

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

**February 6, 2008  
5:00 Closed Session  
6:30 p.m. 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.

**A. CALL TO ORDER (5 minutes)**

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

**B. ANNOUNCEMENTS AND COMMUNICATIONS (30 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; however, no action shall be taken on any item not appearing on the Agenda.*
2. Teacher Spotlight, Chris Chao, Meadows Elementary School
3. Matt Lebow and Jarett Margolis, Student Board Members, will discuss student topics at Mira Costa High School and events and activities in the District.
4. Board Member Announcements

**PRESENTATION/DISCUSSION ITEMS (60 minutes)**

- a. Asset Management/Appraiser Consultant Agreement (**Discussion Only**)
- b. Progress Report on Surplus Property Timeline and Tasks (**Information Only**)
- c. Budget 2007-2008/2008-2009 (**Information Only**)

1-21

22-23

**C. SUPERINTENDENT/CABINET REPORT**

1. Marching Band – Honda
2. Honor Group Music Participation

**D. 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  
24-25**
1. Ratify Amendment to District Master Contract for Nonsectarian, Nonpublic Agency Services with Autism Behavior Consultants, for educational services. Contract is necessary as per an Individual Education Plan (IEP) meeting. Service is being changed to this provider from an existing provider currently contracting with the District. Contract is effective July 1, 2007 through June 30, 2008. Amount not-to-exceed \$171,000.00. This is an increase of \$14,500.00. Funds to be paid from Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000-57500-11801-5810-0000051, by transferring from existing Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000-57500-11801-5810-0000051. This item has been budgeted given that funds are being transferred from an existing contract.
- Schneider  
26-31**
2. Ratify District Master Contract for Nonsectarian, Nonpublic Agency Services with Augmentative Communication Therapies, for Assistive Technology services. Contract is necessary as the result of an addendum to an existing Individual Education Plan (IEP). Service will be provided as designated in the student's Individualized Education Plan (IEP). Contract is effective January 25, 2008, through June 30, 2008. Amount not-to-exceed \$750.00. Funds to be paid from Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000-57500-11801-5810-0000051, by transferring from existing Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000-57500-11801-5810-0000051. This item has been budgeted given that funds are being transferred from an existing contract.
- Schneider  
32-33**
3. Ratify Amendment to District Master Contract for Nonsectarian, Nonpublic Agency Services with Lovaas Institute for Early Intervention, for educational services. Contract is necessary as per Individual Education Plans (IEP's). Services will be provided as designated in the Individualized Education Plan (IEP). Services for a student currently provided by this vendor have increased. Also, services are being changed from existing providers with contracts with our District, to this provider. Contract is effective from July 1, 2007 through June 30, 2008. Amount not to exceed \$9,700.00. This is an increase of \$4,500.00. \$3,800.00 in funds to be paid from Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000.0-57500-11801-5810-0000051, and \$700.00 in funds to be paid from Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000.0-57300-11801-5810-0000049, by transferring from existing Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000.0-57500-11801-5810-0000051. This item has been budgeted given that funds are being transferred from an existing contract.
- Schneider  
34-35**
4. Ratify Amendment to District Master Contract for Nonsectarian, Nonpublic School Services with The HELP Group, Inc. dba Village Glen Westside. Contract is necessary as per an Individualized Education Team Meeting (IEP). Services will be provided as designated in the student's Individualized Education Plan (IEP).

Contract is effective from July 1, 2007 through June 30, 2008. Amount not to exceed \$714,800.00. This is an increase of \$15,300.00. Funds to be paid from Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000.00-57500-11802-5810-000051; by transferring from existing Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000.0-57500-11802-5810-53. This item has been budgeted given that funds are being transferred from an existing contract.

**Schneider  
36-41**

5. Ratify District Master Contract for Nonsectarian, Nonpublic School Services with Heritage Schools, Inc. Contract is necessary due to a change in provider. Services will be provided as designated in the student's Individualized Education Plan (IEP). Contract is effective from January 25, 2008, through June 30, 2008. Amount not to exceed \$10,800.00. Funds to be paid from Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000.00-57500-11802-5810-000053; by transferring from existing Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000.0-57500-11802-5810-53. This item has been budgeted given that funds are being transferred from an existing contract.

