><input type="checkbox"/> Wright Group/McGraw-Hill, <i>Fast Track Reading Program</i>, 2002/2003, Gr. 4-8</p> <p>[**Programs added by 2005 Follow-Up Adoption]</p> <p><input type="checkbox"/> <b>Alternative Current Materials</b></p> <p>The district has developed an instructional program consistent with the content and cycles of the curriculum frameworks for this curricular area by combining one or more instructional resources. The program is provided to all students at this grade level or enrolled in these courses. A copy of the local governing board resolution of sufficiency is attached.</p>	1	X		X		
		2	X		X			
		3	X		X			
		4	X		X			
		5	X		X			
		6	N/A		N/A			
	<p><b>Comments:</b></p> <p>The English-language arts adoption has been postponed because of the state budget.</p> <p>Note: The Clearinghouse for Specialized Media and Translations at <a href="http://www.cde.ca.gov/re/pn/ism">http://www.cde.ca.gov/re/pn/ism</a> provides instructional materials in accessible formats for students with disabilities.</p> <p>Note: new RLA/ELD instructional materials were adopted by the SBE in November 2008. Districts may continue to use the previously adopted materials to meet the sufficiency requirements of EC Section 60119.</p>							

**Instructional Materials Survey For Compliance With Education Code Sections 1240 (i) And 60119  
Elementary School Level – 2009**

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240 (i) And 60119				PURCHASED		TO USE	
		GRADE	YES	NO	YES	NO	YES	NO	
Mathematics Textbooks or Instructional Materials	School/district provides SBE-adopted core textbooks or instructional materials in mathematics (2007-2013 adoption), for each pupil to use in class and to take home.		X		X		X		
		1	X		X		X		
		2	X		X		X		
		3	X		X		X		
		4	X		X		X		
		5	X		X		X		
		6	N/A				N/A		
		<p><b>Comments:</b> The instructional materials for mathematics being implemented in all MBUSD elementary schools are textbooks and ancillary materials from the 2001 Saxon series. These materials were state adopted and are standards-aligned. A district-wide adoption for new mathematics materials for grades K-7 was scheduled to take place during the 2008-2009 school year but has been postponed due to the state budget.</p> <p>Note: The Clearinghouse for Specialized Media and Translations at <a href="http://www.cde.ca.gov/re/pn/ism">http://www.cde.ca.gov/re/pn/ism</a> provides instructional materials in accessible formats for students with disabilities.</p> <p>Note: The 2001 adoption list (<a href="http://www.cde.ca.gov/ci/ma/irm/">http://www.cde.ca.gov/ci/ma/irm/</a>) expired November 2007. Though those programs are no longer state adopted, districts may continue to use them to meet the sufficiency requirements of EC Section 60119.</p>							
		<p align="center"><b>Compliance With Education Code Sections 1240 (i) And 60119</b></p> <p>The elementary school has distributed to students the district's selection of SBE-adopted mathematics textbook or instructional materials.</p> <p><b>SBE-adopted Basic Grade-Level Mathematics Programs include:</b></p> <p><input type="checkbox"/> CGP Education, <i>California Standards-Driven Mathematics Program</i>, 2007, Gr. 6-8</p> <p><input type="checkbox"/> Glencoe/McGraw-Hill, <i>Glencoe California Mathematics &amp; Algebra 1: Concepts, Skills, and Problem Solving</i>, 2008, Gr. 6-8</p> <p><input type="checkbox"/> Harcourt School Publishers, <i>California HSP Math</i>, 2009, Gr. K-6</p> <p><input type="checkbox"/> Holt, Rinehart and Winston, <i>Holt California Mathematics</i>, 2008, Gr. 6-8</p> <p><input type="checkbox"/> Houghton Mifflin Company, <i>Houghton Mifflin California Math</i>, 2009 Gr. K-6</p> <p><input type="checkbox"/> Macmillan/McGraw-Hill, <i>Macmillan/McGraw-Hill Math</i>, 2009, Gr. K-6</p> <p><input type="checkbox"/> Marshall Cavendish International, <i>Earlybird Kindergarten Mathematics; Primary Mathematics</i>, 2007, Gr. K-5</p> <p><input type="checkbox"/> McDougal Littell, <i>McDougal Littell CA Math Course 1, Course 2, Algebra 1</i>, 2008, Gr. 6-8</p> <p><input type="checkbox"/> Pearson Scott Foresman, <i>Scott Foresman – Addison Wesley enVisionMath California</i>, 2009, K-6</p> <p><input type="checkbox"/> Pearson Prentice Hall, <i>Prentice Hall Mathematics California</i>, 2009, Gr. 6-8</p> <p><input type="checkbox"/> Sadlier-Oxford, <i>Progress in Mathematics CA Edition</i>, 2008, Gr. K-6</p> <p><input type="checkbox"/> Saxon, <i>California Saxon Math</i>, 2008, K-6</p> <p><input type="checkbox"/> SRA/McGraw-Hill, <i>SRA Real Math</i>, 2009, K-6</p> <p><input type="checkbox"/> TPS Publishing Co., <i>CA State Standards Aligned Mathematics Program</i>, 2007, K-3</p> <p><input type="checkbox"/> Wright Group/McGraw-Hill, <i>California Everyday Mathematics</i>, 2008, K-6</p> <p><input checked="" type="checkbox"/> <b>Alternative Current Materials</b></p> <p>The district has developed an instructional program consistent with the content and cycles of the curriculum frameworks for this curricular area by combining one or more instructional resources. The program is provided to all students at this grade level or enrolled in these courses. A copy of the local governing board resolution of sufficiency is attached.</p>							



**Instructional Materials Survey For Compliance With Education Code Sections 1240 (i) And 60119  
Elementary School Level – 2009**

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240 (i) And 60119		PURCHASED	TO USE			
		GRADE	YES			NO	YES	NO
History-Social Science Textbooks or Instructional Materials	School/district provides SBE-adopted core textbooks or instructional materials in history-social science (2005-2011 adoption), for each pupil to use in class and to take home.	The elementary school has distributed to students the district's selection of SBE-adopted history-social science textbook or instructional materials.		K	X		X	
		<b>SBE-adopted history-social science programs include:</b>		1	X		X	
		<input type="checkbox"/> Glencoe/McGraw-Hill, <i>Glencoe Discovering Our Past*</i> , 2006, Gr. 6-8 <input checked="" type="checkbox"/> Harcourt School Publishers, <i>Reflections: California Series*</i> , 2007, Gr. K-6 <input type="checkbox"/> Holt, Rinehart and Winston, <i>Holt California Social Studies*</i> , 2006, Gr. 6-8 <input checked="" type="checkbox"/> Houghton Mifflin, <i>Houghton Mifflin Social Science</i> , 2007, Gr. K-6 <input type="checkbox"/> Macmillan/McGraw-Hill, <i>California Vistas</i> , 2007*, Gr. K-6 <input type="checkbox"/> McDougal Littell, <i>McDougal Littell California Middle School Social Studies Series*</i> , 2006, Gr. 6-8 <input type="checkbox"/> Oxford University Press, <i>Oxford History-Social Science Program for California</i> , 2005, Gr. 5-8 <input type="checkbox"/> Pearson Prentice Hall, <i>Prentice Hall Social Studies</i> , 2006, Gr. 6-8 <input type="checkbox"/> Pearson Scott Foresman, <i>Scott Foresman History-Social Science for California*</i> , 2006, Gr. K-5 <input type="checkbox"/> Teachers' Curriculum Institute, <i>History Alive! California Middle Schools Program*</i> , 2005, Gr. 6-8	2	X		X		
		3	X		X			
		4	X		X			
		5	X		X			
		6	N/A		N/A		N/A	
	<b>Comments:</b> The Harcourt School Publishers series was adopted by the Board for use in K and 5 in 2006. The Board approved the adoption of the Houghton Mifflin series for grades 1-4 at that same time.  Note: The Clearinghouse for Specialized Media and Translations at <a href="http://www.cde.ca.gov/re/pn/ism">http://www.cde.ca.gov/re/pn/ism</a> provides instructional materials in accessible formats for students with disabilities.  Note: The 1999 adoption list expired July 2005. Though those programs are no longer state adopted, districts may continue to use them to meet the sufficiency requirements of EC Section 60119.							

This CDE template lists for schools/districts all the SBE-adopted instructional materials. This form is to assist county superintendents of schools to evaluate the sufficiency of textbooks or instructional materials.  
California Department of Education  
Posted 12-4-2007

**Instructional Materials Survey For Compliance With Education Code Sections 1240 (i) And 60119  
Elementary School Level – 2009**

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240 (i) And 60119		PURCHASED		TO USE		
		GRADE	YES	NO	YES	NO		
Science Textbooks or Instructional Materials	School/district provides SBE-adopted core textbooks or instructional materials in science (2006-2012 adoption), for each pupil to use in class and to take home.							
	<p>The elementary school has distributed to students the district's selection of SBE-adopted science textbook or instructional materials.</p> <p><b>SBE-adopted science programs include:</b></p> <p><input type="checkbox"/> CPO Science, <i>Focus on Earth, Life, and Physical Science</i>, 2007, Gr. 6-8</p> <p><input type="checkbox"/> Delta Education, <i>Full Option Science System</i>, 2007, Gr. K-5</p> <p><input type="checkbox"/> Glencoe/McGraw-Hill, <i>Glencoe Science Focus On Series</i>, 2007, Gr. 6-8*</p> <p><input type="checkbox"/> Harcourt School Publishers, <i>California Science</i>, 2008, Gr. K-6</p> <p><input type="checkbox"/> Holt, Rinehart and Winston, <i>Holt California Science: Earth, Life, and Physical Science</i>, 2007, Gr. 6-8</p> <p><input type="checkbox"/> Houghton Mifflin, <i>Houghton Mifflin California Science</i>, 2007, Gr. K-6*</p> <p><input type="checkbox"/> It's About Time, <i>Investigating Earth Systems, InterActions in Physical Science</i>, 2007, Gr. 6, 8</p> <p><input checked="" type="checkbox"/> Macmillan/McGraw-Hill, <i>Macmillan/McGraw-Hill California Science</i>, 2008, Gr. K-6</p> <p><input type="checkbox"/> McDougal Littell, <i>McDougal Littell California Middle School Science Series</i>, 2007, Gr. 6-8*</p> <p><input type="checkbox"/> Pearson Prentice Hall, <i>Prentice Hall California Science Explorer, Focus on Earth, Life, and Physical Science</i>, 2008, Gr. 6-8</p> <p><input type="checkbox"/> Pearson Scott Foresman, <i>Scott Foresman California Science</i>, 2008, Gr. K-6</p> <p>[*Available in Spanish as alternate format]</p> <p><input checked="" type="checkbox"/> <b>Alternative Current Materials</b></p> <p>The district has developed an instructional program consistent with the content and cycles of the curriculum frameworks for this curricular area by combining one or more instructional resources. The program is provided to all students at this grade level or enrolled in these courses. A copy of the local governing board resolution of sufficiency is attached.</p>	K	X			X		
		1	X			X		
		2	X			X		
		3	X			X		
		4	X			X		
		5	X			X		
		6	N/A			N/A		
		<p><b>Comments:</b> The Board adopted new science instructional materials for grades K-5 to implement during the last school year, 2008-2009. In addition to the Macmillan/McGraw Hill series, Delta FOSS kits are available for each grade level to share to promote hands-on learning in science.</p> <p>Note: The Clearinghouse for Specialized Media and Translations at <a href="http://www.cde.ca.gov/re/pn/sm">http://www.cde.ca.gov/re/pn/sm</a> provides instructional materials in accessible formats for students with disabilities.</p> <p>Note: The 2000 adoption list expired July 2006. Though those programs are no longer state adopted, districts may continue to use them to meet the sufficiency requirements of EC Section 60119.</p>						

