

BOARD MEETING NOTICE AND AGENDA

CULVER CITY UNIFIED SCHOOL DISTRICT Regular Meeting of the Board of Education to "Conduct the District's Business in Public" CLOSED SESSION – 6:00 p.m. OPEN SESSION – 7:00 p.m.

District Office Board Room
4034 Irving Place, Culver City, CA 90232

October 11, 2011

Persons in the audience during the meeting of the Board of Education are asked not to talk during presentations or the meeting. If conversation with another person needs to take place, please do so outside the Board Room so as not to disrupt others or the meeting. *Please make sure your cell phone is turned off or silenced at this time.*

PRESENTATIONS AND PUBLIC COMMENTS

Persons wishing to address the Board on any item on the agenda will be granted three (3) minutes at the time the item appears on the agenda. In the case of a non-agenda item, persons are invited to comment under "Public Recognition." In the interest of time and order, presentations from the public are limited to three (3) minutes per person. The total time for non-agenda items shall not exceed twenty (20) minutes. Prior to addressing the Board, please complete a card (located on the table at the rear entrance) and give the card to the Superintendent's Executive Assistant. Persons addressing the Board are asked to do so from the podium. Please state your name, address, and organization before making your presentation.

1. CALL TO ORDER

The meeting was called to order by _____, at _____ p.m.

Roll Call – Board of Trustees

Scott Zeidman, Esq., President
Karlo Silbiger, Vice President
Katherine Paspalis, Esq., Clerk
Patricia Siever, Professor, Member
Steven Gourley, Member

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

3. RECESS TO CLOSED SESSION

3.1 Public Employee Performance Evaluation (Pursuant to GC §54957)
Title: Superintendent

3.2 Anticipated Litigation (Pursuant to Subdivision (b) of GC §54956.9)
(1 Potential Case)

- 3.3 Conference Involving a Joint Powers Agency: City of Culver City and Culver City Unified School District (Pursuant to GC §54956.96)
Discussion will concern: Joint Use Agreement
CCUSD Representative: Ali Delawalla, Assistant Superintendent of Business Services
- 3.4 Public Appointment/Employment (Pursuant to GC §54947)
Certificated Personnel Services Report No. 5
Classified Personnel Services Report No. 5

4. **ADJOURNMENT OF CLOSED SESSION**

5. **REGULAR MEETING – 7:00 p.m.**

5.1 Roll Call – Board of Trustees
Scott Zeidman, Esq., President
Karlo Silbiger, Vice President
Katherine Paspalis, Esq., Clerk
Patricia Siever, Professor, Member
Steven Gourley, Member

5.2 Flag Salute

6. **PUBLIC ANNOUNCEMENT OF ACTIONS TAKEN BY THE BOARD IN CLOSED SESSION**

7. **PUBLIC HEARING**

7.1 Williams Textbook Sufficiency

8. **ADOPTION OF AGENDA**

Recommendation is made that the agenda be adopted as submitted.
Motion by _____ Seconded by _____
Vote _____

9. **CONSENT AGENDA**

All matters listed under the Consent Agenda are those on which the Board has previously deliberated or that can be classified as routine items of business. An Administrative Recommendation on each item is contained in the agenda supplements. There will be no separate discussions of these items prior to the time the Board of Trustees votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent Items.

- 9.1 Approval is Recommended for the Minutes of Special Meeting – September 20, 2011; Minutes of Regular Meeting – September 27, 2011
- 9.2 Approval is Recommended for Purchase Orders
- 9.3 Approval is Recommended for Acceptance of Gifts - Donations
- 9.4 Approval is Recommended for the Certificated Personnel Reports No. 5
- 9.5 Approval is Recommended for the Classified Personnel Reports No. 5

- 9.6 Acceptance of Enrollment Report
- 9.7 Approval is Recommended for the Disposal of Surplus Equipment

10. **AWARDS, RECOGNITIONS AND PRESENTATIONS - None**

11. **PUBLIC RECOGNITION**

Public recognition is the time when members of the audience may address the Board on matters not listed on the agenda. Those persons wishing to speak should complete a Speaker's Card and submit it to the Superintendent's Executive Assistant. In the interest of time and order, presentations from the public are limited to three (3) minutes per person. The total time for non-agenda items shall not exceed twenty (20) minutes. Board members will be allotted fifteen (15) minutes to comment during this portion of the agenda. The Board of Trustees may reduce the time limit(s) if there are a large number of individuals desiring to address the Board.

- 11.1 Superintendent's Report
- 11.2 Assistant Superintendents' Reports
- 11.3 Student Representatives' Reports
- 11.4 Members of the Audience
- 11.5 Members of the Board of Education

12. **INFORMATION ITEMS**

Information items are generally included on the agenda for two reasons: to solicit reactions from the Board and the public on matters which may require Board action at a later date; and to provide information on a wide range of matters of interest to the Board and public. Comments by the public shall be limited to three (3) minutes per person and twenty (20) minutes per agenda item unless the Board, by majority vote, agrees to extend or reduce the time.

- 12.1 First Reading of Revised Administrative Regulation 6154, Instruction – Homework/Makeup Work
- 12.2 First Reading of Revised Board Bylaw 9323, Meeting Conduct
- 12.3 First Reading of Revised Board Policy/Administrative Regulation 1312.1, Community Relations – Complaints Concerning District Employees; and Exhibit 1312.1, Community Relations

13. **RECESS (10 Minutes)**

14. **ACTION ITEMS**

This is the time of the meeting when members of the audience may address the Board on matters that are on the agenda. Those persons wishing to speak should complete a Speaker's Card and submit it to the Superintendent's Executive Assistant. Routine Board procedure on action items includes: receiving additional background information or analysis from staff; receiving comments from members of the audience; receiving additional information from the Superintendent or other resource personnel; introducing a motion on the item; taking action on the agenda item. Comments by the public will be limited to three (3) minutes per person and twenty (20) minutes per agenda item unless the Board, by majority vote, agrees to extend or reduce the time.

14.1 Superintendent's Items

14.1a Approval is Recommended for the Waiver of Board Bylaw 9320, Meetings and Schedule of Proposed Meeting Dates (Revised)

Motion by _____ Seconded by _____ Vote _____

14.2 Education Services Items

14.2a Approval is Recommended for Resolution #5 Regarding Sufficiency of Instructional Materials

Motion by _____ Seconded by _____ Vote _____

14.2b Approval is Recommended for the Certification for Instructional Materials Funding Realignment Program (IMFRP)

Motion by _____ Seconded by _____ Vote _____

14.2c Approval is Recommended for Instructional Materials Funding Realignment Program (IMFRP) Certification of Provision of Standards-Aligned Instructional Materials

Motion by _____ Seconded by _____ Vote _____

14.2d Approval is Recommended for the Williams/Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Uniform Complaints

Motion by _____ Seconded by _____ Vote _____

14.3 Business Items

14.3a Approval is Recommended for the Rejection of Claim

Motion by _____ Seconded by _____ Vote _____

14.3b Approval is Recommended for the Submission of the California Solar Initiative Incentive Application

Motion by _____ Seconded by _____ Vote _____

14.4 Personnel Items - None

15. BOARD BUSINESS

15.1 Discussion and Direction to the Superintendent Regarding a Possible Oil Tax Resolution

15.2 Discussion and Direction to the Superintendent Regarding Administrative Regulation 1330 (E), Facilities

16. ADJOURNMENT

Motion by _____ Seconded by _____ Vote _____

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY. Any individual with a disability who requires reasonable accommodation to participate in a board meeting, may request assistance by contacting the Superintendent's Office at 4034 Irving Place, Culver City, CA 90232. Phone Number: (310)842-4220 Fax Number: (310)842-4205

FUTURE MEETINGS

October 25 – 7:00 p.m. – Regular Public Meeting, (6:00 p.m. Closed Session), City Hall (Chamber), 9770 Culver Blvd.
November 8 – 4:45 p.m. – Regular Public Meeting, (4:30 p.m. Closed Session), District Office, 4034 Irving Place

NOTE: The CCUSD TIP Hotline is (310) 535-2590. Culver City Unified School District meetings are regularly scheduled for the second and fourth Tuesdays of every month. Public records related to the public session agenda, that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at the District Office, 4034 Irving Place in Culver City during regular business hours (8:00 a.m. to 4:30 p.m.) A complete agenda is available for review in each school office and also available for pickup at the District Office. Visit the Culver City Unified School District Website at www.ccusd.org. Each school office has a suggestion box. We look forward to receiving your comments and suggestions.

BOARD REPORT

10/11/11

7.1

7.1 Williams Textbook Sufficiency

The Board of Education will receive public input regarding Williams Textbook Sufficiency.

The Williams Legislation for Instructional Materials can be found in SB 550 (Chapter 900/Statutes 2004) and Education Code section 60119.

All districts are required to hold a public hearing to determine textbook and instructional materials sufficiency for students in all schools. The hearing is to be held on or before the eighth week of school. As part of the hearing, the governing board shall determine whether each pupil has sufficient textbooks or instructional materials in the following areas:

- Reading/language arts, mathematics, science, and history/social science.
- Foreign language and health courses.
- Science laboratory equipment for science lab courses for grades 9-12, as appropriate.

“Sufficient” textbooks or instructional materials, or both, means that each pupil, including English Learners, has a textbook or instructional materials, or both, to use in class and take home.

**CULVER CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
UNADOPTED MINUTES**

Meeting: Special Meeting
Place: District Office
4034 Irving Place
Culver City 90232

Date: September 20, 2011
Time: 5:00 p.m. – Public Meeting

Board Members Present

Scott Zeidman, Esq., President
Karlo Silbiger, Vice President
Katherine Paspalis, Esq., Clerk
Patricia Siever, Professor, Member

Staff Members Present

Patricia W. Jaffe, Interim Superintendent

Call to Order

Board President Mr. Zeidman called the public meeting of the Culver City Unified School District Board of Education to order at 5:00 p.m. with four Board members in attendance. Mr. Gourley was not present. Nancy Goldberg led the Pledge of Allegiance.

2. Adoption of Agenda

It was moved by Ms. Siever and seconded by Ms. Paspalis that the Board adopt the September 20, 2011 agenda as presented. The motion was approved with a vote of 4 – Ayes and 0 – Nays.

BOARD WORKSHOP

3. Brown Act Presentation by Warren Kinsler, Esq. of Atkinson, Andelson, Loya, Ruud and Romo

Mr. Warren Kinsler from Atkinson, Andelson Loya, Ruud and Romo presented information regarding the Brown Act to Board members. The information presented included: The Intent of the Brown Act; The “Rule” – Government Code Section 54953; Public Meeting Procedures; Closed Session requirements; and Enforcement of the Brown Act.

Adjournment

There being no further business, it was moved by Ms. Siever, seconded by Mr. Silbiger and unanimously approved to adjourn the meeting. Board President Mr. Zeidman adjourned the meeting at 7:00 p.m.

Approved: _____
Board President

Superintendent

On: _____
Date

Secretary

**CULVER CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
UNADOPTED MINUTES**

Meeting:	<u>Regular Meeting</u>	Date:	<u>September 27, 2011</u>
Place:	<u>City Hall (Chambers)</u>	Time:	<u>6:00 p.m. – Public Meeting</u>
	<u>9770 Culver Boulevard</u>		<u>6:01 p.m. – Closed Session</u>
	<u>Culver City 90232</u>		<u>7:00 p.m. – Public Meeting</u>

Board Members Present
Scott Zeidman, Esq., President
Karlo Silbiger, Vice President
Katherine Paspalis, Esq., Clerk
Patricia Siever, Professor, Member
Steven Gourley, Member

Staff Members Present
Patricia W. Jaffe, Superintendent
Ali Delawalla
Eileen Carroll

Call to Order

Board President Mr. Zeidman called the meeting of the Culver City Unified School District Board of Education to order at 6:00 p.m. The Board adjourned to Closed Session at 6:01 p.m. and reconvened the public meeting at 7:00 p.m. with all Board members in attendance. Drake Meyers led the Pledge of Allegiance.

Report from Closed Session

Mr. Zeidman reported that the Governing Board met in Closed Session regarding issues listed on today's Closed Session agenda and announced that no reportable actions were taken.

8. Adoption of Agenda

Mr. Zeidman asked how many in the audience came to speak on item Mr. Zeidman suggested amending the agenda by moving Information items 12.1 – 12.3 to follow the Awards, Recognitions and Presentations Items. It was moved by Ms. Siever and seconded by Ms. Paspalis to adopt the September 27, 2011 agenda as amended. The motion was unanimously approved.

9. Consent Agenda

Mr. Zeidman called the Consent Agenda and asked if any member of the audience or the Board wished to withdraw any item. Mr. Silbiger requested that item 9.1 be withdrawn. Ms. Siever requested that item 9.2 be withdrawn. It was moved by Ms. Siever and seconded by Mr. Silbiger to approve Consent Agenda Items 9.3 – 9.6 as presented. The motion was unanimously approved.

- 9.3 Acceptance of Gifts – Donations
- 9.4 Certificated Personnel Reports N. 4
- 9.5 Classified Personnel Reports No. 4
- 9.6 Compensation Reports of the Members of the Board of Education

9.1 Approval is Recommended for the Minutes of Special Meeting – August 18, 2011; Minutes of Regular Meeting – September 13, 2011

Mr. Silbiger requested this item be withdrawn to request that the titles be updated for the Board members on the August 18, 2011 Minutes. He also requested an addition to the September 13, 2011 Minutes, in item 11.4. He would like Mrs. Jaffe's response to Mr. Oliva's comments. Mrs. Jaffe confirmed that there would be a meeting for the neighbors in the area of the athletic field, and the date will be announced.