**Schneider  
42-43**

6. Ratify Amendment to District Master Contract for Nonsectarian, Nonpublic School Services with Logan River Academy, Inc. Contract is necessary as per Individualized Education Team Meetings (IEP's). Services will be provided as per an added service to an existing Individualized Education Plan. As per another existing Individualized Education Plan, service is being changed to this provider from a provider currently contracted by the District. Contract is effective from July 1, 2007 through June 30, 2008. Amount not to exceed \$50,550.00. This is an increase of \$1,150.00. Funds to be paid from Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000.00-57500-11802-5810-000053; by transferring from existing Nonsectarian, Nonpublic School/Agency Services account, #01.0-65000.0-57500-11802-5810-53. This item has been budgeted given that funds are being transferred from an existing contract.

**Schneider  
44-45**

7. Ratify Student Services Special Employment Agreement with Julia Dunlap, Occupational Therapist, to provide Occupational Therapy Services, for the period February 1, 2008 through June 30, 2008. Amount Not to Exceed \$4,200.00. Funds to be paid from Special Education Agreement for Services account, #63.0-00650.0-00000-60000-5850-0000060; by transferring from existing Special Education Agreement for Services account, #63.0-00650.0-00000-60000-5850-0000060. This item has been budgeted given that funds are being transferred from an existing contract.

**Schneider  
46**

8. Ratify reimbursement to parents for educational costs incurred on or before June 21, 2007, of not-to-exceed \$65,000.00, as per OAH Case No. N23006100144 Decision finalized on December 3, 2007. Funds to be paid from Special Education Other Services account, #01.0-65000.0-57500-71101-5890-000053. This item has been budgeted.

**Schneider  
47-48**

9. Approve California High School Exit Exam (CAHSEE) Waiver of Test Passage for the following Special Education students, as prescribed in *Education Code* section 56101: 011516, 011480, 011666, 011625, 013673, 011968, 011895, 012823, 011441, 013675, 011529, 012126, 012511, 012517, 012561, 012642, 012641, 012182, and 012296.

**Schneider  
49-55**

10. Adopt second reading of Board Policy, Administrative Regulation, and Exhibit 5116.1, Open Enrollment.

- Seaton  
56-66** 11. Adopt second Reading and Adoption of the Manhattan Beach Unified School District Board Policy and Administrative Regulation 6163.4, Student Use of Technology.
- Seaton  
67-69** 12. Second Reading and Adoption of the Manhattan Beach Unified School District Board Policy and Administrative Regulation 6142.5, Environmental Education.
- Seaton  
70-73** 13. Approve Consultant Agreement between the Manhattan Beach Unified School District and Ms. Betty Estill to be paid from account #01.0 90300.0 13400 10000 5850 0000000, not to exceed a total of \$2,500.00, for the science initiative project for the District. Ms. Estill would be paid from a grant by the Manhattan Beach Education Foundation. There would be no impact on the general fund.
- Seaton  
74-75** 14. Approval of Williams Uniform Complaint Quarterly Report Summary.
- Rohrer  
76-77** 15. Approve field trip request from Michael Cook, Volleyball Coach, for the boys' volleyball team to travel to San Diego on March 2-8, 2008, for a tournament. Sixteen athletes and eight chaperones will travel via automobile and will stay at the Springhill Suites. One-half day of school will be missed. There is no cost to the District.
- Rohrer  
78-79** 16. Approve field trip request from Michael Cook, Volleyball Coach, for the boys' volleyball team to travel to Santa Barbara on April 18-19, 2008, for a tournament. Sixteen athletes and eight chaperones will travel via automobile and will stay at the Holiday Inn. One day of school will be missed. There is no cost to the District.
- Rohrer  
80-81** 17. Approve field trip request from Harold Collier for Marine Science hands-on field work on the SSV Tole Mour, on March 12-14, 2008. Thirty students and three chaperones will travel via automobile and will stay on the ship. Three days of school will be missed. The high school will pay the cost of substitute teachers.
- Rohrer  
82-83** 18. Approve field trip request from Bob Timberlake for Model U.N. students to travel to Berkeley, CA for a conference on March 14-16, 2008. Seventy students and seven chaperones will travel via Southwest Airlines and will stay at the Durant Hotel. One day of school will be missed. There is no cost to the District.
- Rohrer  
84** 19. Approve two Board members to attend Capitol Convoy in Sacramento on March 11-12, 2008, for a cost of not-to-exceed \$1,000.00, and charged to the General Fund.
- Schwabe  
85-87** 20. Approve job description for Assistant Director, SELPA Support Services.