**Instructional Materials Survey For Compliance With Education Code Sections 1240 (i) And 60119  
Middle School Level - 2009**

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240 (i) And 60119		GRADE	PURCHASED		TO USE	
		YES	NO		YES	NO	YES	NO
RLA/ELD Textbooks or Instructional Materials	School/district provides SBE-adopted core textbooks or instructional materials, and/or accelerated interventions, in RLA/ELD (2002-2008 adoption, including interventions), for each pupil to use in class and to take home.	<p align="center">Compliance With Education Code Sections 1240 (i) And 60119</p> <p>The elementary school has distributed to students the district's selection of SBE-adopted RLA/ELD textbook or instructional materials.</p> <p><b>SBE-adopted basic programs for RLA/ELD include:</b></p> <input type="checkbox"/> Houghton Mifflin, <i>Houghton Mifflin Reading: A Legacy of Literacy</i> , 2003*, Gr. K-6 <input type="checkbox"/> SRA/McGraw-Hill, <i>SRA/Open Court Reading</i> , 2000 & 2002*, Gr. K-6 <input type="checkbox"/> Glencoe/McGraw-Hill, <i>The Reader's Choice</i> , 2002, Gr. 6-8 <input type="checkbox"/> Holt, Rinehart and Winston, <i>Literature and Language Arts</i> , 2003, Gr. 6-8 <input type="checkbox"/> McDougal Littell, <i>McDougal Littell Reading and Language Arts Program</i> , 2002, Gr. 6-8 <input type="checkbox"/> Prentice Hall, <i>Prentice Hall Literature: Timeless Voices, Timeless Themes</i> , 2002, Gr. 6-8 <p>[*Note: In Spanish as alternate format]</p> <p><b>SBE-adopted intervention programs for RLA/ELD include:</b></p> <input type="checkbox"/> Glencoe/McGraw-Hill (Sopris West), <i>Language! A Literacy Intervention Curriculum</i> , 2002, Gr. 4-8 <input type="checkbox"/> Hampton Brown, <i>High Point</i> , 2001, Gr. 4-8 <input checked="" type="checkbox"/> Hampton Brown, <i>High Point (for English Learners)</i> , 2001, Gr. 4-8 <input type="checkbox"/> Pearson Longman, <i>The Shining Star Program</i> , 2004/2005, Gr. 4-8** <input type="checkbox"/> Scholastic, <i>Read 180</i> , 2002, Gr. 4-8 <input type="checkbox"/> Sopris West, <i>Language! 3<sup>rd</sup> Edition</i> , 2004, Gr. 4-8** <input type="checkbox"/> Sopris West, <i>Language! 3<sup>rd</sup> Edition (for English Learners)</i> , 2004, Gr. 4-8** <input type="checkbox"/> SRA/McGraw-Hill, <i>SRA/Reach Program</i> , 2002, Gr. 4-8 <input type="checkbox"/> Voyager Expanded Learning, <i>Voyager Passport</i> , 2004/2005, Gr. 4-8** <input type="checkbox"/> Wright Group/McGraw-Hill, <i>Fast Track Reading Program</i> , 2002, Gr. 4-8 <p>[**Program added by 2005 Follow-Up Adoption]</p> <p><input checked="" type="checkbox"/> <b>Alternative Current Materials</b></p> <p>The district has developed an instructional program consistent with the content and cycles of the curriculum frameworks for this curricular area by combining one or more instructional resources. The program is provided to all students at this grade level or enrolled in these courses. A copy of the local governing board resolution of sufficiency is attached.</p>	6	X		X		
		7			X		X	
		8			X		X	
<p><b>Comments:</b> In grades six through eight, McDougal Littell <i>Language of Literature</i> is implemented in all English/language arts classes. This series appeared on the AB 2519-1999 list of approved reading/language arts instructional materials. Though this series was adopted prior to 2002, teachers in grades six through eight supplement instruction with a minimum of three core literature novels at each grade level. All California content standards for English/language arts are taught using a combination of the McDougal Littell anthology and the core literature novels. New English/language arts instructional materials were scheduled to be reviewed and adopted during the 2008-2009 school year, but that adoption has been postponed in light of the state budget.</p> <p>Note: The Clearinghouse for Specialized Media and Translations at <a href="http://www.cde.ca.gov/te/pn/lsm">http://www.cde.ca.gov/te/pn/lsm</a> provides instructional materials in accessible formats for students with disabilities.</p>								

This CDE template lists for schools/districts all the SBE-adopted instructional materials. This form is to assist county superintendents of schools to evaluate the sufficiency of textbooks or instructional materials.  
California Department of Education

**Instructional Materials Survey For Compliance With Education Code Sections 1240 (j) And 60119  
Middle School Level - 2009**

ESSENTIAL COMPONENT	OBJECTIVE	PURCHASED		TO USE	
		YES	NO	YES	NO
Mathematics Textbooks or Instructional Materials	School/district provides SBE-adopted core textbooks or instructional materials in mathematics (2007-2013 adoption), for each pupil to use in class and to take home.	<b>Compliance With Education Code Sections 1240 (j) And 60119</b>			
		6	X		X
		7	X		X
		8	X		X
<p><b>Comments:</b> New instructional materials for mathematics instruction in grades six, seven, and eight (intervention purposes) were scheduled for adoption in 2008-2009 but were postponed because of the state budget. Algebra I/II and Algebra AB materials were already selected and Board approved in the spring of 2008 and implemented in the fall of 2009.</p> <p>Note: The Clearinghouse for Specialized Media and Translations at <a href="http://www.cde.ca.gov/re/pn/sm">http://www.cde.ca.gov/re/pn/sm</a> provides instructional materials in accessible formats for students with disabilities.</p> <p>Note: The 2001 adoption list (<a href="http://www.cde.ca.gov/ci/malim/">http://www.cde.ca.gov/ci/malim/</a>) expired November 2007. Though those programs are no longer state adopted, districts may continue to use them to meet the sufficiency requirements of EC Section 60119.</p>					
	<p>The middle school has distributed to students the district's selection of SBE-adopted mathematics textbook or instructional materials (as listed on the CDE web site).</p> <p><b>SBE-adopted Basic Grade-Level Mathematics Programs include:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> CGP Education, <i>California Standards-Driven Mathematics Program</i>, 2007, Gr. 6-8</li> <li><input type="checkbox"/> CPM Educational Program, <i>Algebra Connections</i>, 2008, Gr. 8</li> <li><input type="checkbox"/> Glencoe/McGraw-Hill, <i>Glencoe California Mathematics &amp; Algebra 1: Concepts, Skills, and Problem Solving</i>, 2008, Gr. 6-8</li> <li><input type="checkbox"/> Harcourt School Publishers, <i>California HSP Math</i>, 2009, Gr. K-6</li> <li><input type="checkbox"/> Holt, Rinehart and Winston, <i>Holt California Mathematics</i>, 2008, Gr. 6-8</li> <li><input type="checkbox"/> Houghton Mifflin Company, <i>Houghton Mifflin California Math</i>, 2009, Gr. K-6</li> <li><input type="checkbox"/> Key Curriculum Press, <i>Discovering Algebra</i>, 2008, Gr. 8</li> <li><input type="checkbox"/> Kinetic Books, <i>Algebra 1</i>, 2007, Gr. 8</li> <li><input type="checkbox"/> Macmillan/McGraw-Hill, <i>Macmillan/McGraw-Hill Math</i>, 2009, Gr. K-6</li> <li><input type="checkbox"/> McDougal Littell, <i>McDougal Littell CA Pre-Algebra and Algebra 1</i>, 2008, Gr. 7-8</li> <li><input checked="" type="checkbox"/> McDougal Littell, <i>McDougal Littell CA Math Course 1, Course 2, Algebra 1</i>, 2008, Gr. 6-8</li> <li><input type="checkbox"/> Pearson Scott Foresman, <i>Scott Foresman - Addison Wesley enVisionMath California</i>, 2009, Gr. K-6</li> <li><input type="checkbox"/> Pearson Prentice Hall, <i>Prentice Hall Mathematics California</i>, 2009, Gr. 6-8</li> <li><input type="checkbox"/> Pearson Prentice Hall, <i>Prentice Hall Mathematics Algebra 1</i>, 2009, Gr. 8</li> <li><input type="checkbox"/> Sadlier-Oxford, <i>Progress in Mathematics CA Edition</i>, 2008, Gr. K-6</li> <li><input type="checkbox"/> Saxon, <i>California Saxon Math</i>, 2008, Gr. K-6</li> <li><input type="checkbox"/> SRA/McGraw-Hill, <i>SRA Real Math</i>, 2009, Gr. K-6</li> <li><input type="checkbox"/> Wright Group/McGraw-Hill, <i>California Everyday Mathematics</i>, 2008, Gr. K-6</li> </ul> <p><input checked="" type="checkbox"/> <b>Alternative Current Materials</b> The district has developed an instructional program consistent with the content and cycles of the curriculum frameworks for this curricular area by combining one or more instructional resources. The program is provided to all students at this grade level or enrolled in these courses. A copy of the local governing board resolution of sufficiency is attached.</p>				

**Instructional Materials Survey For Compliance With Education Code Sections 1240 (i) And 60119  
Middle School Level - 2009**

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240 (i) And 60119		PURCHASED	TO USE	
		GRADE	YES		NO	YES
Science Textbooks or Instructional Materials	School/district provides SBE-adopted core textbooks or instructional materials in science (2006-2012 adoption), for each pupil to use in class and to take home.	6	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
		7	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
		8	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
<p><b>Comments:</b> The Holt series was implemented in 2007-2008 at all middle school grade levels.</p> <p>Note: The Clearinghouse for Specialized Media and Translations at <a href="http://www.cde.ca.gov/re/pn/sm">http://www.cde.ca.gov/re/pn/sm</a> provides instructional materials in accessible formats for students with disabilities.</p> <p>Note: The 2000 adoption list expired July 2006. Though those programs are no longer state adopted, districts may continue to use them to meet the sufficiency requirements of EC Section 60119.</p>						

This CDE template lists for schools/districts all the SBE-adopted instructional materials. This form is to assist county superintendents of schools to evaluate the sufficiency of textbooks or instructional materials.  
California Department of Education  
Posted 12-4-2007

**Instructional Materials Survey For Compliance With Education Code Sections 1240 (i) And 60119  
Middle School Level - 2009**