9.2 Approval is Recommended for Purchase Orders and Warrants

Ms. Siever requested this item be withdrawn to get clarification on several items on pages 2,3,4, and 5. She asked if they were for special education which Mr. Delawalla confirmed. Ms. Siever would also like to know the coding used for special education. She also inquired about another item to confirm if it was for a consultant.

It was moved by Ms. Siever and seconded by Ms. Paspalis to approve item 9.1 as amended and item 9.2 as presented. The motion was unanimously approved.

10. Awards, Recognitions and Presentations

10.1 New Teacher Introductions

Mrs. Leslie Lockhart, Director of Human Resources, introduced the new teachers in the District. The teachers came to the front of the Chambers to be recognized.

10.2 Culver City Education Foundation Building Blocks

Christine Collins, Principal at La Ballona Elementary School, presented the Building Block to Laura Chardiet who was being honored by the Friends of La Ballona. Ms. Chardiet gave a brief acceptance speech and thanked the Friends of La Ballona for the tribute.

12. Information Items

12.1 Memorandum of Understanding between Los Angeles County and Culver City Unified School District

Jeanne Davis, SELPA Director for Tri-City SELPA, informed the Board about the Memorandum of Understanding and provided an explanation as why she is recommending that the Board sign the document.

12.2 Environmental Sustainability Committee Update

Todd Johnson, Chair of the Environmental Sustainability Committee, provided the Board with an update on the committee's work thus far in the District. He also gave the Board information on the Green 5 Project. Justin Harris, a student, spoke about recycling in the District and how the recycling program is running in the District. Mr. Johnson stated that committee would like the Board to adopt a uniform recycling program. Further discussion ensued. The committee would also like to submit a grant. Mr. Gourley stated that there are some overwhelmingly qualified individuals on the committee and asked if the District was utilizing their knowledge to the fullest extent. Mr. Johnson stated not as of yet, but he is sure Mr. Delawalla will include them when projects get underway. Mr. Gourley stated that he would like the committee used as much as possible. Craig Goodyear spoke about a report he saw on 60 Minutes about the "Blue Box" which is another way of conserving energy. He described to the Board what the "Blue Box" was and stated that as a taxpayer he is concerned about money being spent on solar because he feels that it still will not be cost effective. He asked that the Board look into it. Mr. Gourley stated that that is why the District has an Environmental Sustainability Committee. Mike Whatley stated that he is a resident of Diamond Bar and his company provided an RFP to the District. He went on to explain the economics of getting solar. He also encouraged the Board to look at the lifecycle value of the proposals submitted. He stated the lowest cost may not be the best. Ms. Paspalis stated that she was a little concerned because she thought that the District has already submitted an application for the rebate. Further discussion ensued.

12.3 Capital Projects Update: Robert Frost Auditorium; Athletic Complex; Elevators; and Solar

Mr. Delawalla provided the Board with an update on the capital projects and the information on what needs to be done for each project. Ms. Siever had questions about the costs as did Ms. Paspalis. Ms. Paspalis asked if the City has a structural engineer. Mr. Delawalla also spoke about new funding and the application process. Due to the large number of audience members that wanted to speak on this item, Board members agreed to adjust the speaker's time to two minutes. Robert Zirgulis stated that he thinks the projects are overdue. He stated that he brought up the District should consider getting solar panels two years ago. He also stated that he hopes that Mr. Chabola and the students get their athletic complex. Gianna Gray stated that there has been an ongoing discussion on the sports complex. She wonders how the project went from \$1 million to \$8 million. Mrs. Gray stated that she understands that the modernization money comes from bonds, but the bonds come from the State. If the State has no money then how are we going to receive the modernization money? Rania Daily stated that she thought Ms. Paspalis said \$20,000 was going to be spent on solar. She asked if the Board had given that authorization to staff, and if so why? Diana Kunce stated that the list for improvements to Robert Frost was not complete. There are interior structural issues; theatrical lighting problems; sound system issues; and asbestos. Ms. Kunce does not think \$2 million is enough. She also spoke about the solar project, and stated that a large part of the budget goes to the electric bill. Howard Behnken asked about the Board's decision making process. He stated that he looked

at the Minutes of July 12th and there were no specifics. He requested that community members are kept apprised. Tania Fleisher read a letter from Sara Dry who stated concerns about the process. Ms. Dry wrote that she thinks that all Board members should be present when a vote is taken regarding the projects and the contracts. She also wrote that the architect's contract was approved when many community members were on vacation. Elaine Behnken read the second half of Ms. Dry's letter where she states her concerns about the costs for the improvements. Jane Steinberg proposed that the Board slow down the process and seek input from the community. Jim Province stated that the Board should do its due diligence before starting the projects. He also felt that there was bias in the staff presentation and would like to see each project represented fairly. Ken Browning stated that on the surface on of the projects are looking "flat." He asked what would be the cost breakdown. Mark Akita supports the programs and thinks more revenue would be generated. He asked if there was a yearly revenue estimate for the athletic complex, the auditorium, and the solar project. Milo Bechtloff read comments from Bonnie Wacker. Her initial concerns are that the athletic complex was originally \$1 million and the cost has gone up. Ms. Wacker suggested new drinking fountains. She asked if drinking fountains would be part of the improvements. Nancy Goldberg stated that if the District had advised the people in and around the athletic complex they would have had an opportunity to speak then, and the Board would not have to listen to all of the issues at this meeting. Juan Alcala suggested striking the solar project off the list because in the end it would not be cost effective. Dave Sanchez spoke in support of the athletic complex and stated that every student, parents, community members, and staff would benefit from the complex. Jennifer Kochevar spoke on behalf of the athletes. She asked that the Board please renovate the field. Ms. Kochevar stated that she was injured on the field. Jerry Chabola, the Athletic Director, stated that the \$1.2 million mentioned was for the turf on the first field. He thanked the coaches, students and staff that came to the meeting in support of the renovations to the athletic complex. Mr. Chabola stated that education is the main purpose, and the money has been sitting for too many years. He said it is time for Culver City to shine and have an athletic facility that the students, District, and community can be proud of. Jon Barton stated that he seems to understand that the main concern has been communicating with the community. His concern is that there seems to be a decision that needs to be made on either sports or taking care of the environment. He does not think that the divisiveness is a good example for the students. Tom Oliva asked what was the status on the Board's outreach program on the athletic complex? Mr. Zeidman stated that there should be a community meeting set-up some time next month. Casey Chabola stated that he read many e-mails regarding the projects. He said that many people pit one project against the other, and how he supports the athletic complex. He supports the project not just as a coach, but also as a parent and a community member. Mr. Silbiger thanked everyone who came to the meeting. He stated that he respectfully disagrees with Mr. Sanchez. Mr. Silbiger felt that the argument used by Mr. Sanchez, when he mentioned that the athletic complex would be used by more than just the students, could also be stated for the other projects. It worries Mr. Silbiger that the discussion is turning into an "us versus them" discussion. He is excited about all four projects. It is a matter of splitting the money for all of the projects. Mr. Silbiger asked why there are timelines for some projects and not others, and he had additional questions for Mr. Delawalla. Mr. Silbiger would like to move forward with some actionable items if staff does not proceed as directed. Eliud Evans spoke on behalf of the students in regards to the athletic complex and read some quotes from the students in support of the project. Mr. Gourley stated that it was a historical time in Culver City when two very different sides show up for their causes. He stated that the Board and staff will have more information for the community. Mr. Gourley commented that the first problem was the contract for the architect. He never received the information he requested from the attorneys and he wants to re-bid. He thinks the Environmental Sustainability Committee should be used effectively for these projects and he does not want to see Robert Frost renovated without including the plumbing. Mr. Gourley apologized if the information did not get out to the community fast enough, but also stated that the matter has been a topic of discussion for years. He agrees that it is time to move on and asked for support to agendize the bid again. All members agreed. Ms. Siever stated she is concerned that there is a "we versus they" attitude happening. She thinks that the District should go forward with the field and that the Environmental Sustainability Committee should be involved in every aspect of all projects. Ms. Siever stated that we did not find out the cost benefits, and she likes the idea of a detailed cost analysis. Ms. Paspalis thinks that the architect bid is okay. She disagrees with some of the comments made by Mr. Gourley, but does think that the Board/District can be more transparent. Ms. Paspalis stated that all projects can get done, but we just have to collectively decide to get it done. Mr. Zeidman stated that the District needs to spend the money soon. He stated the kids in the audience have not and will not benefit from the money if action is not taken. He stated that we have to put elevators in. The sports complex is not ADA compliant and changes need to be made. Mr. Zeidman

stated that we have to do what we can, but we have to stop fighting. He also does not think that we can give a cost benefit analysis at this time. He is hoping that the students will be using the facilities more and more. Mr. Zeidman asked Mr. Delawalla who wrote the solar RFP. Mr. Delawalla stated it was written by legal counsel who has expertise in solar. Mr. Silbiger asked to agendize the application for rebate if staff does not do it in the next two weeks. Mr. Zeidman and Ms. Siever agreed. Mr. Silbiger also stated he would like to see the specific costs by category for each project. He also instructed the Environmental Sustainability Committee to provide the Board with ways to save on the RFP and to provide information on different size projects and what the costs would be.

13. Recess

The Board recessed at 9:45 p.m. and reconvened at 9:50 p.m.

Mr. Zeidman moved that the Board bypasses the rest of the Information Items and move to the Action Items due to time constraints in using the City Chambers. All Board members agreed.

14. Action Items

14.1 Superintendent's Items

14.1a Approval is Recommended to Approve the Memorandum of Understanding between the Los Angeles County and Culver City Unified School District

It was moved by Mr. Silbiger and seconded by Ms. Siever that the Board approve the Memorandum of Understanding between the Los Angeles County and Culver City Unified School District as presented. The motion was unanimously approved.

14.2 Education Services Items

14.2a Approval is Recommended to Expunge the Expulsion Records of Pupil Services Case #05-09

It was moved by Mr. Gourley and seconded by Ms. Siever to approve to Expunge the Expulsion Records of Pupil Services Case #05-09 as presented. The motion was unanimously approved.

14.2b Approval is Recommended to Expunge the Expulsion Records of Pupil Services Case #03-08

It was moved by Mr. Gourley and seconded by Ms. Siever that the Board approve to Expunge the Expulsion Records of Pupil Services Case #03-08 as presented. The motion was unanimously approved.

14.3 Business Items

14.3a Approval is Recommended for the Rejection of Claim

It was moved by Mr. Gourley and seconded by Ms. Paspalis that the Board approve the Rejection of Claim as presented. The motion was unanimously approved.

14.3b Approval is Recommended for Budget Transfer

It was moved by Ms. Siever and seconded by Mr. Silbiger that the Board approve Budget Revisions as presented. The motion was unanimously approved.

14.4 Personnel Items

14.4a Approval is Recommended for the Memorandum for Agreement Between Culver City Unified School District and the Culver City Federation of Teachers (CCFT), Association of Classified Employees (ACE) and the Management Association of Culver City Schools (MACCS) Regarding the 2011-2012 School Year Calendar and the Restoration of Two Furlough Days

It was moved by Mr. Zeidman and seconded by Ms. Siever to approve the Memorandum for Agreement Between Culver City Unified School District and the Culver City Federation of Teachers (CCFT), Association of Classified Employees (ACE) and the Management Association of Culver City Schools (MACCS) Regarding the

2011-2012 School Year Calendar and the Restoration of Two Furlough Days as presented. George Laase said the Board's primary responsibility is to act in the best interest of the students, and the furlough days are not in the best interest of the children. Mr. Laase stated that the budget should not be balanced on the backs of our children. Mr. Gourley stated he would be voting no on this item. He feels that the District should have adopted his tiered approach to the budget cuts and not taken furlough days. Ms. Paspalis would like the dates restored that are more on instructional days and not the last two days of the year when there is not much instruction going on. She will also be voting no. The motion was approved with a vote of 3 – Ayes and 2 – Nays by Mr. Gourley and Ms. Paspalis.

14.4b Approval is Recommended for the Amended 2011-2012 School Year Calendar to Include Restoration of Two Furlough Days

It was moved by Ms. Siever and seconded by Mr. Silbiger to approve the Amended 2011-2012 School Year Calendar to Include Restoration of Two Furlough Days as presented. The motion was approved with a vote of 3 – Ayes and 2 – Nays by Mr. Gourley and Ms. Paspalis.

14.4c Second Reading and Approval of New Board Policy 4033, Lactation Accommodation

It was moved by Ms. Paspalis and seconded by Ms. Siever to approve New Board Policy 4033, Lactation Accommodation as presented. The motion was unanimously approved.

11. Public Recognition

11.3 Members of the Audience

Members of the audience spoke about:

- Cary Anderson stated that the last meeting of September 13, 2011 was not broadcast. He noted that the address for the City was incorrect on the agenda. Mr. Anderson also spoke about Razor scooters and helmets; and issues with double parking around the school sites.
- Tegan DaRe spoke about a letter her son was given stating that he was kicked out of the middle school because of a school permit.
- Robert Zirgulis suggested having a Farmers Market to raise money for the District.
- Theresa Franke – This person was actually Amanda Copeland who used an alias. She stated that she wanted to see what it was like to use an alias like Mr. Zeidman. She spoke against Mr. Zeidman calling him a fraud, and commented on the District's lack of help for special education students. She feels that the District is using a lot of money to stop her child from receiving special education services.

