

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

February 14, 2012

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

Karlo Silbiger, President
Katherine Paspalis, Esq. Vice President
Patricia Siever, Professor, Clerk
Laura Chardiet, Member
Nancy Goldberg, Member

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

3. RECESS TO CLOSED SESSION

- 3.1 Conference with Legal Counsel – Anticipated Litigation (Significant exposure to litigation pursuant to subdivision (b) of GC §54956.9)
(1 Potential Case)

- 3.2 Conference with Labor Negotiator (Pursuant to GC §54957.6)
 Agency Designated Representatives: Leslie Lockhart, Director of Human Resources; Ali Delawalla, Assistant Superintendent Business Services; Patricia Jaffe, Superintendent
 Employee Organizations: Culver City Federation of Teachers (CCFT); Association of Classified Employees (ACE); and Management Association of Culver City Schools (MACCS)
- 3.3 Public Appointment/Employment (Pursuant to GC §54947)
 Certificated Personnel Services Report No. 11
 Classified Personnel Services Report No. 11
- 3.4 Public Employee Performance Evaluation (Pursuant to GC §54957)
 Titles: Superintendent; Assistant Superintendent of Business Services; Security Supervisor; Director of Human Resources

4. **ADJOURNMENT OF CLOSED SESSION**

5. **REGULAR MEETING – 7:00 p.m.**

- 5.1 Roll Call – Board of Trustees
 Karlo Silbiger, President
 Katherine Paspalis, Esq., Vice President
 Patricia Siever, Professor, Clerk
 Laura Chardiet, Member
 Nancy Goldberg, Member

5.2 Flag Salute

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

7. **PUBLIC HEARING**

- 7.1 Culver City Unified School District (CCUSD) Re-Opener Collective Bargaining Proposal to the Culver City Federation of Teachers (CCFT) for the 2011-2012 School Year

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 Regular Meeting – December 13, 2011 and January 24, 2012
- 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. 11
- 9.5 Approval is Recommended for the Classified Personnel Reports No. 11
- 9.6 Acceptance of Enrollment Report
- 9.7 Resolution #8/2011-2012(HR), Teacher Education Code Approvals
- 9.8 Resolution #9/2011-2012(HR), Teacher Education Code Approvals
- 9.9 Resolution #10/2011-2012(HR), Teacher Education Code Approvals

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 5111.1, Students – District Residency

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 agendized 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 - None

14.2 Education Services Items

14.2a Third Reading and Approval of Administrative Regulation 6154,
Instruction – Homework/Makeup Work

Motion by _____ Seconded by _____ Vote _____

14.2b Second Reading and Approval of Revised Administrative
Regulation/Board Policy 5116.1, Students – Intradistrict Open Enrollment

Motion by _____ Seconded by _____ Vote _____

14.2c Second Reading and Approval of Revised Administrative Regulation
5117, Students – Interdistrict Attendance

Motion by _____ Seconded by _____ Vote _____

14.3 Business Items

14.3a Approval is Recommended for the Contract between Culver City Unified
School District and Jack Schreder & Associates for Developer Fee Justification
Study

Motion by _____ Seconded by _____ Vote _____

14.4 Personnel Items

14.4a Approval is Recommended for the Adoption of the Culver City Unified
School District Re-Opener Bargaining Proposal to the Culver City
Federation of Teachers for the 2011/2012 School Year

Motion by _____ Seconded by _____ Vote _____

15. BOARD BUSINESS

- 15.1 Recommendations for the Board Regarding Capital Improvement Projects
- 15.2 Board Goals and Objectives Update

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

February 28 – 7:00 p.m. – Regular Public Meeting, (6:00 p.m. Closed Session), City Hall (Chambers), 9770 Culver Blvd.

March 13 – 7:00 p.m. – Regular Public Meeting, (6:00 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.

2/14/12

7.1

BOARD REPORT

7.1 Culver City Unified School District (CCUSD) Re-Opener Collective Bargaining Proposal to the Culver City Federation of Teachers (CCFT) for the 2011-2012 School Year

The Re-Opener Collective Bargaining Proposal from the Culver City Unified School District (CCUSD) 2011-2012 school year has been presented to the Culver City Federation of Teachers (CCFT). Pursuant to Government Code §3547, this proposal is presented for the purpose of public discussion and comment.



Culver City Unified School District

Administration Building 4034 Irving Place Culver City, CA 90232-2810
(310) 842-4220

CULVER CITY UNIFIED SCHOOL DISTRICT

DISTRICT REOPENER PROPOSAL

2011-2012 CCFT NEGOTIATIONS

The Culver City Unified School District Governing Board hereby submits its reopener proposal for 2011-2012 negotiations with the Culver City Federation of Teachers (CCFT), and proposes to maintain the provisions of the current 2011-2012 certificated collective bargaining agreement, except as follows:

ARTICLE 3 - DURATION AND TERMINATION

Extend the term of agreement through June 30, 2015.

ARTICLE 29 - EVALUATION

- Explore alternative evaluation procedures for teachers.
- Discuss modifying the evaluation period for temporary adult school teachers with three or more consecutive years of employment who meet or exceed standards.

ARTICLE 32 - WAGES

Discuss compensation related issues in light of the District and State budget.

BOARD OF EDUCATION

Ms. Laura Chardiet Ms. Nancy Goldberg Ms. Katherine Paspalis Ms. Patricia Siever Mr. Karlo Silbiger Mrs. Patricia W. Jaffe, Superintendent

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

Meeting:	<u>Regular Meeting</u>	Date:	<u>December 13, 2011</u>
Place:	<u>Linwood E. Howe Elementary (Cafetorium) 4100 Irving Place Culver City 90232</u>	Time:	<u>5:30 p.m. – Public Meeting 5:31 p.m. – Closed Session 6:00 p.m. – Public Meeting</u>

Board Members Present

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

Staff Members Present

Patricia W. Jaffe, Superintendent
Ali Delawalla
Eileen Carroll

Call to Order

Board Vice President Mr. Silbiger called the meeting of the Culver City Unified School District Board of Education to order at 5:30 p.m. The Board adjourned to Closed Session at 5:31 p.m. and reconvened the public meeting at 6:06 p.m. with three Board members in attendance. Mr. Zeidman and Mr. Gourley were not in attendance. Students Cole and Isabella Chardiet led the Pledge of Allegiance.

Report from Closed Session

Mr. Silbiger 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. Silbiger amended the agenda by pulling item 14.4b. He suggested moving items 15.1 and 15.2 to immediately follow the Consent Items. Mr. Silbiger also suggested moving item 14.3a to follow item 12.1. It was moved by Ms. Siever and seconded by Ms. Paspalis that the Board adopt the December 13, 2011 agenda as amended. The motion was approved with a vote of 3 – Ayes and 0 – Nays.

9. Consent Agenda

Mr. Silbiger called the Consent Agenda and asked if any member of the audience or the Board wished to withdraw any item. Ms. Siever requested that items 9.2, 9.4, 9.5, and 9.7 be withdrawn. It was moved by Ms. Paspalis and seconded by Ms. Siever to approve Consent Agenda Items 9.1, 9.3, 9.6, 9.8 – 9.10 as presented. The motion was unanimously approved.

- 9.1 Minutes of Regular Meeting – November 22, 2011
- 9.3 Acceptance of Gifts – Donations
- 9.6 Acceptance of Enrollment Report
- 9.8 Rotary Youth Leadership Assembly Overnight Field Trip for CCHS Students in Lake Arrowhead, California, April 27-29, 2012
- 9.9 Local Educational Agency Plan Addendum under the No Child Left Behind Act of 2001
- 9.10 Single Plans for Student Achievement for Culver City High School, Culver Park High School, Culver City Middle School, El Marino Elementary School, El Rincon Elementary School, Farragut Elementary School, La Ballona Elementary School and Linwood E. Howe Elementary School

9.2 Approval is Recommended for Purchase Orders

Ms. Siever withdrew this item to state her concerns about the amount of money being spent in items on pages three and five. Mr. Delawalla stated that the items she was inquiring about were open Purchase Orders that covered the entire year. Mrs. Jaffe confirmed that the SELPA districts are already looking into how costs can be saved.

9.4 Approval is Recommended for the Certificated Personnel Reports No. 9

Ms. Siever withdrew this item to address her concerns about the costs of extra assignments. She would like to know how much the District spends in extra assignments per year. She stated that possibly the District would need to hire someone for the year to assist in covering some of these assignments.

9.5 Approval is Recommended for the Classified Personnel Reports No. 9

Ms. Siever withdrew this item to ask about the Instructional Assistants positions and why they are needed at the District Office. Mrs. Jaffe explained that substitutes are assigned to the District Office and then they can go any school site. Ms. Siever asked about item 1e and if the student helpers were working outside of the District. Mrs. Jaffe stated that these are special education students that are in the Workability Program. Ms. Siever inquired how money from the resignations goes back into the General Fund. Mr. Delawalla will get the information to her at a later date.

It was moved by Ms. Siever and seconded by Ms. Paspalis to approve items 9.2, 9.4, 9.5, and 9.7 as presented. The motion was approved with a vote of 3 – Ayes and 0 – Nays.

15. Board Business**15.1 Oath of Office for Incoming Board Members**

Mr. Silbiger turned the meeting over to Mrs. Jaffe to conduct the Oaths of Office. Mrs. Jaffe introduced the two new Board members, Nancy Goldberg and Laura Chardiet, and led them through the Oath of Office. The new Board members then joined the rest of the Board at the dioc.

15.2 Annual Governing Board Organization Meeting – (Pursuant to Ed. Code 35143)

Mrs. Jaffe opened the nominations for President. Ms. Siever nominated Mr. Silbiger for President. The nomination was seconded by Ms. Goldberg. With no further nominations the Board voted unanimously for Mr. Silbiger to serve as President. Mr. Silbiger thanked the Board for electing him as President. Mr. Silbiger called for nominations for Vice President. It was moved by Ms. Siever and seconded by Ms. Chardiet to nominate Ms. Paspalis. With no further nominations the Board voted unanimously for Ms. Paspalis to serve as Vice President. It was moved by Ms. Paspalis and seconded by Ms. Goldberg to nominate Ms. Siever as Clerk. There being no additional nominations the Board unanimously voted for Ms. Siever to serve as Clerk. It was moved by Ms. Paspalis and seconded by Ms. Chardiet to nominate Ms. Siever as the Voting Representative to the Los Angeles County School Trustees Association (LACSTA) and Representative to Elect Members to the County Committee on School District Organization. There being no additional nominations the Board voted unanimously to elect Ms. Siever as the Voting Representative to LACSTA and Representative to Elect Members to the County Committee on School District Organization. Mr. Silbiger appointed Ms. Paspalis as Parliamentarian.

Volunteering to serve as the Representative to the Board of Education/City Council Liaison Committee were Ms. Paspalis, Ms. Siever, and Ms. Goldberg as the alternate. Volunteering to serve as the Representative to the Youth Health Center Committee was Ms. Goldberg. Volunteering to serve as the Representative to the District Community Arts Committee was Ms. Chardiet. Volunteering to serve as Representative to the Fineshriber Foundation was **Mr. Silbiger** with Ms. Goldberg serving as an alternate. It was moved by Ms. Siever and seconded by Ms. Paspalis for the Board to approve all appointments. The motion was unanimously approved.

10. Awards, Recognitions and Presentations**10.1 American Citizenship Awards**

Mrs. Jaffe and the Assistant Superintendents read the names and accomplishments of each school's recipients of the American Citizenship Award for the month of December. The recipients were Rebecca Netzel from El Marino School; Malik Wilson from El Rincon Elementary; Sumaiya Manjra from La Ballona School; Isabelle Kessner from Linwood E. Howe School; Salman Abbas from Farragut School; Dylan Blaisdell from Culver City Middle School; Brian Jimenez from Culver Park High School; and Sierra Marshall from Culver City High School. Board members presented each recipient with a pin and certificate; and thanked the students and their families for attending the meeting.

11. Public Recognition**11.1 Superintendent's Report**

Mrs. Jaffe congratulated Ms. Chardiet and Ms. Goldberg on their newly elected positions as Board members. Mrs. Jaffe thanked the current Board for all of their hard work over the past two years. She then extended congratulations to the Centaur Football Team and spoke about their great accomplishments over the season. The team had a great send off from the middle school and high school students and staff as they boarded the bus to head to the CIF semi-finals. Mrs. Jaffe stated that she was so proud of the students, teachers, support staff and the community on how they came together in support of the team.

11.2 Assistant Superintendents' Reports

Ms. Carroll congratulated and welcomed Ms. Goldberg and Ms. Chardiet. She reported that the first DLAC meeting was this week and stated some of the topics that were covered. Ms. Carroll also reported that today there were groups of students at the high school and middle school that were trained in an anti-bullying program regarding cyber bullying. The student will now be training other students at their schools.

Mr. Delawalla welcomed the new Board members. He stated that he had planned on introducing Sean Kearney as the new Director of Fiscal Services, but unfortunately Mr. Kearney is out ill. Mr. Delawalla went on to provide a brief biography on Mr. Kearney.

11.3 Student Representatives' Reports**Middle School Student Representative**

Kaelyn Gsellman, Culver City Middle School Student Representative, reported on activities at Culver City Middle School, including the Winter Wonderland Dance update and the Winter O'Grams; Santa Claus coming to the middle school; and the Cheer Squad's win in competition.

Culver Park Student Representative

Jessica Delgado, Culver Park High School Student Representative, reported on activities at Culver Park High School, including the students presenting their designs for their school sweatshirts; the service projects taking place at the school such as Toys for Tots and Helping Hands.

Culver City High School Student Representative/Student Board Member

Eliud Evans, Student Board Member, reported on activities at Culver City High School, including the Snow Ball Dance; the upcoming ASB fundraisers; an upcoming drive-in movie presentation; and AVPA's assembly which he thought was great. Mr. Evans also provided a sports update, and congratulated the football team on an excellent season.

11.4 Members of the Audience

Members of the audience spoke about:

- Neil Rubenstein stated that he brought a Culver City News where Ms. Chardiet stated that she has found three people to write grants for the District. He asked if a Board member is not sworn in yet can they take action and act on behalf of the Board. Ms. Paspalis explained that Ms. Chardiet was acting in her capacity as a member of PTA Council.
- Marci Shulman welcomed the new Board members. She thanked Mr. Zeidman and Mr. Gourley for all of their hard work. Ms. Shulman spoke about the Education Foundation's All for One campaign which raised \$80,000. Leslie Adler, the Education Foundation's Executive Director, spoke about the money from the All for One campaign and what it will go towards. She stated that their website was being updated and the continued plans to grow the campaign.
- David Mielke welcomed Ms. Goldberg and Ms. Chardiet. He congratulated Mr. Silbiger on his new appointment as President, and to the football team for a great season. Mr. Mielke provided a union updated and stated that CCFT's proposal went to the District last week. He stated that teachers have expressed their concern about class size. CCFT will need a proposal from the Board soon. The union hopes they will be at the table on January 11th, and they hope that there will be a more collaborative tone to the negotiations.

- Todd Johnson extended congratulations to the Board and provided an update on the Environmental Sustainability Committee's discussions. He stated that Linwood Howe Elementary is the least cost effective school in the District.
- Pamela Greenstein welcomed Ms. Goldberg and Ms. Chardiet to the Board.

11.5 Members of the Board

Board Members spoke about:

- Ms. Goldberg asked for an update on the solar project. Mr. Delawalla stated that he has submitted for CSI application and at this time staff is looking at different projects. Ms. Goldberg also wanted to confirm that the Environmental Sustainability Committee would be involved.
- Ms. Chardiet stated she was happy that the Green 5 project was moving forward. She thanked her family, friends, and the community for attending the meeting and giving her their support.
- Ms. Siever welcomed the new Board members. She stated that Mr. Zeidman previously stated that he would donate his salary to the All For One campaign. Instead of donating her **annual stipend for serving as a Board member**, she stated that she wrote a check to the Education Foundation for \$2,600. Ms. Siever asked Mrs. Jaffe to **report as to the progress on the Board's goals and objectives**. She thanked everyone for coming out and wished everyone a Merry Christmas.
- Ms. Paspalis welcomed the new Board members. She heard the AVPA singers at the tree lighting and they did a great job. Ms. Paspalis reported that she went to the semi-final football game and it was fabulous. She attended the PTA Holiday Luncheon which was a success, and also read stories to students at La Ballona Elementary. Ms. Paspalis stated that she has discussed the communication/transparency issue with Mrs. Jaffe that she keeps hearing about. They have decided that after the Board meetings there will be updates on Culver Currents. She congratulated Coach Wright and the individual players on the football team. Ms. Paspalis spoke of her disappointment with an article in Culver City News where they did not state anything about what the District is doing for the environment and "going green."
- Mr. Silbiger thanked all the community members who attended the meeting. Mr. Silbiger also thanked members of the Education Advisory Committee which included John Barton, Nancy Goldberg, Jim Province, Gary Silbiger and others who helped him. He spoke about his intentions as the new Board President. In January the Board will set new goals and objectives. He spoke about a few of the ideas he would like to work towards which included creating a new budget process and looking at the way schools are functioning.

Mayor O'Leary came to the podium and congratulated Mr. Silbiger on his appointment as president. He also congratulated Ms. Goldberg and Ms. Chardiet, and looks forward to working with the District.

12. Information Items

12.1 Presentation of the First Interim Report for 2011-12

Mr. Delawalla presented the First Interim Report to the Board. Dr. Luther Henderson commented on his observation that there was not a lot of "wobble room" in the unrestricted funds for salaries. He also took notice that the retiree lifetime benefits are being paid out of the general fund. He stated that retirees in June will be paid out of the general fund. Mr. Delawalla stated that there were funds in 2003, and there was an opportunity for the Board to decide. He stated that we currently are on a "pay as you go." Peggy Upton stated that new information had just come in from the State and that revenues came in at \$2.2 billion under. She stated that trigger one would be totally implemented and trigger 2 would be partially implemented. Ms. Upton also stated that there would be a Home-to-School funding cut. Amanda Copeland announced that there was a new community group named Culver City Citizens for an Ethical School Board. They had extended invitations to the Board to attend their meeting and only two Board members responded. **Ms. Copeland asked questions of Mr. Delawalla about the special education funding and expenditures. She also asked where the funds come from to pay the District's special education attorneys.** Mr. Delawalla responded to additional questions from the Board. Mr. Silbiger thanked Mr. Delawalla for his presentation, and commented that with all of the cuts coming from the State it is amazing that the District will not have to do mid-year cuts.

14. Action Items**14.3 Business Items****14.3a Approval is Recommended for the Certification of the First Interim Report for 2011-12**

It was moved by Ms. Paspalis and seconded by Ms. Siever that the Board approve the Certification of the First Interim Report for 2011-12 as presented. The motion was unanimously approved.

13. Recess

The Board agreed to bypass a recess.

14. Action Items – (cont.)**14.1 Superintendent’s Items - None****14.2 Education Services Items****14.2a Approval is Recommended for the Stipulated Expulsion of Pupil Services Case #04-11-12**

It was moved by Ms. Paspalis and seconded by Ms. Siever that the Board approve the Stipulated Expulsion of Pupil Services Case #04-11-12 as amended in Closed Session. The motion was approved with a vote of 3 – Ayes; 0 – Nays; and 2 – Abstentions.