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240 (i) And 60119		PURCHASED		TO USE	
		YES	NO	YES	NO	YES	NO
Foreign Language Textbooks or Instructional Materials	School/district provides state-adopted foreign language textbooks or instructional materials (2003-2011 adoption cycle) in all classrooms for all students enrolled in foreign language courses.	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
	<p>The middle school has distributed to students state-adopted foreign language textbooks or instructional in all classrooms for all students enrolled in foreign language course(s).*</p> <p><b>SBE-adopted foreign language programs include:</b></p> <p><b>Spanish</b></p> <p><input type="checkbox"/> EMC/Paradigm Publishing, <i>Navegando 1A and 1B, 2005**</i></p> <p><input type="checkbox"/> Glencoe/McGraw-Hill, <i>Glencoe Spanish 1Buen viaje!</i></p> <p><input type="checkbox"/> Glencoe/McGraw-Hill, <i>Glencoe Middle School Spanish Como te va?</i></p> <p><input type="checkbox"/> Holt, Rinehart and Winston, <i>Ven conmigo! Holt Spanish</i></p> <p><input type="checkbox"/> McDougal, Littell &amp; Company, <i>Tu mundo/Nuestro mundo</i></p> <p><input checked="" type="checkbox"/> McDougal, Littell &amp; Company, <i>En español!</i></p> <p><input type="checkbox"/> Prentice Hall, Inc., <i>Realidades</i></p> <p><input type="checkbox"/> Wright Group, <i>¡Viva el español!, 2005, Gr. 1-6**</i></p> <p><b>French</b></p> <p><input type="checkbox"/> Glencoe/McGraw-Hill, <i>Glencoe French 1 Bon voyage!</i></p> <p><input type="checkbox"/> Holt, Rinehart and Winston, <i>Allez, viens! Holt French</i></p> <p><input checked="" type="checkbox"/> McDougal, Littell &amp; Company, <i>Discovering French, Nouveau!</i></p> <p><b>German</b></p> <p><input type="checkbox"/> McDougal, Littell &amp; Company, <i>Auf Deutsch!</i></p> <p><b>Japanese</b></p> <p><input type="checkbox"/> Cheng and Tsui, <i>Mirai</i></p> <p><b>Latin</b></p> <p><input type="checkbox"/> Cambridge University Press, <i>Cambridge Latin Course</i></p> <p><input type="checkbox"/> Glencoe/McGraw-Hill, <i>Glencoe Latin 1: Latin for Americans</i></p> <p><input type="checkbox"/> Prentice-Hall, Inc., <i>Ecce Romani</i></p> <p>*Under Education Code 60119 (a)(1)(C): "The provision of the textbooks, instructional materials or science equipment specified in this subparagraph is not a condition of receipt of funds provided by this subdivision."</p> <p>[**Program added by 2005 Follow-Up Adoption]</p>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
	<p><b>Other:</b></p> <p><b>Comments:</b> The middle school Spanish and French textbooks are older editions (1998) than those that are currently listed on the SBE-approved list (2004). They are aligned to the new high school foreign language textbooks that were purchased as part of the Foreign Language Assistance Program (FLAP) grant.</p>						
	<p>Note: The Clearinghouse for Specialized Media and Translations at <a href="http://www.cde.ca.gov/re/pn/sm">http://www.cde.ca.gov/re/pn/sm</a> provides instructional materials in accessible formats for students with disabilities.</p>						

**Instructional Materials Survey For Compliance With Education Code Sections 1240 (i) And 60119  
Middle School Level - 2009**

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240 (i) And 60119		Program	PURCHASED		TO USE		
		YES	NO		YES	NO	YES	NO	
Health Textbooks or Instructional Materials	School/district provides state-adopted health textbooks or instructional materials (2004-2012 adoption cycle) in all classrooms for all students enrolled in health courses.	<p>The middle school has distributed to students state-adopted health textbooks or instructional materials in all classrooms for all students enrolled in health course(s).*</p> <p><b>SBE-adopted health programs include:</b></p> <p><input type="checkbox"/> Macmillan/McGraw-Hill, <i>Macmillan/McGraw-Hill Health &amp; Wellness</i></p> <p><input type="checkbox"/> Glencoe/McGraw-Hill, <i>Glencoe Teen Health</i></p> <p><input type="checkbox"/> Holt, Rinehart and Winston, <i>Holt Decisions for Health</i></p> <p>*Under Education Code 60119 (a)(1)(C): "The provision of the textbooks, instructional materials or science equipment specified in this subparagraph is not a condition of receipt of funds provided by this subdivision."</p>	<p>YES</p> <p><b>X</b></p>	<p>NO</p>	<p>YES</p> <p><b>X</b></p>	<p>NO</p>	<p>YES</p>	<p>NO</p>	<p><b>Comments:</b> At the middle school level, the health standards are integrated into both the science and physical education curricula. Instructional materials include current information on personal health; consumer and community health; injury prevention and safety; alcohol, tobacco, and other drugs; nutrition; environmental health; family living; individual growth and development; and communicable and chronic diseases. The <i>Positive Prevention</i> program was adopted by the Board in 2006 and is used to teach HIV/AIDS prevention education.</p> <p>Note: The Clearinghouse for Specialized Media and Translations at <a href="http://www.cde.ca.gov/re/pn/sm">http://www.cde.ca.gov/re/pn/sm</a> provides instructional materials in accessible formats for students with disabilities.</p>

# Instructional Materials Survey For Compliance With Education Code Sections 1240(i) And 60119 High School Level 2009

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240(i) and 60119		PURCHASED		TO USE	
		GRADE	YES	NO	YES	NO	
English-Language Arts Textbooks or Instructional Materials	School/district provides state standards-aligned English/language arts textbooks or instructional materials in all classrooms for all students enrolled in grades 9-12 English courses, including all SBE-adopted intervention programs for appropriate students.	9	X		X		
		10	X		X		
		11	X		X		
		12	X		X		
<p><b>Comments:</b> Mira Costa High School's English/language arts program is based on core literature. Appropriate instructional materials, including copies of all literature selections, are provided to all students enrolled in grades nine-twelve English classes. The California State Standards in English/language arts are taught through the core novels, writing activities, grammar instruction, and incorporation of other supplemental materials.</p>							
<p><b>SBE-adopted intervention programs for RLA/ELD include:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Glencoe/McGraw-Hill (Sopris West), Language! A Literacy Intervention Curriculum, 2002, Gr. 4-8</li> <li><input type="checkbox"/> Hampton Brown, High Point, 2001, Gr. 4-8</li> <li><input type="checkbox"/> Hampton Brown, High Point (for English Learners), 2001, Gr. 4-8</li> <li><input type="checkbox"/> Pearson Longman, The Shining Star Program, 2004/2005, Gr. 4-8**</li> <li><input type="checkbox"/> Scholastic, Read 180, 2002, Gr. 4-8</li> <li><input type="checkbox"/> Sopris West, Language! 3<sup>rd</sup> Edition, 2004, Gr. 4-8**</li> <li><input type="checkbox"/> Sopris West, Language! 3<sup>rd</sup> Edition (for English Learners), 2004, Gr. 4-8**</li> <li><input type="checkbox"/> SRA/McGraw-Hill, SRA/Reach Program, 2002, Gr. 4-8</li> <li><input type="checkbox"/> Voyager Expanded Learning, Voyager Passport, 2004/2005, Gr. 4-8**</li> <li><input type="checkbox"/> Wright Group/McGraw-Hill, Fast Track Reading Program, 2002, Gr. 4-8</li> <li><input checked="" type="checkbox"/> Alternative Curriculum Materials</li> </ul> <p>The district has developed an instructional program consistent with the content and cycles of the curriculum frameworks for this curricular area by combining one or more instructional resources. The program is provided to all students at this grade level or enrolled in these courses.</p>							



# Instructional Materials Survey For Compliance With Education Code Sections 1240(i) And 60119 High School Level 2009

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240(i) and 60119	PROGRAM	PURCHASED		TO USE	
				YES	NO	YES	NO
Mathematics Textbooks or Instructional Materials	School/district provides state standards-aligned textbooks or instructional materials in Algebra I and mathematics textbooks in other subject areas, in all classrooms for all students enrolled in grades 9-12 mathematics courses.	The high school has distributed to students state standards-aligned mathematics textbooks or instructional materials in all classrooms for all students enrolled in grades 9-12 mathematics courses.	Algebra I Readiness	X		X	
			Algebra I	X		X	
			Geometry	X		X	
			Algebra II	X		X	
			Trigonometry	X		X	
			Pre-Calculus	X		X	
			Other:	X		X	
			Other:	X		X	
<b>Comments:</b> Mira Costa High School recently completed an instructional materials adoption process for mathematics. Students were provided with new textbooks and instructional materials during the 2008-2009 school year.							

This California Department of Education template lists for schools/districts all the SBE-adopted instructional materials. This form is to assist county superintendents of schools to evaluate the sufficiency of textbooks or instructional materials. Modified September 2006.

**Instructional Materials Survey For Compliance With Education Code Sections 1240(i) And 60119  
High School Level 2009**

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240(i) and 60119	PROGRAM	PURCHASED		TO USE	
				YES	NO	YES	NO
History-Social Science Textbooks or Instructional Materials	School/district provides state standards-aligned history-social science textbooks or instructional materials in all classrooms for all students enrolled in grades 10-12 history-social science courses.	The high school has distributed to students state standards-aligned history-social science textbooks in all classrooms for all students enrolled in grades 10-12 history-social science courses.	Geography (where appropriate)	X		X	
			World History	X		X	
			US History	X		X	
			Economics	X		X	
			Government	X		X	
Comments:							

This California Department of Education template lists for schools/districts all the SBE-adopted instructional materials. This form is to assist county superintendents of schools to evaluate the sufficiency of textbooks or instructional materials. Modified September 2006.

**Instructional Materials Survey For Compliance With Education Code Sections 1240(i) And 60119  
High School Level 2009**

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240(i) and 60119	PROGRAM	PURCHASED		TO USE	
				YES	NO	YES	NO
Science Textbooks or Instructional Materials	School/district provides state standards-aligned science textbooks in all classrooms for all students enrolled in grades 9-12 science courses.	The high school has distributed to students state standards-aligned science textbooks or instructional materials in all classrooms for all students enrolled in 9-12 science courses. For courses determined to be laboratory science courses by the school/district, science laboratory equipment is made available to all students enrolled in these 9-12 science courses.*  *Under Education Code 60119 (a)(1)(C): "The provision of the textbooks, instructional materials or science equipment specified in this subparagraph is not a condition of receipt of funds provided by this subdivision."	Earth/Physical Science	X		X	
			Biology	X		X	
			Chemistry	X		X	
			Physics	X		X	
			Physiology	X		X	
			Environmental Science	X		X	
			Equipment*	X		X	
Other:	N/A		N/A				
<b>Comments:</b> New science instructional materials were implemented during the 2007-2008 school year.							

# Instructional Materials Survey For Compliance With Education Code Sections 1240(i) And 60119 High School Level 2009

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240(i) and 60119	PROGRAM	PURCHASED		TO USE	
				YES	NO	YES	NO
Foreign Language Textbooks or Instructional Materials	School/district provides curriculum framework-aligned foreign language textbooks or instructional materials in all classrooms for all students enrolled in foreign language courses.  *Under Education Code 60119 (a)(1)(C): "The provision of textbooks, instructional materials or science equipment specified in this subparagraph is not a condition of receipt of funds provided by this subdivision."	The high school has distributed to students state Curriculum framework-aligned foreign language textbooks or instructional materials in all classrooms for all students enrolled in foreign language courses.*	Spanish	X		X	
			French	X		X	
			Latin	N/A		N/A	
			German				
			Japanese				
Other:							
			<b>Comments:</b> No new Latin textbooks have been adopted by the SBE or MBUSD. Textbooks are provided to every foreign language student.				