11.4 Members of the Board

Board Members spoke about:

- Mr. Silbiger thanked Ms. Eborra and staff for assisting him during his visit to Farragut Elementary. He also announced town hall meetings for Karen Bass and Holly Mitchell.
- Ms. Siever reported on her attendance at the Teacher of the Year event and at the Linwood Howe and El Rincon Back to School Nights. She said they were both great and had a good attendance.
- Ms. Paspalis reported on her attendance at Back to School Night and the Education Foundation's rally. She stated that the Board has only received e-mails from Ms. Copeland since the last meeting and has received none from any other parent of a special education student. She wished all observing Roshashana a Happy New Year. Ms. Paspalis also stated her heart goes out to the friends and family of Michelle Woods, and suggested adjourning the meeting in her memory.
- Mr. Gourley stated that this Board celebrates the diversity of the community, and that the Board has never accessed a child's special needs file. He also stated that the Board does not micromanage. Any allegations by Ms. Copeland are false. He stated that they attended a hearing that Ms. Copeland was attending because of her lawsuit against Mr. Ari Noonan. She had sought a temporary restraining order that was denied. It was also found that her defamation action against Mr. Noonan had no merit. He stated that there was just no truth to her allegations. Mr. Gourley reported that the Mock Trial at the middle school has started and more than fifty percent of the students from last year returned.

Mr. Zeidman stated when he writes comments, he writes as Scott Zeidman and not under an alias. He stated that \$135,000 was spent by the District on special education last year. He reported that \$109,000 of that money was spent on one person. He commented that there is an attitude by certain people that by bullying the Board or individual Board members it will get the District to pay for additional services.

11.1 Superintendent's Report

Mrs. Jaffe reported that the middle school has been re-designated as a School to Watch.

11.2 Assistant Superintendents' Reports

Ms. Carroll reported on staff development that has taken place in the District.

15. Board Business

15.1 Discussion and Direction to the Superintendent Regarding Rescheduling the November 8, 2011 Regular Board Meeting

Board members discussed a possible date to reschedule the meeting due to the elections on November 8th. The date decided upon was November 15, 2011.

12.5 First Reading of Revised Board Bylaw 9323, Meeting Conduct

Mr. Zeidman allowed Gary Silbiger to make his comments on the Bylaw since the item will be continued to the next meeting. Mr. Silbiger stated that the Board is supposed to encourage the public comment. He began to make his suggestions for the Bylaw and Mr. Zeidman suggested that he forward them to the Superintendent to be incorporated for the next meeting. Gary Silbiger read his suggestions.

15.2 Discussion and Direction to the Superintendent Regarding a Possible Oil Tax Resolution

Robert Zirgulis stated that his support for the Resolution is not about him, but about everyone. He thinks the Board should support the initiative, and stated it will bring more money than Measure EE.

Information Items 12.4, 12.5, 12.6; and Board Business Items 15.2 and 15.3 will be continued to the next Board meeting.

Adjournment

There being no further business, it was moved by Mr. Zeidman, seconded by Ms. Paspalis and unanimously approved to adjourn the meeting. Board President Mr. Zeidman adjourned the meeting at 10:40 p.m. in memory of Michelle Woods.

Approved: _____
Board President

Superintendent

On: _____
Date

Secretary

BOARD REPORT

10/11/11

9.2

9.2 PURCHASE ORDERS

The attached purchase order list is submitted to the Board of Education for ratification. No other purchase orders have been issued other than those previously approved or included in the attached list.

The intent of this report is to provide the Board of Education and the community with more definitive information relative to purchasing and disbursement of monies by fund and account.

Purchase order grand total from September 17, 2011 through September 30, 2011 is \$444,637.01.

BUDGET NUMBER LEGEND FOR FUNDS

01.0 general fund
01.7 tri-city selva fund
11.0 adult education fund
12.0 child development fund
13.0 cafeteria fund
14.0 deferred maintenance fund
21.0 building fund
25.0 capital facilities fund
40.0 redevelopment
76.0 warrant pass-through fund
96.0 general fixed asset account

RECOMMENDED MOTION: That purchase orders from September 17, 2011 through September 30, 2011 in the amount of \$444,637.01 be ratified by the Board of Education.

Moved by:

Seconded by:

Vote:

**Board List Purchase Order Report
CULVER CITY UNIFIED SD**

Page No. 1
Run Date: 10/02/2011
Run Time: 07:23:23PM
WEEKLY

Report ID: LAPO009C
District: 64444
Purchase Orders/Buyouts To The Board for Ratification From: 9/17/2011 To 9/30/2011
Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Ord#	Change	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
09/20/11	57208M	A	09/20/2011		PQL	MAINTENANCE SUPP/EQUIP 09/20/2011	57208M Maintenance	01.0	81500.0	00000	81100	4380	0005040	1,408.31	1,408.31
09/30/11	57209M	A	09/30/2011		REY-CREST ROOFING &	REPAIRS - OTHER 09/30/2011	57209M Maintenance	01.0	81500.0	00000	81100	5630	0005040	12,833.10	12,833.10
09/27/11	57449	A	09/27/2011		REDWOOD PRESS	FORMS 09/27/2011	57449 Purchasing	01.0	00000.0	00000	73000	4350	0005030	2,720.34	2,720.34
09/20/11	57578A	A	09/20/2011		INTELLIGENT POWER SOLUTIONS,	REPAIRS - OTHER 09/20/2011	57578A Technology	01.0	00000.0	00000	77000	5630	0005020	450.00	450.00
09/21/11	57608	A	09/21/2011		FOREST HEIGHTS LODGE	NONPUBLIC SCHOOLS SERVICE 09/21/2011	57608 Special Education	01.0	65000.0	57500	11800	5880	0004040	24,661.10	24,661.10
09/21/11	57609	A	09/21/2011		KAYNE ERAS CENTER	NONPUBLIC SCHOOLS SERVICE 09/21/2011	57609 Special Education	01.0	65000.0	57500	11800	5880	0004040	5,675.30	5,675.30
09/21/11	57610	A	09/21/2011		CATHEDRAL HOME FOR CHILDREN	NONPUBLIC SCHOOLS SERVICE 09/21/2011	57610 Special Education	01.0	65000.0	57500	11800	5880	0004040	39,216.00	39,216.00
09/29/11	57611	A	09/29/2011		CHEERFUL HELPERS	NONPUBLIC SCHOOLS SERVICE 09/29/2011	57611 Special Education	01.0	65000.0	57500	11800	5880	0004040	3,742.20	3,742.20
09/29/11	57612	A	09/29/2011		FIVE ACRES SCHOOL	NONPUBLIC SCHOOLS SERVICE 09/29/2011	57612 Special Education	01.0	65000.0	57500	11800	5880	0004040	89,658.80	89,658.80
09/29/11	57613	A	09/29/2011		HERITAGE SCHOOLS, INC.	NONPUBLIC SCHOOLS SERVICE 09/29/2011	57613 Special Education	01.0	65000.0	57500	11800	5880	0004040	27,258.00	27,258.00

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
09/29/11	57614	A		09/29/2011	PROVO CANYON SCHOOL	NONPUBLIC SCHOOLS SERVICE 09/29/2011	57614 Special Education	01.0	65000.0	57500	11800	5880	0004040	36,443.00	36,443.00
PROVO CANYON SCHOOL															
09/29/11	57615	A		09/29/2011	WORKING WITH AUTISM, INC.	NONPUBLIC SCHOOLS SERVICE 09/29/2011	57615 Special Education	01.0	65000.0	57500	11800	5880	0004040	17,391.00	17,391.00
WORKING WITH AUTISM, INC.															
09/27/11	57656	A	1	09/30/2011	REDWOOD PRESS	OFFICE SUPPLIES		12.0	50253.0	85000	27000	4350	0000002	20.34	
			1	09/30/2011		OCD, SUPT,		01.0	00000.0	00000	71000	4350	0001000	40.67	
			1	09/30/2011		FISC SVC,		01.0	00000.0	00000	73000	4350	0005000	40.67	
			1	09/30/2011		HS, FARR,		01.0	00000.0	00000	27000	4350	4010001	20.34	
			1	09/30/2011		FS		01.0	00000.0	00000	27000	4350	2050001	20.34	
			1	09/30/2011				13.0	53100.0	00000	37000	4350	0000000	40.67	
REDWOOD PRESS															
09/20/11	57702M	A		09/20/2011	SANTA MONICA FENCE CO	REPAIRS - OTHER		01.0	81500.0	00000	81100	5630	0005040	2,854.47	
SANTA MONICA FENCE CO															
09/23/11	57703M	A		09/23/2011	EXECUTIVE ENVIRONMENTAL	REPAIRS - OTHER		01.0	81500.0	00000	81100	5630	0005040	1,638.06	
EXECUTIVE ENVIRONMENTAL SERVICE CORP.															
09/29/11	57704M	A		09/29/2011	WESTERN ILLUMINATED	MAINTENANCE SUPP/EQUIP		01.0	81500.0	00000	81100	4380	0005040	470.46	
WESTERN ILLUMINATED PLASTICS, INC.															
09/29/11	57706M	A		09/29/2011	ONE STOP ROOTER & PLUMBING	REPAIRS - OTHER		01.0	81500.0	00000	81100	5630	0005040	1,100.00	
ONE STOP ROOTER & PLUMBING															
09/20/11	57778	A		09/20/2011	SCHOOL SPECIALTY	INSTRUCTIONAL SUPPLIES		12.0	61051.0	85000	10000	4310	0000002	1,530.29	
SCHOOL SPECIALTY															
09/19/11	57809	A		09/19/2011	LAKESHORE LEARNING	JANITORIAL SUPP/EQUIP		01.0	00000.0	00000	27000	4370	2020001	510.04	

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PO Date	PO #	Change	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
09/19/11	57809						LAKESHORE LEARNING MATERIALS									510.04
09/19/11	57814	C		09/19/2011	LACOE	MEMBERSHIPS	Culver City Middle School	01.0	00000.0	16003	10000	5310	3010000		750.00	
09/19/2011	57814						LACOE									750.00
09/19/11	57816	A		09/19/2011	MY SUPPLY DEPOT	OFFICE SUPPLIES	Special Projects	01.0	42030.0	00000	27000	4350	0004030		151.38	
09/19/2011	57816						MY SUPPLY DEPOT									151.38
09/19/11	57818	A		09/19/2011	JOANNE M. BILLINGSLEY	BOOKS	La Bailona Elementary	01.0	30100.0	11100	10000	4230	2060000		264.00	
09/19/2011	57818						JOANNE M. BILLINGSLEY									264.00
09/19/11	57822	C		09/19/2011	DEPARTMENT OF SOCIAL SERVICES	CONTRACTED SERVICES	Office of Child Development	12.0	50253.0	85000	27000	5890	0000002		220.00	
09/19/2011	57822						DEPARTMENT OF SOCIAL SERVICES									220.00
09/19/11	57823	A		09/19/2011	ACSA	MEMBERSHIPS	Educational Services	01.0	00000.0	00000	21000	5310	0004000		1,588.00	
09/19/2011	57823						ACSA									1,588.00
09/19/11	57824	C		09/19/2011	BRAD AND YULIA MCAFAEE	CONTRACT SERVICES RENDERED	Special Education	01.0	65000.0	57500	39000	5890	0004040		600.00	
09/19/2011	57824						BRAD AND YULIA MCAFAEE									600.00
09/20/11	57825	C		09/20/2011	ATKINSON, ANDELSON, LOYA, ANDELSON, LOYA, RUUD & ROMO	CONFERENCE AND TRAVEL	Human Resources	01.0	00000.0	00000	74000	5220	0003000		49.00	
09/20/2011	57825						ATKINSON, ANDELSON, LOYA, RUUD & ROMO									49.00
09/20/11	57826	C		09/20/2011	SCHOOL SERVICES OF CALIFORNIA, INC.	CONFERENCE AND TRAVEL	Human Resources	01.0	00000.0	00000	74000	5220	0003000		175.00	
09/20/2011	57826						SCHOOL SERVICES OF CALIFORNIA, INC.									175.00
09/20/11	57827	A		09/20/2011	B.D. WHITE TOP SOIL CO.,INC.	INSTRUCTIONAL SUPPLIES	Office of Child Development	12.0	50250.0	85000	10000	4310	0000002		614.60	
09/20/2011	57827						B.D. WHITE TOP SOIL CO.,INC.									614.60
09/21/11	57828	A		09/21/2011	PAMELA M. BARRET	CONTRACTED SERVICES	Educational Services	01.0	70910.0	00000	27000	5850	0004000		19,000.00	