14.3 Business Services Items – (cont)**14.3b Approval is Recommended for the Certification of Signatures**

It was moved by Ms. Paspalis and seconded by Ms. Chardiet that the Board approve the Certification of Signatures as presented. The motion was unanimously approved.

14.3c Approval is Recommended for the Extension of Joint Use Agreement between the City of Culver City and Culver City Unified School District

It was moved by Ms. Paspalis and seconded by Siever that the Board approve the Extension of Joint Use Agreement between the City of Culver City and Culver City Unified School District as presented. The motion was approved with a vote of 3 – Ayes; 0 – Nays; and 2 – Abstentions.

14.4 Personnel Items**14.4a Approval is Recommended for the 2012-2013 School Year Calendar**

David Mielke stated that the calendar is a mandatory subject of bargaining. He explained the process of making the decisions regarding the school year calendar dates, and stated the process has been a collaborative one. He stated everyone was surprised after the last meeting when it was derailed. Ms. Siever stated that she would be voting yes. Mr. Silbiger stated that at the last meeting it was the right decision at the wrong time. He will support the motion and he would like to move towards a start time that makes more sense. It was moved by Ms. Paspalis and seconded by Ms. Siever that the Board approve the 2012-2013 School Year Calendar as presented. The motion was approved with a vote of 3 – Ayes; 0 – Nays; and 2 – Abstentions.

14.4b Approval is Recommended for Resolution #7-2011/2012, Catastrophic Leave for Certificated Employee (High School Teacher)

This item was removed from the agenda.

Ms. Paspalis stated she was greatly concerned about two of the Board members meeting with someone that the District is in litigation with. She would like to direct Mrs. Jaffe to direct those members to bring a full report of what happened in that meeting so that it may be discussed at the next Closed Session. **She suggested that Mr. Silbiger and Ms. Goldberg recuse themselves from voting on special education litigation issues because they spoke to members of the public on this topic.**

Adjournment

There being no further business, it was moved by Ms. Paspalis, seconded by Ms. Siever and unanimously approved to adjourn the meeting. Board President Mr. Silbiger adjourned the meeting at 8:10 p.m. in memory of Bernice Chardiet.

Approved: _____
Board President

Superintendent

On: _____
Date

Secretary

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

Meeting:	<u>Regular Meeting</u>	Date:	<u>January 24, 2012</u>
Place:	<u>City Hall</u> <u>Mike Balkman Chambers</u> <u>9770 Culver Boulevard</u> <u>Culver City 90232</u>	Time:	<u>5:45 p.m. – Public Meeting</u> <u>5:46 p.m. – Closed Session</u> <u>7:00 p.m. – Public Meeting</u>

Board Members Present

Karlo Silbiger, President
Katherine Paspalis, Esq., Vice President
Patricia Siever, Professor, Clerk
Laura Chardiet, Member
Nancy Goldberg, Member

Staff Members Present

Patricia W. Jaffe, Superintendent
Ali Delawalla
Eileen Carroll

Call to Order

Board President Mr. Silbiger called the meeting of the Culver City Unified School District Board of Education to order at 5:45 p.m. The Board adjourned to Closed Session at 5:46 p.m. and reconvened the public meeting at 7:05 p.m. with all Board members in attendance. Mr. Jerry Chabola led the Pledge of Allegiance.

Report from Closed Session

Mr. Silbiger 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.

7. Public Hearing

7.1 2010-2011 California High School Exit Examination Apportionment Information Report 60 Day General Waiver Request

Mr. Silbiger opened the Public Hearing at 7:09 p.m. There being no comments from audience members Mr. Silbiger closed the Public Hearing at 7:10 p.m.

7.2 2010-11 California English Language Development Test Apportionment Information Report 60 Day General Waiver Request

Mr. Silbiger opened the Public Hearing at 7:11 p.m. There being no comments from audience members Mr. Silbiger closed the Public Hearing at 7:11 p.m.

7.3 Culver City Federation of Teachers (CCFT) Initial Collective Bargaining Proposal to the Culver City Unified School District (CCUSD) for the 2011-2012 School Year

Mr. Silbiger opened the Public Hearing at 7:12 p.m. Amy Hodge, Special Education teacher spoke about her duties and feels that it is imperative to have preparation time. She also stated her concerns about growing class sizes. George Laase stated that any call for salary increases is premature. He stated that the average teacher salary was \$62,041 and is currently \$65,000 due to step and column increases. David Mielke provided a brief union updated and extended congratulations to the new Board members. He provided an overview of the CCFT Proposal. Mr. Mielke stated that the main concern for the teachers is class size. The Public Hearing was closed at 7:20 p.m.

7.4 Association of Classified Employees (ACE) Initial Collective Bargaining Proposal to the Culver City Unified School District (CCUSD) for the 2011/2012 School Year

Mr. Silbiger opened the Public Hearing at 7:20 p.m. There being no comments from audience members Mr. Silbiger closed the Public Hearing at 7:21 p.m.

8. Adoption of Agenda

Mr. Silbiger suggested moving item 12.1 up on the agenda to follow item 10.1, then continue with item 10.2, and followed by 12.2 and 12.3. Board members agreed. It was moved by Ms. Paspalis and seconded by Ms. Siever to adopt the January 24, 2012 agenda as amended. The motion was unanimously approved.

9. Consent Agenda

Mr. Silbiger called the Consent Agenda and asked if any member of the audience or the Board wished to withdraw any item. Amanda Copeland requested that item 9.1 be withdrawn. David Mielke requested that item 9.2 be withdrawn. Ms. Siever requested that item 9.5 be withdrawn. It was moved by Ms. Chardiet and seconded by Ms. Goldberg to approve Consent Agenda Items 9.3, 9.6, 9.7, 9.8, 9.9, and 9.11 as presented. The motion was unanimously approved.

9.3 Acceptance of Gifts – Donations

9.6 CCHS Lacrosse Team Trip to Northern California, March 22-24, 2012

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

9.8 2010-11 California High School Exit Examination Apportionment Information Report 60 Day General Waiver Request

9.9 2010-11 California English Language Development Test Apportionment Information Report 60 Day General Waiver Request

9.11 Student Teacher Agreement Between the Culver City Unified School District and University of Southern California

9.1 Approval is Recommended for the Minutes of Regular Meeting – December 13, 2011

Amanda Copeland requested this item be withdrawn to request that additional comments made by her be added to item 12.1. She also asked questions of Mr. Delawalla about the special education funding and expenditures. Ms. Copeland also asked where the funds come from to pay the District's special education attorneys. She asked to include the following comments to item 14.4b, the last paragraph on page 52: Ms. Paspalis suggested that Mr. Silbiger and Ms. Goldberg recuse themselves from voting on special education litigation issues because they spoke to members of the public on this topic. Ms. Siever requested that this item be withdrawn to clarify a statement on page 51 item number 11.5. In her comments where it states that "Instead of donating her salary..." she would like it clarified that it was not referencing her salary from West Los Angeles. She was referencing her stipend that she receives as a Board member. She also asked to clarify that she did not ask Mrs. Jaffe for a "write-up." She asked her for a "report" on the status of how the Board is progressing on their goals and objectives. Ms. Paspalis confirmed that there is no correction needed on item 14.4b. It is correct as it stands because the item was removed from the agenda. Mr. Silbiger asked for a correction to item 15.2 on page 49. Mr. Silbiger is the representative to the Fineshriber Foundation and not Ms. Paspalis. Mr. Silbiger requested that the Minutes be brought back to the next meeting for approval since there were several corrections. Mrs. Jaffe agreed.

9.2 Approval is Recommended for Purchase Orders and Warrants

David Mielke inquired about Purchase Order 58168. He wanted to know what fund was being used, and what we are getting from Loyola Marymount for that amount. Mr. Delawalla stated that it is part of a FLAP Grant. Mr. Mielke also had a comment regarding Purchase Order 58169. He was told that we cannot hire in-house language and speech specialists so we pay to contract out to private vendors. In speaking to the speech and language employees here in the District they think that it's got to be more cost effective to hire employees than to contract out. He stated that if we do not have competitive salaries than we will not get many applicants for those positions. Amanda Copeland commented that there is only about \$250 for Fagen, Friedman, and Fulfroost. She asked what happened to the bills for Attorney Jonathan Read to the District. She named some of the services that he has done for her daughter and felt that the bills should have been higher. Mr. Delawalla stated that the bills shown are all that have been received thus far. Susan Levy commented on consultants for speech therapy. She stated that she cannot get speech therapy for her son and he is now a senior in high school. She wondered if since it is not required if that is why they cannot get services. Ms. Siever noticed on page 2 the amount is high for "non-public school." She asked if the amount on page 2 was a cumulative amount. Mr. Delawalla stated that it is a projected amount based on the IEP. She asked what the average was annually on "non-public education." Mr. Delawalla stated it was about \$4.2 million. On page 11, Ms. Siever asked if the charges were for consultants for Special

Education Consultants. She would like to know if there is a code for consultants. Ms. Delawalla stated that they are trying to keep the code for consultants at 5850. She asked again how much does the District spend annually on consultants. Mr. Delawalla stated that the amount was provided in September when he presented the Unaudited Actuals and he will provide the information again at the end of the fiscal year. It was moved by Ms. Siever and seconded by Ms. Paspalis to approve purchase orders from December 3, 2011 through January 13, 2012 as presented. The motion was unanimously approved.

9.4 Approval is Recommended for the Certificated Personnel Reports No. 10

Mr. Mielke commented on items K and L. He stated that the unions have said that the gap between teachers and administration needs to be narrowed. Mr. Mielke asked the Board to not accept the resignation of Jerry Chabola. Scott Zeidman commented on Jerry Chabola who is resigning. Mr. Zeidman spoke about Mr. Chabola's dedication to the District and his many contributions. Losing Mr. Chabola will be a great loss to the District and Mr. Zeidman urged the Board to vote no on his resignation. Ms. Paspalis agreed with Mr. Ziedman and all Board members agreed that Mr. Chabola's dedication and hard work for the District was appreciated and would be missed. Ms. Siever stated that she spoke to Mrs. Lockhart who helped her understand the difference between additional assignments and extra assignments. It was moved by Ms. Paspalis and seconded by Ms. Siever to approve the Certificated Personnel Reports No. 10 as presented. The motion was unanimously approved.

9.5 Approval is Recommended for the Classified Personnel Reports No. 10

Ms. Siever's questions were answered during the discussion in 9.4. It was moved by Ms. Paspalis and seconded by Ms. Chardiet that the Classified Personnel Reports No. 10 be approved as presented. The motion was unanimously approved.

9.10 Acceptance of Compensation Report of the Members of the Board of Education

Mr. Laase thanked the Board for bringing the report in a timely fashion. He asked if the public would be seeing the final compensation for the prior Board. It was moved by Ms. Paspalis and seconded by Ms. Chardiet that the Board approve the Acceptance of the Compensation Report of the Members of the Board of Education as presented. The motion was unanimously approved.

10. Awards, Recognitions and Presentations

10.1 American Citizenship Awards

Mrs. Jaffe and the Assistant Superintendents read the names and accomplishments of each school's recipients of the American Citizenship Award for the month of January. The recipients were Emily Sugiyama from El Marino School; Hannah Tanchauco from El Rincon Elementary; Kaira Hernandez from La Ballona School; Cydnee Wells from Linwood E. Howe School; Hannah Gomez from Farragut School; Delon Barnes from Culver City Middle School; Janyra McNearly from Culver Park High School; and Layal Bishara from Culver City High School. Board members presented each recipient with a pin and a certificate; and thanked the students and their families for attending the meeting.

12. Information Items

12.1 2010-2011 Independent Audit Report

Mr. Delawalla introduced Michael Ash from Christy White, A Professional Accountancy Corporation who presented the 2010-2011 Independent Audit Report to the Board, and informed the Board when the audits take place during the year. Amanda Copeland suggested having copies for the audience available.

10.2 Spotlight on Education - La Ballona Elementary School and Culver Park High School/Independent Study

Christine Collins, Principal at La Ballona Elementary, reported on furthering the academic achievement agenda at La Ballona. She also spoke about what is happening at the school to improve test scores. Ms. Siever congratulated Ms. Collins on all of the awards that the school has received under her leadership. Ms. Siever also asked if the Successmaker Program was at all of the schools. Ms. Collins and Ms. Carroll confirmed that all elementary schools have the program and so does Culver City Middle School. Ms. Chardiet congratulated Ms. Collins and the staff at La Ballona. Ms. Carroll also congratulated Ms. Collins on the schools' achievements.

Ms. Carroll introduced Marianne Turner, Principal at Culver Park High School. Ms. Turner informed the Board about the current programs at Culver Park which included the HeArt Project and two new programs. One of the new programs is The K9 Connection which brings together rescue dogs and the students to promote responsibility with the students. The other program is the Youth Mentoring Connection. Ms. Turner was accompanied by student Michael Burke. Mr. Burke then presented information on the R.O.P. Program which he is a part of. He shared his experience and accolades that he has received in the program. Robert Zirgulis commented that Mr. Burke is a great student. Amanda Copeland stated that the K9 Connection was an amazing program to help teach responsibility. Ms. Goldberg stated that she received an invitation to an R.O.P. event and asked if Mr. Burke would be in attendance. He confirmed he would be. Ms. Siever commented that this was the second time in the past month that there has been a Culver Park student in the spotlight. Another Culver Park student won the Martin Luther King, Jr. essay competition. Board members thanked the presenters.

Mr. Silbiger asked Board members if they would mind doing items 12.2 and 12.3 and then taking recess. All Board members were in agreement.

12. Information Items (cont.)

12.2 CCUSD Litigation Against Students in the District

Amanda Copeland gave a Power Point presentation in representation of the Culver City Community for an Ethical School Board. She spoke about her feelings on the unfair litigation against the District's special education students, and provided suggestions on what to change in Board policies to handle litigation for special education. Robert Zirgulis stated that he thinks money should go the students and not lawyers. He has seen how special education helps students and he feels that the District should put money towards the students. Gary Abrams expressed his disappointment with the vision of the District. Janet Chabola asked Ms. Copeland why she feels the District is denying her child an education. Ms. Copeland stated that her issues with the District began in 2005 and has been ongoing. Further discussion ensued.

12.3 Special Education Update

Jo-Anne Cooper presented information on the Special Education Department and how the IEP process works. She also explained how the ADR (Alternate Dispute Resolution) process works and the services that are offered in the District. Susan Levy spoke about her son's experience in the District and explained that the services in the high school are not working. Ms. Copeland commented on Ms. Cooper's presentation and stated that there is no ADR in the District and that Ms. Cooper was lying and refusing to give her child an IEP. Ms. Copeland proceeded to provide additional information on her daughter's experience in the District.

13. Recess

The Board recessed at 9:10 p.m. and reconvened at 9:20 p.m.

11. Public Recognition

11.3 Student Representatives' Reports

Middle School Student Representative

Kaelyn Gsellman, Culver City Middle School Student Representative, was unable to stay to give her report due to the length of the meeting.

Culver Park Student Representative

Jessica Delgado, Culver Park High School Student Representative, was not present.

Culver City High School Student Representative/Student Board Member

Eliud Evans, Student Board Member, reported on activities at Culver City High School, including finals taking place this week on Wednesday, Thursday, and Friday. Cocoa and Cram was held last Wednesday which is day supported by LinkCrew to help students study for finals. He also reported on the many ASB fundraisers taking place in February which include Hot Dog on a Stick on Feb. 8th; Shakey's on Feb. 9th; and on Feb. 14th they will be serving hot cocoa in the morning and doing a Kiss the Snake Fundraiser in the afternoon. Mr. Evans announced they are holding a blood drive through the Red Cross on Feb. 10th, and having a yard sale in the front

of the high school on March 10th. He gave a brief sports update. Mr. Eliud stated that he and other students that are friends of Sirak are concerned about how much school he has missed due to administration being unable to come to a decision regarding his punishment. They do not feel that one mistake should not be a deciding factor on the way his future unfolds.

11.1 Superintendent's Report

Mrs. Jaffe commended Ms. Collins, Ms. Turner, and Ms. Cooper on their presentation. She thanked Ms. Siever for her participation in the Martin Luther King, Jr. event and provided the names of the students who won the essay competition. Mrs. Jaffe reported on her attendance at the budget workshops and the Facilitation Workshop for Chaotic Times. She stated that the Friends of the Library event was fantastic. Mrs. Jaffe announced that she has started "Meeting in a Minute" which gives a brief summary on the website of actions taken at the Board meetings. She then gave a breakdown of each department showing all of the cuts that have been made over the past three years in the District Office.

11.2 Assistant Superintendents' Reports

Ms. Carroll reported on the latest Anti-Bullying Task Force meeting and stated that a grant was found in the amount of \$15,000 that the District is going to apply for. The funds would be to implement the Olweus Program. Ms. Carroll also provided an update on professional development workshops in the District.

Mr. Delawalla stated that on January 5th the Governor released his budget proposal. Mr. Delawalla provided a brief summary of the proposal and how it would affect education.

11.4 Members of the Audience

Members of the audience spoke about:

- Aster Dejene stated that she has a son at the high school who is not perfect, but his recent school record shows he has made big progress. She asked the Board not to throw her son out of school.
- David Mielke gave a brief union update and said that he had a pre-bargaining meeting with the teachers. He said that the reserve for economic uncertainties used to be three percent. He does not know how he missed it, but the last Board raised it to five percent. He stated that it is important that the Board ask the Business Office to give updates as soon as possible. Mr. Mielke also spoke about the unions trying to establish more collaborative relationships with the District.
- Robert Zirgulis suggested renting out the District Office parking lot during the weekends for extra income to the District. He also stated that he is a substitute teacher and thinks that he was being punished by the old Board for being outspoken.
- Rebecca Williams read the comments of Nori Nagumo where she was asking for status on making El Marino's kindergarten a full-day program instead of half-day, and if so what would be the requirements to accommodate the students.

11.5 Members of the Board

Board Members spoke about:

- Ms. Goldberg reported that she spent a lot of time visiting the schools sites and finding out about their programs. She stated that she was in "awe" of her fellow Board member Patricia Siever at the Martin Luther King, Jr. event. She was impressed by the speakers and the whole event. Ms. Goldberg also attended the Glee event at the middle school and was very impressed by the parent participation. She suggested that if anyone would like to contact her that they send her an e-mail with any questions that they may have so that she can follow-up with them.
- Ms. Chardiet reported that she was visiting the District Office and school sites on an "education tour." She stated that the Martin Luther King, Jr. Celebration event was very inspirational. Ms. Chardiet also reported on the Grant Writing Workshop that the PTA organized and took place at La Ballona Elementary. She thanked everyone for their help in organizing the event and stated there was good attendance.

- Ms. Siever commended the District staff and parents that took part in the MLK Celebration. The students were fantastic and she was very proud of them. Ms. Siever stated that the District will miss Jerry Chabola.
- Ms. Paspalis reported on her attendance at the Grant Writing Workshop and thanked everyone that helped organize the workshop. She stated there were thirty people present. Ms. Paspalis wanted to address Mr. Silbiger and Ms. Goldberg. Ms. Paspalis wanted to clarify that she has no problem with them meeting with members of the public. She was having an issue with them meeting with someone that the District is in litigation with. She would still like to know what was discussed at the meeting.
- Mr. Silbiger stated that someone brought up to him the topic of start times at the schools. He asked to bring the topic back to a future Board meeting. He stated that the City Council has made it clear that they do not want to spend money on the arts. We are keeping the arts alive in our District and he encourages the city to do the same. Mr. Silbiger stated that it is not a Brown Act violation to meet with someone who is in litigation with the District.