# Instructional Materials Survey For Compliance With Education Code Sections 1240(i) And 60119 High School Level 2009

ESSENTIAL COMPONENT	OBJECTIVE	Compliance With Education Code Sections 1240(i) and 60119	PURCHASED		TO USE	
			YES	NO	YES	NO
Health Textbooks or Instructional Materials	School/district provides curriculum framework-aligned health textbooks or instructional materials in all classrooms for all students enrolled in health courses.  *Under Education Code 60119 (a)(1)(C): "The provision of textbooks, instructional materials or science equipment specified in this subparagraph is not a condition of receipt of funds provided by this subdivision."	The high school has distributed to students curriculum framework-aligned health textbooks or instructional materials in all classrooms for all students enrolled in health courses.*  *Under Education Code 60119 (a)(1)(C): "The provision of textbooks, instructional materials or science equipment specified in this subparagraph is not a condition of receipt of funds provided by this subdivision."	X		X	
<b>Comments:</b> A new health textbook was adopted by the Board in 2007, Holt: <i>Lifetime Health</i> as well as its companion supplement, Holt: <i>Sexuality and Society</i> . The Board also approved the use of the <i>Positive Prevention</i> HIV/AIDS curriculum for Mira Costa High School.						

This California Department of Education template lists for schools/districts all the SBE-adopted instructional materials. This form is to assist county superintendents of schools to evaluate the sufficiency of textbooks or instructional materials. Modified September 2006.

**E. CONSENT ITEMS**

**TITLE:** Personnel Items

**BACKGROUND:** The Personnel items listed on the agenda for the meeting of October 21, 2009, are standard. The personnel lists are attached.

**ACTION RECOMMENDED:** Approval is recommended.

**PREPARED BY:** Kathy Hall, Director of Human Resources

**DATE OF BOARD MEETING:** October 21, 2009

**AGENDA NOTE AGENDA NOTE AGENDA NOTE**

**Coaches Athletic Certification - Fall 2009**  
**Mira Costa High School**

FOOTBALL	Class/Cert	Title	Level	CPR Cert. Date	Title V Requirements	TB Test	Fingerprint Clear	Code of Ethics
Don Morrow	Certificated	Head	Varsity	June-08	Met Requirements	6.09	Yes	Yes
Ray Lee	Classified	Assistant	Varsity	July-08	Met Requirements	8.09	Yes	Yes
Chuck Currier	Certificated	Assistant	Frosh	June-08	Met Requirements	5.09	Yes	Yes
Matt Baker	Classified	Volunteer	JV	n/a	Met Requirements	8.08	Yes	Yes
Chuck Arrasmith	Certificated	Assistant	Varsity	September-08	Met Requirements	1.07	Yes	Yes
Frank Wicks	Classified	Volunteer	Frosh	n/a	Met Requirements	3.06	Yes	Yes
Brad Angeleri	Classified	Volunteer	Frosh	n/a	Met Requirements	2.08	Yes	Yes
Zak Krislock	Classified	Volunteer	Varsity	n/a	Met Requirements	9.09	Yes	Yes
Bill Cooper	Certificated	Volunteer	Varsity	n/a	Met Requirements	12.06	Yes	Yes
Sean Finnerty	Classified	Volunteer	JV	n/a	Met Requirements	10.08	Yes	Yes
<b>GIRLS TENNIS</b>	<b>Class/Cert</b>	<b>Title</b>	<b>Level</b>	<b>CPR Cert. Date</b>	<b>Title V Requirements</b>	<b>TB Test</b>	<b>Fingerprint Clear</b>	<b>Code of Ethics</b>
Joe Ciasulli	Certificated	Head	Varsity	November-07	Met Requirements	6.09	Yes	Yes
<b>BOYS WATER POLO</b>	<b>Class/Cert</b>	<b>Title</b>	<b>Level</b>	<b>CPR Cert. Date</b>	<b>Title V Requirements</b>	<b>TB Test</b>	<b>Fingerprint Clear</b>	<b>Code of Ethics</b>
John Reichardt	Certificated	Head	Varsity	June-08	Met Requirements	3.06	Yes	Yes
David Halushka	Classified	Assistant	JV	June-09	Met Requirements	9.09	Yes	Yes
Damon Kern	Classified	Assistant	JV/FS	September-09	Met Requirements	9.06	Yes	Yes
Tyler Krikorian	Classified	Volunteer	Varsity	n/a	Met Requirements	10.08	Yes	Yes
<b>X-C BOYS &amp; GIRLS</b>	<b>Class/Cert</b>	<b>Title</b>	<b>Level</b>	<b>CPR Cert. Date</b>	<b>Title V Requirements</b>	<b>TB Test</b>	<b>Fingerprint Clear</b>	<b>Code of Ethics</b>
Annemarie Hext	Classified	Volunteer	All	n/a	Met Requirements	8.08	Yes	Yes
Diane Frank	Classified	Volunteer	Fresh	n/a	Met Requirements	10.08	Yes	Yes
<b>GIRLS VOLLEYBALL</b>	<b>Class/Cert</b>	<b>Title</b>	<b>Level</b>	<b>CPR Cert. Date</b>	<b>Title V Requirements</b>	<b>TB Test</b>	<b>Fingerprint Clear</b>	<b>Code of Ethics</b>
Lisa Arce Zimmerman	Certificated	Head	Varsity	September-09	Met Requirements	6.06	Yes	Yes
Keegan Featherstone	Classified	Assistant	Frosh	September-09	Met Requirements	3.07	Yes	Yes
Nancy Mason	Classified	Assistant	Varsity	September-09	Met Requirements	9.07	Yes	Yes
Sydney Donahue	Classified	Assistant	JV	September-09	Met Requirements	9.09	Yes	Yes
DaeLea Aldrich	Certificated	Volunteer	Varsity	n/a	Met Requirements	4.06	Yes	Yes
<b>GIRLS GOLF</b>	<b>Class/Cert</b>	<b>Title</b>	<b>Level</b>	<b>CPR Cert. Date</b>	<b>Title V Requirements</b>	<b>TB Test</b>	<b>Fingerprints</b>	<b>Code of Ethics</b>
James Hands	Certificated	Head	Varsity	September-08	Met Requirements	9.07	Yes	Yes
Jamison Hughes	Certificated	Assistant	JV	September-08	Met Requirements	8.09	Yes	Yes

Updated 10/14/09

E. CONSENT ITEM

17. **TITLE:** Approve New Authorized Signers for all Office of Public School Construction (OPSC) Forms

**BACKGROUND:** Staff annually submits forms to the Office of Public School Construction (OPSC) that are signed by Steve Romines or Beverly Rohrer. For some reason this year the OPSC checked their records and found that the form authorizing district signers needed updating. Therefore included as back to this cover sheet is form SAB 50-03 which is the eligibility determination form used by OPSC to identify current signers. The current signers for all OPSC forms will be Steve Romines or Beverly Rohrer.

**ACTION RECOMMENDED:** Approval of Beverly Rohrer and Steve Romines as district representatives to sign documents related to the School Facility Program is requested.

**PREPARED BY:** Steve Romines

**DATE OF BOARD MEETING:** October 21, 2009





# DGS

State of California • Arnold Schwarzenegger, Governor  
State and Consumer Services Agency  
**DEPARTMENT OF GENERAL SERVICES**  
Interagency Support Division • Office of Public School Construction  
1130 K Street, Suite 400 • Sacramento, CA 95814 • (916) 445-3160 • [www.opsc.dgs.ca.gov](http://www.opsc.dgs.ca.gov)

September 25, 2009

Mr. Steve McMahon  
District Representative  
Manhattan Beach Unified School District  
325 South Peck Avenue  
Manhattan Beach, CA 90266

Dear Mr. McMahon:

Thank you for your submittal of the *Certification of Unused Sites* (SAB 423) and *Certification of Unused Site Status* (SAB 424) forms which were received by the Office of Public School Construction (OPSC) on June 4, 2009. In the course of our review, the OPSC has determined that supporting documentation and/or information is needed in order to complete the processing of the District's SAB 423 and SAB 424 forms. The Authorized Agent we have on record did not sign SAB 423 and the SAB 424 forms. Our records indicate the following to be authorized agents: Steve McMahon and Gwen Gross. If this information is incorrect, please submit a form SAB 50-03 and a board resolution with the correct authorized agent(s) to the Office of Public School Construction.

Please resubmit the enclosed SAB 423 to the OPSC with the current authorized agent's wet signature or with an SAB 50-03 designating any changes to the authorized agent. For your convenience, I have enclosed a form SAB 50-03. If you have any further questions or concerns, please feel free to contact me at [liz.cheyne@dgs.ca.gov](mailto:liz.cheyne@dgs.ca.gov) or (916) 323-2636.

Sincerely,

LIZ CHEYNE  
Project Manager  
Unused Sites Program  
Office of Public School Construction

Attachments

STATE OF CALIFORNIA  
**ELIGIBILITY DETERMINATION**  
**SCHOOL FACILITY PROGRAM**  
 SAB 50-03 (REV 06/08)

STATE ALLOCATION BOARD  
 OFFICE OF PUBLIC SCHOOL CONSTRUCTION

SCHOOL DISTRICT <b>Manhattan Beach Unified</b>	FIVE-DIGIT DISTRICT CODE NUMBER (SEE CALIFORNIA PUBLIC SCHOOL DIRECTORY) <b>75333</b>
BUSINESS ADDRESS <b>325 S. Peck Avenue</b>	HIGH SCHOOL ATTENDANCE AREA (HSAA) OR SUPER HSAA (IF APPLICABLE)
CITY/COUNTY <b>Manhattan Beach, CA 90266</b>	

**Part I - District Representative Information**

The following individual(s) have been designated as district representative(s) by school board minutes or the designee of the Superintendent of Public Instruction:

DISTRICT REPRESENTATIVE <b>Beverly J. Rohrer</b>	TELEPHONE NUMBER <b>(310) 318-7345 x5902</b>	E-MAIL ADDRESS <b>brohrer@mbusd.org</b>
DISTRICT REPRESENTATIVE <b>Steve Romines</b>	TELEPHONE NUMBER <b>(310) 318-7345 x5943</b>	E-MAIL ADDRESS <b>sromines@mbusd.org</b>

**Part II - New Construction Eligibility Determination**  NEW  ADJUSTED

	K-6	7-8	9-12	Non-Severe	Severe
1. Projected Enrollment (Part I, Form SAB 50-01)					
2. Existing School Building Capacity (Part III, Line 5 of Form SAB 50-02)					
3. New Construction Baseline Eligibility (Line 1 minus Line 2)					

**Part III - Modernization Eligibility Determination**  NEW  ADJUSTED

1. School Name					
<b>Option A</b>					
2. Permanent classrooms at least 25 years old	K-6	7-8	9-12	Non-Severe	Severe
3. Portable classrooms at least 20 years old					
4. Total (Lines 2 and 3)					
5. Multiply Line 4 by: 25 for K-6, 27 for 7-8 and 9-12, 13 for Non-Severe and 9 for Severe					
6. CBEDS enrollment at school					
7. Modernization Eligibility (lesser of each column of Lines 5 or 6)					
<b>Option B</b>					
2. Permanent space at least 25 years old (report by classroom or square footage)					
3. Portable space at least 20 years old					
4. Total (Lines 2 and 3)					
5. Remaining permanent and portable space (report by classroom or square footage)					
6. Total (Lines 4 and 5)					
7. Percentage (divide Line 4 by Line 6)					
8. CBEDS enrollment at school	K-6	7-8	9-12	Non-Severe	Severe
9. Modernization Eligibility (multiply Line 7 by each grade group reported on Line 8)					

I certify, as the District Representative, that the information reported on this form is true and correct and that:

- I am designated as an authorized district representative by the governing board of the district or the designee of the Superintendent of Public Instruction; and,
- A resolution or other appropriate documentation supporting this application under Chapter 12.5, Part 10, Division 1, commencing with Section 17070.10, et seq., of the Education Code was adopted by the School District's Governing Board or the designee of the Superintendent of Public Instruction on 10/21/09; and,
- This form is an exact duplicate (verbatim) of the form provided by Office of Public School Construction. In the event a conflict should exist, then the language in the OPSC form will prevail.