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt	
09/21/11	57829	A		09/21/2011	VENICE CULVER MARINA MEDICAL	CONTRACTED SERVICES	Human Resources	01.0	00000.0	00000	74000	5860	0003000	6,750.00	19,000.00	
								PAMELA M. BARRET								
09/21/11	57829							VENICE CULVER MARINA MEDICAL GROUP, INC.								6,750.00
09/21/11	57830	A		09/21/2011	CTB/MCGRAW-HILL	INSTRUCTIONAL SUPPLIES	Adult School	11.0	06390.0	41100	10000	4310	0000010	141.28		
								CTB/MCGRAW-HILL								141.28
09/21/11	57831	A		09/21/2011	D & D SECURITY RESOURCES, INC.	COMPUTER SUPP/EQUIP	Culver City High School	01.0	07395.0	11100	10000	4400	4010000	114.48		
								D & D SECURITY RESOURCES, INC.								114.48
09/21/11	57832	A		09/21/2011	CDW-G	COMPUTER SUPP/EQUIP	Culver City High School	01.0	07395.0	11100	10000	4400	4010000	855.86		
								CDW-G								855.86
09/21/11	57833	A		09/21/2011	CDW-G	COMPUTER SUPP/EQUIP	Culver City High School	01.0	07395.0	11100	10000	4400	4010000	283.84		
								CDW-G								283.84
09/21/11	57834	A		09/21/2011	NATIONAL GEOGRAPHIC	BOOKS	Special Projects	01.0	62860.0	11100	10000	4320	0004030	3,081.43		
								NATIONAL GEOGRAPHIC SCHOOL PUBLISHING/								3,081.43
09/21/11	57835	A		09/22/2011	SUSAN WETZEL, M.A. CCC-SLP	CONTRACTED SERVICES	Special Education	01.0	65000.0	57520	11360	5810	0004040	68,400.00		
								SUSAN WETZEL, M.A. CCC-SLP								68,400.00
09/23/11	57836	A		09/23/2011	PARVIZ PRINTING COMPANY, INC.	OFFICE SUPPLIES	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	245.00		
								PARVIZ PRINTING COMPANY, INC.								245.00
09/23/11	57837	A		09/23/2011	CRAIG FERR PHOTOGRAPHY	OFFICE SUPPLIES	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	45.00		
								CRAIG FERR PHOTOGRAPHY								45.00
09/23/11	57838	A		09/23/2011	CFP STUDIO	OFFICE SUPPLIES	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	309.94		

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 CULVER CITY UNIFIED SD

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
09/23/2011					57838	CFP STUDIO								309.94	
09/26/11	57839	A		09/26/2011	CLASSROOM DIRECT	FURNITURE, SCHOOL	La Ballona Elementary	01.0	07395.0	11100	10000	6420	2060000	644.42	
09/26/2011					57839	CLASSROOM DIRECT								644.42	
09/23/11	57840	A		09/23/2011	EDUCATIONAL NETWORKS	CONTRACTED SERVICES	Technology	01.0	00000.0	00000	77000	5810	0005020	17,542.56	
09/23/2011					57840	EDUCATIONAL NETWORKS								17,542.56	
09/23/11	57841	A		09/23/2011	CDW-G	COMPUTER SUPP/EQUIP	El Rincon Elementary	01.0	90141.0	11100	10000	4410	2040000	1,077.08	
09/23/2011					57841	CDW-G								1,077.08	
09/26/11	57842	A		09/26/2011	STAPLES ADVANTAGE	INSTRUCTIONAL SUPPLIES	Culver City High School	01.0	07395.0	11100	10000	4310	4010000	2,000.00	
09/26/2011					57842	STAPLES ADVANTAGE								2,000.00	
09/23/11	57843	A		09/23/2011	COALITION FOR ADEQUATE FUND	MEMBERSHIPS	Undistributed SELPA	01.7	65000.0	50010	22000	5310	0000000	1,050.00	
09/23/2011					57843	COALITION FOR ADEQUATE FUND								1,050.00	
09/23/11	57844	A		09/23/2011	MARSHALL MUSIC	BOOKS	Educational Services	01.0	91400.0	00000	21000	4320	0004000	124.81	
09/23/2011					57844	MARSHALL MUSIC								124.81	
09/23/11	57845	A		09/23/2011	PERMA-BOUND BOOKS	BOOKS	Undistributed SIMC	01.0	63000.0	11100	10000	4110	0000000	2,510.39	
09/23/2011					57845	PERMA-BOUND BOOKS								2,510.39	
09/26/11	57846	A		09/26/2011	IMAGE IV SYSTEMS, INC.	MAINTENANCE AGREEMENTS	Undistributed SIMC	01.0	00000.0	00000	24200	5630	0000000	490.68	
09/26/2011					57846	IMAGE IV SYSTEMS, INC.								490.68	
09/26/11	57847	A		09/26/2011	AVC OFFICE AUTOMATION	MAINTENANCE AGREEMENTS	Undistributed SIMC	01.0	00000.0	00000	24200	5630	0000000	394.04	
09/26/2011					57847	AVC OFFICE AUTOMATION								394.04	
09/26/11	57848	A		09/26/2011	3M LIBRARY SYSTEMS	MAINTENANCE AGREEMENTS	Undistributed SIMC	01.0	00000.0	00000	24200	5630	0000000	1,396.00	
09/26/2011						MAINTENANCE AGREEMENTS								1,396.00	

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09/27/11	57849	A		09/27/2011	MCGRAW HILL CO	BOOKS	Adult School	11.0	90139.0	41100	10000	4110	0000010	2,144.08	
								3M LIBRARY SYSTEMS						1,396.00	
09/27/11	57850	A		09/27/2011	LACOE	CONFERENCE AND TRAVEL	Special Projects	01.0	40350.0	00000	21000	5220	0004030	300.00	
								LACOE						300.00	
09/27/11	57851	A		09/27/2011	SUN EX VENETIAN BLIND COMPANY,	REPAIRS - OTHER	Undistributed	01.0	96352.0	71100	10000	5630	0000000	437.60	
							ROP	SUN EX VENETIAN BLIND COMPANY, INC.						437.60	
09/27/11	57852	A		09/27/2011	APPLE SHIRT SCREEN PRINTING	INSTRUCTIONAL SUPPLIES	La Ballona Elementary	01.0	07395.0	11100	10000	4300	2060000	121.49	
								APPLE SHIRT SCREEN PRINTING						121.49	
09/27/11	57853	A		09/27/2011	CDW-G	COMPUTER SUPP/EQUIP	El Rincon Elementary	01.0	90141.0	11100	10000	4410	2040000	432.42	
								CDW-G						432.42	
09/28/11	57854	A	1	09/29/2011	TOLEDO P.E. SUPPLY CO.	INSTRUCTIONAL SUPPLIES	Culver City Middle School	01.0	00000.0	11100	10000	4310	3010001	1,848.35	
								TOLEDO P.E. SUPPLY CO.						1,848.35	
09/27/11	57855	A		09/27/2011	LAKESHORE LEARNING	INSTRUCTIONAL SUPPLIES	Office of Child Development	12.0	50253.0	85000	10000	4310	0000002	1,076.79	
								LAKESHORE LEARNING MATERIALS						1,076.79	
09/28/11	57856	A		09/28/2011	ORIENTAL TRADING CO., INC.	INSTRUCTIONAL SUPPLIES	La Ballona Elementary	01.0	30100.0	11100	10000	4310	2060000	120.54	
								ORIENTAL TRADING CO., INC.						120.54	
09/27/11	57857	A		09/27/2011	LAKESHORE LEARNING	INSTRUCTIONAL SUPPLIES	Office of Child Development	12.0	50253.0	85000	10000	4310	0000002	122.51	
								LAKESHORE LEARNING MATERIALS						122.51	
09/27/11	57858	A		09/27/2011	REAL DEAL WASTE OIL SERVICES	REPAIRS - OTHER	Undistributed	01.0	96352.0	71100	10000	5630	0000000	265.00	
							ROP							265.00	

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09/27/2011							REAL DEAL WASTE OIL SERVICES									265.00
09/28/11	57859	A		09/28/2011	CBS ADVERTISING DISTRIBUTORS, LLC	INSTRUCTIONAL SUPPLIES	Undistributed .SUPT	01.0	90146.0	00000	00000	4310	0000000		825.00	
09/28/2011							CBS ADVERTISING DISTRIBUTORS, LLC									825.00
09/30/11	57861	A		09/30/2011	CDW-G	COMPUTER SUPP/EQUIP	Technology	01.0	00000.0	00000	77000	4410	0005020		659.78	
09/30/2011							CDW-G									659.78
09/29/11	57862	A		09/29/2011	DIVISION OF THE STATE ARCHITECT	FEES, LICENSE	Undistributed PURCH/DIST	21.0	00000.0	00000	85000	6201	0000000		5,500.00	
09/29/2011							DIVISION OF THE STATE ARCHITECT									5,500.00
09/29/11	57863	A		09/29/2011	DIVISION OF THE STATE ARCHITECT	FEES, LICENSE	Undistributed PURCH/DIST	21.0	00000.0	00000	85000	6201	0000000		3,300.00	
09/29/2011							DIVISION OF THE STATE ARCHITECT									3,300.00
09/29/11	57864	A		09/29/2011	OFFICE DEPOT	OFFICE SUPPLIES	Security	01.0	00000.0	00000	83000	4350	0001050		500.00	
09/29/2011							OFFICE DEPOT									500.00
09/29/11	57865	A		09/29/2011	PELCO SCHNEIDER ELECTRIC	REPAIRS - OTHER	Security	01.0	00000.0	00000	83000	5630	0001050		500.00	
09/29/2011							PELCO SCHNEIDER ELECTRIC									500.00
09/30/11	57866	A		09/30/2011	NEW READERS PRESS	BOOKS	Adult School	11.0	06390.0	41100	10000	4110	0000010		182.40	
09/30/2011							NEW READERS PRESS									182.40
09/30/11	57867	A		09/30/2011	APPLE INC.	COMPUTER SUPP/EQUIP	Culver City Middle School	01.0	00000.0	11100	10000	4310	3010001		548.66	
09/30/2011							Middle School APPLE INC.									548.66
09/30/11	57868	A		09/30/2011	SDA SECURITY	SECURITY SUPP/EQUIP/SYSTEM	Security	01.0	00000.0	00000	83000	4400	0001050		3,918.00	
09/30/2011							SDA SECURITY									3,918.00
09/30/11	57869	A		09/30/2011	KINOKUNIYA BOOKSTORE	INSTRUCTIONAL SUPPLIES	Special Projects	01.0	58100.0	11100	10000	4310	0004030		303.66	

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09/30/11	57871	A		09/30/2011	PEARSON EDUCATION, INC.	INSTRUCTIONAL SUPPLIES	Special Projects	01.0	58200.0	11100	10000	4310	0004030	1,989.06	303.66
09/30/11	57872	A		09/30/2011	AMAZON.COM	INSTRUCTIONAL SUPPLIES	Special Projects	01.0	58200.0	11100	10000	4310	0004030	243.33	243.33
09/30/11	57873	A		09/30/2011	CDW-G	COMPUTER SUPP/EQUIP	Culver City High School	01.0	07395.0	11100	10000	4310	4010000	18.81	18.81
09/30/11	57874	A		09/30/2011	AMERICAN OFFICE PRODUCTS	OFFICE SUPPLIES	Linwood Howe	01.0	00000.0	00000	27000	4350	2020001	383.78	383.78
09/30/11	57875	A		09/30/2011	CDW-G	INSTRUCTIONAL SUPPLIES	Culver City High School	01.0	07395.0	11100	10000	4310	4010000	1,061.62	1,061.62
09/30/11	57876	A		09/30/2011	COMPLETE BUSINESS SYSTEMS	OFFICE SUPPLIES	Linwood Howe	01.0	00000.0	00000	27000	4350	2020001	1,462.69	1,462.69
09/30/11	57877	A		09/30/2011	S&S WORLDWIDE, INC.	INSTRUCTIONAL SUPPLIES	Office of Child Development	12.0	50250.0	85000	10000	4310	0000002	232.68	232.68
09/30/11	57878	A		09/30/2011	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	Office of Child Development	12.0	61051.0	85000	10000	4310	0000002	270.91	270.91
09/30/11	57879	A		09/30/2011	REDWOOD PRESS	OFFICE SUPPLIES	Linwood Howe	01.0	00000.0	00000	27000	4350	2020001	255.56	255.56
09/30/11	57880	A		09/30/2011	THE ACTORS' GANG	CONTRACTED SERVICES	Undistributed	01.0	90127.0	11100	10000	5850	0000000	15,000.00	15,000.00

Stat : P = Pending, A=Active, C=Completed, X=Canceled

BOARD REPORT

10/11/11

9.3

9.3 Approval is Recommended for Acceptance of Gifts - Donations

Board Policy 3290 states the Governing Board may accept any bequest or gift of money or property on behalf of the District that is consistent with the District's vision and philosophy. All gifts, grants, and bequests become District property.

The following items have been donated for use in the District:

<u>Location</u>	<u>Donor/Item(s) Donated</u>
CCUSD Elementary Schools	Culver City Rotary Club c/o Mr. Joel Forman Dictionaries for every third grade student.
El Marino Language School	Mr. Addison Pan 17 reams of paper, 36 boxes of Kleenex and 6 notebooks.
Office of Child Development	Mr. Addison Pan 6 reams of paper, 4 reams of photo paper, 10 notebooks, and miscellaneous pens and markers.
Linwood E. Howe School	Green Afghan Productions c/o Mr. Patrick Meighan and Ms. Amy Thiel \$7,630.58 for purchase of a Smart Board for Ms. Carden's first grade classroom.
Culver City High School ROP Auto Specialization Program	Mr. Marco Banuelos 1 Edelbrock carburetor, 1 Edelbrock intake manifold, and misc. GM cylinder heads.

RECOMMENDED MOTION: That the Board accepts with appreciation the gifts listed.