12.4 First Reading of Revised Administrative Regulation/Board Policy 5116.1, Students – Intradistrict Open Enrollment

The Board decided that the policy did not need any revisions and asked for it to come back to the next meeting for approval.

12.5 Official Election Results

Mrs. Jaffe presented the Board with the Official Election Results for their information, and for the public to see.

14. Action Items

14.1 Superintendent's Items

14.1a Fourth Reading and Approval of Board Bylaw 9323, Meeting Conduct

Mr. Silbiger suggested moving this item to a future meeting. It was moved by Ms. Siever and seconded by Ms. Paspalis to continue this item to a future meeting. The motion was unanimously approved.

14.2 Education Services Items

14.2a Approval is Recommended for the Stipulated Expulsion of Pupil Services Case #05-11-12

It was moved by Ms. Siever and seconded by Ms. Paspalis that the Board approve the Stipulated Expulsion of Pupil Services Case #05-11-12 as presented. The motion was unanimously approved.

114.2b Second Reading and Approval of Administrative Regulation 6154, Instruction – Homework/Makeup Work

Alan Elmont stated that it should be required that the teachers at the middle school and high school post homework assignments online. Sarah Dry asked the Board to change the policy regarding the minutes spent per night on homework at the elementary level. She thinks that too much time is being spent on homework at this grade level. Casey Chabola commented on the reading from an assigned list statement on page B. He asked if this would also be applicable during summer. Mr. Chabola also feels that there should be more math requirements in the assignments. It was moved by Ms. Siever and seconded by Ms. Paspalis to postpone this item until the next meeting. The motion was unanimously approved.

Mr. Silbiger allowed Gary Abrams to make his comments since he was not called during Public Recognition. Mr. Abrams spoke on behalf of a student named Sirak. Mr. Abrams asked what the District's policy was on expulsions, and at what point does the Board hear about these cases.

14.3 Business Services Items

14.3a Approval is Recommended for an Increase in Mileage Reimbursement Amount for School Business Travel

Ms. Siever asked Mr. Delawalla what the increase would amount to approximately for the year. Ms. Goldberg asked if other districts use the IRS requirements. Mr. Delawalla stated that we are trying to be in compliance. It was moved by Ms. Paspalis and seconded by Ms. Chardiet that the Board approve an Increase in Mileage Reimbursement Amount for School Business as presented. The motion was unanimously approved.

14.3b Approval is Recommended for the Authorization to Transfer Funds from the General Fund into the Deferred Maintenance, Adult School and Redevelopment Funds

It was moved by Ms. Paspalis and seconded by Ms. Goldberg that the Board approve the Authorization to Transfer Funds from the General Fund into the Deferred Maintenance, Adult School and Redevelopment Funds as presented. The motion was unanimously approved.

14.4 Personnel Items – None

15. Board Business

Mr. Silbiger recommended hearing the audience members on these matters, but postponing the discussion until the next meeting. It was moved by Ms. Paspalis and seconded by Ms. Chardiet to postpone items 15.1 and 15.2 until the next meeting. The motion was unanimously approved.

15.1 Recommendations for the Board Regarding Capital Improvement Projects

Janet Chabola stated that it is bad business to have community members writing policies. She provided examples of changes in verbage that could be made. Todd Johnson thanked Mrs. Jaffe for her leadership. Elaine Behnken, speaking on behalf of the ACE Community, extended congratulations to Ms. Chardiet and Ms. Goldberg and stated that it was exciting to be working hand-in-hand with the District. Ms. Behnken also announced that the Glee Project was a great success

15.2 Board Goals and Objectives Update

This item is postponed until the next meeting.

Adjournment

There being no further business, it was moved by Ms. Goldberg, seconded by Ms. Siever and unanimously approved to adjourn the meeting. Board President Mr. Silbiger adjourned the meeting at 10:35 p.m. in memory of Patricia Logsdan.

Approved: _____
Board President

Superintendent

On: _____
Date

Secretary

BOARD REPORT

2/14/12

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 January 14, 2012 through February 3, 2012 is \$297,856.35.

BUDGET NUMBER LEGEND FOR FUNDS

- 01.0 general fund
- 01.7 tri-city selpa
- 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 January 14, 2012 through February 3, 2012 in the amount of \$297,856.35 be ratified by the Board of Education.

Moved by:

Seconded by:

Vote:

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
02/02/12	1208EMST	A	02/02/2012	02/02/2012	TROXELL COMMUNICATIONS	AUDIOVISUAL SUPP/EQUIP	Linwood Howe Elementary	01.0	90127.0	11100	10000	4410	2020000	1,685.63	
							1208EMST			TROXELL COMMUNICATIONS				1,685.63	
01/18/12	58213M	A	01/18/2012	01/18/2012	UNITED RENTALS	EQUIPMENT RENTAL/LEASE	Maintenance	01.0	81500.0	00000	81100	5610	0005040	400.00	
							58213M			UNITED RENTALS				400.00	
01/18/12	58214M	A	01/18/2012	01/18/2012	AQUA-FLO	MAINTENANCE SUPP/EQUIP	Maintenance	01.0	81500.0	00000	81100	4380	0005040	500.00	
							58214M			AQUA-FLO				500.00	
01/18/12	58215M	A	01/18/2012	01/18/2012	DANDY GLASS	REPAIRS - OTHER	Maintenance	01.0	81500.0	00000	81100	5630	0005040	925.00	
							58215M			DANDY GLASS				925.00	
01/18/12	58216M	A	01/18/2012	01/18/2012	MERCO CO., INC.	REPAIRS - OTHER	Maintenance	01.0	81500.0	00000	81100	5630	0005040	6,600.00	
							58216M			MERCO CO., INC.				6,600.00	
01/18/12	58218M	A	01/18/2012	01/18/2012	JB BACKHOE SERVICE	REPAIRS - OTHER	Maintenance	01.0	81500.0	00000	81100	5630	0005040	5,661.00	
							58218M			JB BACKHOE SERVICE				5,661.00	
01/18/12	58219M	A	01/18/2012	01/18/2012	SANTA MONICA FENCE CO	REPAIRS - OTHER	Maintenance	01.0	81500.0	00000	81100	5630	0005040	2,160.61	
							58219M			SANTA MONICA FENCE CO				2,160.61	
01/18/12	58220M	A	01/18/2012	01/18/2012	SOUTH BAY LANDSCAPING INC.	CONTRACTED SERVICES	Grounds	01.0	00000.0	00000	82000	5810	0005043	3,340.00	
							58220M			SOUTH BAY LANDSCAPING INC.				3,340.00	
01/18/12	58221M	A	01/18/2012	01/18/2012	SADDLEBACK GOLF CARS	REPAIRS - OTHER	Custodians	01.0	00000.0	00000	82002	5630	0005042	500.00	
							58221M			SADDLEBACK GOLF CARS				500.00	
01/18/12	58222M	C	01/18/2012	01/18/2012	LOS ANGELES COUNTY	FEES, LICENSE	Maintenance	01.0	81500.0	00000	81100	5890	0005040	379.00	
							58222M			LOS ANGELES COUNTY TREASURER TAX				379.00	

Board List Purchase Order Report
CULVER CITY UNIFIED SD

Page No. **2**

Run Date: **02/04/2012**

Run Time: **04:54:00AM**
WEEKLY

Report ID: **LAPO009C**

District: **64444**

Purchase Orders/Buyouts To The Board for Ratification From: **1/14/2012 To 2/3/2012**
 Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

Change

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
01/17/12	58224M	A	1	02/01/2012	HD INDUSTRIES	REPAIRS - OTHER 01/17/2012	Operations 58224M	01.0	00000.0	00000	36000	5630	0005041	269.51	269.51
01/25/12	58225M	A		01/25/2012	ONE STOP ROOTER & PLUMBING	REPAIRS - OTHER 01/25/2012	Maintenance 58225M	01.0	81500.0	00000	81100	5630	0005040	2,110.00	2,110.00
01/19/12	58226M	A		01/19/2012	AMS ACOUSTICAL MATERIAL SERVICES	MAINTENANCE SUPP/EQUIP 01/19/2012	Maintenance 58226M	01.0	81500.0	00000	81100	4380	0005040	593.54	593.54
01/26/12	58229M	A		01/26/2012	CONCRETE CORING COMPANY	REPAIRS - OTHER 01/26/2012	Maintenance 58229M	01.0	81500.0	00000	81100	5630	0005040	600.00	600.00
01/26/12	58230M	A		01/26/2012	SUNBELT FLOORING, INC.	REPAIRS - OTHER 01/26/2012	Maintenance 58230M	14.0	06205.0	00000	81100	5630	0005040	3,990.00	3,990.00
02/02/12	58232M	A		02/02/2012	COALITION FOR ADEQUATE SCHOOL MEMBERSHIPS	MEMBERSHIPS 02/02/2012	Maintenance 58232M	01.0	81500.0	00000	81100	5310	0005040	439.00	439.00
01/17/12	58279	C		01/17/2012	CASCWA	CONFERENCE AND TRAVEL 01/17/2012	Pupil Services 58279	01.0	00000.0	00000	31400	5220	0004020	275.00	275.00
01/17/12	58295	A		01/17/2012	BARNES & NOBLE BOOKSELLERS	BOOKS 01/17/2012	La Ballona Elementary 58295	01.0	42030.0	11100	27000	4210	2060000	1,910.08	1,910.08
01/17/12	58306	A		01/17/2012	MCGRAW HILL HIGHER EDUCATION	BOOKS 01/17/2012	Adult School 58306	11.0	90139.0	41100	10000	4110	0000010	708.96	708.96
01/17/12	58307	A		01/17/2012	GRAINGER	JANITORIAL SUPP/EQUIP 01/17/2012	EI Rincon 58307	01.0	00000.0	00000	82002	4370	2040001	39.15	39.15

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

Board List Purchase Order Report
 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	
01/17/12	58308	A		01/17/2012	COMPLETE BUSINESS SYSTEMS	OFFICE SUPPLIES	El Rincon	01.0	00000.0	11100	10000	4350	2040001	868.91	868.91	
						01/17/2012	58308	COMPLETE BUSINESS SYSTEMS								868.91
01/17/12	58309	C		01/17/2012	CULVER CITY NEWS	ADVERTISING	Superintendent's Office	01.0	00000.0	00000	71000	5830	0001000	330.00	330.00	
						01/17/2012	58309	CULVER CITY NEWS								330.00
01/17/12	58310	A		01/17/2012	NORM'S REFRIGERATION & REFRIGERATION	REPAIRS - OTHER	Undistributed ROP	01.0	96352.0	71100	10000	5630	0000000	258.17	258.17	
						01/17/2012	58310	NORM'S REFRIGERATION & ICE EQUIPMENT, INC								258.17
01/18/12	58311	A		01/18/2012	CDW-G	OFFICE SUPPLIES	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	933.92	933.92	
						01/18/2012	58311	CDW-G								933.92
01/20/12	58312	A		01/20/2012	DIVISION OF THE STATE ARCHITECT	CONSTRUCTION SUPP/EQUIP	Undistributed PURCH/DIST	21.0	00000.0	00000	85000	6150	0000000	1,117.74	1,117.74	
						01/20/2012	58312	DIVISION OF THE STATE ARCHITECT								1,117.74
02/01/12	58313	A		02/01/2012	RICOH BUSINESS SOLUTIONS	OFFICE SUPPLIES	Human Resources	01.0	00000.0	00000	74000	4350	0003000	64.16	64.16	
						02/01/2012	58313	RICOH BUSINESS SOLUTIONS								64.16
01/18/12	58314	A		01/18/2012	NASCO MODESTO	INSTRUCTIONAL SUPPLIES	Office of Child Development	12.0	90284.0	85000	10000	4310	0000002	147.22	147.22	
						01/18/2012	58314	NASCO MODESTO								147.22
01/20/12	58315	A		01/20/2012	TEACHERS DISCOUNT	INSTRUCTIONAL SUPPLIES	Office of Child Development	12.0	50250.0	85000	10000	4310	0000002	677.14	677.14	
						01/20/2012	58315	TEACHERS DISCOUNT								677.14
01/18/12	58316	A		01/18/2012	PULSE TEAM WEAR	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	00000.0	16002	10000	4310	4010000	1,088.91	1,088.91	
						01/18/2012	58316	PULSE TEAM WEAR								1,088.91
01/18/12	58317	A		01/18/2012	CDW-G	COMPUTER SUPP/EQUIP	Adult School	11.0	39260.0	41100	10000	4410	0000010	94.35	94.35	
						01/18/2012	58317	CDW-G								94.35

Board List Purchase Order Report

CULVER CITY UNIFIED SD

1/14/2012 To 2/3/2012

Purchase Orders/Buyouts To The Board for Ratification From : 1/14/2012 To 2/3/2012

PO Date	PO #	Stat	Ord#	Date	Change	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
01/18/12	58318	C		01/18/2012		THE MASTER TEACHER, INC.	SUBSCRIPTIONS	Superintendent's Office	01.0	00000.0	00000	71000	4313	00010000	386.00	386.00
						THE MASTER TEACHER, INC.	01/18/2012	58318								
01/18/12	58319	C		01/18/2012		GUIDED DISCOVERIES	FIELD TRIPS	Gate Field Trips	01.0	91400.0	11100	10000	5816	3017140	880.00	880.00
						GUIDED DISCOVERIES	01/18/2012	58319								
01/18/12	58320	A		01/18/2012		PITNEY BOWES	MAINTENANCE AGREEMENTS	High School	01.0	00000.0	00000	27000	5630	4010001	913.00	913.00
						PITNEY BOWES	01/18/2012	58320								
01/18/12	58321	A		01/18/2012		LAKESHORE LEARNING	INSTRUCTIONAL SUPPLIES	Office of Child Development	12.0	50253.0	85000	10000	4310	0000002	31.99	31.99
						LAKESHORE LEARNING	01/18/2012	58321								
01/18/12	58322	A		01/18/2012		OFFICE DEPOT	COMPUTER SUPP/EQUIP	Adult School	11.0	39050.0	41100	10000	4410	0000010	151.79	151.79
						OFFICE DEPOT	01/18/2012	58322								
01/18/12	58323	C		01/25/2012		TICOR TITLE	CONTRACT SERVICES RENDERED	Undistributed BUS SVCS	21.0	00000.0	00000	85000	5810	0000000	500.00	500.00
				01/25/2012		TICOR TITLE	01/18/2012	58323								
01/18/12	58324	A		01/18/2012		DELL COMPUTER CORP.	COMPUTER SUPP/EQUIP	Security	01.0	00000.0	00000	83000	4400	0001050	147.89	147.89
						DELL COMPUTER CORP.	01/18/2012	58324								
01/20/12	58325	C		01/25/2012		S.T.A.R. INC.	CONTRACTED SERVICES	La Ballona Elementary	01.0	60100.0	11100	27000	5810	2060000	85,459.05	85,459.05
						S.T.A.R. INC.	01/20/2012	58325								
01/20/12	58326	A		01/20/2012		LEARNING PLUS ASSOCIATES	INSTRUCTIONAL SUPPLIES	Culver City Middle School	01.0	30100.0	11100	10000	4310	3010000	2,714.35	2,714.35
						LEARNING PLUS ASSOCIATES	01/20/2012	58326								
01/20/12	58327	C		01/20/2012		HEARTSPRING	CONTRACT SERVICES RENDERED	Special Education	01.0	33100.0	57500	39000	5890	0004040	2,582.81	2,582.81
						HEARTSPRING	01/20/2012	58327								

Board List Purchase Order Report
 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
01/20/12	58328	A	1	01/24/2012	FRANKLIN COVEY	OFFICE SUPPLIES	Special Education	01.0	00000.0	00000	73000	4350	0005030	36.65	
01/20/12	58328			01/24/2012				01.0	33100.0	50010	27000	4350	0004040	26.83	
					FRANKLIN COVEY									63.48	
01/20/12	58329	C		01/20/2012	SBCSELPA	CONFERENCE AND TRAVEL	Special Education	01.0	33100.0	57700	21000	5220	0004040	25.00	
					SBCSELPA									25.00	
01/23/12	58330	A		01/23/2012	LACOE	CONTRACTED SERVICES	Special Education	01.0	65000.0	57520	11100	5880	0004040	29,134.00	
					LACOE									29,134.00	
01/20/12	58331	C		01/20/2012	ROGER LIGHT, Ph.D.	CONTRACT SERVICES RENDERED	Special Education	01.0	65000.0	57700	31500	5890	0004040	5,050.00	
					ROGER LIGHT, Ph.D.									5,050.00	
01/20/12	58332	A		01/20/2012	D & D SECURITY RESOURCES, INC.	COMPUTER SUPP/EQUIP	Adult School	11.0	39050.0	41100	27000	4410	0000010	100.70	
					D & D SECURITY RESOURCES, INC.									100.70	
01/23/12	58333	C		01/23/2012	NASSP	MEMBERSHIPS	La Ballona Elementary	01.0	91400.0	00000	27000	5310	2060000	114.00	
					NASSP									114.00	
01/20/12	58335	A		01/20/2012	PAPER RECYCLING & SHREDDING	CONTRACTED SERVICES	El Rincon Elementary	01.0	56400.0	00000	21000	5850	2040000	90.00	
					PAPER RECYCLING & SHREDDING									90.00	
01/20/12	58336	A		01/20/2012	WILLIAM V. MACGILL & CO.	NURSING SUPP/EQUIP	Pupil Services	01.0	00000.0	00000	31400	4350	0004020	208.54	
					WILLIAM V. MACGILL & CO.									208.54	
01/27/12	58337	A		01/27/2012	SOUTH SWELL SPORTS	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	00000.0	15000	10000	4310	4010000	748.21	
					SOUTH SWELL SPORTS									748.21	