SIGNATURE OF DISTRICT REPRESENTATIVE		DATE
NAME OF DISTRICT REPRESENTATIVE (PRINT OR TYPE) <b>Beverly Rohrer</b>		<b>10/21/09</b>
E-MAIL ADDRESS <b>brohrer@mbusd.org</b>		TELEPHONE <b>(310) 318-7345</b>

E. CONSENT CALENDAR

18. 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 first 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: October 21, 2009

AGENDA NOTE AGENDA NOTE AGENDA NOTE



**Los Angeles County  
Office of Education**  
Leading Educators • Supporting Students  
Serving Communities

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

District Name: Manhattan Beach Unified

Date: October 6, 2009

Person completing this form: Steve Romines

Title: Asst. Supt. of Administrative Services

Quarter covered by this report (Check One Below):

- 1st QTR      July 1 to September 30      Due    15-Oct
- 2nd QTR      October 1 to December 31      Due    15-Jan
- 3rd QTR      January 1 to March 31      Due    15-Apr
- 4th QTR      April 1 to June 30      Due    15-Jul

Date for information to be reported publicly at governing board meeting: October 21, 2009

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 October 6, 2009

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

E. CONSENT ITEM

19. TITLE: Claim Rejection

BACKGROUND: A claim against public entity dated October 13, 2009, was received by the Manhattan Beach Unified School District, from Rosa Ponce.

ACTION RECOMMENDED: That the Board of Trustees of Manhattan Beach Unified School District reject this claim.

PREPARED BY: Steve Romines

DATE OF BOARD MEETING: October 21, 2009



Manhattan Beach Unified School District

325 S. Peck Avenue, Manhattan Beach, CA 90266 (310) 318-7345

CLAIM FOR DAMAGES TO PERSON OR PROPERTY

Name of Claimant: Rosa M. Ponce
Phone:
Age:
Address:
City:
Zip:
Address to which notices should be sent: Same as above

When did damage or injury occur: 14 September 2009
Where did damage or injury occur: Outside Cafeteria of Mira Costa High School - SEE ATTACHMENT

What particular action by the school or its employees caused the alleged damage or injury: (Include names of employees, if known.)

WALKWAY WAS UNLIT OUTSIDE CAFETERIA CAUSING FALL OFF LEDGE (APP. 3 FT) BREAKING ANKLE

What sum do you claim? Include the estimated amount of any prospective loss insofar as it may be known at the time of the presentation of this claim, together with the basis of computation of the amount claimed: (Attach estimates or bills, if possible).

Table with 2 columns: Description, Amount. Rows include: JUST WAGNER TIEKES \$ 6500.00, Medical Co - payments \$ 500.00, HOME CARE / WISC \$ 3000.00, Total Amount Claimed \$ 10000.00

Names and addresses of witnesses, doctors and hospitals: AVAILABLE ON

REQUEST

Date: 10/13/09 Signature of Claimant: Rosa M. Ponce

NOTICE: Section 72 of the California Penal Code provides: "Every person who, with intent to defraud, presents for payment to any School District any false or fraudulent claim is guilty of a felony punishable by fine and/or imprisonment."

**E. CONSENT ITEM**

20. **TITLE:** Developer Fees

**BACKGROUND:** The attached material details the District's share of Developer Fees collected during the month of September, 2009. The total received for the month of September is \$17,899.78.

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

**PREPARED BY:** Steve Romines

**DATE OF BOARD MEETING:** October 21, 2009

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT

DEVELOPER FEES  
September-09

<u>DATE</u>	<u>ADDRESS</u>	<u>ADDITION/ NEW CONSTRUCTION</u>	<u>SQUARE FOOTAGE</u>	<u>AMT PAID</u>
Sept				
2	128 6th St	New Construction	3115	8,192.45
18	508 Larsson St	New Construction	3274	8,610.62
18	1159 Manzanita Ln	Addition	700	1,841.00
14	121 9th St	refund		(744.29)

Total: \$17,899.78



E. CONSENT ITEM

21. TITLE: Review Monthly Budget Report

BACKGROUND: The Board requested a monthly budget report showing budget to actual expenditures. Differences in this report when compared to the Revised Budget Report are due to the timing and the continued efforts to take approved budget reinstatement summary amounts and assign them to actual individual salaries and benefits accounts. Once complete the monthly budget report will match the budget summary sheets.

ACTION RECOMMENDED: Review Monthly Budget Report.

PREPARED BY: Steve Romines

DATE OF MEETING: October 21, 2009

75333- MANHATTAN BEACH USD  
 CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS  
 Fund :01.0 - General Fund  
 PRELIMINARY

District: 75333  
 Fiscal Year: 2010  
 To Period: 3  
 Resource Range: 00000.0 - 19999.9 Unrestricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
1110	Teachers' Salaries-Full-Time	16,449,876.00	17,587,477.00	0.00	0.00	0.00	17,587,477.00	100.00
1130	Teachers Salaries-Hrly/Daily	173,500.00	173,500.00	604.77	0.00	0.00	172,895.23	99.65
1160	Teachers' Salaries-Substitute	363,306.00	363,306.00	2,483.66	0.00	0.00	360,822.34	99.32
1165	Teacher Sal-Sub, In Service	11,200.00	11,200.00	159.15	0.00	0.00	11,040.85	98.58
1166	Teacher Sal-Sub, Prin mng	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1170	Teachers' Salaries-Extra Duty	146,678.00	146,678.00	0.00	0.00	0.00	146,678.00	100.00
1175	Teacher Sal-Stipend-Monthly	75,606.00	75,606.00	0.00	0.00	0.00	75,606.00	100.00
1180	Teachers' Salaries-Comp Time	14,000.00	14,000.00	1,225.46	0.00	0.00	12,774.54	91.25
1210	Cert Pupil Supp Sal-Full-Time	762,340.00	826,220.00	1,193.85	0.00	0.00	825,026.15	99.86
1230	Cert Pupil Supp Sal-Hrly/Daily	38,904.00	40,649.00	939.17	0.00	0.00	39,709.83	97.69
1270	Cert Pupil Supp Sal-Extra Duty	10,116.00	10,116.00	0.00	0.00	0.00	10,116.00	100.00
1310	Cert Supervisor & Admin Sal-FT	1,551,029.00	1,593,827.00	258,084.50	0.00	0.00	1,335,742.50	83.81
1930	Other Certif Sal-Hrly/Dly	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00
<b>Totals for Major Object 1000 - 1999</b>		<b>19,597,555.00</b>	<b>20,843,579.00</b>	<b>264,690.56</b>	<b>0.00</b>	<b>0.00</b>	<b>20,578,888.44</b>	<b>98.73</b>

CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS  
 Fund :01.0 - General Fund  
 PRELIMINARY

Resource Range: 00000.0 - 19999.9 Unrestricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
2110	Instruct Aide Sal-Full-Time	120,226.00	223,581.00	14,122.22	0.00	0.00	209,458.78	93.68
2130	Instruct Aide Sal-Hourly/Daily	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2170	Instruct Aide Sal-Extra Duty	70,000.00	70,000.00	2,558.68	0.00	0.00	67,441.32	96.34
2210	Classif Support Sal-Full-Time	1,469,446.00	1,548,889.00	243,458.54	0.00	0.00	1,305,430.46	84.28
2230	Classif Support Sal-Hrly/Daily	89,543.00	89,543.00	6,912.47	0.00	0.00	82,630.53	92.28
2240	Classif Support Sal-Overtime	11,000.00	11,000.00	3,311.45	0.00	0.00	7,688.55	69.90
2260	Classif Support Sal-Substitute	95,250.00	95,250.00	29,773.53	0.00	0.00	65,476.47	68.74
2310	Class Supp & Admin Sal-FT	147,979.00	147,979.00	23,824.40	0.00	0.00	124,154.60	83.90
2320	Class Supp & Admin Sal-PT	14,400.00	14,880.00	1,440.00	0.00	0.00	13,440.00	90.32
2340	Class Supp & Admin Sal-OT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2410	Cler Tech Office Staff Sal-FT	1,540,555.00	1,540,555.00	173,463.89	0.00	0.00	1,367,091.11	88.74
2430	Cler Tech Off Staff Sal-H/D	10,400.00	10,400.00	4,467.14	0.00	0.00	5,932.86	57.05
2440	Cler Tech Office Staff Sal-OT	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	100.00
2460	Cler Tech Off Staff Sal-Sub	0.00	2,000.00	790.13	0.00	0.00	1,209.87	60.49
2470	Cler Tech Off Staff Sal-Ex-Diy	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2999	Classified Error Account	0.00	0.00	1,853.53	0.00	0.00	-1,853.53	0.00
<b>Totals for Major Object 2000 - 2999</b>		<b>3,572,799.00</b>	<b>3,758,077.00</b>	<b>505,975.98</b>	<b>0.00</b>	<b>0.00</b>	<b>3,252,101.02</b>	<b>86.54</b>