Moved by:

Seconded by:

Vote:

BOARD REPORT

9.4 Financial Implication for Certificated Services Report No. 5

Total Fiscal Impact per Funding Source:

ADA	\$ 8,195.04
General Fund	\$ 52,234.01
General Fund – School Improvement	\$ 29,110.00
General Fund – Special Assignments	\$ 16,132.00
General Fund – Panther Partners	\$ 8,400.00
Office of Child Development	\$ 8,500.00
Sony Grant	\$ 8,743.41
Special Education	\$ 7,980.00

BOARD REPORT

9.4 Certificated Personnel Services Report No. 5

I. Authorization and Ratification of Employment

A. Art Coordinator – District Office
Effective September 28, 2011 through June 30, 2012 at \$74.74 per hour, not to exceed 117 hours
Funding Source: Sony Grant
Total Cost: \$8,743.41

1. Fournier, Antoinette (retired)

B. Additional 20% Assignment – Middle School, Additional Period
Effective September 13, 2011 through January 27, 2012 at additional 20% of current rate of pay
Funding Source: General Fund
Total Cost: \$15,086.12

1. Siegal, Martin Extra Physical Education Section

C. Additional 20% Assignment – High School, Additional Period
Effective September 14, 2011 through January 27, 2012 at additional 20% of current rate of pay
Funding Source: General Fund
Total Cost: \$40,147.89

1. Fontijn, Mariah Extra Science Section
2. Simons, Margaret Extra Science Section
3. Schulte, Penny Extra English Section

D. Extra Assignment – Middle School, Special Assignments
Effective August 31, 2011 through June 22, 2012 at stated stipend
Funding Source: General Fund – Special Assignments
Total Cost: \$6,331.00

- | | | | |
|----|-----------------|----------------------------------|--------------------|
| 1. | Azad, Mark | Intramural Sports Coordinator | \$2,476.00 Stipend |
| 2. | Garcia, Richard | ASB Coordinator | \$2,616.00 Stipend |
| 3. | Vielman, Monica | Newspaper & Yearbook Coordinator | \$1,239.00 Stipend |

E. Extra Assignment – Middle School, Special Assignments
Effective September 6, 2011 through June 22, 2012 at stated stipend
Funding Source: General Fund - Special Assignments
Total Cost: \$8,315.00

- | | | | |
|----|----------------|-----------------------------------|--------------------|
| 1. | Morris, Ruth | GATE Co-Coordinator (2/3 Stipend) | \$2,060.00 Stipend |
| 2. | Plotnik, Lucas | Mock Trial Coordinator | \$2,476.00 Stipend |
| 3. | Ross, David | GATE Co-Coordinator (1/3 Stipend) | \$1,034.00 Stipend |
| 4. | Sablan, Angelo | Athletic Director | \$2,745.00 Stipend |

BOARD REPORT

9.4 Certificated Personnel Services Report No. 5 – Page 2

I. Authorization and Ratification of Employment - continued

F. Extra Assignment – Middle School, Multicultural Coordinator
Effective February 1, 2012 through March 23, 2012 at stated stipend
Funding Source: General Fund - Special Assignments
Total Cost: \$1,486.00

1. Scott, Gloria

G. Extra Assignment – Middle School, Team Leaders
Effective September 6, 2011 through June 22, 2012 at stipend of \$1000, to be paid
in equal installments
Funding Source: General Fund - School Improvement
Total Cost: \$10,000.00

- | | | |
|---------------------|-------------------------|---------------------|
| 1. Choe, Mikyung | 6. Green-Bratton, Cathi | 10. Vandever, Emily |
| 2. Collett, Robert | 7. McCorkle, Kyle | |
| 3. Daggett, Carlene | 8. Peters, Crystal | |
| 4. Fretham, Kari | 9. Stowers, Katherine | |

H. Extra Assignment – Middle School, Before/After School Program
Effective September 26, 2011 through June 15, 2012 at \$35.00 per hour,
not to exceed 2 hours per week per teacher
Funding Source: General Fund - School Improvement
Total Cost: \$16,660.00

- | | |
|---------------------|--------------------|
| 1. Balogun, Tayo | 5. Fretham, Kari |
| 2. Berberich, Carol | 6. Vandever, Emily |
| 3. Choe, Mikyung | 7. Wilcox, Kelley |
| 4. Collett, Robert | |

I. Extra Assignment – Middle School, Panther Partners After School Program
Effective September 26, 2011 through December 16, 2011 at \$35.00 per hour, not to exceed
2 hours per week per teacher
Funding Source: General Fund – Panther Partners
Total Cost: \$8,400.00

- | | |
|-----------------------|-----------------------|
| 1. Balogun, Tayo | 6. Sablan, Angelo |
| 2. Choe, Mikyung | 7. Scott, Gloria |
| 3. Eskridge, Patricia | 8. Vandever, Emily |
| 4. Kaye, Nancy | 9. Washington, Joseph |
| 5. Morris, Ruth | 10. Young, Erica |

BOARD REPORT

9.4 Certificated Personnel Services Report No. 4 – Page 3

I. Authorization and Ratification of Employment - continued

J. Extra Assignment – Middle School, Before/After School Math Tutoring
Effective September 19, 2011 through June 12, 2012 at \$35.00 per hour, not to exceed
2 hours per week
Funding Source: General Fund – School Improvement
Total Cost: \$2,450.00

1. Azad, Mark

K. Extra Assignment – High School, Football & Basketball Ticket Seller
Effective September 9, 2011 through April 9, 2012 at \$50.00 per game
Funding Source: General Fund – Athletics

1. Zager, Howard (retired)

L. Extra Assignment – Office of Child Development, Afternoon Extra Coverage
Effective August 31, 2011 through June 30, 2012 at \$17.68 per hour, not to exceed 300 hours
Funding Source: Office of Child Development
Total Cost: \$5,304.00

1. Aguila, Guadalupe

M. Extra Assignment – Office of Child Development, Pre-K Testing, Literacy Assessment &
Curriculum Development
Effective August 31, 2011 through June 30, 2012 at \$35.00 per hour, not to exceed 100 hours
Funding Source: Office of Child Development
Total Cost: \$3,500.00

1. Aguila, Guadalupe

N. Extra Assignment – Adult School, Replacement for Joyce Rosenberg
Effective September 12, 2011 through December 17, 2011 at \$48.78 per hour, not to exceed
12 hours per week
Funding Source: ADA
Total Cost: \$8,195.04

1. Moynahan, Daniel

BOARD REPORT

9.5 Financial Impact for Classified Personnel Services Report No. 5

Total Funding Fiscal Impact:

Booster Club Total:	\$466.00
Child Development Total:	\$15.64 per hour, as needed
Food Services Total:	\$8,796.60
General Fund Total:	\$25,094.12 \$50.00 per game, as needed \$9.25 per hour, as needed \$8.00 per hour, as needed
Panther Partners Total:	\$5,040.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 5

I. Authorization, Approval & Ratification of Employment

A. Child Development

1. Goodrich, Denise
Substitute Instructional Assistant –
Child Development
Child Development
Funding Source: Child Development
Effective August 31, 2011
Hourly, as needed – \$15.64 per hour

B. Instructional Assistants

1. Sanceau, Sonia
Community Liaison/Vocational Aide III
High School – Workability
8 hours per day, school year
Funding Source: General Fund – Special Ed
Effective October 17, 2011
Range 16 – \$15.18 per hour
Total Cost: \$17,973.12

C. Coaches

1. Fune, Arlene
Temporary Girls' Assistant Tennis Coach
High School
Funding Source: Booster Club
Effective September 5, 2011 through
September 12, 2011
Stipend of \$166.00
2. Masek, Amber
Temporary Spirit Squad Coach
Middle School
Funding Source: General Fund – Athletics
Effective July 1, 2011 through June 30, 2012
Stipend of \$2,476.00
3. Allison, Donna
Temporary Girls' Volleyball Coach
Middle School
Funding Source: General Fund – Athletics
Effective September 6, 2011 through
November 4, 2011
Stipend of \$929.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 5 – Page 2

I. Authorization, Approval & Ratification of Employment – continued

C. Coaches – continued

4. Allison, Donna
Temporary Boys' Volleyball Coach
Middle School
Funding Source: General Fund – Athletics
Effective February 20, 2012 through
May 11, 2012
Stipend of \$929.00
5. Herrera, Lino
Temporary Boys' Soccer Coach
Middle School
Funding Source: General Fund – Athletics
Effective November 14, 2011 through
February 17, 2012
Stipend of \$929.00
6. Herrera, Lino
Temporary Girls' Soccer Coach
Middle School
Funding Source: General Fund – Athletics
Effective November 14, 2011 through
February 17, 2012
Stipend of \$929.00
7. Wagner, Nick
Temporary Football Coach
Middle School
Funding Source: General Fund – Athletics
Effective September 6, 2011 through
November 4, 2012
Stipend of \$929.00

D. Noon Duty Supervisors

1. Diaz, Lorena
Temporary Noon Duty Supervisor
Linwood Howe
Funding Source: General Fund
Effective October 12, 2011 through
June 22, 2012
Hourly, as needed – \$9.25 per hour

BOARD REPORT

9.5 Classified Personnel Services Report No. 5 – Page 3

I. Authorization, Approval & Ratification of Employment – continued

D. Noon Duty Supervisors – continued

2. Shimerman, Sherrie Temporary Noon Duty Supervisor
Farragut
Funding Source: General Fund
Effective September 6, 2011 through
June 22, 2012
Hourly, as needed – \$9.25 per hour

E. Stipend Assignments

1. Football & Basketball Ticket Sellers
High School
Funding Source: General Fund – Athletics
Effective September 9, 2011 through April 9, 2012
Stipend of \$50.00 per game
- | | |
|--------------------|--------------------|
| a. Campos, Josie | d. Guinn, JoNellia |
| b. Flores, Asusena | e. Heiner, Phyllis |
| c. Galvan, Esther | f. Holland, Lynne |
2. Bulaievsky, Claudia Temporary After School Instructor
Middle School – Panther Partners Program
Not to exceed 4 hours per week
Funding Source: Panther Partners
Effective September 26, 2011 through
December 16, 2011
Stipend of \$35.00 per hour
Total Cost: \$1,680.00
3. Mora, Karol Temporary After School Instructor
Middle School – Panther Partners Program
Not to exceed 4 hours per week
Funding Source: Panther Partners
Effective September 26, 2011 through
December 16, 2011
Stipend of \$35.00 per hour
Total Cost: \$1,680.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 5 – Page 4

I. Authorization, Approval & Ratification of Employment – continued

E. Stipend Assignments – continued

4. Patti, Carmen Temporary After School Instructor
Middle School – Panther Partners Program
Not to exceed 4 hours per week
Funding Source: Panther Partners
Effective September 26, 2011 through
December 16, 2011
Stipend of \$35.00 per hour
Total Cost: \$1,680.00

F. Student Helpers

1. Campbell, Scott Student Helper – Workability
Location outside of district
Funding Source: General – Special Education
Effective September 29, 2011
Hourly, as needed – \$8.00 per hour
2. Landrum, Piper Student Helper – Workability
Location outside of district
Funding Source: General – Special Education
Effective September 28, 2011
Hourly, as needed – \$8.00 per hour

II. Authorization, Approval & Ratification of Change of Assignment

1. Avalos, Imelda Promotion via Classified Interviews:
From: Food Service Assistant
3.75 hours per day, school year
Food Services/High School
To: Senior Food Service Assistant
6.9 hours per day, school year
Food Services/Linwood Howe
Funding Source: Food Services
Effective October 12, 2011
Range 10 – \$14.61 per hour
Total Increase: \$8,796.60

BOARD REPORT

9.5 Classified Personnel Services Report No. 5 – Page 5

III. Authorization, Approval & Ratification of Resignations

1. Conley, Riko
Instructional Assistant – Computer Lab
Farragut – 11 hours per week, school year
Accepted position outside of district
Funding Source: General Fund
Effective September 30, 2011
Range 16 – \$15.18 per hour

IV. Authorization, Approval & Ratification of Revision to Board Items Previously Approved on Board Report #2, 07/26/11 – Change in Stipend Amount

1. Dordoni Jr., Nestor
Temporary Boys' Assistant Water Polo Coach
High School
Funding Source: Booster Club
Effective August 20, 2011 through
November 10, 2011
From: Stipend of \$2,000.00
To: Stipend of \$2,300.00
Total Difference: \$300.00

RECOMMENDED MOTION: That approval be granted for Classified Personnel Services Report No. 5

Moved by:

Seconded by:

Vote:

9.6 Enrollment Report

The attached reports display enrollment information for the first month of the 2011-2012 school year. The reports are presented in two formats: a monthly detail and a summary comparison.

The first report shows total K-12 site enrollment by grade level on the last day of a specific four-week period. These reporting periods are categorized as 1st School Month through 12th School Month and rarely coincide with calendar months. This report also lists enrollment totals in the Adult School and State Preschool Program.

The second report is a comparative document that shows the current year's monthly enrollment and the previous year's enrollment for each K-12 site location.

RECOMMENDED MOTION: That the Board of Education for Culver City Unified School District accept the Enrollment Report for month one of the 2011-2012 school year as presented.

