

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

Manhattan Beach, CA
August 25, 2010

The Board of Trustees of the Manhattan Beach Unified School District held a regular Board meeting on Wednesday, August 25, 2010, at 325 S. Peck Avenue, Manhattan Beach, California. The following were present:

Members of the Board

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

District Personnel

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

Call to Order

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

1. Conference with Legal Counsel - Anticipated Litigation - significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9. Three potential cases.

Open Session Reconvened

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

Pledge of Allegiance

Ben Dale led the Pledge of Allegiance.

**Report of Action Taken During
Closed Session**

No action was reported.

Approval of Agenda

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

**Board Member
Announcements**

Board members shared announcements of interest.

Ms. VanderPoorte read into the record, portions of a letter from the Los Angeles County Office of Education:

“In accordance with the provisions of Education Code (EC) Section 42127, a review of the Manhattan Beach Unified School District’s (District) budget for fiscal year 2010-11 has been completed by the Los Angeles County Superintendent of Schools. That review has resulted in the approval of the District’s budget with the following comments.

The District is projecting an operating deficit in the unrestricted General Fund of \$2.4 million for 2010-11. This level of deficit spending represents 4.7 percent of the total budgeted outgo. The District is also projecting operating deficits of \$2.0 million and \$2.6 million for 2011-12 and 2012-13, respectively. While the District is also projecting that it will maintain the required level of reserves, we request that the District continue to monitor the projected deficit to ensure that it remains manageable and provide our office with an explanation, along with the First Interim Report, if the projected deficit spending level increases.

According to the information provided in the District's Adopted Budget, labor contract negotiations for 2009-10 and 2010-11 remain unsettled and potential increases have not been calculated and incorporated into budgeted salary and benefit expenditures. This letter is a reminder that, before the District's Board takes any action on a proposed collective bargaining agreement, the District must meet the public disclosure requirements of Government Code Section 3547.5 and the California Code of Regulations Title V, Section 15449. The document used for this analysis was included in Urgent Bulletin No. 2, dated July 01, 2010, and is titled "2010-11 Forms for Assembly Bill (AB) 1200: Public Disclosure of Proposed Collective Bargaining Agreements."

Illuminate Data System

Mrs. Seaton reviewed the capabilities of the Illuminate Data system, which enables the District administration and teachers to track student data at a much greater level of depth and detail. Demonstration graphs were displayed and Mrs. Seaton explained the data available on each report and how staff could use the information.

Regarding safeguarding the student information, Dr. Matthews explained that teachers will have access to the information for their own students and parents will have access, with a password, to their child's data.

Illuminate should be fully operational in October.

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

E. CONSENT CALENDAR

General

1. Approve consultant agreement for Connie Hatt to assist with vision and hearing screenings, from September 1, 2010, through June 30, 2011, not-to-exceed \$1,800.00, to be paid from Consultant – Health Program, acct. #01.0-00000.0-00000-31400-0000013. This item has been budgeted.

2. Approve Agreement for School Counseling Services between the Manhattan Beach Unified School District and the South Bay Children's Health Center for the 2010-2011 School Year.
3. Ratify Consultant Agreement with Mr. Matthew McLellan for Information Technology Consulting Services.
4. Ratify 2010-2011 Membership in Employee Assistance Service for Education (EASE) in the amount of \$6,548.40, charged to acct. # 01.0-00000.0-00000-74002-5310-0000115.
5. Ratify 2010-2011 Membership in Personnel Commissioners Association of Southern California in the amount of \$40.00, charged to acct. # 01.0-00000.0-00000-74001-5310-0000115.
6. Approve Resolution #2010-11, Temporary Assignment for Departmentalized Classes (Ed. Code 44256(b)).
7. Approve Resolution #2010-12, Assignment for Departmentalized Classes (Ed. Code 44263).