Resource Range: 00000.0 - 19999.9 Unrestricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
3111	STRS, Certificated Positions	2,325,053.00	2,345,169.00	19,584.03	0.00	0.00	2,325,584.97	99.16
3112	STRS, Classified Positions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3211	PERS, Certificated Positions	10,836.00	10,836.00	0.00	0.00	0.00	10,836.00	100.00
3212	PERS, Classified Positions	338,095.00	353,246.00	46,779.45	0.00	0.00	306,466.55	86.76
3311	OASDI, Certificated Positions	16,644.00	16,644.00	28.52	0.00	0.00	16,615.48	99.83
3312	OASDI, Classified Positions	219,457.00	231,364.00	37,795.32	0.00	0.00	193,568.68	83.66
3331	Medicare, Cert Positions	38,387.00	43,388.00	3,898.32	0.00	0.00	39,489.68	91.02
3332	Medicare, Class Positions	51,327.00	53,983.00	8,919.54	0.00	0.00	45,063.46	83.48
3411	Hlth & Wlfr Benefits, Cert	1,863,098.00	1,863,098.00	0.00	0.00	0.00	1,863,098.00	100.00
3412	Hlth & Wlfr Benefits, Class	593,382.00	608,766.00	4,709.73	0.00	0.00	604,056.27	99.23
3511	State Unemploy Insur, Cert Pos	8,200.00	7,997.00	806.59	0.00	0.00	7,190.41	89.91
3512	State Unemploy Insur, Clas Pos	10,619.00	10,735.00	1,851.54	0.00	0.00	8,883.46	82.75
3611	Worker Comp Insur, Cert Pos	78,796.00	88,839.00	6,635.85	0.00	0.00	82,203.15	92.53
3612	Worker Comp Insur, Class Pos	102,948.00	108,264.00	12,471.28	0.00	0.00	95,792.72	88.48
3711	Retiree Benefits, Cert Pos	200,000.00	200,000.00	19,950.16	0.00	0.00	180,049.84	90.02
3811	PERS Reduction, Cert Pos	4,125.00	4,125.00	26.77	0.00	0.00	4,098.23	99.35
3812	PERS Reduction, Classif Pos	84,118.00	90,169.00	15,883.37	0.00	0.00	74,285.63	82.38
3999	Benefits-Error	0.00	0.00	310.46	0.00	0.00	-310.46	0.00
<b>Totals for Major Object 3000 - 3999</b>		<b>5,945,085.00</b>	<b>6,036,623.00</b>	<b>179,650.93</b>	<b>0.00</b>	<b>0.00</b>	<b>5,856,972.07</b>	<b>97.02</b>

CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS  
 Fund : 01.0 - General Fund  
 PRELIMINARY

Resource Range: 00000.0 - 19999.9 Unrestricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
4210	Books & Oth Reference Material	1,450.00	1,450.00	0.00	0.00	0.00	1,450.00	100.00
4220	Library Books	0.00	0.00	-1,777.76	0.00	0.00	1,777.76	0.00
4310	Materials and Supplies	224,625.00	227,815.00	44,523.03	50,358.81	0.00	132,933.16	58.35
4340	Computer Software & Relat Exp	112,335.00	112,335.00	13,667.92	824.23	0.00	97,842.85	87.10
4350	Office Supplies	128,840.00	125,650.00	10,071.35	39,692.12	0.00	75,886.53	60.40
4360	Tires, Fuel and Oil	20,000.00	20,000.00	20.00	0.00	0.00	19,980.00	99.90
4370	Custodial/Operation Supplies	200,000.00	200,000.00	35,504.20	176,491.42	0.00	-11,995.62	-6.00
4380	Maintenance Supplies	50,000.00	50,000.00	1,297.07	11,988.81	0.00	36,714.12	73.43
4390	Other Supplies	7,000.00	7,000.00	425.92	5,487.50	0.00	1,086.58	15.52
4400	Non-Capitalized Equipment	160,000.00	160,000.00	0.00	0.00	0.00	160,000.00	100.00
4415	Non-cap Equip, L-t-O	245,500.00	245,500.00	43,102.03	119,189.42	0.00	83,208.55	33.89
<b>Totals for Major Object 4000 - 4999</b>		<b>1,149,750.00</b>	<b>1,149,750.00</b>	<b>146,833.76</b>	<b>404,032.31</b>	<b>0.00</b>	<b>598,883.93</b>	<b>52.09</b>

District: 75333  
 Fiscal Year: 2010  
 To Period: 3  
 Run Date: 10/1/2009  
 Run Time: 1:34:18 PM

CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS  
 Fund :01.0 - General Fund  
 PRELIMINARY

Resource Range: 00000.0 - 19999.9 Unrestricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
5210	Mileage & Car Allowances	47,708.00	47,708.00	4,177.75	0.00	0.00	43,530.25	91.24
5220	Travel and Conferences	9,500.00	9,500.00	2,699.24	0.00	0.00	6,800.76	71.59
5310	Dues and Memberships	35,924.00	35,924.00	14,280.00	0.00	0.00	21,644.00	60.25
5400	Insurance	530,000.00	539,550.00	539,550.00	0.00	0.00	0.00	0.00
5510	Natural Gas Services	141,000.00	141,000.00	9,351.31	0.00	0.00	131,648.69	93.37
5520	Electricity Services	875,000.00	875,000.00	177,653.61	0.00	0.00	697,346.39	79.70
5530	Water	126,300.00	126,300.00	17,306.36	0.00	0.00	108,993.64	86.30
5550	Laundry and Cleaning	100.00	100.00	0.00	0.00	0.00	100.00	100.00
5560	Waste Disposal	118,000.00	118,000.00	18,672.20	0.00	0.00	99,327.80	84.18
5610	Rentals, Leases and Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5630	Repairs	35,250.00	83,250.00	12,687.93	48,243.00	0.00	22,319.07	26.81
5635	Maintenance Agreement	12,500.00	12,500.00	937.80	1,179.75	0.00	10,382.45	83.06
5710	Direct Costs for Transfer Serv	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5800	Oth Contracted Services	54,000.00	54,000.00	8,154.22	0.00	0.00	45,845.78	84.90
5812	Trans-Pupil Cntrcts w/ Cntrctr	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	100.00
5820	Legal, Audit, & Election Costs	215,000.00	215,000.00	3,772.00	0.00	0.00	211,228.00	98.25
5830	Advertisement	11,000.00	11,000.00	1,265.00	0.00	0.00	9,735.00	88.50
5840	Computer/Technlgy Related Serv	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	100.00
5850	Consl/Ind Contractors(NonEmp)	219,000.00	219,000.00	5,875.00	15,041.00	0.00	198,084.00	90.45
5860	Fingprnt,Phys, XRY&Oth Emp Cst	6,000.00	10,500.00	141.00	9,199.00	0.00	1,160.00	11.05
5880	Other Charges/Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5890	Other Services	272,000.00	272,000.00	10,187.96	42,464.00	0.00	219,348.04	80.64
5910	Communications	189,500.00	189,500.00	25,178.62	0.00	0.00	164,321.38	86.71
5999	Other Services Error Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Totals for Major Object 5000 - 5999</b>		<b>2,901,782.00</b>	<b>2,963,832.00</b>	<b>851,890.00</b>	<b>116,126.75</b>	<b>0.00</b>	<b>1,995,815.25</b>	<b>67.34</b>

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CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS  
 Fund :01.0 - General Fund  
 PRELIMINARY

Resource Range: 00000.0 - 19999.9 Unrestricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
7142	Tuition, Exs Cost, COE	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	100.00
7221	Tfr of Appmnts to Dist	359,906.00	359,906.00	117,449.00	0.00	0.00	242,457.00	67.37
7283	All Other Transfers to JPAs	21,000.00	21,000.00	0.00	0.00	0.00	21,000.00	100.00
<u>Totals for Major Object 7100 - 7299</u>		<u>430,906.00</u>	<u>430,906.00</u>	<u>117,449.00</u>	<u>0.00</u>	<u>0.00</u>	<u>313,457.00</u>	<u>72.74</u>
7319	Direct/Indirect Costs Serves	-58,635.00	-58,635.00	0.00	0.00	0.00	-58,635.00	100.00
<u>Totals for Major Object 7300 - 7399</u>		<u>-58,635.00</u>	<u>-58,635.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-58,635.00</u>	<u>100.00</u>
7438	Debt Service - Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7439	Other Debt Service Payments	166,667.00	166,667.00	166,666.67	0.00	0.00	0.33	0.00
<u>Totals for Major Object 7400 - 7609</u>		<u>166,667.00</u>	<u>166,667.00</u>	<u>166,666.67</u>	<u>0.00</u>	<u>0.00</u>	<u>0.33</u>	<u>0.00</u>
7612	Btwn GF and Special Res Fnd	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Totals for Major Object 7610 - 7629</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Total for Resource Range 00000.0 - 19999.9 U</u>		<u>33,705,909.00</u>	<u>35,290,799.00</u>	<u>2,233,156.90</u>	<u>520,159.06</u>	<u>0.00</u>	<u>32,537,483.04</u>	<u>92.20</u>

Resource Range: 20000.0 - 99999.9 Restricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
1110	Teachers' Salaries-Full-Time	1,796,745.00	1,897,834.00	7,182.71	0.00	0.00	1,890,651.29	99.62
1130	Teachers Salaries-Hrly/Daily	36,500.00	36,000.00	22,611.65	0.00	0.00	13,388.35	37.19
1160	Teachers' Salaries-Substitute	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	100.00
1165	Teacher Sal-Sub, In Service	18,900.00	17,500.00	-11.92	0.00	0.00	17,511.92	100.07
1170	Teachers' Salaries-Extra Duty	17,500.00	17,500.00	80.21	0.00	0.00	17,419.79	99.54
1210	Cert Pupil Supp Sal-Full-Time	545,312.00	545,312.00	10,921.20	0.00	0.00	534,390.80	98.00
1230	Cert Pupil Supp Sal-Hrly/Daily	23,970.00	23,970.00	827.58	0.00	0.00	23,142.42	96.55
1310	Cert Supervisor & Admin Sal-FT	472,759.00	472,759.00	45,660.84	0.00	0.00	427,098.16	90.34
1330	Cert Sup & Admin Sal-Hrly/Dly	8,523.00	8,523.00	0.00	0.00	0.00	8,523.00	100.00
1930	Other Certif Sal-Hrly/Dly	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1960	Other Certif Sal-Substitute	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	100.00
1999	Cert Error Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Totals for Major Object 1000 - 1999</b>		<b>2,965,209.00</b>	<b>3,064,398.00</b>	<b>87,272.27</b>	<b>0.00</b>	<b>0.00</b>	<b>2,977,125.73</b>	<b>97.15</b>



Resource Range: 20000.0 - 99999.9 Restricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
2110	Instruct Aide Sal-Full-Time	1,871,298.00	1,917,706.00	108,573.40	0.00	0.00	1,809,132.60	94.34
2130	Instruct Aide Sal-Hourly/Daily	59,850.00	59,850.00	37,850.48	0.00	0.00	21,999.52	36.76
2140	Instruct Aide Sal-Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2160	Instruct Aide Sal-Substitutes	30,000.00	30,000.00	1,334.04	0.00	0.00	28,665.96	95.55
2170	Instruct Aide Sal-Extra Duty	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2210	Classif Support Sal-Full-Time	645,401.00	685,050.00	130,886.33	0.00	0.00	554,163.67	80.89
2230	Classif Support Sal-Hrly/Daily	8,938.00	8,938.00	4,167.98	0.00	0.00	4,770.02	53.37
2240	Classif Support Sal-Overtime	0.00	0.00	12,315.65	0.00	0.00	-12,315.65	0.00
2260	Classif Support Sal-Substitute	20,000.00	20,000.00	4,595.70	0.00	0.00	15,404.30	77.02
2310	Class Supp & Admin Sal-FT	72,826.00	72,826.00	12,382.78	0.00	0.00	60,443.22	83.00
2410	Cler Tech Office Staff Sal-FT	216,735.00	216,735.00	30,795.24	0.00	0.00	185,939.76	85.79
2430	Cler Tech Off Staff Sal-H/D	0.00	0.00	729.36	0.00	0.00	-729.36	0.00
2440	Cler Tech Office Staff Sal-OT	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	100.00
2460	Cler Tech Off Staff Sal-Sub	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2470	Cler Tech Off Staff Sal-Ex-Dty	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2930	Other Classif Sal-Hourly/Daily	500.00	500.00	0.00	0.00	0.00	500.00	100.00
2999	Classified Error Account	0.00	0.00	4,689.18	0.00	0.00	-4,689.18	0.00
<b>Totals for Major Object 2000 - 2999</b>		<b>2,927,048.00</b>	<b>3,013,105.00</b>	<b>348,320.14</b>	<b>0.00</b>	<b>0.00</b>	<b>2,664,784.86</b>	<b>88.44</b>