Moved by:

Seconded by:

Vote:

Culver City Unified School District
District Enrollment for the 1st School Month (8/22/11 - 9/16/11)
2011 - 2012

ELEMENTARY	El Marino	El Rincon	Farragut	La Ballona	Linwood Howe	Ind. Study	Total
K	133	72	94	90	95	0	484
1	133	94	94	92	71	0	484
2	130	92	96	116	92	0	526
3	127	88	93	88	88	0	484
4	117	85	85	80	79	0	446
5	112	86	90	60	88	0	436
Spec Class	0	18	0	0	26	0	44
Elementary Total	752	535	552	526	539	0	2904

SECONDARY	Middle School	High School	Culver Park	Ind. Study	Total
6	465			0	465
7	495			0	495
8	529			0	529
9		584	0	0	584
10		541	1	0	542
11		542	19	2	563
12		554	34	0	588
Spec Class	38	41	0	0	79
Secondary Total	1527	2262	54	2	3845

Total K-12 Enrollment	6749
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PRESCHOOL

Linwood Howe	El Marino	El Rincon	Farragut	La Ballona	CEE	Total
51	21	30	8	86	89	285

ADULT SCHOOL

Adult Basic Education	ESL	Citizenship	Adults with Disabilities	High School Subjects	Total
68	236	13	18	96	431

Notes:

1. These enrollment figures represent the total number of sections. A single student may be enrolled in multiple sections.
2. Of the 96 students enrolled in high school subjects, 17 concurrently attend high school.

Culver City Unified School District
Enrollment Comparison
10-11 vs 11-12

ELEMENTARY	1st	2nd	3rd	4th	5th
	School Month	School Month	School Month	School Month	School Month
	11-12	11-12	11-12	11-12	11-12
El Marino	752				
El Rincon	535				
Farragut	552				
La Ballona	526				
Linwood Howe	539				
Ind. Study	0				
Special Ed	Incl	Incl	Incl	Incl	Incl
Elementary Total	2904	0	0	0	0

SECONDARY	1st	2nd	3rd	4th	5th
	School Month	School Month	School Month	School Month	School Month
	11-12	11-12	11-12	11-12	11-12
Middle School	1527				
High School	2262				
Culver Park	54				
Ind. Study	2				
Special Ed	Incl	Incl	Incl	Incl	Incl
Secondary Total	3845	0	0	0	0

K-12 Total	6749	0	0	0	0
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9.7 Disposal of Surplus Property

Section 17545 of the Education Code provides that the Governing Board of any school district may sell any property belonging to the district if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use.

Since the property listed below is either obsolete or would be too costly to repair and takes up valuable storage space, it is advisable that it be disposed of through public auction or disposal for scrap if it cannot be sold.

Item Description	Location	Dist. Tag
Miscellaneous Computers, Printers, Food Services Registers, UPS	District Warehouse	List Attached

RECOMMENDED MOTION: That the Board of Education approve the disposal, sale, auction or donation of the surplus equipment and furniture listed.

Moved by:

Seconded by:

Vote:

SURPLUS PROPERTY

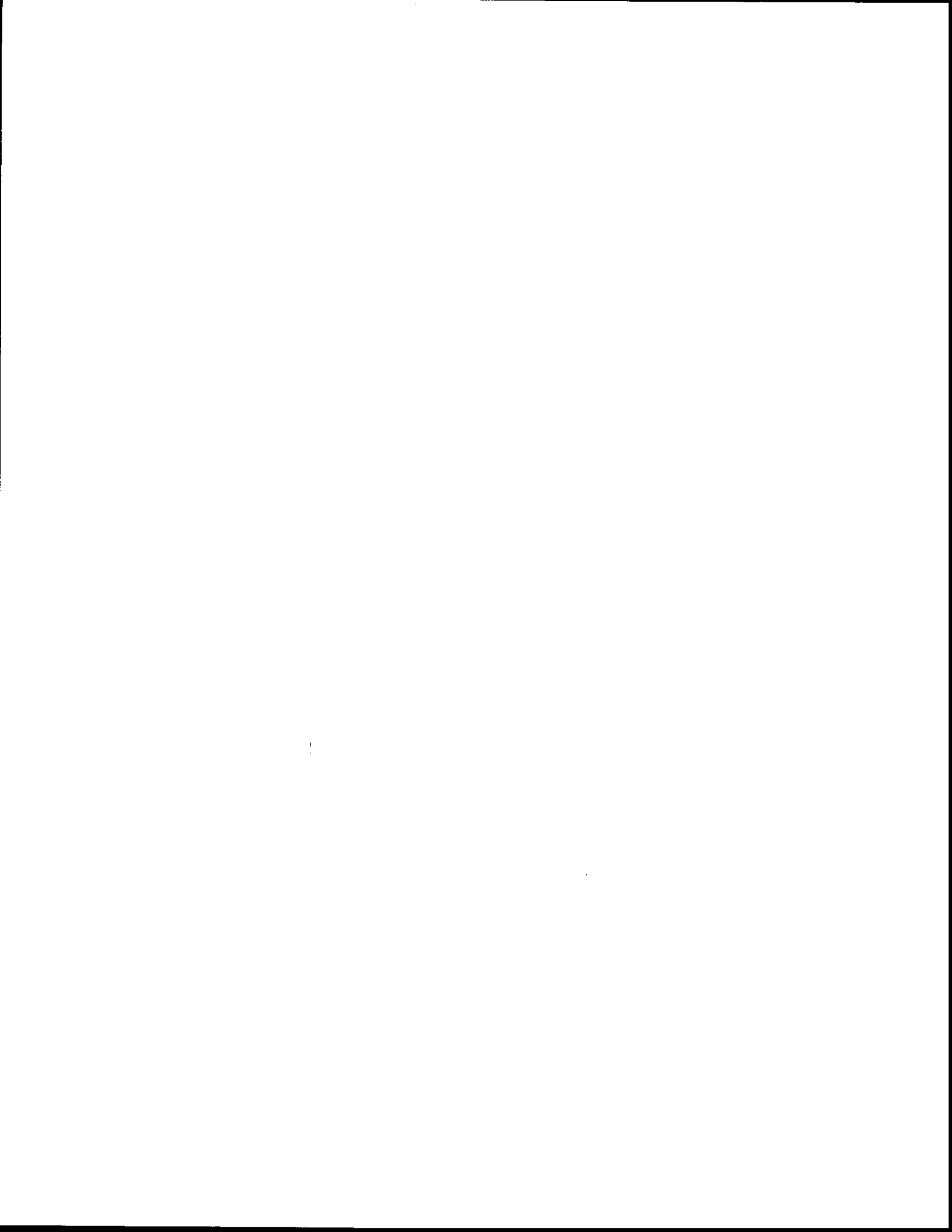
Tag#	Equipment	Manufacturer
000036	Computer	Dell
000132	Computer	Dell
000241	Computer	Dell
000243	Computer	Dell
000244	Computer	Dell
000245	Computer	Dell
000246	Computer	Dell
000247	Computer	Dell
000248	Computer	Dell
000249	Computer	Dell
000250	Computer	Dell
000251	Computer	Dell
000252	Computer	Dell
000253	Computer	Dell
000254	Computer	Dell
000255	Computer	Dell
000256	Computer	Dell
000257	Computer	Dell
000258	Computer	Dell
000259	Computer	Dell
000260	Computer	Dell
000261	Computer	Dell
000262	Computer	Dell
000263	Computer	Dell
000264	Computer	Dell
000265	Computer	Dell
000266	Computer	Dell
000267	Computer	Dell
000268	Computer	Dell
000269	Computer	Dell
000270	Computer	Dell
000271	Computer	Dell
000272	Computer	Dell
000273	Computer	Dell
000274	Computer	Dell
000275	Computer	Dell
000275	Computer	Dell
000278	Computer	Dell
000278	Computer	Dell
000328	Computer	Dell
000330	Computer	Dell
000332	Computer	Dell
000348	Computer	Dell
000353	Computer	Dell
000358	Computer	Dell
000362	Computer	Dell
000407	Computer	Dell
000410	Computer	Dell
000577	Computer	Apple

SURPLUS PROPERTY

Tag#	Equipment	Manufacturer
000645	Computer	Apple
000699	Computer	Apple
000751	Computer	Apple
000770	UPS	APC
001004	Computer	Dell
001160	Computer	Dell
001186	Computer	Dell
001194	Computer	Dell
001197	Computer	Dell
001199	Computer	Dell
001201	Computer	Dell
001210	Computer	Dell
001212	Computer	Dell
001248	Computer	Dell
001264	Printer	HP
001266	Computer	Dell
001274	Computer	Dell
001341	Computer	Apple
001458	Computer	Apple
001625	Computer	Dell
001643	Computer	Dell
001713	Computer	Dell
001722	Computer	Dell
001772	Computer	Dell
001780	Computer	Dell
001781	Computer	Dell
001786	Computer	Dell
001789	Computer	Dell
001790	Computer	Dell
001821	Computer	Dell
001863	Computer	Dell
001885	Computer	Dell
002003	Computer	Dell
002004	Computer	Dell
002008	Computer	Dell
002080	Computer	Dell
002130	Computer	Dell
002171	Computer	Dell
002356	Food serv register	Touch Dynamic
002357	Food serv register	Touch Dynamic
002368	Food serv register	Touch Dynamic
002369	Food serv register	Touch Dynamic
002379	Food serv register	Touch Dynamic
002380	Food serv register	Touch Dynamic
002381	Food serv register	Touch Dynamic
002382	Food serv register	Touch Dynamic
002616	Computer	Apple
002621	Computer	Apple
002634	Computer	Apple

SURPLUS PROPERTY

Tag#	Equipment	Manufacturer
002643	Computer	Apple
002646	Computer	Apple
002659	Computer	Dell
002662	Computer	Apple
002676	Computer	Apple
002677	Computer	Apple
002680	Computer	Apple
002681	Computer	Apple
002685	Computer	Apple
002703	Computer	Dell
002945	Computer	Apple



BOARD REPORT

10/11/11

12.1

12.1 First Reading of Revised Administrative Regulation 6154 – Instruction, Homework/Makeup Work

It is recommended practice that the Board of Education regularly review Board Policies/Administrative Regulations that are significant to the operation of the district. A revised Administrative Regulation on Instruction, Homework/Makeup Work is being presented for a first reading.

Instruction

HOMEWORK/MAKEUP WORK

Guidelines for Assigning Homework

Homework shall be an integral part of the planned educational program for the class. It should be related to the student's program and should assist the student in making progress toward ~~reaching the program goals~~ **mastery of subject matter**.

Home assignments should be limited to work which can be completed in a reasonable length of time considering the age and ability level of the student. If a student is in the Resource Specialist Program, the regular classroom teacher and the resource specialist teacher ~~should~~ **will** work together to coordinate the assigned homework so that it is of reasonable length.

It is encouraged that assignments be made for school nights only, such as Monday through Thursday evenings, for the students in grades K-5 and Monday through Friday for students in grades 6-12. Weekend assignments may be appropriate depending on the assignment.

Any textbook may be sent home as part of the homework assignment.

Teachers are encouraged to publish homework assignments for parental viewing utilizing various methods such as syllabus, weekly newsletters and the web.

Teacher Responsibilities

The primary purpose of homework is to provide extended practice and it should be structured around content with which students have a high degree of familiarity.

The instructional program should provide time for students to develop the skills necessary to do assigned work independently at school, ~~and at home,~~ **and to learn** ~~the skills needed to work independently.~~ **These** include:

1. Knowledge of the necessary skills **needed** to do the assigned task **successfully**.
2. Following directions, procedures and rules necessary for completion of **the** task,
~~Avoiding unnecessary distractions~~
3. Beginning an assignment without wasting time.
4. Obtaining the necessary materials to complete a given assignment.
5. Choosing an appropriate workplace **free of distractions**.

Instruction

HOMEWORK/MAKEUP WORK (Continued)

6. Knowing appropriate sources of help when needed: dictionary, textbook, reference book, peer, teacher, parent/guardian.

Each teacher shall establish a homework policy. Students and their parents shall understand the purpose of homework, the amount of homework that will be assigned, consequences for not completing homework and the types of parental involvement that are acceptable.

Teachers shall review and note completion of assigned homework as appropriate. A pattern of failure to complete assigned work on time shall be reported to parents/guardians as soon as the problem becomes apparent. Continued failure to complete assigned homework shall also be noted on the progress report. ~~Whenever appropriate, s~~Students shall receive timely feedback as to the correctness of the homework.

~~Each year parents/guardians will be notified in writing by the principal regarding the homework policy and the guidelines of time allotment that the teacher(s) will follow.~~

Each year the principal will work with teachers to develop homework policies based on the child's age and grade level to ensure it is developmentally appropriate, and is based on current research regarding homework.

Student Responsibilities

Students should complete all assignments, communicate with the teacher if work appears too easy or too hard, and return the completed assigned work to school at the designated time.

Parent/Guardian Responsibilities

Parents/guardians should **help set up a consistent organized place for homework to be done, provide a quiet place for students to work, provide** adequate time to do the work, take an active interest in the homework ~~and provide the necessary help (flash cards, practice tests, etc.)~~ **by encouraging, motivating and prompting as needed.**

Guidelines for Time Allotments for Homework

Specific minimums or maximums are difficult to establish since the amount of relevant homework may vary from week to week. Likewise, the time required to complete a specific class assignment will vary according to the ability of the student, the individual's study habits, etc.

Instruction

HOMEWORK/MAKEUP WORK (Continued)

In spite of these variables, some guidelines are appropriate. The following is considered to be a reasonable expectation for the average student with an average load.