Personnel

8. Ratify employment of classified personnel at effective dates listed:
 - Hilgendorf, Donna, Administrative Secretary, D.O., Perm., 87.5% time, Range 3, Step 4, (Confidential salary schedule), effective 08/09/10 (Replacement)
 - Raof, Taliah, Human Resources Technician, D.O., Perm., 100% time, Range 29, Step 2, effective 07/12/10 (Replacement)
9. Approve resignation/retirement of classified personnel at effective dates listed:
 - Chiles, Kathy, EDP Assistant, Grand View, 100% time, effective 08/10/10 (Retirement)
 - Myers, Valerie, Staff Secretary, Food Services, 60% time, effective 08/05/10 (Resignation)
 - Rogers, Carly, Occupational Therapist, Student Services, 60% time, effective 08/06/10 (Resignation)
10. Ratify leave of absence for classified employees at effective dates as listed:
 - Brown, Ronald, Operations Crew Leader, M&O, (Contract Article 6), effective 07/07/10 – 08/31/10
 - Spoerl, Nadine, School Office Manager, Preschool, (Contract Article 6), effective 08/02/10 – 09/17/10
11. Ratify change of status of Lawrence, Charlene, Office Specialist, Ed. Services, 100% time, to Administrative Secretary – Non Confidential, Ed. Services, 100% time, effective 08/09/10 (Replacement/Promotion).

12. Ratify employment of classified personnel to serve as substitutes, district wide, at effective dates listed:
 - Doll, Kamrin, effective 07/08/10
 - Woods, Pamela, effective 08/03/10
13. Approve change in status for certificated staff as follows:
 - Allen, Janet (MCHS), change from 100% to 60%, eff. 7/21/10
 - Caine, Andrew (MCHS), change from 100% to 40%, eff. 7/21/10
 - Kellogg, Jody (MBMS), change from 66.64% to 100%, eff. 8/31/10
 - Lewis, Jonathan (MCHS), change from 100% to 60%, eff. 7/21/10
 - Zask, Peggy (MCHS), change from 60% to 80%, eff. 7/21/10
14. Approve resignation of Nancy Caine (PK), eff. 7/21/10.
15. Approve extra period assignment for Michael Hernandez (MCHS), at Col. 6, Step 12, eff. 8/31/10.
16. Ratify employment of certificated summer school staff at the rate of \$31.83 per hour as follows:
 - Burrell, Lynn (Student Services), eff. 7/1/10
 - Walz, Kristin (Student Services), eff. 6/28/10
17. Ratify employment of certificated personnel for summer workshops at the rate of \$31.83 per hour as follows:
 - Alley, Linda, eff. 7/1/10
 - Mendez, Barbara, eff. 7/1/10
18. Ratify employment of Cathleen Klein, Home Teacher, at the rate of \$37.13 per hour effective 5/27/10.
19. Approve leave of absence for Batavick, Andrea, (Grand View), from 08/31/10 to 06/23/11, per MBUTA Contract Article #11.18.6.
20. Approve employment of certificated staff effective August 31, 2010, per attachment.

Business

21. Ratify acceptance of bid for backstop replacement and curbing installation at Mira Costa High School, from State Electric, Inc., in the amount of \$65,600.00, as the lowest responsible bidder for this project.
22. Accept developer fee report for the month of July 2010.

Public and Staff Submitted Items

None.

Board Policy and Administrative Regulation 6163.3, Service Animals

Mrs. Howorth moved to adopt Board Policy 6163.3, Service Animals, and review the accompanying Administrative Regulation. This motion was seconded by Mrs. Bordokas and unanimously approved by the Board.

Exhibit 7310, Naming of Facilities and Properties

This Exhibit was reviewed by the Board.

Naming, Renaming of Mira Costa High School Fields/Buildings

Mrs. Howorth moved approval to accept the 2009-10 report from the District Facility/Property Naming Committee to the Board of Trustees and to approve to name/rename the following Mira Costa High School fields/buildings:

Lloyd Waller Stadium to continue by that name
Carl Fisher Gymnasium to continue by that name
Osterhaus Field to continue by that name
Waller Stadium Field to be renamed *Bill Cooper Field*

Adoption of Board Protocols

Mrs. Howorth moved to adopt Protocols developed at the Board retreat on July 26, 2010. This motion was seconded by Mrs. Bordokas. Ms. VanderPoorte noted a correction to the Protocols by removing #5 under Communication. Ms. VanderPoorte called for the question, and Board members voted unanimously to adopt the Protocols as amended.