Board List Purchase Order Report
 CULVER CITY UNIFIED SD

Purchase Orders/Buyouts To The Board for Ratification From : 1/14/2012 To 2/3/2012
 Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
01/20/12	58338	A	1	01/31/2012	TEAMCONNECTION	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	00000.0	16002	10000	4310	4010000	1,278.94	
			1	01/31/2012				01.0	90151.0	16002	10000	4310	4010000	1,278.94	
					01/20/2012		58338	TEAMCONNECTION							2,557.88
01/27/12	58339	A		01/27/2012	C & A ATHLETICS	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	90151.0	16002	10000	4310	4010000	651.34	
					01/27/2012		58339	C & A ATHLETICS							651.34
01/20/12	58340	A	2	01/31/2012	CALIFORNIA CUSTOM CAPS	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	00000.0	16002	10000	4310	4010000	1,422.81	
			2	01/31/2012				01.0	90151.0	16002	10000	4310	4010000	1,422.81	
					01/20/2012		58340	CALIFORNIA CUSTOM CAPS							2,845.62
01/27/12	58341	A		01/27/2012	C & A ATHLETICS	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	90151.0	16002	10000	4310	4010000	1,681.98	
					01/27/2012		58341	C & A ATHLETICS							1,681.98
01/27/12	58342	A		01/27/2012	IRC TEAM SPORTS	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	90151.0	16002	10000	4310	4010000	543.44	
					01/27/2012		58342	IRC TEAM SPORTS							543.44
01/20/12	58343	A	2	02/01/2012	C & A ATHLETICS	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	00000.0	16002	10000	4310	4010000	530.22	
			2	02/01/2012				01.0	90151.0	16002	10000	4310	4010000	530.22	
					01/20/2012		58343	C & A ATHLETICS							1,060.44
01/20/12	58344	A		01/20/2012	CALIFORNIA GEOLOGICAL	CONSTRUCTION SUPP/EQUIP	Undistributed BUS SVCS	21.0	00000.0	00000	85000	6150	0000000	3,600.00	
					01/20/2012		58344	CALIFORNIA GEOLOGICAL SURVEY							3,600.00
01/24/12	58345	C		01/24/2012	LOS ANGELES UNIFIED SCHOOL	CONTRACTED SERVICES	Special Education	01.0	65000.0	57520	11100	5880	0004040	57,196.00	
					01/24/2012		58345	LOS ANGELES UNIFIED SCHOOL DISTRICT							57,196.00
01/25/12	58346	A		01/25/2012	PARVIZ PRINTING COMPANY, INC.	OFFICE SUPPLIES	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	547.00	
					01/25/2012		58346	PARVIZ PRINTING COMPANY, INC.							547.00

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
01/25/12	58347	A		01/25/2012	TROXELL COMMUNICATIONS	OFFICE SUPPLIES	Technology	01.0	00000.0	00000	77000	4350	0005020	229.46	229.46
01/25/2012 58347 TROXELL COMMUNICATIONS															
01/25/12	58348	A		01/25/2012	REDWOOD PRESS	OFFICE SUPPLIES	Human Resources	01.0	00000.0	00000	74000	4350	0003000	184.88	184.88
01/25/2012 58348 REDWOOD PRESS															
01/25/12	58349	A		01/25/2012	KINOKUNIYA BOOKSTORE	INSTRUCTIONAL SUPPLIES	Special Projects	01.0	58100.0	11100	10000	4310	0004030	697.95	697.95
01/25/2012 58349 KINOKUNIYA BOOKSTORE															
01/25/12	58350	C		01/25/2012	CULVER CITY NEWS	ADVERTISING	Purchasing	01.0	00000.0	00000	73000	5830	0005030	186.48	186.48
01/25/2012 58350 CULVER CITY NEWS															
01/25/12	58351	A		01/25/2012	ACE BUSINESS MACHINES, INC.	OFFICE SUPPLIES	Fiscal Services	01.0	00000.0	00000	73000	4350	0005010	163.07	163.07
01/25/2012 58351 ACE BUSINESS MACHINES, INC.															
01/25/12	58352	A		01/25/2012	APPLE INC.	COMPUTER SUPP/EQUIP	Security	01.0	00000.0	00000	83000	4400	0001050	690.04	690.04
01/25/2012 58352 APPLE INC.															
01/26/12	58353	A		01/26/2012	GRAINGER	JANITORIAL SUPP/EQUIP	High School	01.0	00000.0	00000	81000	4370	4010001	1,000.00	1,000.00
01/26/2012 58353 GRAINGER															
01/26/12	58354	A		01/26/2012	APPLE INC.	COMPUTER SUPP/EQUIP	Special Projects	01.0	58100.0	11100	10000	4410	0004030	126.15	126.15
01/26/2012 58354 APPLE INC.															
01/26/12	58355	A	1	01/31/2012	CDW-G	COMPUTER SUPP/EQUIP	Undistributed ROP	01.0	96352.0	71100	10000	4400	0000000	450.01	450.01
01/26/2012 58355 CDW-G															
01/26/12	58356	A		01/26/2012	OLYMPUS SYSTEMS, INC.	COMPUTER SUPP/EQUIP	Adult School	11.0	39050.0	41100	27000	4410	0000010	891.65	891.65
01/26/2012 58356 OLYMPUS SYSTEMS, INC.															

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

Report ID: LAPO009C
District : 64444
Purchase Orders/Buyouts To The Board for Ratification From : 1/14/2012 To 2/3/2012
Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

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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	
01/26/12	58357	A		01/26/2012	SOUTHWEST OFFSET PRINTING	ADVERTISING	Adult School	11.0	90137.0	41100	27000	5830	0000010	11,900.00	11,900.00	
						01/26/2012	58357	SOUTHWEST OFFSET PRINTING								
01/26/12	58358	A		01/26/2012	CONTROLTEC, INC	MAINTENANCE AGREEMENTS	Office of Child Development	12.0	50253.0	85000	37000	5630	0000002	7,800.00	7,800.00	
						01/26/2012	58358	CONTROLTEC, INC								
01/26/12	58359	A		01/26/2012	CONSTRUCTIVE PLAYTHINGS	INSTRUCTIONAL SUPPLIES	Office of Child Development	12.0	50250.0	85000	10000	4310	0000002	139.64	139.64	
						01/26/2012	58359	CONSTRUCTIVE PLAYTHINGS								
01/27/12	58360	A		01/27/2012	EWING IRRIGATION PRODUCTS, INC.	INSTRUCTIONAL SUPPLIES	Culver City High School	01.0	90151.0	16002	10000	4310	4010000	1,000.00	1,000.00	
						01/27/2012	58360	EWING IRRIGATION PRODUCTS, INC.								
02/01/12	58361	A		02/02/2012	HUNTINGTON PARK RUBBER STAMP CO.	OFFICE SUPPLIES	Purchasing	01.0	00000.0	00000	73000	4350	0005030	28.95	28.95	
						02/01/2012	58361	HUNTINGTON PARK RUBBER STAMP CO.								
02/01/12	58362	A		02/01/2012	GDW-G	OFFICE SUPPLIES	Special Projects	01.0	42030.0	00000	27000	4350	0004030	933.99	933.99	
						02/01/2012	58362	GDW-G								
02/01/12	58363	A		02/01/2012	RESERVE ACCOUNT	COMMUNICATION SUPP/EQUIP	Purchasing	01.0	00000.0	00000	73000	5910	0005030	10,000.00	10,000.00	
						02/01/2012	58363	RESERVE ACCOUNT								
02/02/12	58364	A		02/02/2012	SOCAL OFFICE TECHNOLOGIES	CONTRACTED SERVICES	District Curriculum	01.0	40350.0	00000	27000	5810	0004010	600.00	600.00	
						02/02/2012	58364	SOCAL OFFICE TECHNOLOGIES								
02/02/12	58365	A		02/02/2012	CULVER CITY NEWS	ADVERTISING	Human Resources	01.0	00000.0	00000	74000	5830	0003000	78.00	78.00	
						02/02/2012	58365	CULVER CITY NEWS								
02/02/12	58366	A		02/02/2012	B4 DISASTER MANAGEMENT	INSTRUCTIONAL SUPPLIES	Business Services	01.0	00000.0	00000	81100	4310	0005000	10,130.97	10,130.97	
						02/02/2012	58366	B4 DISASTER MANAGEMENT								

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

Board List Purchase Order Report
 CULVER CITY UNIFIED SD

Purchase Orders/Buyouts To The Board for Ratification From: 1/14/2012 To 2/3/2012
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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
02/02/12	58367	A		02/02/2012	THE MCGRAW-HILL COMPANIES	BOOKS	Adult School	11.0	90139.0	41100	10000	4110	0000010	472.70	472.70
02/02/2012 58367 THE MCGRAW-HILL COMPANIES															
02/02/12	58368	A		02/02/2012	PEARSON EDUCATION, INC.	BOOKS	Adult School	11.0	90139.0	41100	10000	4110	0000010	826.33	826.33
02/02/2012 58368 PEARSON EDUCATION, INC.															
02/02/12	58369	A		02/02/2012	WOODBURN PRESS	OFFICE SUPPLIES	Culver City Middle School	01.0	00000.0	00000	27000	4350	3010001	176.88	176.88
02/02/2012 58369 WOODBURN PRESS															
02/02/12	58370	A		02/02/2012	SCANTRON CORPORATION	INSTRUCTIONAL SUPPLIES	Culver City High School	01.0	07395.0	11100	10000	4310	4010000	2,528.77	2,528.77
02/02/2012 58370 SCANTRON CORPORATION															
02/02/12	58371	A		02/02/2012	CALIFORNIA LEAGUE OF SCHOOLS	CONFERENCE AND TRAVEL	Culver City Middle School	01.0	30100.0	00000	27000	5220	3010000	1,362.00	1,362.00
02/02/2012 58371 CALIFORNIA LEAGUE OF SCHOOLS															
02/03/12	58372	A		02/03/2012	C & A ATHLETICS	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	90151.0	16002	10000	4310	4010000	28.18	28.18
02/03/2012 58372 C & A ATHLETICS															
02/03/12	58374	A		02/03/2012	C & A ATHLETICS	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	90151.0	16002	10000	4310	4010000	1,374.06	1,374.06
02/03/2012 58374 C & A ATHLETICS															
02/03/12	58376	A		02/03/2012	C & A ATHLETICS	ATHLETIC SUPP/EQUIP	Culver City High School	01.0	90151.0	16002	10000	4310	4010000	961.43	961.43
02/03/2012 58376 C & A ATHLETICS															
02/03/12	58377	A		02/03/2012	MELROSEMAC, INC.	COMPUTER SUPP/EQUIP	Nurses-Health Aides	01.0	56400.0	00000	39000	4410	0004027	2,204.97	2,204.97
02/03/2012 58377 MELROSEMAC, INC.															
01/20/12	OMG11812	A		01/20/2012	DELL COMPUTER CORP.	COMPUTER SUPP/EQUIP	Undistributed C.C.E.F.	01.0	90127.0	11100	10000	4310	0000000	1,538.28	1,538.28
01/20/2012 0MG11812 DELL COMPUTER CORP.															
01/20/2012 0MG11812 DELL COMPUTER CORP.															

Report ID: LAPO009C **Board List Purchase Order Report** **Page No. 10**
District: 64444 **CULVER CITY UNIFIED SD** **Run Date: 02/04/2012**
Purchase Orders/Buyouts To The Board for Ratification From: 1/14/2012 To 2/3/2012 **Run Time: 04:54:00AM**
Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified **WEEKLY**

Change
 PO Date PO # Stat Ord# Date Vendor Name Description Dept/Site Fund Res.Prj Goal Funct Obj Sch.Lo Distrib Amount PO Amt

Total by District : 64444 297,856.35 297,856.35

End of Report LAPO009C

NONPUBLIC SCHOOLS:

CURRENT PERIOD: INCREASES \$29,956.56

APPROVED YTD: \$3,487,117.93

BOARD REPORT

2/14/12

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>
Information Technology Department	Teresa Noonan HP Photosmart E217 Digital Camera HP Photosmart 335 Photo Printer
Linwood E. Howe School	American Legion Auxiliary Community Unit #46 \$50.00 for school supplies for Ms. Diamond's Classroom
El Marino Language School	Toyota Motor Sales, USA, Inc. c/o Aaron Seligman \$150.00 Christophe Castagnier and Yukiko Takahashi Variety of Japanese children's books for School Library
Office of Child Development	Suzana Olivera 10 ink cartridges for Linwood E. Howe Preschool Printer

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. 11

Total Fiscal Impact per Funding Source:

FLAP-JIP	\$ 140.00
General Fund	\$ 11,611.25
General Fund – Athletics	\$ 21,710.12
General Fund – Special Education	\$ 40,509.00
Los Angeles County Office of Education Regional Occupational Program (LACOEROP)	\$148,855.89
School Improvement	\$ 1,100.00
Title II-Part A, Teacher Quality NCLB	\$ 175.00

BOARD REPORT

9.4 Certificated Personnel Services Report No. 11

I. Authorization and Ratification of Employment

- A. First - Year Probationary Teacher – Linwood E. Howe
Effective February 15, 2012
Funding Source: General Fund - Special Education
Total Cost: \$40,509.00

1. Ray, Sarah Specialized Academic Instructor (Resource Teacher)

- B. 20% Athletic Director – High School
Effective February 1, 2012 through June 22, 2012 at 20% of current teacher rate of pay
Funding Source: General Fund – Athletics
Total Cost: \$6,792.12

1. Chabola, Jerome (retired)

- C. 20% Additional Assignment – Middle School, Additional Period
Effective January 31, 2012 through June 22, 2012 at additional 20% of current rate of pay
Funding Source: General Fund
Total Cost: \$7,893.90

1. Siegal, Martin Extra Physical Education Section \$87.71 per day

- D. Regional Occupational Program Instructor – High School, Spring 2012
Effective January 31, 2012 through June 22, 2012 at \$36.95 per hour, not to exceed 600 hours
Funding Source: LACOEROP
Total Cost: \$22,170.00

1. White, Marcos Sports Medicine & Sports Therapy

- E. Regional Occupational Program Instructor – High School, Spring 2012
Effective January 31, 2012 through June 22, 2012 at \$36.95 per hour, not to exceed 650 hours
Funding Source: LACOEROP
Total Cost: \$24,017.50

1. Brandt, Michael (teach additional period) Auto Specialization

- F. Regional Occupational Program Instructor – High School, Spring 2012
Effective January 31, 2012 through June 22, 2012 at \$36.95 per hour, not to exceed 660 hours
Funding Source: LACOEROP
Total Cost: \$24,387.00

1. Hoebink, Robert Computer Applications & Web Design

BOARD REPORT

9.4 Certificated Personnel Services Report No. 11 – Page 2

I. Authorization and Ratification of Employment - Continued

G. Regional Occupational Program Instructor – High School, Spring 2012
Effective January 31, 2012 through June 22, 2012 at \$36.95 per hour, not to exceed 675 hours
Funding Source: LACOEROP
Total Cost: \$24,941.25

1. Sunwaye, Lisa Retail Marketing CVE

H. Regional Occupational Program Instructor – High School, Spring 2012
Effective January 31, 2012 through June 22, 2012 at \$36.95 per hour, not to exceed 720 hours
Funding Source: LACOEROP
Total Cost: \$26,604.00

1. Kurnarsky, Larry (teach additional period) Animation & Digital Photography

I. Regional Occupational Program Instructor – High School, Spring 2012
Effective January 31, 2012 through June 22, 2012 at \$31.24 per hour, not to exceed 600 hours
Funding Source: LACOEROP
Total Cost: \$20,442.84

1. Caldwell, Marilyn Culinary Arts

J. Regional Occupational Program Instructor – High School, Spring 2012
Effective February 6, 2012 through June 22, 2012 at \$31.24 per hour, not to exceed 95 hours
Funding Source: LACOEROP
Total Cost: \$2,967.80

1. Keele, Kevin Fashion Merchandising

K. Regional Occupational Program Instructor – High School, Spring 2012
Effective February 13, 2012 through June 16, 2012 at \$36.95 per hour, not to exceed 90 hours
Funding Source: LACOEROP
Total Cost: \$3,325.50

1. Dikeman, Clark Lifeguard & Water Safety

L. Home Teacher – District Office
Effective January 31, 2012 at \$39.13 per hour, not to exceed 5 hours per week per student
Funding Source: General Fund
Total Cost: \$3,717.35

1. Sullivan, Bryan

BOARD REPORT

9.4 Certificated Personnel Services Report No. 11 – Page 3

I. Authorization and Ratification of Employment – Continued

M. Extra Assignment – El Marino, Collaboration with Nishiyamato Academy
Effective February 1, 2011 at \$35.00 per hour, not to exceed 4 hours
Funding Source: FLAP-JIP
Total Cost: \$140.00

1. Mizuta, Naoko

N. Extra Assignment – La Ballona, Pam Barrett Open Court Training
Effective January 25, 2012 through February 15, 2012 at \$35.00 per hour, not to exceed 5 hours
Funding Source: Title II-Part A, Teacher Quality NCLB
Total Cost: \$175.00

1. Bernal, Donna
2. Dimitroff, Ann

O. Extra Assignment – Middle School, Success Maker Technology Committee
Effective August 31, 2011 through June 22, 2012 at stated stipend
Funding Source: School Improvement
Total Cost: 1,100.00

- | | | | |
|----|-----------------|------------------------------------|------------------|
| 1. | Collett, Robert | Success Maker & Technology Support | \$100.00 Stipend |
| 2. | Ross, David | Co-Chair | \$500.00 Stipend |
| 3. | Tetzels, Todd | Co-Chair | \$500.00 Stipend |

P. Extra Assignment – High School, Coaches
Effective February 14, 2012 through May 10, 2012 at stated stipend
Funding Source: General Fund – Athletics
Total Cost: \$14,918.00

- | | | | |
|----|--------------------|---------------------------|--------------------|
| 1. | Chabola, Kevin | Boys' Lacrosse Head Coach | \$2,978.00 Stipend |
| 2. | Prieto, Richard | Baseball Head Coach | \$3,000.00 Stipend |
| 3. | Pulido, Adan | Softball Assistant Coach | \$2,745.00 Stipend |
| 4. | Rothenberg, Philip | Boys' Tennis Coach | \$2,195.00 Stipend |
| 5. | Salter, Thomas | Golf Head Coach | \$1,100.00 Stipend |
| 6. | Wright, Jahmal | Boys' Track Head Coach | \$2,900.00 Stipend |

BOARD REPORT

9.4 Certificated Personnel Services Report No. 11 – Page 4

II. Resignations - Correction

- | | | |
|----|--------------------------------|--|
| 1. | Chabola, Jerome
High School | Effective February 1, 2012
Reason: Retirement |
|----|--------------------------------|--|

RECOMMENDED MOTION: That approval be granted for Certificated Personnel Services Report No. 11

Moved by:

Seconded by:

Vote:

BOARD REPORT

9.5 Financial Impact for Classified Personnel Services Report No. 11

Total Funding Fiscal Impact:

Booster Club Total:	\$7,984.62
Farragut Fan Club Total:	\$6,989.40
General Fund Total:	\$77,829.70
	\$14.61 per hour, as needed
	\$14.14 per hour, as needed
	\$8.00 per hour, as needed
Panther Partners Total:	\$1,540.00
School Improvement Total:	\$100.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 11

I. Authorization, Approval & Ratification of Employment

A. Clerical & Fiscal

1. Andrade, Joel
Computer Technician
District Office – Information Technology
8 hours per day, 12 months per year
Funding Source: General Fund
Effective February 21, 2012
Range 30 – \$3560.00 per month
Total Cost: \$42,720.00
2. Woods, Skukura
Substitute Clerk Typist
District Office
Funding Source: General Fund
Effective February 15, 2012
Hourly, as needed – \$14.14 per hour

B. Instructional Assistants

1. Bechtloff, Julie
Instructional Assistant – Computer Lab
Farragut
11 hours per week, school year
Funding Source: Farragut Fan Club
Effective February 21, 2012
Range 16 – \$17.65 per hour
Total Cost: \$6,989.40
2. Valderrama, Graciela
Short-Term Instructional Assistant
Linwood Howe
3.9 hours per day, school year
Funding Source: Linwood Howe Booster Club
Effective February 21, 2012 through
June 22, 2012
Range 12 – \$13.28 per hour
Total Cost: \$4,039.62

C. Security

1. Bonilla, Irma
Substitute Security Guard
Security
Funding Source: General Fund
Effective February 15, 2012
Hourly, as needed – \$14.61 per hour