<u>Grade</u>	<u>Minutes/Night</u>	<u>Hours/ Week</u>
K	15	1.00
1	15-20	1.33
2	15-20	1.33
3	30	2.00
4	60	4.00
5	60	4.00
6	60	4.00
7	60-96	5-8
8	60-96	5-8
9	96-180	8-15
10	96-180	8-15
11	96-180	8-15

In addition, students may be assigned a set number of minutes of required reading outside the instructional day. Teachers strongly encourage and assign nightly reading based on the research that has shown a strong correlation between the amount of reading children do outside the school day and their ability to effectively comprehend what they are reading and an increase in their vocabulary skills.

School-Site Homework Plan

The principal and staff at each school shall develop and regularly review a school-site homework plan which includes guidelines for the assignment of homework and describes the responsibilities of students, staff and parents/guardians. The plan shall identify all of the following:

1. **For each grade level, the amount of time that students shall be expected to spend on homework, following district guidelines based on grade levels as listed under "Guidelines for Time Allotments for Homework."**
2. **For each grade level, the extent to which homework assignments shall involve participation by parents/guardians.**
3. **The means by which parents/guardians shall be informed about:**
 - a. **Homework expectations.**
 - b. **How homework relates to the student's grades.**
 - c. **How best to help their children.**

Instruction

HOMEWORK/MAKEUP WORK (Continued)

4. **Techniques that will be taught to help students allocate their time wisely, meet their deadlines and develop good personal study habits.**
5. **The access that students shall have to obtain resources available to assist students with completion of homework.**
6. **The means by which teachers shall coordinate assignments so that students do not receive an overload of homework one day and very little the next.**

Makeup Work

The Superintendent or designee shall notify parents/guardians that no student may have his/her grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within a reasonable period of time. Such notification shall include the full text of Education Code 48205. (Education Code 48980)

(cf. 5121 – Grades/Evaluation of Student Achievement)
(cf. 5145.6 – Parental Notifications)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the suspension. (Education Code 48913)

(cf. 5144.1 – Suspension and Expulsion/Due Process)

Regulation
Reviewed: June 16, 1998
Regulation
Reviewed: October 11, 2011

CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California

BOARD REPORT

10/11/11

12.2

12.2 First Reading of Revised Board Bylaw 9323, Meeting Conduct

It is recommended practice that the Board of Education review Board Policies, Administrative Regulations, and Board Bylaws on a regular basis. District Administration recommends the revision of Board Bylaw 9323, Meeting Conduct to reflect new mandated language as recommended by the California School Boards Association.

MEETING CONDUCT

BB 9323 (a)

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

(cf. 9322 – Agenda/Meeting Materials)

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

(cf. 9121 – President)

The Board believe that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and subsequently may be adjourned to a later date.

(cf. 9320 – Meetings and Notices)

Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board.

(cf. 9323.2 – Actions by the Board)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of each the item of business to be discussed at regular or special meetings. (Education Code 35145.5, Government Code 54954.3)
 - a. ~~Consent agenda items are considered routine, requiring no discussion and are normally all approved at one time by the Board. However, a Board member or a member of the audience may have a question concerning a particular item and may request that it be withdrawn from the consent list.~~
 - b. ~~Action items are usually submitted to the board with a specific recommendation for action from the Superintendent. Normal Board procedure on action items includes: 1) receiving additional background information or analysis from the administration on the item proposed for action; 2) receiving comments from members of the audience so that the Board may receive information and reaction from the public. (Presentations by the public shall be limited to three minutes per person and twenty minutes per agenda item unless the Governing Board, by majority vote, agrees to extend the time.); 3) introducing a motion on the item by a Board member; 4) members of the Board introducing a discussion, asking questions of the Superintendent and/or other resource people; and 5) taking action on the item in question.~~
 - e. ~~Information items are generally included on the agenda for two reasons:~~
 - ~~1. To solicit reactions from the Board and public on matters which may be presented to the Board for action at a later date; and~~
 - ~~2. To provide presentations and information on a wide range of matters of interest to the Board of Education and public, but require no action.~~

~~Note: (Presentation by the public shall be limited to three minutes per person and twenty minutes per agenda item unless the Governing Board, by majority vote, agrees to extend the time.)~~
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda, at

~~a regular meeting, matters that are not listed on the agenda. The Board may refer such a matter to the Superintendent or designee or take it under advisement, but shall not take action at that time except as allowed by law. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board. Those wishing to speak should complete a speaker's card and submit it to the Board president. Three minutes will be allotted members of the audience, for a total of twenty minutes during this portion of the agenda. Board members will be allotted fifteen minutes during this portion of the agenda. **shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law.** (Education Code 35145.5, Government Code 54954.2)~~

~~(cf. 9323.2—Actions by the Board)~~

3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)
4. **The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)**
5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers ~~will~~ **shall** be allowed up to three minutes to address the Board on each agenda ~~or nonagenda~~ **each** item. The Board shall limit the total time for public input on ~~an agenda~~ **each** item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

- 5.6. The Board president may rule on the appropriateness of a topic. If a the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts or omissions. **(Government Code 54954.3)** In addition, the Board may not prohibit public criticism of district employees ~~No oral presentation shall include charges or complaints against any employee of the Board, including the Superintendent, regardless of whether or not the employee is identified in any way. All charges or complaints against employees must comply with Board policy and regulations regarding employee notification and closed sessions of the Board. (Government Code 54954.2)~~

Whenever a member of the public initiates specific complaints or charges against an employee, the Board president shall inform the complainant that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in Closed Session unless otherwise requested by the employee pursuant to Government Code 54957. The Board president shall also encourage the complainant to file a complaint using the appropriate district complaint procedure.

(cf. 1312.1 – Complaints Concerning District Employees)
(cf. 9321 – Closed Session Purposes and Agendas)

- 6.7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group shall be grounds for the chair **president** to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary; In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

~~*(cf. 9321 – Minutes and Recordings)*~~

Recording by the Public

The Superintendent or designee shall designate locations from which members of the public may broadcast, photograph or tape record open meetings without causing a distraction.

(cf. 9324 – Board Minutes and Recordings)

If the Board finds that noise, illumination or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference:

Education Code

- 5095 Powers of remaining board members and new appointees
- 32210 Willful disturbance of public school or meeting a misdemeanor
- 35010 Prescription and enforcement of rules
- 35145.5 Agenda; public participation; regulations
- 35163 Official actions, minutes and journal
- 35164 Vote requirements
- 35165 Effect of vacancies upon majority and unanimous votes by seven member board

Government Code

- 54953.5 Audio or video tape recording of proceedings
- 54953.6 Broadcasting of proceedings
- 54954.2 Agenda; posting; action on other matters
- 54954.3 Opportunity for public to address legislative body; regulations
- 54957 Closed sessions**
- 54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE

- 403 Disruption of assembly or meeting**

COURT DECISIONS

- McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275**
- Rubin v. City of Burbank, (2002) 101 Cal.App. 4th 1194**
- Baca v. Moreno Valley Unified School District, (1996) 936 F.Supp. 719**

ATTORNEY GENERAL OPINIONS

- 76 **Ops. Cal. Atty. Gen. 281 (1993)**
- 66 **Ops. Cal. Atty. Gen. 336, 337 (1983)**
- 63 **Ops. Cal. Atty. Gen. 215 (1980)**
- 61 **Ops. Cal. Atty. Gen. 243, 253, (1978)**
- 59 **Ops. Cal. Atty. Gen. 532 (1976)**
- 55. Ops. Cal. Atty. Gen. 532 (1976)**

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2005

MEETING CONDUCT (continued)

BB 9323 (f)

Board Presidents' Handbook, rev. 2002

Maximizing School Board Governance: Boardsmanship

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

WEB SITES

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

California Attorney General's Office: <http://www.caag.state.ca.us>

Bylaw

Adopted: July 29, 1997

Revised: January 23, 2007

Culver City Unified School District
Culver City, California

**12.3 First Reading of Revised Board Policy/Administrative Regulation 1312.1
Community Relations - Complaints Concerning District Employees; and Exhibit
1312.1, Community Relations**

It is recommended practice that the Board of Education review Board Policies and Administrative Regulations on a regular basis. District Administration recommends the revision of Board Policy/Administrative Regulation/Exhibit 1312.1 to reflect new language as recommended by the California School Boards Association.

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

The Governing Board accepts responsibility for providing a means by which the public can hold employees accountable for their actions. The Board desires that complaints be resolved expeditiously without disrupting the educational process.

The Superintendent or designee shall develop regulations which permit the public to submit complaints against district employees in an appropriate way. These regulations shall protect the rights of involved parties. The Board may serve as an appeals body if the complaint is not resolved.

(cf. 1312.2 - Complaints Concerning Instructional Materials)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 3515.2 - Disruptions)

The Board prohibits retaliation against complainants. The Superintendent or designee at his/her discretion may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint. The district will not investigate anonymous complaints unless it so desires.

Legal Reference:

EDUCATION CODE

33308.1 Guidelines on procedure for filing child abuse complaints

35146 Closed sessions

35160.5 Requirement for school district policies: parental complaints re employees

44031 Personnel file contents and inspection

44811 Disruption of public school activities

44932-44949 Resignation, dismissal and leaves of absence (rights of employee; procedures to follow)

48987 Child abuse guidelines

GOVERNMENT CODE

54957 Closed session; complaints re employees

54957.6 Closed session; salaries or fringe benefits

PENAL CODE

273 Cruelty or unjustifiable punishment of child

11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

300 Minors subject to jurisdiction of juvenile court

Management Resources:

CDE LEGAL ADVISORIES

0910.93 Guidelines for parents to report suspected child abuse by school district employees or other persons against a pupil at school site (LO:4-93)

Policy

adopted: April 1, 1997

Policy

reviewed: October 16, 2001

CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

Complaint Procedures

The Superintendent or designee shall determine whether a complaint should be considered a complaint against the District and/or the an individual, and whether it should be resolved by the District's process for complaints concerning personnel, and/or other District procedures, ~~or both~~.

(cf. 1312.2 – Complaints Concerning Instructional Materials)

(cf. 1312.3 – Uniform Complaint Procedures)

(cf. 4144/4244/4344 – Complaints)

~~The Governing Board shall annually review District policies and regulations related to complaints against school personnel. (Education Code 35160.5)~~

~~In order to~~ To promote **prompt and** fair **resolution of the complaint** and constructive communication, the following procedures shall govern the resolution of complaints against District employees:

1. Every effort should be made to resolve a complaint at the earliest possible stage. Whenever possible, the complainant should communicate directly to the employee in order to resolve concerns. ~~complaints concerning school personnel should be made directly by the complainant to the person against whom the complaint is made. Parents/guardians are encouraged to attempt to orally resolve concerns with the staff member personally.~~
2. If a complainant is unable or unwilling to resolve the complaint directly with the employee person involved, he/she may submit an oral or written complaint to the employee's immediate supervisor or the principal.
3. All complaints related to District personnel other than administrators shall be submitted in writing to the principal or immediate supervisor. If the complainant is unable to prepare the complaint in writing, administrative staff shall help him/her to do so. Complaints related to a principal or central office administrator shall be initially filed in writing with the Superintendent or designee. Complaints related to a ~~Board member~~ or to the Superintendent shall be initially filed in writing with the Board.
4. When a written complaint is received, the employee shall be notified within five days or in accordance with collective bargaining agreements

COMPLAINTS CONCERNING DISTRICT EMPLOYEES (continued)

- 4.5. A written complaint ~~must~~ **shall** include:
- a. The **full** name of each employee involved;
 - b. A brief but specific summary of the complaint and the facts surrounding it; ~~and~~
 - c. A specific description of any prior attempt to discuss the complaint with the employee and the failure to resolve the matter.
5. 6. The ~~person~~ **Staff** responsible for investigating complaints ~~will~~ **shall** attempt to resolve the complaint to the satisfaction of the ~~person(s)~~ **parties** involved within 30 days.
6. 7. The **Both the** complainant **and the employee against whom the complaint was made** may appeal a decision by the principal or immediate supervisor to the Superintendent or designee, who ~~will~~ **shall** attempt to resolve the complaint to the satisfaction of the ~~person(s)~~ involved within 30 days. ~~Complainants~~ **Parties** should consider and accept the Superintendent or designee's decision as final. However, the complainant, the employee, or the Superintendent or designee may ask to address the Board regarding the complaint.
7. 8. Before and Board consideration of a complaint, the Superintendent or designee shall submit to the Board a written report concerning the complaint, including but not limited to:
- a. The **full** name or each employee involved.
 - b. A brief but specific summary of the complaint and the facts surrounding it, sufficient to inform the Board and the ~~employee(s)~~ **parties** as to the precise nature of the complaint and to allow the ~~employee(s)~~ **parties** to prepare a **defense response**.
 - c. A copy of the signed original complaint.
 - d. A summary of the action taken by the Superintendent or designee, together with his/her specific finding that the problem has not been resolved and the reasons.
8. 9. The Board may uphold the Superintendent's decision without hearing the complaint.