**Schwabe  
88**

**Personnel**

21. Ratify employment of classified personnel at effective dates listed:
- Burkhead, Evelia, EDP Assistant, Perm., Pennekamp, 37.5% time, Range 11, Step 6, effective 01/07/08 (Replacement)
- Kim, Jung-Rim, Choral Music Accompanist, Perm., MBMS & MCHS, 29% time, Range 24, Step 3, effective 01/22/08 (Replacement, MBEF Funded)
- Zapata, Arcelia, EDP Assistant, Perm., Pennekamp, 25% time, Range 11, Step 6, effective 01/09/08 (Replacement)

- 22. Ratify change of status for Gerardo Arranaga, Operations Worker, (Nights) Perm., Pre-School, 100% time, to Operations Worker, (Days), M&O, 100% time, effective 01/22/08 (Replacement).
- 23. Ratify employment of classified personnel to serve as substitute and/or short term/intermittent, district wide, at effective dates listed:

Garcia, Martha, effective 01/07/08  
 Gilpin, Alicia, effective 12/12/07  
 Guardado, Albert, effective 01/15/08

- 89 24. Ratify change in status of certificated staff per attached list.
- 25. Approve employment of Susan Hague, (Preschool Spec. Ed), Col. 5, Step 12, eff. 2/11/08.
- 90 26. Ratify leave of absence for certificated staff per MBUTA Contract Article #11.9, #11.10, #11.18, per attached list.
- 27. Ratify employment of Lindsay Bazela, certificated substitute, at current daily rate, eff. 1/11/08.
- 28. Accept retirement of Gary Hunter (Preschool), eff. 2/8/08, (REVISED).

**Romines      Business**

- 91-93 29. Ratify purchase orders to date.
- 94-97 30. Accept Developer Fee report for the month of December 2007.

**E.      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.

**F.      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.

**G.      BOARD BUSINESS    (5 minutes)**

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

**I.      ADJOURNMENT**

**MANHATTAN BEACH UNIFIED SCHOOL DISTRICT**

**CALENDAR OF EVENTS**

(Note: These dates are subject to change)

**FEBRUARY**

February 6, 2008, 6:30 PM  
Board Meeting

February 18-22, 2008  
Mid-Winter Break

February 27, 2008, 6:30 PM  
Board Meeting

**MARCH**

March 5, 2008, 6:30 PM  
Board Meeting

March 19, 2008, 6:30 PM  
Board Meeting

**APRIL**

April 2, 2008, 6:30 PM  
Board Meeting

April 7-11, 2008  
Spring Break

**MAY**

May 7, 2008, 6:30 PM  
Board Meeting

May 21, 2008, 6:30 PM  
Board Meeting

May 26, 2008  
Memorial Day Holiday

**JUNE**

June 4, 2008, 6:30 PM  
Board Meeting

June 17, 2008, 6:30 PM  
Board Meeting (Note: This is a Tuesday)

**CLOSED SESSION AGENDA**

**February 6, 2008**

**5:00 P.M.**

1. Conference with district labor negotiators Janet Schwabe and Steve Romines regarding CSEA negotiations, per Government Code section 54957.6.
2. Conference with district labor negotiators Janet Schwabe and Steve Romines regarding MBUTA negotiations, per Government Code section 54957.6.