Adoption of 2010-2011 Goals of the Board of Trustees

Mrs. Howorth moved to adopt the 2010-2011 goals of the Board of Trustees. This motion was seconded by Mrs. Rosenberg. A statement was added to the Budget & Finance goal to include “better leverage district assets.” Ms. VanderPoorte called for the question, and Board members voted unanimously to adopt the 2010-2011 Board goals as amended.

Approval of Process to Evaluate Superintendent of Schools

Mrs. Howorth moved approval of the process to evaluate the Superintendent of Schools, seconded by Mrs. Bordokas and unanimously approved by the Board.

Approval of Minutes

Mrs. Howorth moved approved of the following minutes, seconded by Mrs. Bordokas and unanimously approved by the Board:

Regular Board meeting of May 5, 2010
Regular Board meeting of May 19, 2010
Regular Board meeting of June 2, 2010
Regular Board meeting of June 16, 2010
Regular Board meeting of July 21, 2010

Superintendent/Cabinet Report

Academic Achievements in 09-10

Dr. Matthews said in spite of unprecedented budgetary challenges, it was another outstanding year for the students of MBUSD.

- The percentage of district students who are proficient and above rose in every tested category.
- CST scores at the high school were markedly improved. More data will be presented on September 15.
- 90% of students at the elementary schools test at levels of proficiency and advanced and were holding steady
- Science scores were up significantly throughout the district. This is something that the Board of Trustees has invested in and the investment is making a marked difference in student achievement.

- Advanced Placement scores are in. More students are taking exams and the passing rate has increased. A report will be given at the September 1st Board meeting.
- API scores will come out in mid-September and will be addressed at the September 15 Board meeting.
- California High School Exit Exam – 98% ELA and 99% Math.
- We are very proud that Mr. Bill Fauver, MBUSD’s Teacher of the Year, is being considered as a county finalist.
- Our college acceptances are outstanding, and we want to tout that to our community. A poster designed by the MBEF will be given to each elementary school. It’s never too early to think about college!

Preparing for the 2010-11 School Year

- An Administrative All-Day Meeting was held on August 19
- Teachers will return to work on August 31
- New students have been enrolling all summer
- The District’s new website came online on July 1st, and continues to improve and provide up-to-date and accessible information for all.
- The Illuminate data system will help to become even better at assessing student achievement data. This system will be up and running by October.
- This is the third year of online registration using Info-Snap.
- New textbooks were received for K-3 Mathematics.
- Many Staff Development opportunities were provided this summer:
 - Counselors
 - GATE Certification Brain Research
 - Smart Board
 - Health Aide Training
- Technology upgraded this summer included:
 - Installed new software on over 2,000 district computers including, internet explorer 8, faronics, power save, anti-virus client, java, flash, and silverlight.
 - Reimaged all computers in H. S.library
 - Cleaned and repaired all computers in H S’s 12 computer labs.
 - Migrated Robinson, Pennekamp, Aeries Server, MC staff Server and Food Services Server to a new hardware platform.
 - Last year to present completed over 2380-work orders.
- Maintenance and Operations department was busy with:
 - Cleaning all classrooms in district including all at the HS.
 - Painted trim on all elementary schools.
 - Moved more than 16 classrooms and moved all textbooks to sites.
 - Worked with HS on facilities improvements.
 - Completed over 3,000 work orders in 2009-2010.

- Food Services
 - Developed first two months of menus and ordered food, repaired and/or replaced all oven doors and cold storage doors.
 - Met with county and state health departments to assure compliance with all requirements.
 - Ordered new uniforms and selected new vendors for 10/11 school year.

Staffing Our Schools in 2010-11

- As one of the few districts in the state that did not do layoffs, many new employees were hired:
 - 33 new certificated employees
 - Mr. Ben Dale – Principal of Mira Costa
 - 3 District
 - 8 Mira Costa
 - 9 MBMS
 - 4 Grandview
 - 4 Pacific
 - 2 Pennekamp
 - 3 Robinson
 - 10 new classified employees
- New Employee Orientation tomorrow
- Enrollment:
 - Elementary School Stable
 - Middle School and High School numbers may be slightly higher, but will not know until the first day of school.

Public Comments

None.

Adjournment

Mrs. Howorth moved to adjourn at 7:20 p.m., seconded by Mrs. Rosenberg and unanimously approved by the Board.

IDA VANDERPOORTE, PRESIDENT
Board of Trustees

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