COMPLAINTS CONCERNING DISTRICT EMPLOYEES (continued)

9. 10. All parties to a complaint may be asked to attend a Board meeting in order to **clarify the issue and** present all available evidence ~~and allow every opportunity for explaining and clarifying the issue.~~

~~10.11.~~ **A Closed Session may be held to hear the complaint in accordance with law.** Before the Board holds a Closed Session to hear complaints or charges brought against an employee, the employee shall receive written notice of his/her right to have the complaints or charges heard in Open Session rather than Closed Session. This notice shall be delivered personally or by mail at least 24 hours before the time of the session, and the employee may request that the complaints or charges be heard in Open Session. Complaints concerning Board members shall be addressed in Open Session unless a Closed Session is warranted pursuant to Education Code 35146 or 48918 or Government Code 54957 or 54957.6. (Government Code 54957)

(cf. 9321 – Closed Session Purposes and Agendas)
(cf. 9323 – Meeting Conduct)

~~11.12.~~ Any **The** decision of the board shall be final.

Complaints Regarding Child Abuse

Any complaint of child abuse or neglect alleged against a District employee shall be reported to the appropriate local agencies in accordance with law, Board policy, and administrative regulation.

~~When a complaint of child abuse is alleged, the District shall provide parents/guardians procedures for filing a child abuse complaint with the appropriate child protective agencies. Upon request, such procedures shall be written in the primary language of the parent/guardian, and the Superintendent or designee shall provide an interpreter if needed. (Education Code 48987)~~

~~Providing the above procedures to parents/guardians does not relieve mandated reporters from their duty to report suspected child abuse in accordance with law.~~

(cf. 4112.6/4212.6/4312.6 – Personnel Records)
(cf. 4144/4244/4344 – Complaints)
(cf. 5141.4 – Child Abuse Reporting Procedures)

~~CDE Legal Advisory LO:4-93 PROCEDURES FOR PARENTS OR GUARDIANS OF STUDENTS TO IDENTIFY AND REPORT CHILD ABUSE COMMITTED AT A SCHOOL SITE BY A SCHOOL DISTRICT EMPLOYEE OR OTHER PERSON~~

~~The following information, taken from Penal Code Sections 273a, 273d, and 11165.6, will assist parents/guardians in deciding whether to file a complaint of child abuse.~~

~~What is Child Abuse and What is Not Child Abuse~~

~~Child abuse is a physical injury which is inflicted by other than accidental means on a child by another person.~~

~~It also means the sexual abuse of a child.~~

~~It also means willful cruelty or unjustifiable punishment of a child, or willfully inflicting unjustifiable physical pain or mental suffering, or failure to safeguard a child from these injuries when the child is under a person's care or custody.~~

~~It also means unlawful corporal punishment or injury resulting in a traumatic condition.~~

~~Child abuse also means neglect of a child or abuse in out-of-home care. (Out-of-home care is defined in Penal Code Section 11165.5 as a situation where the person responsible for the child's welfare is a licensee, administrator, or employee of any facility licensed to care for children, or an administrator or employee of a public or private school or other institution or agency.)~~

~~Child abuse does not mean a mutual quarrel or fight between minors.~~

~~It also does not include an injury caused by the actions of a peace officer using reasonable and necessary force:~~

- ~~1. To quell a disturbance threatening physical injury to person or damage to property;~~
- ~~2. To prevent physical injury to person or damage to property;~~
- ~~3. For purposes of self-defense;~~
- ~~4. To obtain possession of weapons or other dangerous objects within the control of a child; or~~
- ~~5. To apprehend an escapee.~~

~~In addition, child abuse does not include injury caused by any force that is reasonable and necessary for person employed by or engaged in a public school:~~

- ~~1. To stop a disturbance threatening physical injury to people or damage to property;~~
- ~~2. For purposes of self defense; or~~
- ~~3. To obtain possession of weapons or other dangerous objects within control of a student. (Education Code 44807, 49001)~~

How to File a Complaint of Child Abuse Against School District Employees or Others at School Sites

~~Parents/guardians of students have the right to file a complaint against a school district employee or other person that they suspect has engaged in abuse of a child at a school site.~~

~~To file a complaint, the parent/guardian must file a formal report with the local child protective agency. This may be done by telephone, in person, or in writing. A complaint may also be filed with the appropriate local school district or county office of education; however, school districts and county offices of education do not investigate child abuse complaints.~~

~~In addition, if the child is disabled and enrolled in special education, a separate complaint may be filed with the California Department of Education (CDE) under the California Code of Regulations, Title 5, Section 4650 (a) (viii) (c). The CDE does not investigate allegations of child abuse. The CDE investigates conditions that may involve immediate physical danger or threaten the health, safety or welfare of the child and which may result in denial of free appropriate public education.~~

~~As defined in the Child Abuse and Neglect Reporting Act of 1987, a child protective agency is:~~

- ~~1. A police or sheriff's department;~~
- ~~2. A county probation department; or~~
- ~~3. A county welfare department/child protective services.~~

~~These agencies are listed in local telephone directories under government listings. Police will be found under city government listings; sheriffs, probation, welfare departments and child protective services will be found under county government listings.~~

~~The local child protective agency shall investigate the complaint. (Penal Code 11165.14)~~

~~If the complaint is substantiated, the local child protective agency is required to forward a copy of the investigation report to the governing board of the local school district or county office of education. (Penal Code 11165.14)~~

~~Child protective agencies are also required to cross-report every known or suspected instance of child abuse to the other child protective agencies having jurisdiction over the case (for example, county welfare to law enforcement, and vice versa), to the agency responsible for conducting investigations for dependency determinations pursuant to Welfare and Institutions Code 300, and to the district attorney. (Penal Code 11166 (g))~~

Culver City Unified School District

Culver City, California

BOARD REPORT

**10/11/11
14.1a**

14.1a Waiver of Board Bylaw 9320, Meetings and Schedule of Proposed Meeting Dates

Board Bylaw 9320 states that the Board of Education shall hold two public board meetings each month unless a change in the schedule is stipulated at a regularly scheduled Board Meeting.

Accordingly, the Board of Education previously took action to waive its rules in order to cancel its regularly scheduled public Board meeting on August 9, 2011; August 23, 2011; November 27, 2011; December 27, 2011; and April 10, 2012. The date of November 27th was incorrect, and the correct date is November 22, 2011. The November 22, 2011 Regularly Scheduled meeting is confirmed to take place.

The Board recently approved to rescind two of the District furlough days. The June 22nd furlough date has now been restored which would allow the Regular Board Meeting on June 26th to now take place. The Board will need to take action to waive its rules in order to restore its regularly scheduled public Board meeting on November 22, 2011 and June 26, 2012. The proposed schedule of meetings for 2011/2012 is attached.

RECOMMENDED MOTION: That the Board of Education waive Bylaws of the Board 9320, Meetings, for the purpose of restoring the regularly scheduled meetings of November 22, 2011 and June 26, 2012 as presented.

Moved by:

Seconded by:

Vote:

BOARD OF EDUCATION MEETING SCHEDULE 2011-2012

Culver City Unified School District meetings are regularly scheduled for the second and fourth Tuesdays of every month.

Visit the Culver City Unified School District Website at www.ccusd.org

July 12, 2011

July 26, 2011

August 9 and 23, 2011 - CANCELLED

September 13, 2011

September 27, 2011

October 11, 2011

October 25, 2011

November 8, 2011

November 22, 2011

December 13, 2011

December 27, 2011 - CANCELLED

January 10, 2012 - CANCELLED

January 24, 2012

February 14, 2012

February 28, 2012

March 13, 2012

March 27, 2012

April 10, 2012 - CANCELLED

April 24, 2012

May 8, 2012

May 22, 2012

June 12, 2012

June 26, 2012

Resolution Regarding Sufficiency of Instructional Materials

**RESOLUTION NO. 5
BEFORE THE GOVERNING BOARD
OF THE CULVER CITY UNIFIED SCHOOL DISTRICT**

WHEREAS, the Board of the School District, in order to comply with the requirements of Education Code Section 60119, held a public hearing on October 11, 2011, at 7:00 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 posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

WHEREAS, the Board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing and to the Board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the School District, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, in mathematics, science, history-social science, and English/language arts, including the English language development component of an adopted program, consistent with the cycles and content of the curriculum frameworks, and;

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

WHEREAS, sufficient laboratory science equipment was provided for science laboratory classes offered in grades 9-12, inclusive;

THEREFORE, IT IS RESOLVED that for the 2011-2012 school year, the School District has provided each pupil with sufficient textbooks and instructional materials consistent with the cycles and content of the curriculum frameworks.

Scott Zeidman, Esq., President

Karlo Silbiger, Vice President

Katherine Paspalis, Esq., Clerk

Patricia Siever, Professor, Member

Steven Gourley, Member

Patricia Jaffe, Superintendent

BOARD REPORT

10/11/11

14.2b

14.2b Approval is Recommended for the Certification for Instructional Materials Funding Realignment Program (IMFRP)

Board of Education approval is requested for certification of the Instructional Materials Funding Realignment Program (IMFRP).

In compliance with Education Code section 60119 (as revised by Chapter 900, Statutes of 2004) and CCR, Title 5, Section 9531 (c), the Board of Education will receive public input regarding the Instructional Materials Funding Realignment Program Certification.

In order to be eligible to receive instructional materials funds, the governing board of each district is required to hold an annual public hearing and adopt a resolution stating whether each pupil in the district has sufficient textbooks or instructional materials in specified subjects consistent with the content and cycles of the curriculum frameworks adopted by the state board.

Governing boards that have met the requirements of Education Code section 60119 and have also certified compliance with the Instructional Materials Funding Realignment Program (IMFRP) requirements regarding provision of standards-aligned instructional materials for all students (Education Code section 60422) may spend 100% of any remaining IMFRP funds from that year's allocation for other approved purposes.

RECOMMENDED MOTION: That the Board approves the Certification for Instructional Materials Funding Realignment Program (IMFRP).

Moved: Seconded by:

Vote:

BOARD REPORT

10/11/11
14.2d

14.2d Approval is Recommended for the Williams/Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Uniform Complaints

As a result of the Valenzuela/CAHSEE lawsuit settlement and Williams Legislation, a uniform complaint report summary must be submitted quarterly to the Board of Education and the Los Angeles County Office of Education. The summary for the reporting period of July 1, 2011 through September 30, 2011 is presented for Board approval. There were no complaints during this period.

RECOMMENDED MOTION: That the Board approves the Williams/Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Uniform Complaints for the period of July 1, 2011 through September 30, 2011.

Moved by:

Seconded by:

Vote:



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

**Williams/Valenzuela/CAHSEE Lawsuit Settlement
Quarterly Report on Uniform Complaints 2011-2012**

District Name: Culver City Unified School District

Date: October 11, 2011

Person completing this form: Eileen Carroll

Title: Assistant Superintendent
Educational Services

Quarter covered by this report (check one below):

- 1st QTR July 1 to September 30 Due Oct.17, 2011
- 2nd QTR October 1 to December 31 Due Jan. 17, 2012
- 3rd QTR January 1 to March 31 Due Apr. 16, 2012
- 4th QTR April 1 to June 30 Due Jul. 16, 2012

Date for information to be reported publicly at governing board meeting: October 11, 2011

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	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
CAHSEE Intensive Instruction and Services	0	0	0
TOTAL	0	0	0

Print Name of District Superintendent Patricia Jaffe

Signature of District Superintendent _____ Date 10/11/11

Return the **Quarterly Summary** to:
Williams Legislation Implementation Project
Los Angeles County Office of Education
c/o Yolanda M. Benitez, Williams Settlement Legislation
9300 Imperial Highway, PCS/Williams
Downey, CA 90242

Telephone: (562) 803-8227
FAX: (562) 401-5659
E-Mail: Benitez_Yolanda@lacoed.edu

14.3a Rejection of Claim

The District has received Claim #11-96597-DP for alleged injuries and damages sustained in an accident on September 15, 2011. CorVel Corporation, the District's claim examiners, has reviewed the claim and it is recommended that the claim be rejected.

RECOMMENDED MOTION: That the Board of Education authorize the Assistant Superintendent of Business Services to reject Claim #11-96597-DP.

Moved by:

Seconded by:

Vote:

14.3b Submission of the California Solar Initiative Incentive Application

This is to authorize staff to file an application with the California Solar Initiative (CSI) to apply for their incentive program. The CSI will reserve funds based upon the size of the solar project. These funds will be reserved for a limited period of time within which the District must install the system. Upon approval of the application by CSI, the District will receive a written notice confirming the dollar amount of the reservation and the expiration date by which the system must be installed (usually 18 months after the reservation has been confirmed).

The application fee will range between \$20,000 and \$30,000 and will be paid from the Building Fund. If the project is withdrawn and/or cancelled after receiving the reservation confirmation, then the District will forfeit the application fee.

RECOMMENDED MOTION: That the Board of Education authorize the submission of the California Solar Initiative incentive application and payment of the associated application fee referenced above.

Moved by:

Seconded by:

Vote:

BOARD REPORT

15.1 Discussion and Direction to the Superintendent Regarding a Possible Oil Tax Resolution

The Board will discuss their views on possibly supporting an Oil Tax Resolution at the encouragement of community member Mr. Robert Zirgulis, and provide the Superintendent with direction on this matter.

Mr. Zirgulis has been approaching the Board for their support citing that an oil tax could provide the District with substantial funding.

BOARD REPORT

15.2 Discussion and Direction to the Superintendent Regarding Administrative Regulation 1330 (E), Facilities

At the request of Board member Mr. Silbiger this item is being brought to the Board to discuss the facility rental fees. Members of the PTA have contacted Board members to request an additional free-use for a fundraiser be added to our Administrative Regulation.

The Board will review the Administrative Regulation and provide the Superintendent with direction.