BOARD REPORT

9.5 Classified Personnel Services Report No. 11 – Page 2

I. Authorization, Approval & Ratification of Employment – continued

C. Security – continued

2. Miller, Jeffrey Substitute Security Guard
Security
Funding Source: General Fund
Effective February 15, 2012
Hourly, as needed – \$14.61 per hour

D. Coaches

1. Connolly, Andrew Temporary Assistant Baseball Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$1,200.00
2. Jimenez, Ryan Temporary Assistant Baseball Coach
High School
Funding Source: Booster Club
Effective February 14, 2012 through
May 10, 2012
Stipend of \$1,200.00
3. Ozaki, Ron Temporary Assistant Baseball Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$1,258.00
4. Redwine, Jarvis Temporary Assistant Baseball Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$1,200.00
5. Vasquez, Diego Temporary Assistant Baseball Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$1,500.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 11 – Page 3

I. Authorization, Approval & Ratification of Employment – continued

D. Coaches – continued

6. Sargent, John
Temporary Softball Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$2,978.00
7. Ayon, Jesus
Temporary Assistant Softball Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$2,745.00
8. Unoura, Bruce
Temporary Assistant Golf Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$1,095.00
9. Eskridge, Adam
Temporary Boys' Assistant Lacrosse Coach
High School
Funding Source: Booster Club
Effective February 14, 2012 through
May 10, 2012
Stipend of \$2,745.00
10. Cardenas, Felix
Temporary Girls' Lacrosse Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$2,978.00
11. Dordoni, Nestor
Temporary Boys' Swim Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$2,745.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 11 – Page 4

I. Authorization, Approval & Ratification of Employment – continued

D. Coaches – continued

12. Dordoni Jr., Nestor Temporary Girls' Swim Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$2,745.00
13. Huezo, Derrick Temporary Assistant Track Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$2,300.00
14. Jewett, Venus Temporary Assistant Track Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$2,900.00
15. Nakayama, Tom Temporary Assistant Track Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$1,046.00
16. Tillman, Melody Temporary Assistant Track Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$2,300.00
17. Manzo, Joe Temporary Boys' Volleyball Coach
High School
Funding Source: General Fund – Athletics
Effective February 14, 2012 through
May 10, 2012
Stipend of \$2,978.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 11 – Page 5

I. Authorization, Approval & Ratification of Employment – continued

E. Stipend Assignments

1. Gardner Freedson, Cecily
Temporary After School Instructor
Middle School – Panther Partners Program
Not to exceed 1 hour per week
Funding Source: Panther Partners
Effective September 26, 2011 through
December 16, 2011
Stipend of \$35.00 per hour
Total Cost: \$420.00
2. Guthrie, Brenna
Temporary After School Instructor
Middle School – Panther Partners Program
Not to exceed 1 hour per week
Funding Source: Panther Partners
Effective September 26, 2011 through
December 16, 2011
Stipend of \$35.00 per hour
Total Cost: \$420.00
3. Gardner Freedson, Cecily
Temporary After School Instructor
Middle School – Panther Partners Program
Not to exceed 1 hour per week
Funding Source: Panther Partners
Effective January 16, 2012 through
March 23, 2012
Stipend of \$35.00 per hour
Total Cost: \$350.00
4. Guthrie, Brenna
Temporary After School Instructor
Middle School – Panther Partners Program
Not to exceed 1 hour per week
Funding Source: Panther Partners
Effective January 16, 2012 through
March 23, 2012
Stipend of \$35.00 per hour
Total Cost: \$350.00
5. Augenstein, Patti
Instructional Assistant – Computer Lab
Middle School – Extra Assignment
Success Maker & Technology Support
Funding Source: School Improvement
Effective August 31, 2011 through
June 27, 2012
Stipend of \$100.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 11 – Page 6

I. Authorization, Approval & Ratification of Employment – continued

F. Student Helpers

1. Klebicki, Konrad
Student Helper – Workability
Location outside of district
Funding Source: General – Special Education
Effective January 20, 2012
Hourly, as needed – \$8.00 per hour
2. Conlely, Jr., Mark
Student Helper – Workability
Location outside of district
Funding Source: General – Special Education
Effective January 27, 2012
Hourly, as needed – \$8.00 per hour
3. Robinson, Summer
Student Helper – Workability
Location outside of district
Funding Source: General – Special Education
Effective February 8, 2012
Hourly, as needed – \$8.00 per hour

II. Authorization, Approval & Ratification of Change of Assignment

1. Fune, Arlene
Permanent Increase in Hours:
Instructional Assistant – Special Education IIA
Adult School
From: 5 hours per day, school year
To: 6 hours per day, school year
Funding Source: General – Special Education
Effective January 17, 2012
Range 16 – \$17.65 per hour
Total Cost: \$3,141.70

RECOMMENDED MOTION: That approval be granted for Classified Personnel Services Report No. 11

Moved by:

Seconded by:

Vote:

9.6 Enrollment Report

The attached reports display enrollment information for the fourth 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 four of the 2011-2012 school year as presented.

Moved by:

Seconded by:

Vote:

Culver City Unified School District
Enrollment for the 4th School Month (11/14/11 - 12/9/11)
2010 - 2011

ELEMENTARY	El Marino	El Rincon	Farragut	La Ballona	Linwood Howe	Ind. Study	Total
K	132	70	94	95	94	0	485
1	132	94	96	92	72	0	486
2	129	92	95	113	94	0	523
3	126	83	92	91	82	0	474
4	115	85	85	81	79	0	445
5	122	85	90	60	89	0	446
Spec Class	0	20	0	0	27	0	47
Elementary Total	756	529	552	532	537	0	2906

SECONDARY	Middle School	High School	Culver Park	Ind. Study	Total
6	467			0	467
7	492			0	492
8	524			0	524
9		582	0	0	582
10		539	0	3	542
11		525	29	8	562
12		540	44	6	590
Spec Class	37	39	0	0	76
Secondary Total	1520	2225	73	17	3835

Total K-12 Enrollment	6741
------------------------------	-------------

PRESCHOOL

Linwood Howe	El Marino	El Rincon	Farragut	La Ballona	CEE	Total
55	23	32	8	87	94	299

ADULT SCHOOL

Adult Basic Ed	ESL	Citizenship	Adults with Disabilities	Older Adults Prog	High School Subjects	Total
94	375	10	19	222	213	933

Notes:

1. These enrollment figures represent the total number of sections. A single student may be enrolled in multiple sections.
2. Of the 213 students enrolled in high school subjects, 71 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	
	10-11	11-12	10-11	11-12	10-11	11-12	10-11	11-12	10-11	11-12
El Marino	747	752	748	759	748	761	750	756	750	
El Rincon	529	535	538	536	542	533	538	529	541	
Farragut	523	552	526	550	524	553	523	552	522	
La Ballona	524	526	532	532	532	530	531	532	529	
Linwood Howe	500	539	494	540	502	539	504	537	502	
Ind. Study	0	0	0	0	0	0	0	0	0	
Special Ed	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl
Elementary Total	2823	2904	2838	2917	2848	2916	2846	2906	2844	0

SECONDARY	1st		2nd		3rd		4th		5th	
	School Month		School Month		School Month		School Month		School Month	
	10-11	11-12	10-11	11-12	10-11	11-12	10-11	11-12	10-11	11-12
Middle School	1560	1527	1565	1529	1559	1526	1549	1520	1542	
High School	2290	2262	2298	2249	2271	2232	2259	2225	2251	
Culver Park	59	54	67	65	66	69	71	73	71	
Ind. Study	8	2	0	3	28	17	29	17	30	
Special Ed	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl
Secondary Total	3917	3845	3930	3846	3924	3844	3908	3835	3894	0

K-12 Total	6740	6749	6768	6763	6772	6760	6754	6741	6738	0
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BOARD REPORT

9.7 **Resolution #8/2011-2012(HR), Teacher Education Code Approvals**

Education Code §44263 allows the holder of a teaching credential to serve, by resolution of the governing board and with the consent of the teacher, in a departmentalized class if the teacher has completed eighteen semester units of course work, or nine semester units of upper-division or graduate course work, in the subject to be taught.

1. Fairfield, Kristin 18 + units in Mathematics, Middle School

RECOMMENDED MOTION: That the Teacher Education Code Approvals be approved as presented for §44263

Moved by:

Seconded by:

Vote:

BOARD REPORT

9.8 Resolution #9/2011-2012(HR), Teacher Education Code Approvals

Education Code §44258.7(b) allows a full-time teacher who holds a credential in a subject other than physical education to coach a competitive sport for which the students receive physical education credit for one period a day, if the teacher has completed a minimum of 20 clock hours of first aid instruction appropriate to the specific sport.

1. Sanchez, David PE/Coach Boys' Soccer Team, Culver City High School

RECOMMENDED MOTION: That the Teacher Education Code Approvals be approved as presented for §44258.7(b)

Moved by:

Seconded by:

Vote:

BOARD REPORT

9.9 Resolution #10/2011-2012(HR), Teacher Education Code Approvals

Title V §80020.4.1 (a) allows the holder of a teaching credential based on a bachelor's degree, teacher preparation, and student teaching to develop, direct, implement or coordinate programs designed to improve instruction and enhance student learning at a school site in grades 12 and below, including preschool.

- | | | |
|----|-----------------|------------------------------|
| 1. | Cole, Christine | Program Specialist, District |
| 2. | Grant, Sheila | Program Specialist, District |

RECOMMENDED MOTION: That the Teacher Education Code Approvals be approved as presented for Title V §80020.4.1 (a)

Moved by:

Seconded by:

Vote:

BOARD REPORT

2/14/12

12.1

12.1 First Reading of Revised Administrative Regulation 5111.1, Students – District Residency

It is recommended practice that the Board of Education regularly review Board Policies/Administrative Regulations that are significant to the operation of the District.

On October 3, 2011, Governor Jerry Brown signed into law two bills related to residency requirements for school attendance. Assembly Bill (AB) 207, which became effective January 1, 2012, adds a new section to the Education Code (§ 48204.1) which requires school districts to review and revise their Administrative Regulations on District Residency and accept specific documents and representations from a parent or legal guardian as proof of residency. Before this law was enacted, districts had fairly broad discretion to determine what documentation to accept to establish residency. Under the new law, residency documentation must show the name and address of the parent or legal guardian within the school district and be updated on an annual basis.

A revised Administrative Regulation on Students, District Residency is being presented for a first reading, using the California School Board Association sample.

DISTRICT RESIDENCY

~~Prior to admission, all students living within the district must provide proof of residency.~~

~~(5111-Admission)~~

~~A student may establish residency by providing original current documents which verify that he/she lives with a parent/guardian within the district, is an emancipated minor living in the district, is in the court appointed care of a licensed foster home, family home, or children's institution within the district, or lives in the home of a care-giving adult within the district. (Education Code 48204)~~

~~(cf. 5111.11-Residency of Students with Caregiver)~~

~~(cf. 5111.12-Residency Based on Parent/Guardian Employment)~~

~~(cf. 5111.13-Residency for Homeless Children)~~

~~The district shall retain a copy of the document or written verification offered as proof of residency. In addition, the district shall annually verify the student's residency and retain a copy of the document or written statement offered as verification. (Code of Regulations, Title 5, Section 432)~~

~~(cf. 5125-Student Records)~~

~~If a district employee reasonably believes that a parent/guardian has provided false or unreliable evidence of residency, the Superintendent or designee shall make reasonable efforts to determine whether the student resides in the district.~~

~~(cf. 5117-Interdistrict Attendance)~~

~~(cf. 6183-Home and Hospital Instruction)~~

~~District residency is not required for enrollment in a regional occupational center or program. (Education Code 52317)~~

Reference:

Legal Reference:

EDUCATION CODE

~~35351 Assignment of students to particular schools~~

~~48050-48053 Nonresidents~~

~~48200-48204 Persons included (compulsory education law)~~

~~48204.5 Districts adjacent to international border~~

~~48204.6 Evidence of residency~~

~~48206.3-48208 Students with temporary disability~~

~~48980 Notification of parent or guardian~~

~~52317 Admission of persons including nonresidents to attendance area~~

Students

AR 5111.1(b)

DISTRICT RESIDENCY

FAMILY CODE

6550-6552 Caregivers

CODE OF REGULATIONS, TITLE 22

87001 Definitions

Management Resources:

CDE LEGAL ADVISORIES

303.95 Verification of residency, LO: 1-95

1115.88 Application of residency requirements for homeless children and youth, LO: 5-88

Criteria for Residency

A student shall be deemed to have complied with district residency requirements for enrollment in a district school if he/she meets any of the following criteria:

1. The student's parent/guardian resides within district boundaries. (Education Code 48200)

2. The student is placed within district boundaries in a regularly established licensed children's institution, a licensed foster home, or a family home pursuant to a court-ordered commitment or placement. (Education Code 48204)

3. The student has been admitted through an interdistrict attendance option. (Education Code 48204, 48356)

(cf. 5117 - Interdistrict Attendance)

(cf. 5118 - Open Enrollment Act Transfers)

4. The student is an emancipated minor residing within district boundaries. (Education Code 48204)

5. The student lives with a caregiving adult within district boundaries. (Education Code 48204)

6. The student is confined to a hospital or other residential health facility within district boundaries for treatment of a temporary disability. (Education Code 48207)

(cf. 6183 - Home and Hospital Instruction)

District residency is not required for enrollment in a regional occupational center or program if there are openings in the program or class. (Education Code 52317)

(cf. 6178.2 - Regional Occupational Center/Program)

DISTRICT RESIDENCY

The Superintendent or designee shall annually notify parents/guardians of all existing attendance options available in the district, including, but not limited to, all options for meeting residency requirements for school attendance. (Education Code 48980) (cf. 5145.6 - Parental Notifications)

Proof of Residency

The Superintendent or designee shall annually verify each student's district residency status and retain a copy of the document or written statement offered as verification in the student's mandatory permanent record. (5 CCR 432)

(cf. 5111 - Admission)

(cf. 5125 - Student Records)

Evidence of residency may be established by documentation showing the name and address of the parent/guardian within the district, including, but not limited to, any of the following: (Education Code 48204.1)

- 1. Property tax bill or property tax payment receipt**
- 2. Rental property contract, lease, or payment receipt (on official letterhead) issued within the last 45 days**
- 3. Utility service contract, statement or payment receipt received or postmarked within the last 45 days**
- 4. Pay stub with legal name and current address issued within the last 45 days**
- 5. Voter registration**
- 6. Correspondence from a government agency, other than Culver City Unified School District, issued, received, or postmarked within the last 45 days**

AND/OR

- 7. Declaration of residency executed by the parent or legal guardian or caregiver of a pupil**
- 8. If the student is an unaccompanied youth as defined in 42 USC 11434a, a declaration of residency executed by the student**
- 9. If the student is residing in the home of a caregiving adult within District boundaries, an affidavit executed by the caregiving adult in accordance with Family Code 6552.**

Home visitation and/or other residency verification is part of a periodic process to confirm current residency status.

(cf. 5141 - Health Care and Emergencies)

The Superintendent or designee shall make a reasonable effort to secure evidence that a homeless or foster youth resides within the District, including, but not limited to, a utility bill, letter from a homeless shelter, hotel/motel receipt, or affidavit from the student's parent/guardian or other qualified adult relative.

DISTRICT RESIDENCY

However, a homeless or foster youth shall not be required to provide proof of residency as a condition of enrollment in District schools. (Education Code 48853.5; 42 USC 11432) (cf. 6173 - Education for Homeless Children) (cf. 6173.1 - Education for Foster Youth)

Failure to Verify Residency

When the Superintendent or designee reasonably believes that a student's parent/guardian has provided false or unreliable evidence of residency, he/she may make reasonable efforts to determine that the student meets District residency requirements. (Education Code 48204.1)

If the Superintendent or designee, upon investigation, determines that a student's enrollment or attempted enrollment is based on false or unreliable evidence of residency, he/she shall deny or revoke the student's enrollment. Before any such denial or revocation is final, the parent/guardian shall be sent written notice of the facts leading to the decision. This notice also shall inform the parent/guardian that he/she may provide new material evidence of residency, in writing, to the school's attendance office within 5 school days. The Superintendent or designee shall review any new evidence and make a final decision within 10 school days.

Safe at Home/Confidential Address Program

When a student or parent/guardian participating in the Safe at Home program requests that the District use the substitute address designated by the Secretary of State, the Superintendent or designee shall use the substitute address for all future communications and correspondence and shall not include the actual address in the student's file or any other public record. The Superintendent or designee shall request the actual residence address for the purpose of establishing residency within District boundaries. (Government Code 6206, 6207)

(cf. 3580 - District Records)

Legal Reference:

EDUCATION CODE

35351 Assignment of students to particular schools

46600-46611 Interdistrict attendance permits

48050-48054 Nonresidents

48200-48208 Compulsory education law

48356 Open Enrollment Act transfer, fulfillment of residency requirement

48853.5 Education of foster youth; immediate enrollment

Students

AR 5111.1(e)

DISTRICT RESIDENCY

48980 Notifications at beginning of term

52317 Regional occupational program, admission of persons including nonresidents

FAMILY CODE

6550-6552 Caregivers

GOVERNMENT CODE

6205-6210 Confidentiality of residence for victims of domestic violence

CODE OF REGULATIONS, TITLE 5

432 Varieties of student records

UNITED STATES CODE, TITLE 42

11431-11435 McKinney-Vento Homeless Assistance Act

COURT DECISIONS

Katz v. Los Gatos-Saratoga Joint Union High School District, (2004) 117 Cal.App.4th 47

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

0303.95 Verification of residency, LO: 1-95

OFFICE FOR CIVIL RIGHTS, U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Dear Colleague Letter, May 6, 2011

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

California Secretary of State, Safe at Home Program: <http://www.sos.ca.gov/safeathome>

Office for Civil Rights, U.S. Department of Education:

<http://www2.ed.gov/about/offices/list/ocr>

Regulation

CULVER CITY UNIFIED SCHOOL DISTRICT

Reviewed: January 20, 1998 Culver City, California

Regulation

Reviewed: February 14, 2012

BOARD REPORT

2/14/12

14.2a

14.2a Third Reading and Approval 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 survey of K-12 teachers was conducted and their input was used to update the Homework/Makeup Work Administrative Regulation. This Administrative Regulation is intended to be a guideline for schools to use when developing their site homework policy. It is not intended to provide specific information regarding site homework policy or teachers' individual assignments for homework.

A revised Administrative Regulation on Instruction, Homework/Makeup Work is being presented for a third reading and approval.

RECOMMENDED MOTION: That the Board approve the Revised Administrative Regulation 6154, Instruction – Homework/Makeup Work.

Moved by:

Seconded by:

Vote:

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~~ **has an Individualized Education Plan (IEP)**, the regular classroom teacher and the resource specialist **special education** 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 parent portal on the CCUSD website.

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.

Instruction

AR 6154(b)

HOMEWORK/MAKEUP WORK (Continued)

5. Choosing an appropriate workplace **free of distractions.**
6. Knowing appropriate sources of help when needed: dictionary, textbook, reference book, peer, teacher, parent/guardian.

All teachers shall share their homework policy with students and parents on an annual basis. This will include an understanding of the purpose of homework, the amount of homework that is assigned, consequences for not completing homework and the types of parental involvement that are acceptable. Teachers that have students with an IEP or a 504 plan that includes modifications for homework assignments, shall abide by these modifications when assigning homework.