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
3111	STRS, Certificated Positions	349,090.00	357,365.00	7,036.78	0.00	0.00	350,328.22	98.03
3112	STRS, Classified Positions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3211	PERS, Certificated Positions	3,058.00	3,058.00	215.89	0.00	0.00	2,842.11	92.94
3212	PERS, Classified Positions	282,803.00	291,158.00	31,781.58	0.00	0.00	259,376.42	89.08
3311	OASDI, Certificated Positions	3,909.00	3,901.00	201.05	0.00	0.00	3,699.95	94.85
3312	OASDI, Classified Positions	181,314.00	186,875.00	23,379.93	0.00	0.00	163,495.07	87.49
3331	Medicare, Cert Positions	6,893.00	8,329.00	1,282.58	0.00	0.00	7,046.42	84.60
3332	Medicare, Class Positions	42,424.00	43,671.00	5,515.39	0.00	0.00	38,155.61	87.37
3411	Hlth & Wlfr Benefits, Cert	242,045.00	242,045.00	0.00	0.00	0.00	242,045.00	100.00
3412	Hlth & Wlfr Benefits, Class	469,425.00	469,425.00	16,451.68	0.00	0.00	452,973.32	96.50
3511	State Unemploy Insur, Cert Pos	1,589.00	1,644.00	265.58	0.00	0.00	1,378.42	83.85
3512	State Unemploy Insur, Clas Pos	8,781.00	8,858.00	1,164.90	0.00	0.00	7,693.10	86.85
3611	Worker Comp Insur, Cert Pos	15,192.00	18,074.00	2,187.34	0.00	0.00	15,886.66	87.90
3612	Worker Comp Insur, Class Pos	84,673.00	87,170.00	8,483.69	0.00	0.00	78,686.31	90.27
3811	PERS Reduction, Cert Pos	0.00	0.00	286.27	0.00	0.00	-286.27	0.00
3812	PERS Reduction, Classif Pos	54,435.00	57,283.00	10,508.47	0.00	0.00	46,774.53	81.66
3999	Benefits-Error	0.00	0.00	1,290.02	0.00	0.00	-1,290.02	0.00
<b>Totals for Major Object 3000 - 3999</b>		<b>1,745,631.00</b>	<b>1,778,856.00</b>	<b>110,051.15</b>	<b>0.00</b>	<b>0.00</b>	<b>1,668,804.85</b>	<b>93.81</b>

CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS  
 Fund :01.0 - General Fund  
 PRELIMINARY  
 MONTHLY

Resource Range: 20000.0 - 99999.9 Restricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
4110	Textbooks	101,348.00	302,313.00	264,854.48	42,775.16	0.00	-5,316.64	-1.76
4210	Books & Oth Reference Material	1,000.00	1,000.00	33.38	0.00	0.00	966.62	96.66
4220	Library Books	0.00	0.00	513.86	7.12	0.00	-520.98	0.00
4310	Materials and Supplies	216,182.00	293,465.00	62,664.08	41,416.57	0.00	189,384.35	64.53
4340	Computer Software & Relat Exp	0.00	0.00	6,228.19	1,570.00	0.00	-7,798.19	0.00
4350	Office Supplies	103,486.00	103,486.00	35,168.04	101,164.29	0.00	-32,846.33	-31.74
4380	Maintenance Supplies	80,000.00	80,000.00	54,893.72	135,261.31	0.00	-110,155.03	-137.69
4386	Maint. Supplies, Pool	65,000.00	65,000.00	22,118.62	44,908.69	0.00	-2,027.31	-3.12
4400	Non-Capitalized Equipment	32,500.00	32,565.00	58,295.41	114,444.22	0.00	-140,174.63	-430.45
4415	Non-cap Equip, L-t-O	13,300.00	13,300.00	1,983.80	5,930.11	0.00	5,386.09	40.50
<b>Totals for Major Object 4000 - 4999</b>		<b>612,816.00</b>	<b>891,129.00</b>	<b>506,753.58</b>	<b>487,477.47</b>	<b>0.00</b>	<b>-103,102.05</b>	<b>-11.57</b>

7333- MANPATI AN BEACH USD  
 CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS  
 Fund :01.0 - General Fund  
 PRELIMINARY

District: 75333  
 Fiscal Year: 2010  
 To Period: 3  
 Resource Range: 20000.0 - 99999.9 Restricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
5210	Mileage & Car Allowances	7,710.00	7,710.00	1,226.89	0.00	0.00	6,483.11	84.09
5220	Travel and Conferences	87,613.00	84,852.00	6,015.14	0.00	0.00	78,836.86	92.91
5310	Dues and Memberships	500.00	500.00	2,133.00	0.00	0.00	-1,633.00	-326.60
5630	Repairs	95,000.00	120,989.00	111,983.17	52,211.76	0.00	-43,205.93	-35.71
5635	Maintenance Agreement	25,000.00	25,000.00	4,986.57	16,900.49	0.00	3,112.94	12.45
5710	Direct Costs for Transfer Serv	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5800	Oth Contracted Services	22,401.00	22,401.00	0.00	0.00	0.00	22,401.00	100.00
5810	Contracted Services	3,140,500.00	3,140,500.00	126,338.40	2,131,304.48	0.00	882,857.12	28.11
5811	Transportation - by county	75,000.00	75,000.00	9,427.92	0.00	0.00	65,572.08	87.43
5812	Trans-Pupil Cntrcts w/ Cntrctr	650,968.00	650,968.00	427.00	3,044.97	0.00	647,496.03	99.47
5813	Trans - common carrier/parents	27,200.00	27,200.00	238.14	0.00	0.00	26,961.86	99.12
5820	Legal, Audit, & Election Costs	366,000.00	366,000.00	8,000.00	0.00	0.00	358,000.00	97.81
5830	Advertisement	0.00	0.00	174.20	0.00	0.00	-174.20	0.00
5850	Conslt/Ind Contractors(NonEmp)	217,250.00	217,250.00	23,565.00	190,425.00	0.00	3,260.00	1.50
5880	Other Charges/Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5890	Other Services	201,000.00	201,000.00	47,466.52	3,500.00	0.00	150,033.48	74.64
5910	Communications	6,000.00	6,000.00	401.34	0.00	0.00	5,598.66	93.31
5920	Cellphone Stipend	900.00	900.00	150.00	0.00	0.00	750.00	83.33
5999	Other Services Error Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Totals for Major Object 5000 - 5999</b>		<b>4,923,042.00</b>	<b>4,946,270.00</b>	<b>342,533.29</b>	<b>2,397,386.70</b>	<b>0.00</b>	<b>2,206,350.01</b>	<b>44.61</b>
7142	Tuition, Exs Cost, COE	1,785,000.00	1,785,000.00	6,000.00	1,616,000.00	0.00	163,000.00	9.13
7221	Tfr of Appmnts to Dist	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7283	All Other Transfers to JPAs	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00
<b>Totals for Major Object 7100 - 7299</b>		<b>1,788,000.00</b>	<b>1,788,000.00</b>	<b>6,000.00</b>	<b>1,616,000.00</b>	<b>0.00</b>	<b>166,000.00</b>	<b>9.28</b>

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MANHATTAN BEACH USD  
 CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS

District: 75333  
 Run Date 10/1/2009  
 Fiscal Year: 2010  
 Fund :01.0 - General Fund  
 Run Time 1:34:18 PM  
 To Period : 3  
 PRELIMINARY  
 MONTHLY

Resource Range: 20000.0 - 99999.9 Restricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
7310	Direct Spp/Indirect Costs	58,635.00	58,635.00	0.00	0.00	0.00	58,635.00	100.00
<i>Totals for Major Object 7300 - 7399</i>		<u>58,635.00</u>	<u>58,635.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>58,635.00</u>	<u>100.00</u>
7615	Fm GF to Dfd Mt Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Totals for Major Object 7610 - 7629</i>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<i>Total for Resource Range 20000.0 - 99999.9 R</i>		<u>15,020,381.00</u>	<u>15,540,393.00</u>	<u>1,400,930.43</u>	<u>4,500,864.17</u>	<u>0.00</u>	<u>9,638,598.40</u>	<u>62.02</u>

75333- MANPATAI AN BEAUT USU  
 CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS

Fiscal Year : 2010  
 Run Date 10/1/2009  
 To Period : 3  
 Run Time 1:34:18 PM  
 Fund :01.0 - General Fund  
 PRELIMINARY  
 MONTHLY  
 Resource Range: 20000.0 - 99999.9 Restricted Resources

Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Total for Fund 01.0-General Fund</i>	48,726,290.00	50,831,192.00	3,634,087.33	5,021,023.23	0.00	42,176,081.44	82.97

מספר תוכנית: 20000.0 - 99999.9  
**CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS**  
 Fund : 01.0 - General Fund  
 PRELIMINARY

מספר דו"ח: LAGL023C  
 District: 75333  
 Fiscal Year: 2010  
 To Period: 3  
 Resource Range: 20000.0 - 99999.9 Restricted Resources

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<b>Total for Distric</b>	<b>75333</b>	<b>48,726,290.00</b>	<b>50,831,192.00</b>	<b>3,634,087.33</b>	<b>5,021,023.23</b>	<b>0.00</b>	<b>42,176,081.44</b>	<b>82.97</b>

**G. BOARD BUSINESS**

1. **TITLE:** Receive for First Reading and Adoption revised Board Policy 6115, Ceremonies and Observations. Receive for information revised Administrative Regulation 6115, Ceremonies and Observations.

**BACKGROUND:** Manhattan Beach Unified District Board Policy 6115, Ceremonies and Observations, is presented to the Board as a revision for first reading and adoption. The revised policy contains new language in reference to closing of schools for holidays as well as updated legal references. The **MANDATED** regulation is updated to reflect **NEW LAW** (SB 1274), which authorizes districts, as part of the conduct of daily patriotic exercises, to provide instruction that promotes the understanding of concepts in the Pledge of Allegiance. The regulation is also revised to reflect federal law that specifies the types of commemorative exercises that must be held on Constitution Day. Material formerly in the text of the regulation in reference to the list of optional days for which schools may hold commemorative exercises has been deleted. This new regulation is included for Board review.