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. **No more than 15% of a student's grade shall be weighted for completion of homework assignments.**

~~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 shall 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.

Summer homework, at the secondary level, may include reading books from an assigned list.

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, **and**

take an active interest in the homework and provide the necessary help (flash cards, practice tests, etc.) **by encouraging, motivating, and prompting as needed.**

Instruction

AR 6154(c)

HOMEWORK/MAKEUP WORK (Continued)

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.

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 <u>1.20</u>
2	<u>20-30</u> 15-20	1.33 <u>2.00</u>
3	30- <u>40</u>	2.00 <u>2.40</u>
4	60	4.00
5	60- <u>70</u>	4.00 <u>4.40</u>
6	60- <u>90</u>	4.00 <u>5-7.5</u>
7	60- 96 <u>-90</u>	5-8 <u>5-7.5</u>
8	60- 96 <u>-90</u>	5-8 <u>5-7.5</u>
9	<u>90-120</u> 96-180	8-15 <u>8-10</u>
10	<u>90-120</u> 96-180	8-15 <u>8-10</u>
11	<u>90-120</u> 96-180	8-15 <u>8-10</u>
<u>12</u>	<u>90-120</u>	<u>8-10</u>

In addition, students may be assigned a set number of minutes of required reading outside the instructional day. Teachers shall encourage and assign nightly reading based on the established 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. Outside reading also results in a significant increase in students' vocabulary skills. Teachers are encouraged to provide homework that increases fluency in math facts. Homework minutes for students participating in Honors/AP classes shall be higher than the average times listed above. Their required minutes may extend to an average of 180 minutes per night at the high school level.

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 developmentally appropriate homework, based on current educational research. This plan shall describe the responsibilities of students, staff and parents/guardians. The plan shall identify all of the following:

Instruction

AR 6154(d)

HOMework/MAKEUP WORK (Continued)

- 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.**
- 4. Techniques that shall 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
DISTRICT

Reviewed: June 16, 1998

Regulation

Reviewed: October 11, 2011, January 24, and February 14, 2012

CULVER CITY UNIFIED SCHOOL

Culver City, California

BOARD REPORT

2/14/12

14.2b

14.2b Second Reading and Approval of Revised Administrative Regulation/Board Policy 5116.1, Students – Intradistrict Open Enrollment

It is recommended practice that the Board of Education regularly review Board Policies/Administrative Regulations that are significant to the operation of the District.

Administrative Regulation 5116.1 establishes an annual application window (February 15 to March 15) that closes before District offices close for spring break. In compliance with Education Code 48354, the Board Policy gives first priority to residents whose school of attendance has been identified on the State of California's Open Enrollment List. The Application and Selection Process has been moved from page (b) to page (c).

A revised Administrative Regulation/Board Policy on Students, Intradistrict Open Enrollment is being presented for a second reading and approval.

RECOMMENDED MOTION: That the Board approve the Revised Administrative Regulation/Board Policy 5116.1, Students – Intradistrict Open Enrollment.

Moved by:

Seconded by:

Vote:

INTRADISTRICT OPEN ENROLLMENT

Transfers for Victims of a Violent Criminal Offense

Within a reasonable amount of time, not to exceed 10 school days, after it has been determined that a student has been the victim of a violent criminal offense while on school grounds, the student's parents/guardians shall be offered an option to transfer their child to an eligible school identified by the Superintendent or designee. In determining whether a student has been a victim of a violent criminal offense, the Superintendent or designee shall consider the specific circumstances of the incident on a case-by-case basis and consult with local law enforcement as appropriate. Examples of violent criminal offenses include, but are not limited to, attempted murder, battery with serious bodily injury, assault with a deadly weapon, rape, sexual battery, robbery, extortion, or hate crimes.

The Superintendent or designee shall consider the needs and preferences of the affected student and his/her parents/guardians in making the offer. If the parents/guardians elect to transfer their child, the transfer shall be completed as soon as practicable.

Transfer from a "Persistently Dangerous" School

Within 10 school days after receiving notification from the California Department of Education (CDE) that a school has been designated as "persistently dangerous," the Superintendent or designee shall notify parents/guardians of the school's designation. Within 20 school days after learning of the school's designation, the Superintendent or designee shall notify parents/guardians of their option to transfer their child(ren) from such school.

(cf. 0450 - Comprehensive Safety Plan)

Parents/guardians who desire to transfer their child(ren) out of a "persistently dangerous" school shall provide written notification to the Superintendent or designee and shall rank-order their preferences from among all schools identified by the Superintendent or designee as eligible to receive transfer students. The Superintendent or designee may establish a reasonable timeline, not to exceed 10 school days, for the submission of parent/guardian requests.

The Superintendent or designee shall consider the needs and preferences of students and parents/guardians before making an assignment, but is not obligated to accept the parents'/guardians' preference if the assignment is not feasible due to space constraints or other considerations. For parents/guardians who accept an offer of an Intradistrict transfer to another CCUSD school, the transfer shall generally be made within 30 school days of the District receiving the notice of the school's designation by the CDE.

If parents/guardians decline the assigned school, the student may remain in his/her current school.

INTRADISTRICT OPEN ENROLLMENT (Continued)

The transfer shall remain in effect as long as the student's school of origin is identified as "persistently dangerous." The Superintendent or designee may choose to make the transfer permanent based on the educational needs of the student, parent/guardian preferences, and other factors affecting the student's ability to succeed if returned to the school of origin.

The Superintendent or designee shall cooperate with neighboring districts to develop an interdistrict transfer program in the event that space is not available in a district school.

(cf. 5117 - Interdistrict Agreements)

Open Enrollment Selection Procedures

Definition: Preferred school means one or more of the schools parent/guardian requested on the Intradistrict Transfer Application. Parents may rank their preferences 1 to 5.

To implement intradistrict open enrollment pursuant to Education Code 35160.5:

1. The ~~Superintendent or designee~~ **Governing Board** shall identify those schools of residence which may have space available for additional students. A list of these schools of residence and open enrollment applications shall be available at all school offices.
2. Parents/guardians of students who submit applications to the district between February 15 and March ~~30~~ **15** shall be eligible for admission to their preferred school the following school year under the district's open enrollment policy.
3. If applications exceed available space, enrollment in a preferred school shall be determined by lot from the eligible applicant pool, and a waiting list shall be established to indicate the order in which applicants may be accepted as more openings occur. Late applicants shall not be added to the waiting list for the current year.
4. **On or before July 31**, ~~the~~ Superintendent or designee shall provide written notification to applicants by mail or e-mail as to whether their applications have been approved, denied or placed on a waiting list. If the application is denied, the reasons for denial shall be stated.
5. Approved applicants must confirm their enrollment within 10 working days.

~~Once in attendance, a student shall not be required to apply for readmission.~~

~~Any complaints regarding the selection process shall be submitted to the Superintendent or designee.~~

INTRADISTRICT OPEN ENROLLMENT (Continued)

Once enrolled, a student shall not be required to reapply for admission. However, the student may be subject to displacement due to excessive enrollment.

Any complaints regarding the open enrollment process shall be submitted in accordance with the applicable complaint procedure.

(cf. 1312.3 – Uniform Complaint Procedures)

Notifications

Notifications shall be sent to parents/guardians at the beginning of each school year describing all current statutory attendance options and local attendance options available in the district. Such notification shall include: (Education Code 48980)

1. All options for meeting residency requirements for school attendance.

(cf. 5111.1 - District Residency)

(~~cf. 5111.12 – Residency Based on Parent/Guardian Employment~~)

(cf. 5111.13 - Residency for Homeless Children)

2. Program options offered within local attendance areas.
3. A description of any special program options available on both an interdistrict and intradistrict basis.
4. A description of the procedure for application for alternative attendance areas or programs and the appeals process available, if any, when a change of attendance is denied.
5. A district application form for requesting a change of attendance.
6. The explanation of attendance options under California law as provided by the California Department of Education.

(cf. 5145.6 – Parental Notifications)

Policy Adopted: January 20, 1998

Policy Revised: September 11, 2007

Policy Revised: April 27, 2010

Policy Reviewed: January 24, 2012 and February 14, 2012

CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California

INTRADISTRICT OPEN ENROLLMENT

The Governing Board desires to provide enrollment options that meet the diverse needs and interests of district students. The Superintendent or designee shall establish procedures for the selection and transfer of students among district schools in accordance with law, Board policy and administrative regulation.

(cf. 5117 - Interdistrict Attendance)

The parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of residence within the district. (Education Code 35160.5)

(cf. 5111.1 - District Residency)

(cf. ~~5111.12 - Residency Based on Parent/Guardian Employment~~)

(cf. 5111.13 - Residency for Homeless Children)

The Board shall annually review ~~this policy~~ **enrollment options available to students within the District.** (Education Code 35160.5, 48980)

Enrollment Priorities

Priority for attendance outside a student's attendance area shall be given as follows:

1. Any resident student enrolled in a District school that has been identified on the State of California's Open Enrollment List. (EC 48354)

(cf. 5118 - Open Enrollment Act Transfers)

~~1.~~ **2.** If a district school receiving Title I funds is identified for program improvement, corrective action or restructuring, all students enrolled in that school shall be provided an option to transfer to another district school or charter school. (20 USC 6316)

(cf. 0420.4 - Charter Schools)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 6171 - Title I Programs)

~~2.~~ **3.** If while on school grounds a student becomes the victim of a violent criminal offense, he/she shall be provided an option to transfer to another district school or charter school. (20 USC 7912)

~~3.~~ **4.** If a student attends a school designated by the California Department of Education as "persistently dangerous," he/she shall be provided an option to transfer to another district school or charter school. (20 USC 7912; 5 CCR 11992)

(cf. 0450 - Comprehensive Safety Plan)

INTRADISTRICT OPEN ENROLLMENT (Continued)

4. ~~5.~~ The Superintendent or designee may approve a student's transfer to a district school that is at capacity and otherwise closed to transfers upon finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student.

To grant priority under these circumstances, the Superintendent or designee must have received either: (Education Code 35160.5)

- a. A written statement from a representative of an appropriate state or local agency, including, but not limited to, a law enforcement official, social worker, or a properly licensed or registered professional, including, but not limited to, a psychiatrist, psychologist or marriage and family therapist.
- b. A court order, including a temporary restraining order and injunction.

5. ~~6.~~ Priority may be given to siblings of students already in attendance in that school.

6. ~~7.~~ Priority shall be given to any student whose parent/guardian is assigned to that school or an adjacent district facility as his/her primary place of employment.

~~For all other applications for enrollment outside a school's attendance area, the Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever a school receives admission requests that are in excess of the school's capacity. A school's capacity shall be calculated in a nonarbitrary manner using student enrollment and available space. (Education Code 35160.5)~~

~~Enrollment decisions shall not be based on a student's academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students. (Education Code 35160.5)~~

~~(cf. 6172—Gifted and Talented Student Program)~~

No student currently residing within a school's attendance area shall be displaced by another student transferring from outside the attendance area. (Education Code 35160.5)

~~(cf. 5116 - School Attendance Boundaries)~~

7. ~~8.~~ Applicants to El Marino Language School, a School of Choice, shall be selected for each

INTRADISTRICT OPEN ENROLLMENT (Continued)

lottery in the following order:

- a. Sibling applicants of students who reside within District boundaries and will be concurrently enrolled at El Marino.
- b. Sibling applicants of El Marino alumni who reside within District boundaries and will be concurrently enrolled in a CCUSD school.
- c. Japanese- or Spanish-speaking applicants who reside within District boundaries.
- d. English-speaking applicants who reside within District boundaries.
- e. Japanese- or Spanish-speaking applicants, with an approved Interdistrict Transfer Permit, who reside outside of District boundaries.
- f. English-speaking applicants, with an approved Interdistrict Transfer Permit, who reside outside of District boundaries.

Spaces available will be allocated as follows: 30-50% of spaces available shall be reserved for applicants who pass the Japanese or Spanish proficiency exam; 50-70% of spaces available shall be reserved for English-only applicants and/or applicants who do not pass the Japanese or Spanish proficiency exam.

~~8.~~ **9.** Applicants to the Spanish Dual Language Program at La Ballona Elementary School, a School of Residence, shall be selected for each lottery in the following order:

- a. Applicants who reside within La Ballona's attendance boundaries.
- b. Sibling applicants of students who reside within District boundaries and will be concurrently enrolled at La Ballona.
- c. Spanish-speaking applicants who reside within District boundaries.
- d. English-speaking applicants who reside within District boundaries.
- e. Spanish-speaking applicants, with an approved Interdistrict Transfer Permit, who reside outside of District boundaries.
- f. English-speaking applicants, with an approved Interdistrict Transfer Permit, who reside outside of District boundaries.

Spaces available will be allocated as follows: 50% of spaces available shall be reserved for applicants who pass the Spanish proficiency exam; 50% of spaces available shall be reserved for English-only applicants and/or applicants who do not pass the Spanish proficiency exam.

Application and Selection Process

In order to ensure that priorities for enrollment in District schools are implemented in accordance with law, applications for intradistrict open enrollment shall be submitted between February 15 and March 15 of the school year preceding the school year for which the transfer is requested.

INTRADISTRICT OPEN ENROLLMENT (Continued)

The governing board shall calculate each school's capacity in a nonarbitrary manner using student enrollment; the capacity of a program, class, grade level, and/or school building; the caseload of a resource specialist and/or speech/language therapist; and available space. (Education Code 35160.5)

Except for priorities listed above, the Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever the school receives admission requests that are in excess of the school's capacity. (Education Code 35160.5)

Enrollment decisions shall not be based on a student's academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students. (Education Code 35160.5)

(cf. 6172 - Gifted and Talented Student Program)

Transportation

Except as required by 20 USC 6316, for transfers out of Title I program improvement schools, the district shall not be obligated to provide transportation for students who attend school outside their attendance area.

(cf. 3250 - Transportation Fees)

(cf. 3540 - Transportation)

Legal Reference:

EDUCATION CODE

200 Prohibition Against Discrimination

35160.5 District policies; rules and regulations

35291 Rules

35351 Assignment of students to particular schools

48980 Notice at beginning of term

CODE OF REGULATIONS, TITLE 5

11992-11994 Definition of persistently dangerous schools

UNITED STATES CODE, TITLE 20

6316 Transfers from program improvement schools

7912 Transfers from persistently dangerous schools

CODE OF FEDERAL REGULATIONS, TITLE 34

200.36 Dissemination of information

200.37 Notice of program improvement status, option to transfer

200.39 Program improvement, transfer option

200.42 Corrective action, transfer option

INTRADISTRICT OPEN ENROLLMENT (Continued)

200.43 Restructuring, transfer option

200.44 Public school choice, program improvement schools

200.48 Transportation funding for public school choice

COURT DECISIONS

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

ATTORNEY GENERAL OPINIONS

85 Ops.Cal.Atty.Gen. 95 (2002)

Management Resources:

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Public School Choice, ~~February 2004~~ **January 2009**

Unsafe School Choice Option, May 2004

WEB SITES

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

California Department of Education, Unsafe School Choice Option:

<http://www.cde.ca.gov/ls/ss/se/usco.asp>

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>

Policy Adopted: January 20, 1998

Policy Revised: September 11, 2007

Policy Revised: April 27, 2010

Policy Reviewed: January 24, 2012 and February 14, 2012

CULVER CITY UNIFIED SCHOOL DISTRICT

Culver City, California

BOARD REPORT

2/14/12

14.2c

14.2c Second Reading and Approval of Revised Administrative Regulation 5117, Students – Interdistrict Attendance

It is recommended practice that the Board of Education regularly review Board Policies/Administrative Regulations that are significant to the operation of the District.

Revisions to Administrative Regulation 5117 include amendments to the California Education Code Section 46600 that became effective January 1, 2011 and those that will become effective July 1, 2012.

Currently, the Culver City Unified School District and the Los Angeles Unified School District (LAUSD) do not have an Interdistrict Attendance Agreement; recommended revisions delete the section previously known as “permit area streets” and caps set with LAUSD.

“Capacity,” pursuant to Interdistrict Transfer Applications, is defined for all student programs and for special education classes and programs. Procedural Terms and Conditions for Revocation have been added.

A revised Administrative Regulation on Students, Interdistrict Attendance is being presented for a second reading and approval.

RECOMMENDED MOTION: That the Board approve the Revised Administrative Regulation 5117, Students – Interdistrict Attendance.

Moved by:

Seconded by:

Vote:

INTERDISTRICT ATTENDANCE

The District shall not knowingly accept students who are not District residents without an **a valid interdistrict attendance transfer permit**. However, such **interdistrict transfer permits** will not be required for students enrolling in ROC or ROP.
(Education Code 52317)

Requests **from residents within the Culver City Unified School District** for interdistrict **transfer permits** to attend schools outside the Culver City Unified School District are submitted to the **Permit Office of Educational Services on District Form #58 an Interdistrict Transfer Application**.

~~Requests from r~~Residents of other districts **who wish** to attend Culver City Unified School District ~~are must~~ first approved by Culver City Unified School District **be released by** the District of Residence and then the student applies to be ~~released by the district of residence~~ **approved by Culver City Unified School District**.

The Superintendent or designee shall ensure that interdistrict transfer permit application forms and instructions are available through the Office of Pupil Services.

Contact concerning **interdistrict transfer permits** will be made by the designated representatives of each school district between May **March** and September of each year. ~~All requests for interdistrict permits must be renewed annually.~~

The Superintendent or designee may issue or ~~accept~~ **approve an interdistrict attendance transfer permits for a student for any of the reasons specified in applicable District board policies and administrative regulations.** ~~the following reasons:~~

The Superintendent or designee shall ensure that interdistrict transfer permits specify the terms and conditions for the granting, denial, or revocation of the permit. Once an interdistrict transfer permit has been granted and a student has enrolled, a student is not required to reapply unless an interdistrict attendance agreement between the governing boards of the district of residence and the district of enrollment states otherwise.

The District shall not rescind existing interdistrict transfer permits for students entering grade 11 or grade 12 in the subsequent school year. (EC 46600)

Geographic Area

~~A permit may be issued or accepted from geographic areas established for issuance of permits to specific districts.~~

INTERDISTRICT ATTENDANCE (Continued)

~~There are no restrictions involved, except for the requirement that the student's legal residence be within the permit area.~~

~~The following geographic areas have been designated by the Culver City Unified School District and the Los Angeles City Unified School District:~~

~~1. Los Angeles City Unified School District (90230)~~

~~Greenlawn Avenue 11100-11199~~

~~Lucerne Avenue 11100-11199~~

~~Nicholas Street 4741-4745~~

~~2. Culver City Unified School District (LA 90066)~~

~~Louise Avenue 12650-12749\~~

~~Maxella Avenue 12700-12798~~

~~Meier Street 4000-4029~~

~~Mildred Street 4100-4349~~

~~Moore Street 4000-4013
4014-4398 (even numbers only)~~

~~McConnell Blvd. 4100-4362
4363-4399 (odd numbers only)~~

~~Neosho Avenue 4100-4110
4111-4399 (odd numbers only)~~

~~Rosabel Street 4000-4099~~

~~Short Avenue 12801-12835 (odd numbers only)~~

~~Wade Street 4000-4199~~

~~Washington Blvd. 12600-12799~~

~~Final Year~~

INTERDISTRICT ATTENDANCE (Continued)

~~A permit may be issued or accepted by the District to allow a student to remain with a class graduating that year from an elementary, middle, or senior high school. (This policy would apply to students in grades 5, 8 or 12.)~~

An interdistrict transfer permit may be issued or approved by the District:

1) Hardship Sibling

~~The Culver City Unified School District reserves the right to consider granting or accepting permits because of circumstances adversely affecting the student.~~

A **An interdistrict transfer** permit may be issued or **approved** accepted by the District when the student **qualified applicant** has a sibling attending school in the receiving district, to avoid splitting the family's attendance.

2) Change of Address in Residence

a. ~~A permit may be issued or accepted for a~~ **When the** student's whose family is moving **moves out of the District** during the last 10 weeks **60 calendar days** of the school year and written application is made by the parent/guardian to request that the student complete the school year in the current school.

b. ~~A permit may be issued or accepted for a~~ **When the** student's whose family will be living out of the district of residence ~~only~~ for one school year or less.

c. ~~A permit may be issued or accepted to let~~ **To allow students entering grade 12 seniors to** attend the same school they attended **in grade 11** as juniors, even if their families moved out of the ~~D~~district during **grade 11** the junior year.

d. ~~A permit may be issued or accepted when~~ **When** the parent/guardian provides written evidence that the family will be moving to the receiving district in the immediate future and would like the student to start the year in that district.

3) Parent/Guardian Employment

~~A~~ **An interdistrict transfer** permit is usually issued or **approved** accepted as a courtesy if a parent/guardian is employed **within the school District's attendance area** by ~~another district~~ or by the Culver City Unified School District.

4) Child Care

A permit may be issued or **approved** accepted by the District to meet the child care needs of the student. ~~Such students may be allowed to continue to attend District schools only~~

INTERDISTRICT ATTENDANCE (Continued)

~~as long as they continue to use a child care provider within District boundaries.~~
Verification of child care may be initiated by the Culver City Unified School District.

Opportunity

~~A permit may be issued or accepted by the District to provide a major change in school environment for reasons of personal and social adjustment.~~

5) ~~—~~ Educational Program Opportunity Specialized Program

~~A~~ **An interdistrict transfer** permit may be issued or **approved** ~~accepted~~ when there is valid interest in a particular educational program not offered in the district of residency.

6) ~~—~~ Medical Health and Safety

~~A~~ **An interdistrict transfer** permit may be issued or **approved** ~~accepted~~ by the District for **when** a student who, because of a special physical or mental need, is unable to attend a school in the district of residence. Such a need must be certified by a licensed physician and/or school psychologist or other appropriate school personnel.

When an applicant has been the target of an act of bullying, as defined in AB 86 (Lieu), and as determined by personnel of either the school district of residence or the school district of proposed enrollment, the target's application should be given priority for approval, beginning July 1, 2012.
(AB 1156 ((Eng))

Other supporting documents or information may be required by the District. If the student has qualified for a special education program, this provision does not apply.

7) School Attendance Review Board SARB

~~A~~ **An interdistrict transfer** permit may be issued or accepted when recommended by the School Attendance Review Board or by ~~e~~County child welfare, probation or social service agency staff in documented cases of serious home or community problems which make it inadvisable for the student to attend the school of residence.

cf. 5113.1 Truancy

Special Education Permits

~~When the cost of educating a student exceeds the amount of state aid generated by his/her enrollment, the sending district agrees to pay the excess costs or requires the student to return to the home district. When the student requires unique services that require excess~~

INTERDISTRICT ATTENDANCE (Continued)

~~cost because no district program that meets the student's educational needs is available, the permit will be revoked by the receiving district.~~

Permits may be issued or **approved** ~~accepted~~ in keeping with Special Education Local Plan Area agreements. If a student is receiving Special Education services and the student is **resides** in a district outside the Special Education Local Plan Area (Tri-City SELPA), ~~the parent/guardian must apply for an Inter-District SELPA permit and an interdistrict permit.~~ **the student needs an approved Inter/Intra-SELPA Agreement for Individuals with Exceptional Needs, in addition to the Interdistrict Permit. The Agreement is initiated by the District of Residence and approved or denied by the requested District of Attendance.**

~~A permit will not be renewed on the basis of prior attendance alone.~~ Requests will be considered only in accordance with the above procedures.

Limitations on Number of Permits

1. ~~Los Angeles City Unified School District~~

~~Neither the Culver City Unified School District nor the Los Angeles City Unified School District shall issue or accept more than 10 permits in excess of the number in effect in the other district, excluding permits issued to 12th grade students under "Final Year" and "Change of Address." The excess number is larger between these districts because of the unrestricted geographic permit areas which exist.~~

2. ~~Other School Districts~~

~~Neither the Culver City Unified School District nor other districts shall issue or accept more than five permits in excess of the number in effect in the other districts.~~

3. ~~Exceptions~~

The numbers may be exceeded:

- a. ~~To allow students to complete a school year.~~
- b. ~~For other reasons described in these procedures, with the approval of the Superintendent or designee.~~

Transportation shall not be provided for students attending on interdistrict **transfer permits** agreement.

(cf. 3250 – Transportation Fees)

(cf. 3540 – Transportation)

INTERDISTRICT ATTENDANCE (Continued)

Interdistrict Transfer Permits may be denied when requests exceed capacity limits.

The Superintendent or designee may deny ~~initial~~ requests for interdistrict **transfer attendance permits if the requested transfer would exceed capacity limits** school

~~facilities are overeroweded at either the relevant grade level, class, program and/or school building, or based on other considerations that are not arbitrary. However, once a student is admitted, the District may not deny him/her continued attendance because of overeroweded facilities at the relevant grade level.~~

The Superintendent or designee is hereby directed to leave sufficient room in each class, grade level, program, and school for new Culver City residents who may move into the District over the summer or enroll during the school year. Therefore:

"Capacity," pursuant to Interdistrict Transfer Applications, is defined as follows:

For All Student Programs:

Each grade level will be considered at capacity for Interdistrict Transfer Application purposes when the school-wide average reaches a student:teacher ratio of 20:1 in Grades 1-3 and a student:teacher ratio of 27:1 in Grades 4 and 5.

Culver City Middle School will be considered at capacity for Interdistrict Transfer Application purposes when 6th grade enrollment reaches 475 and when 7th and 8th grade enrollment reaches 490 students, or when the total school enrollment reaches 1,500.

Culver City High School will be considered at capacity for Interdistrict Transfer Application purposes when 9th grade enrollment reaches 450 and when enrollment in Grades 10-12 reaches 475 students, or when the total school enrollment reaches 2,000.

The Culver City Unified School District does not place permit applicants at Culver Park (Continuation) High School or in District long-term independent study programs.

For Special Education Classes and Programs:

The Resource Program (RSP)/Specialized Academic Instruction/Mild to Moderate Needs, will be considered at capacity for Interdistrict Transfer Application purposes either when the case carrier's caseload reaches a student:case carrier ratio of 22:1 at the requested school(s) or the requested grade is at capacity.

INTERDISTRICT ATTENDANCE (Continued)

The Special Day Class Program/Specialized Academic Instruction/Moderate to Intensive Needs, will be considered at capacity for Interdistrict Transfer Application purposes either when enrollment in the program at the requested grade reaches a student:teacher ratio of 10:1 or the requested school is at capacity.

The Basic Skills (Intensive) Program Classes will be considered at capacity for Interdistrict Transfer Application purposes when enrollment in the program at the requested school reaches a student:teacher ratio of 7:1.

The Adult Transition Program (ages 18-22) will be considered at capacity for Interdistrict Transfer Application purposes when enrollment in the program reaches a student:teacher ratio of 7:1.

The Speech Services Program will be considered at capacity for Interdistrict Transfer Application purposes either when district-wide average enrollment in the program or at the requested school(s) reaches a student:therapist ratio of 45:1.

Adaptive Physical Education (APE) will be considered at capacity for Interdistrict Transfer Application purposes when district-wide average enrollment in the program reaches a student:teacher ratio of 37:1.

The Occupational Therapy (OT) program will be considered at capacity for Interdistrict Transfer Application purposes when district-wide average enrollment in the program reaches a student:therapist ratio of 25:1.

As the District establishes new or different classes or programs for which a capacity limit is not included herein, it may establish an appropriate capacity, for Interdistrict Transfer Application purposes, for any such class or program. For example:

If established, a new program for students with an emotional disturbance (Grades 6-12) will be considered at capacity for these purposes when district-wide average enrollment in the program reaches a student:teacher ratio of 5:1.

Capacity limits are intended to allow space for new residents and growth. These capacity limits are intended to allow space for District residents who enroll during the summer or enroll in the program(s) during the school year. Establishment of these capacity limits are intended to assure that resident students receive the maximum amount of assistance by District staff and that programs are not negatively impacted by the admission of nonresident students, and that overall enrollment at Culver City Middle School does not exceed 1,500 students and overall enrollment at Culver City High School does not exceed 2,000 students.

INTERDISTRICT ATTENDANCE (Continued)

Denial, or Revocation, or Non-Renewal of Interdistrict Transfer Permits

Every Each interdistrict transfer attendance permit shall stipulate the terms and conditions under which the interdistrict transfer permit may be approved, denied, revoked, ~~or non-renewed~~ or rescinded. (Education Code 46600)

Interdistrict transfer attendance permits may be denied, revoked, or rescinded ~~or non-renewed~~ by the Superintendent or designee for various reasons, including but not limited to, the following:

1. A parent/guardian made false statements or misrepresentations in applying for the student's interdistrict transfer permit.
2. The student has a history of discipline or attendance problems or poor academic effort.
3. The student has been expelled, suspended, or otherwise disciplined, within two (2) years of the date of request for an interdistrict transfer permit, by the transferring district or any other school district as a result of any violation of Education Code Section 48900 (a-e-f); (2), (3), (4), (7) and/or 48915(a)(1-5); (c)(1-4).
4. The student does not benefit from instruction and/or is disruptive to the learning environment. This can include excessive tardies and/or five or more unexcused absences/truancies.
5. **The student does not demonstrate satisfactory academic achievement, citizenship, and/or behavior.** ~~The student's academic achievement, citizenship and/or behavior are deemed not to be at the same level as that of average peers.~~ To be admitted to a District school on an interdistrict transfer attendance permit, elementary students must meet grade level standards, have satisfactory grades, and make appropriate academic efforts, and work habits; secondary students must have satisfactory work habits and cooperation and a 2.5 grade point average or higher with no failing grades. High school juniors and seniors matriculating from a California public high school must have passed the California High School Exit Exam (CAHSEE). Once enrolled in the District, interdistrict transfer attendance permit students in grades K-5 must meet grade level standards and interdistrict transfer attendance permit students in grades 6-12 must maintain a 2.0 grade point average or higher with no failing grades.
6. The student or parent has violated the written terms and conditions of the Student/Parent Permit Agreement Contract. (Each year at registration, every student on an interdistrict transfer attendance permit and their his/her parent(s) sign a Student/Parent Permit Contract Agreement appropriate to the elementary or secondary level.)
7. The welfare of the student and/or of other students is compromised or endangered. This may include, but is not limited to, lack of before-school or after-school care.
8. ~~The student, currently attending a District school on an interdistrict permit, is graduating to the next level (i.e. grade 5 to 6 or grade 8 to 9).~~

INTERDISTRICT ATTENDANCE (Continued)

9. The student's enrollment has been accomplished by falsification of address, ~~—(Falsification is an overt act of~~ **for example**, submitting to either district in writing a false address within school district boundaries while residing at an address outside of school district boundaries.) ~~However, with the mutual agreement of representatives of both districts, a permit may be issued as an exception to the procedures if denial of the permit would have a seriously harmful effect upon the student.~~

10. The student moves from one district to another during the school year and the parent/student fails to notify the school officials **and CCUSD Permit Office** within one week **five (5)** days of the change of address. The school official shall immediately issue a transfer to the school of residence. ~~Upon application, or upon mutual agreement of representatives of both districts, a permit may be issued if the denial of such permit would have a seriously harmful effect upon the student.~~

~~10. The student moves out of the district that initially issued the interdistrict attendance permit.~~

11. The attendance of the student would increase the District's class size above the maximums established by the State of California or above the maximums set in a negotiated teacher contract or would place the District at risk of violating such standards, or, in the case of middle or high schools, enrollment would interfere with the appropriate scheduling of the student or other students, as determined by the Superintendent or designee.

The parent/guardian of a student who is denied ~~a~~ **an interdistrict transfer permit request** pursuant to Education Code 46601-46611 shall receive a timely notice in accordance with law, regarding the process for appeal to the County Board of Education. This notice shall be provided by the ~~D~~district denying the **interdistrict transfer permit request**, or in the absence of an agreement between the districts, by the district of residence. (Education Code 46601)

Procedural Terms and Conditions for Revocation

Before making a decision to revoke an interdistrict transfer permit to attend CCUSD, the Superintendent or designee shall first invite the pupil and parent or guardian to attend an informal conference at which the pupil and parent or guardian shall be informed of the reason for the proposed revocation and the grounds on which it is based, and given an opportunity to respond. The opportunity to attend such an informal conference shall be the sole procedure by which a pupil, parent, or guardian is entitled to challenge a proposed revocation, and the decision of Superintendent or designee following an opportunity for such an informal conference shall be final.

Students

AR 5117(j)

INTERDISTRICT ATTENDANCE (Continued)

Students Expelled from Other Districts

Students who are under consideration for expulsion or who have been expelled may not appeal interdistrict **transfer permit** attendance denials or decisions while expulsion proceedings are pending, or during the term of the expulsion. (Education Code 46601)

(cf. 511 - Students Expelled from Other Districts)

(cf. 5144.1- Suspension and Expulsion/Due Process)(cf. 5119 – Students Expelled from Other Districts)

Legal Reference:

EDUCATION CODE

46600-46611 Interdistrict attendance agreements

ATTORNEY GENERAL OPINIONS

84 Ops. Cal. Atty. Gen. 198 (2001)

Regulation

Reviewed: January 20, 1998

Regulation

Reviewed: February 6, 2001

Regulation

Reviewed: July 8, 2008

Regulation

Revised: July 22, 2008

Regulation

Reviewed: September 13, 2011 and February 14, 2012

CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California

BOARD REPORT

2/14/12

14.3a

14.3a Approval of Contract between CCUSD and Jack Schreder & Associates

Education Code Section 17620 authorizes school districts to levy a fee, charge, dedication or other form of requirement against any development project for the construction or reconstruction of school facilities provided the district can show justification for levying of fees.

The authority for the collection of those fees is based upon criteria that establish a district's validation of its need. Those needs must be validated and approved by the State. The District last completed a Developer Fee Justification Study in February 2009. In order to be in compliance with the requirements for the collection of the current fees at the 2012 rate, the District needs to contract for a Justification Study.

RECOMMENDED MOTION: That the Board of Education approve the contract with Jack Schreder & Associates to conduct a 2012 Developer Fee Justification Study.

Moved by:

Seconded by:

Vote:

PROPOSAL TO PREPARE
DEVELOPER FEE JUSTIFICATION STUDY
for
CULVER CITY UNIFIED SCHOOL DISTRICT

Prepared by:

Jack Schreder & Associates
2230 K Street
Sacramento, California 95816
(916) 441-0986

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PURPOSE OF PROJECT

The objective of this project is to determine if a reasonable relationship exists between new residential, commercial, and industrial development and the need for new and/or reconstructed school facilities in the Culver City Unified School District. The study will be documented to provide the District with the justification necessary to levy developer fees as authorized by Education Code Section 17620. The report will comply with any new legislative requirements to date, including SB 1693 and AB 3081 requirements.

PROJECT METHODOLOGY

The project that Jack Schreder & Associates is proposing will be comprised of the following separate components:

- Component A:** Projection of the residential, commercial, and industrial development.
- Component B:** Identification of student yield factors for residential, commercial, and industrial development.
- Component C:** Generation of enrollment projections based on natural growth and new residential development.
- Component D:** Identification of existing facility capacity, facility needs, and facility costs based on enrollment projections. Class size reduction implementation may effect District capacity.
- Component E:** Preparation of documentation in compliance with current developer fee law.

COMPONENT A

In order to identify the projected student impact of residential, commercial, and industrial development, it is necessary to assess the impact of development. This component of the study will identify the level of future residential, commercial, and industrial development anticipated to occur in the District.

As required to justify developer fees, the specific steps in this component are:

- Identify approved and tentative development projects on file with the county and city planning departments where applicable.
- Identify development potential for vacant and under-developed land.
- Identify city building densities, current zoning, and master plan designations to establish build-out potentials.
- Provide development projections for single family residential and multiple family residential development. Provide projections of commercial and industrial development by category.
- Project fee revenues for residential, commercial and industrial based on the current maximum fee.

District responsibility: Provide information regarding current and future projected residential development known to the District.

COMPONENT B

State default student yields will be utilized or student generation rates (SGR's) will be calculated to project the student impact of future development. The commercial/industrial SGR's will address employee generation factors, as provided by the San Diego Traffic Generation documentation (17621(e)(1)(B)).

COMPONENT C

Enrollment projections for the District will be provided which are based on the levels of new residential development identified in Component A and the SGR's identified in Component B. The enrollment projections will utilize a cohort survival methodology and proposed residential development where applicable.

District responsibility: Provide demographic information, including CBEDS enrollment for the current school year. Enrollments must be provided by grade level.

COMPONENT D

Once the enrollment projections are established, the District's ability to house future enrollments will be analyzed. The capacity of the District facility will be identified and future enrollments will be "loaded" into the facilities to determine if, and when, the capacity at each grade level organization will be exceeded. The effects of class size reduction program implementation will be determined. Costs for providing new facilities will be provided on a per house, per student, and per square foot basis.

In addition to establishing the District's future facility needs and costs, the available facility funding sources will be identified.

District responsibility: Provide a schematic fire drill map or SP1A of each District site, including any closed or unused sites. The schematic should include current class use, District loading policy, and any limitation to housing additional students (classroom use or school site size.) Portable classrooms must be identified for each site, including use, and ownership; if they are leased, terms of lease must be provided.

COMPONENT E

The information and conclusions identified in Components A through D will be included in a report to be delivered to the District upon completion of the project. The report will comply with the requirements of Education Code Section 17620.

CONSULTING FEES

Jack Schreder & Associates will provide analysis in the form of a final report for the district. One (1) draft copy of the report will be made available for review to the district. After district review, ten (10) copies of the final report will be provided to the district. Jack Schreder & Associates will provide step-by-step instructions to implement the fees. Model resolutions and Board policies for the public hearing process and the establishment of developer fees will also be provided.

<u>Culver City Unified School District</u>	<u>Price</u>
Developer Fee Justification Study	\$6,600

Note: Education Code Section 17620(a)(5) provides that developer fee revenues may be used to pay for the cost of preparing developer fee justification documentation.

Additional Considerations

- The quoted price does not include attendance at the Board meeting when the report is presented; this is an additional optional cost for the District.
- Visitations to the district following the completion of the draft will be reimbursed to the Consultant in the amount of \$145 an hour including travel time.
- Reproduction costs of the draft and final reports will be reimbursed to the Consultant. At the District's request, a "camera-ready" copy can be provided.
- Express mail expenses will be documented and reimbursed to the Consultant.