**FISCAL IMPACT:** None

**ACTION RECOMMENDED:** Receive for First Reading and Adoption revised Board Policy 6115, Ceremonies and Observances.

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

**DATE OF BOARD MEETING:** October 21, 2009



## Instruction

**CEREMONIES AND OBSERVATIONS**

The Governing Board recognizes the importance of having students join together to *observe holidays*, celebrate events of cultural or historical significance ~~or to~~ *and* acknowledge the contributions of outstanding individuals *in society*. Besides helping students to appreciate their pluralistic heritage, holidays, ceremonies and observances can enhance their sense of community, instill pride in our country, and contribute to a positive school climate. *On days designated by the Board, staff shall provide students with appropriate commemorative exercises so that they may acquire the knowledge, skills, and principles essential for informed, responsible citizenship in a democratic society.*

*(cf. 6111 - School Calendar)*

*(cf. 6141.2 - Recognition of Religious Beliefs and Customs)*

(cf. 6141.6 - Multicultural Education)

*(cf. 6142.3 - Civic Education)*

*(cf. 6142.4 - Learning Through Community Service)*

Legal Reference:

## EDUCATION CODE

37220-37223 Saturdays and holidays

44015.1 Week of the school administrator

45203 Paid holidays

45460 Classified employee week

52720 Daily performance of patriotic exercises in public schools

*52730 Patriotic exercises, daily instruction*

## GOVERNMENT CODE

430-439 Display of flags

3540-3549.3 Meeting and negotiating

**MBUSD**

**BP 6115(b)**

**Instruction**

**CEREMONIES AND OBSERVATIONS**

UNITED STATES CODE, TITLE 4

6 Time and occasion for display of flag

7 Position and manner of display of flag

***UNITED STATES CODE, TITLE 36***

***106 Note Constitution Day and Citizenship Day***

**COURT DECISIONS**

West Virginia State Board of Education et al v. Barnette et al, 319 U.S. 624 (1943)

Management Resources:

***CSBA PUBLICATIONS***

***Constitution Day: New Mandate for Districts Receiving Federal Funds, CSBA Advisory, August 2005***

***FEDERAL REGISTER***

***70 Fed. Reg. 29727 Constitution Day and Citizenship Day (2005)***

**WEB SITES**

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

California Department of Education, History/Social Science Instructional Materials:

<http://www.cde.ca.gov/ci/hs/im>

CDE: <http://www.cde.ca.gov>

Policy MANHATTAN BEACH UNIFIED SCHOOL DISTRICT

Adopted: September 5, 2007 Manhattan Beach, California

Instruction

CEREMONIES AND OBSERVATIONS

*Holidays*

*District schools shall be closed in observance of the following holidays:*

*New Year's Day—January 1*

*Dr. Martin Luther King, Jr.—Third Monday in January or the Monday or Friday of the week in which January 15 occurs*

*Lincoln Day—The Monday or Friday of the week in which February 12 occurs*

*Washington Day—Third Monday in February*

*Memorial Day—Last Monday in May*

*Independence Day—July 4*

*Labor Day—First Monday in September*

*Veterans Day—November 11*

*Thanksgiving Day—The Thursday in November designated by the President*

*Christmas Day—December 25*

*(cf. 6141.2 - Recognition of Religious Beliefs and Customs)*

*Holidays which fall on a Sunday shall be observed the following Monday. Holidays which fall on a Saturday shall be observed the preceding Friday. If any of the above holidays occurs under federal law on a date different from that indicated above, the Board may close the schools on the date recognized by federal law instead of on the date above. (Education Code 37220)*

*(cf. 6111 - School Calendar)*

**Instruction**

**CEREMONIES AND OBSERVATIONS**

*Commemorative Exercises*

*District schools shall hold exercises to commemorate the following special days: (Education Code 37220, 37221, 45460)*

*U.S. Constitution and Citizenship Day—On or near September 17, including exercises and instruction in the purpose, meaning, and importance of the Constitution and Bill of Rights*

*Dr. Martin Luther King, Jr. Day--The Friday before the day schools are closed for this holiday*

*Lincoln's Birthday—The school day before the day schools are closed for this holiday*

*Susan B. Anthony Day—February 15*

*George Washington's Birthday—The Friday preceding the third Monday in February*

*Black American Day—March 5*

*Conservation, Bird, and Arbor Day—March 7*

*Classified Employee Week—Third Week in May*

**Patriotic Exercises**

Each school shall conduct patriotic exercises daily. At elementary schools, such exercises shall be conducted at the beginning of each school day. ~~The Pledge of Allegiance to the flag will fulfill this requirement. (Education Code 52720)~~ *These patriotic exercises shall consist of the reciting of the Pledge of Allegiance and may also include instruction that promotes understanding of the concepts of "pledge," "allegiance," "republic," and "indivisible" and understanding of the importance of the pledge as an expression of patriotism, love of country, and pride in the United States. (Education Code 52720, 52730)*

Individuals may choose not to participate in the flag salute *patriotic exercises* for personal reasons.

## Instruction

## CEREMONIES AND OBSERVATIONS

*Display of Flag*

*The flag of the United States and the flag of California shall be displayed during school days at the entrance or on the grounds of every school. At all times, the national flag shall be placed in the position of first honor. (Government Code 431, 436; 4 USC 6)*

*The national flag shall fly at half-staff on the following occasions: (4 USC 7)*

- 1. For 30 days from the death of the President or a former President;*
- 2. For 10 days from the death of the Vice President, the Chief Justice or a retired Chief Justice, or the Speaker of the House of Representatives;*
- 3. From the day of death until internment of an Associate Justice of the Supreme Court, a secretary of an executive or military department, former Vice President, and the Governor of a state;*
- 4. On the day of death and the following day for a Member of Congress; and*
- 5. On Peace Officers Memorial Day (May 15), unless that day is also Armed Forces Day.*

*Note: As amended by P.L. 110-41, 4 USC 7 authorizes the Governor to issue a proclamation to fly the flag at half-staff upon the death of a member of the Armed Forces from California who has died while serving on active duty.*

*In addition, upon order of the President, the national flag shall be flown at half-staff upon the death of principal figures of the United States government and the Governor of a state, as a mark of respect to their memory. In the event of death of other officials or foreign dignitaries, the flag shall be displayed at half-staff according to presidential instructions or orders, or in accordance with recognized customs or practices not inconsistent with law. In the event of the death of a present or former official of the government of the state of California, the Governor may proclaim that the flag be flown at half-staff. (4 USC 7)*

Regulation MANHATTAN BEACH UNIFIED SCHOOL DISTRICT  
Approved: September 5, 2007 Manhattan Beach, California

**G. BOARD BUSINESS**

2. **TITLE:** Receive for Second Reading and Adoption revised Manhattan Beach Unified District Board Policy 7310, Naming of Facilities and Properties (new title).

**BACKGROUND:** Manhattan Beach Unified District Board Policy 7310, Naming of Facilities and Properties, is presented under a **NEW** title (old title re: Naming of Facility), and as a revision for Board adoption.

After a first reading, the Board desired further clarification and additional language in the section titled, *Renaming of Facilities and Properties*, (Page C of C). These changes have been made by staff and reviewed by the Board President. The remainder of the policy was adopted by the Board at the first reading as written.

**FINANCIAL IMPACT:** None

**ACTION:** Receive for Second Reading and Adoption revised Manhattan Beach Unified District Board Policy 7310, Naming of Facilities and Properties (new title).

**PREPARED BY:** Dr. Steve Romines, Assistant Superintendent

**DATE OF BOARD MEETING:** October 21, 2009

**AGENDA NOTE**

**AGENDA NOTE**

**AGENDA NOTE**

**Facilities****NAMING OF FACILITIES AND PROPERTIES**

The Governing Board believes that the naming of district and school facilities and real and personal properties offer a unique opportunity to acknowledge the functions of the facilities as each relates to the educational tradition and themes of the district; to recognize significant gifts to the schools and district; and to honor the distinguished service of an individual or groups of individuals to the Manhattan Beach Unified School District and its schools. The naming of facilities and properties shall, in addition, recognize cultural, ethnic, national, and gender diversity with fairness, dignity, compassion, and procedural consistency.

The Board will name all district facilities and properties such as buildings; major portions of buildings; stadium, baseball, and other athletic fields as well as major areas of assembly or activity; plazas, commons, and other large areas of campus circulation; and all other highly visible facilities and properties. (E.C. 35160)

As delegated by the Board, the Superintendent or designee has the authority to name individual rooms, limited areas and individual items or features within rooms, limited areas and individual items or features within buildings, individual landscape items or features, limited outdoor areas, and other minor properties.

Each proposal for the naming of a district facility or property shall be considered on its own merits. No commitment for naming shall be made prior to Board approval of the proposed location and name.

**Criteria for Naming District Buildings and Properties**

The Board shall name district facilities and properties in recognition of:

1. Individuals, living or deceased, who have made historic contributions of state, national, or worldwide significance
2. Individuals, living or deceased, who have made significant, lasting, and memorable contributions to the county or community
3. Individuals, living or deceased, who have had significant, lasting, and memorable impact on the district or a particular school

**Facilities**

**NAMING OF FACILITIES AND PROPERTIES**

4. Individuals, businesses, organizations, or other entities who/which have provided significant funding for a physical facilities project, including construction or renovation of a facility, building, or site
5. The geographic area in which the school or building is located

When a proposal for naming a facility or building is to honor a certificated, classified or administrative individual for his/her significant service to the district or a particular school, the Board shall not consider such a proposal until the individual has been retired or deceased for at least one year.

When a gift to the district is involved in the naming of a facility or building, the Board shall consider the significance and amount of the proposed gift as either or both relate to the completion of a facility or to the enhancement of the facility's usefulness to the district and/or school. For an amount to be considered "significant", it shall either fund:

1. The total cost of the facility to be named, or
2. Provide funding, or that portion of the total cost, which would not have been available from any other source, or
3. Is integral to the project's completion.

In special circumstances, the Board may waive any or all of the above criteria.

No expenses shall be incurred by the district for the naming of a building, facility, or properties, when the naming occurs as a result of a proposal submitted by an individual, group of individuals, businesses, organization, or other entities unrelated to the district.

**Facility/ Property Naming Committee**

As necessary, the Board encourages community participation in the process of selecting names for facilities and properties. A Facility/Property Naming Committee which can include staff, parents, and community members may be appointed to review proposals, present name suggestions, and submit recommendations for the Board's consideration.

(cf. 1220 - Citizen Advisory Committees)



**Facilities**

**NAMING OF FACILITIES AND PROPERTIES**

**Renaming of Facilities and Properties**

*When a school, major facility, or other significant area, such as a commons, athletic field or large assembly area, has been named, the district will continue to use the name as long as the building or area remains in use and serves its original function. The renaming or discontinued use of a name for an existing school, or major facilities facility, or other significant area shall occur only under extraordinary circumstances and after considering the historical significance of the name to the school, major facility, or other signification area and a thorough study that justifies the renaming or discontinued use of a name.*

*When the use of the building, facility, or area has changed such that it must be demolished, substantially renovated or rebuilt, the Board may decide to retain the original name, name another comparable room or facility, or discontinue the use of the name.*

**Memorials for Deceased Students or Staff**

Permanent memorials for deceased students or staff shall be limited in form to perpetual awards or scholarships, plantings, or collections of books or items of historical or educational significance. Memorials shall be limited to one per loss, per site.

The Board encourages school sites to develop an appropriate area for displaying a perpetual plaque to honor deceased students and staff members.

All plans for the establishment of a memorial must have the approval of the Superintendent or designee. The Superintendent or designee shall ensure that any type of structural memorial, such as walls, plantings, etc., conforms with the district or school's established design and maintenance parameters as well as the architecture or setting of the facility and blends with existing memorials. The Superintendent shall notify the Board when a request is received for the establishment of a memorial.

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

Policy MANHATTAN BEACH UNIFIED SCHOOL DISTRICT

adopted: September 5, 2007 Manhattan Beach, California

revised