TIME SCHEDULE

The draft report which will include baseline data regarding District capacity, student yield information, classroom loading policies and class size reduction will be determined within 60 days of a signed agreement and receipt of requested information. The final report will be completed 15 days after receipt of the final draft from the District.

This agreement is between the Culver City Unified School District and Jack Schreder & Associates.



Ali Delawalla
Interim Assistant Superintendent
Culver City Unified School
District

Jack Schreder
Jack Schreder & Associates

Date

February 6, 2012
Date

PROFESSIONAL QUALIFICATIONS

Dr. Jack S. Schreder **President**

As a Government Relations and School Facilities Consultant for the past twenty-five years, Dr. Schreder has used his expertise to assist school districts with their facility and financial concerns. Dr. Schreder's knowledge of educational facilities and finance has been augmented by his experience working within various California school districts as both a Superintendent of Schools (Shasta County Schools) and a Principal (Shasta Union High School District).

Dr. Schreder is a graduate of Stanford University (Ph.D. - Education and Business), San Francisco State University (M.A. - School Administration) and Michigan State University (B.A. Economics).

Kristen G. Schreder **President, School Facilities Division**

Kristen Schreder is a specialist on issues relating to State Allocation Board regulations and the Office of Public School Construction policies. She represents over eighty school districts on matters related to the Leroy Greene School Facility Program. She is an experienced lobbyist in both Louisiana and California.

Ms. Schreder is an honors graduate of Chico State University (Social Science, 1978) and is a graduate of the National Center for Paralegal Training, Atlanta, Georgia, 1982.

Cheryl A. King **Associate**

Ms. King has worked extensively with school districts throughout Illinois, Michigan, Colorado and California for over 20 years. Her diverse career includes teaching at both the secondary and university level and developing curriculum and outreach programs at both levels. She also administered programs as an Administrative Assistant for the Michigan Department of Education where she worked in conjunction with 20 school districts statewide to obtain state funding for projects in their districts, including follow-up evaluation procedures.

Her work in California includes extensive grant writing, development and management of programs countywide for Butte County, consultant work with various school districts and Director of a State Local Partnership Program for the

California Arts Council. Ms. King has also worked in the areas of legislative analysis and educational law as a legal assistant in the Sacramento area.

Elona Cunningham
Associate

Ms. Cunningham received her BS in Business Administration with a Minor in Spanish from Menlo College and her English/Spanish Bilingual Multiple Subject Teaching Credential from the University of San Francisco. Her work experience includes five years as a bilingual elementary school teacher in California. Before joining Jack Schreder and Associates in 1997, Ms. Cunningham worked at the corporate offices of J. Crew in New York and the Gap in San Francisco.

Ms. Cunningham has over 14 years of experience in the school facility arena. Her experience includes all areas of school facility planning while specializing in securing facilities funding for school districts throughout the State of California. In order to maximize State funding, district's needs are evaluated and all available facility funding options are considered to determine the best option. Over the course of 14 years she has secured facilities funding for over 100 school districts totaling in excess of \$1 billion in facility funding. In order to secure facility funding, regular interaction with relevant State agencies is critical. Through regular communication and a presence in Sacramento, Ms. Cunningham has developed strong relationships with the Department of the State Architect, California Department of Education, and the Office of Public School Construction.

In addition, Ms. Cunningham prepares Level I Developer Fee Justification Studies and Level II School Facility Needs Assessments to assist with the impact of additional students generated from development projects.

Tamara Caspar
Associate

Ms. Caspar joined our firm in 1998. Ms. Caspar is responsible for tracking and assisting districts with determining new construction and modernization eligibility. Ms. Caspar serves as a liaison between school districts, architects, and State agencies to secure funding for eligible projects in a timely manner.

Jamie M. King
GIS Director

Ms. King received her B.S. in Geography from California State University, Sacramento and her M.S. in Geography with an emphasis in Demographics and Planning from the University of South Carolina. Ms. King worked as a GIS Analyst with the State Department of Health and Environmental Control while in South Carolina and also served as a research assistant for the South Carolina Geographic Alliance, developing computer programs to assist the teaching of Geography to K-12 students.

Since 2001 she has been utilizing Geographic Information Systems (GIS), a powerful computer mapping tool, in the preparation of Demographic Analyses and Master Plans for over 18 California school districts to assist them in analyzing current and historic student populations, the migration of students and community populations, optimizing attendance boundaries, consolidation of current schools, location of new schools, and other geographic area specific analyses for long range planning. She works closely with District staff and oversight committees to develop specific criteria for optimizing current and future facility usage.

Evelyn Shafer
Administrative Assistant

Ms. Shafer has worked in the School Facility Program since 1999 preparing SFP applications for all programs and working closely with districts to maximize funding opportunities. She also prepares Level I and Level II studies.

CLIENT LIST

Jack Schreder & Associates has worked with the following districts:

FACILITY FUNDING/ CLASS SIZE REDUCTION

ABC

Alhambra City Elementary

Alpaugh Unified

Antioch Unified

Archoe Union Elementary

Apple Valley Unified

Aromas-San Juan Unified

Banta Elementary

Bayshore Elementary

Bear Valley Unified

Bellevue Union

Benicia Unified

Berkeley Unified

Biggs Unified

Big Lagoon

Big Pine Unified

Bishop

Brawley Union Elementary

Brawley Union High

Buckeye Elementary

Burbank Unified

Butte Valley Unified

Cabrillo Unified

Calistoga Joint Unified

Canyon Elementary

Caruthers Union Elementary

Central Union High

Ceres Unified

Chatom Union Elementary

Cloverdale Unified

Coarsegold Union

Colusa Unified

Corcoran Joint Unified

Corning Union Elementary

Delano Union Elementary

Dos Palos Joint Union Elementary

Eastern Sierra Unified

Empire Union

Enterprise Elementary

Escondido Union Elementary

Etna Union High

Fairfax Elementary

Fillmore

Firebaugh-Las Deltas Unified

Forestville Union Elementary

Fort Bragg Unified

Galt High

Gateway Unified

Gonzales Union High

Grant Elementary

Grass Valley Elementary

Greenfield Union Elementary

Hamilton Union High

Hart-Ransom Union

Holtville Unified

Hughson Union High

Igo-Ono-Platina Union Elementary

Imperial Unified

Janesville Union

John Swett Unified

Johnstonville Elementary

Kenwood Elementary

Keppel Union

Kerman Unified

Kings Canyon Joint Unified

King City Joint Union High

King City Union Elementary

Lassen High

Laytonville Unified

Le Grand Elementary

Lewiston Elementary

Liberty Elementary

Linden Unified

Live Oak Unified

Lone Pine Unified

Los Banos Unified
Los Molinos Unified
Mammoth Unified
Manzanita Elementary
Marysville Joint Unified
McSwain Union Elementary
Merced City Elementary
Middletown Unified
Mt. Diablo Unified
Monson-Sultana Joint Union Elem
Moreno Valley Unified
Morgan Hill Unified
Mother Lode Union Elementary
Napa Valley Unified
National
Newark Unified
North County Joint Union
Elementary
Oak Grove Union Elementary
Oakdale Joint Union High
Oakdale Union Elementary
Oakland Unified
Orange Unified
Orcutt Union Elementary
Orick Elementary
Orland Joint Union Elementary
Orland Joint Union High
Palo Alto Unified
Patterson Joint Unified
Pierce Joint Unified
Planada Elementary
Pleasant Ridge Union Elementary
Plumas Unified
Poway Unified
Ready Springs Union
Red Bluff Union Elementary
Reef-Sunset Unified
Red Bluff Union High
Redding Elementary
Rescue Union Elementary
Richmond Elementary
Rincon Valley Union Elementary
River Delta Unified
Riverbank Unified
Roseland Elementary

Roseville Joint Union High
Ross Valley Elementary
Saddleback Valley Unified
San Benito High
San Bruno Park Elementary
San Gabriel Unified
San Lorenzo Unified
Santa Paula Elementary
Santa Rosa Elementary
Santa Rosa High
Scotts Valley Unified
Selma Unified
Sequoia High
Shaffer Union
Shasta Union Elementary
Shasta Union High
Shoreline Unified
Sierra-Plumas Joint Unified
Sonora Union High
Soquel Union Elementary
Southern Kern Unified
Surprise Valley Joint Unified
Susanville
Sylvan Union Elementary
Tahoe Truckee Unified
Tulelake Basin Joint Unified
Tustin Unified
Ukiah Unified
Victor Elementary
Vista Unified
Washington Unified
Waterford Elementary
Weaver Union
Weed Union Elementary
West Side Union Elementary
Western Placer Unified
Williams Unified
Willits Unified
Winters Joint Unified
Winton Elementary
Woodland Joint Unified
Wright Elementary
Yucaipa-Calimesa Joint Unified

DEVELOPER FEE STUDIES/YIELD

STUDIES

Alameda City Unified
Allensworth Elementary
Alexander Valley Union Elementary
Alpaugh Unified
Alta-Dutch Flat Union Elementary
Alview - Dairyland Union
Elementary
Alvina Elementary
Analy Union High
Anderson Union High
Anderson Valley Unified
Antelope Valley Union High
Apple Valley Unified
Arcadia Unified
Arcohe Union Elementary
Arena Union Elementary
Armona Union Elementary
Aromas-San Juan Unified
Atascadero Unified
Atwater Elementary
Bangor Union Elementary
Banta Elementary
Bass Elementary
Bear Valley Unified
Bella Vista Elementary
Bellevue Elementary
Bellevue Union Elementary
Bellflower Unified
Belmont-Redwood Shores
Elementary
Benicia Unified
Bennett Valley Union Elementary
Beverly Hills Unified
Big Lagoon Union Elementary
Big Oak Flat-Groveland Unified
Big Pine Unified
Big Springs Union Elementary
Biggs Unified
Big Valley Joint Unified
Bishop Union Elementary
Bishop Joint Union High
Black Butte Union Elementary
Black Oak Mine Unified
Blue Lake Union Elementary
Bogus Elementary
Bonny Doon Union Elementary
Bradley Union
Brawley Union Elementary
Brawley Union High
Briggs Elementary
Brittan Elementary
Browns Elementary
Buckeye Elementary
Buellton Union Elementary
Burbank Unified
Butte Valley Unified
Burlingame Elementary
Butteville Union Elementary
Cabrillo Unified
Cajon Valley Union Elementary
Calexico Unified
Calipatria Unified
Calistoga Joint Unified
Cambrian Elementary
Camino Union Elementary
Camptonville Elementary
Canyon Union Elementary
Capay Joint Unified
Caruthers Unified
Caruthers Union Elementary
Caruthers Union High
Cascade Union Elementary
Castle Rock Union Elementary
Castro Valley Unified
Central Union Elementary
Central Union High
Ceres Unified
Charter Oak Unified
Chicago Park Elementary
Chinese Camp Elementary
Chowchilla Union High
Chualar Union Elementary
Cinnabar Elementary
Clay Joint Elementary
Clear Creek Elementary
Cloverdale Unified
Coffee Creek Elementary
Cold Spring Elementary

Columbia Elementary
Columbia Union
Colusa Unified
Corcoran Joint Unified
Cotati-Rohnert Park Unified
Cottonwood Union Elementary
Culver City Unified
Curtis Creek Elementary
Covina Valley Unified
Delano Joint Union High
Delano Union Elementary
Delphic Elementary
Delta Island Union Elementary
Delta View Joint Union Elementary
Denair Unified
Dinuba Unified
Dos Palos Oro- Loma Joint Union
Dublin Unified
Ducor Union Elementary
Dunsmuir Elementary
Dunsmuir Joint Union High
Durham Unified
East Nicolaus Joint Union High
El Centro Elementary
El Dorado Union High
Emery Unified
Enterprise Elementary
Esparto Unified
Etna Union High
Eureka City Elementary
Exeter Union Elementary
Exeter Union High
Fallbrook Union Elementary
Fall River Joint Unified
Feather Falls Union
Ferndale Unified
Fillmore Unified
Firebaugh-Las Deltas Unified
Flournoy Union Elementary
Fontana Unified
Forestville Union Elementary
Forks of Salmon Elementary
Fort Bragg Unified
Fort Ross Elementary
Fort Sage Unified

Fortuna Union Elementary
Franklin Elementary
French Gulch-Whiskeytown Elem
Galt Joint Union High
Gateway Unified
Gazelle Union Elementary
Gold Oak Union
Gold Trail Union
Golden Hills
Golden Feather Union
Gonzales Union High
Gorman Elementary
Gorman Unified
Grant Elementary
Grant Joint Union High
Grass Valley Elementary
Gravenstein Union Elementary
Grossmont Union High
Guadalupe Union Elementary
Gustine Unified
Grenada Elementary
Guerneville Elementary
Hamilton Union Elementary
Hamilton Union High
Hanford Elementary
Hanford Joint Union High
Happy Valley Union Elementary
Harmony Union Elementary
Hart-Ransom Union Elementary
Hayward Unified
Healdsburg Unified
Hilmar Unified
Holtville Unified
Hornbrook Elementary
Howell Mountain Elementary
Hughes Elizabeth Lakes Union Elem
Hughson Unified
Hughson Union High
Igo, Ono, Platina Union Elementary
Imperial Unified
Indian Diggings Elementary
Indian Springs Elementary
Irvine Unified
Island Union Elementary
Jamestown Elementary

Janesville Union Elementary
John Swett Unified
Johnstonville Elementary
Julian Union High
Junction Elementary (Shasta)
Junction Elementary (Siskiyou)
Kenwood Elementary
Keppel Union Elementary
Kerman Unified
Keyes Union Elementary
King City Joint Union High
Kings Canyon Joint Unified
Kings River Union Elementary
Kings River-Hardwick Union Elem
Kingsburg High
Kingsburg Joint Union Elementary
Kirkwood Elementary
Kit Carson Union
Klamath River Union Elementary
Knightsen Elementary
La Honda Pescadero Unified
Lafayette Elementary
Laguna Salida Union Elementary
Lagunitas Elementary
Lakeport Unified
Lakeside Union Elementary
Lake Tahoe Unified
Lammersville Elementary
Larkspur Elementary
Las Lomitas Elementary
Lassen Union High
Laton Joint Unified
Latrobe
Lawndale Elementary
Le Grand Union Elementary
Le Grand Union High
Lemoore Union Elementary
Lemoore Union High
Lewiston Elementary
Liberty Elementary (Petaluma)
Liberty Elementary (Sonoma)
Liberty Union High
Linden Unified
Lindsay Unified
Little Shasta Elementary

Live Oak Unified
Los Alamos Elementary
Los Banos Unified
Los Gatos- Saratoga Joint Union
High
Los Molinos Unified
Los Olivos Elementary
Lucia Mar Unified
Lynwood Unified
Magnolia Union Elementary
Mammoth Unified
Manhattan Beach Unified
Marcum-Illinois Union
Mariposa County Unified
Mark West Union
Martinez Unified
Marysville Joint Unified
Maxwell Unified
McCabe Union Elementary
McCloud Union Elementary
McSwain Union Elementary
Mendocino Unified
Meadows Union Elementary
Mendota Unified
Menlo Park City Elementary
Meridian Elementary
Millbrae Elementary
Millville Elementary
Milpitas Unified
Mojave Unified
Monroe Elementary
Monson-Sultana Joint Union Elem
Montague Elementary
Montebello Elementary
Montecito Union Elementary
Monte Rio Union Elementary
Moreland Elementary
Morgan Hill Unified
Morongo Unified
Mother Lode Union Elementary
Mountain Union Elementary
Mt. Diablo Unified
Mt. Shasta Union
Mulberry Elementary
Mupu Elementary

Napa Valley Unified
Novato Unified
Needles Unified
Nevada City
Nevada Joint Union High
Newark Unified
New Jerusalem Elementary
Nicasio Elementary
North County Joint Union
North Cow Creek Elementary
Novato Unified
Oak Grove Union Elementary
Oak Run Elementary
Oakdale Joint Union High
Oakdale Unified
Oakdale Union Elementary
Oakland Unified
Oak View Union Elementary
Ojai Unified
Old Adobe Union Elementary
Orchard
Orcutt Union Elementary
Orinda Union Elementary
Orland Joint Unified
Orland Joint Union Elementary
Orland Joint Union High
Oroville City Elementary
Oroville Union High
Pacheco Union Elementary
Pacific Grove Unified
Pacific Union Elementary
Palermo Union
Palmdale Elementary
Palo Alto Unified
Patterson Unified
Pierce Joint Unified
Piner-Olivet Union Elementary
Pioneer Union Elementary
Pittsburg Unified
Placerville Union Elementary
Plainsburg Union Elementary
Planada Elementary
Pleasant Ridge Union Elementary
Pleasant View Elementary
Plumas Unified

Point Arena Joint Union High
Pollock Pines Elementary
Portola Valley Elementary
Quartz Valley Elementary
Raisin City Elementary
Ravendale Elementary
Ravenswood City Elementary
Ready Springs Union
Red Bluff Union Elementary
Redding Elementary
Redondo Beach Unified
Reed Union Elementary
Reef Sunset Unified
Richfield Elementary
Richgrove Elementary
Richmond Elementary
Rincon Valley Union Elementary
Riverbank Unified
River Delta Unified
Roberts Ferry Union Elementary
Robla Elementary
Rockford Elementary
Roseland Elementary
Ross Valley
Rowland Unified
Sacramento City Unified
Saddleback Valley Unified
San Antonio Union Elementary
San Carlos Elementary
San Bruno Park Elementary
San Juan Union Elementary
San Lorenzo Unified
San Lorenzo Valley Unified
San Lucas Union Elementary
San Mateo-Foster City
San Mateo Union High
San Rafael City Elementary
San Rafael City High
San Ramon Valley Unified
Santa Clara Unified
Santa Cruz City Elementary
Santa Cruz City High
Santa Maria Joint Union High
Santa Maria-Bonita
Santa Paula Elementary

Saratoga Union Elementary
Sausalito Elementary
Sausalito Marin City
Sawyers Bar Elementary
Scotts Valley Unified
Sebastopol Union Elementary
Seeley Union Elementary
Seid Unified
Selma Unified
Sequoia Union High
Shaffer Union Elementary
Shasta Lake Union Elementary
Shasta Union Elementary
Shasta Union High
Sierra-Plumas Joint Unified
Siskiyou Union High
Snowline Joint Unified
Soledad Unified
Somis Union Elementary
Sonora Elementary
Sonora Union
Sonora Union High
Soquel Union Elementary
Soulsbyville Elementary
South Bay Union Elementary
South Pasadena Unified
South San Francisco Unified
Standard Elementary
Stanislaus Union Elementary
Strathmore Union Elementary
Summerville Elementary
Summerville High
Sunol Glen Unified
Surprise Valley Joint Elementary
Susanville
Sutter Union High
Tamalpais Union High
Tehachapi Unified
Temple City Unified
Thermalito Union
Traver Joint Elementary
Tres Pinos Union Elementary
Trinity Union High
Twain Harte-Long Barn Union
Twin Hills Union Elementary

Twin Ridges Elementary
Ukiah Unified
Union Hill Elementary
Visalia Unified
Washington Union Elementary
Washington Union High
Weaver Union Elementary
Weaverville Elementary
Weed Union Elementary
West Contra Costa Unified
West Covina Unified
West Fresno Elementary
Western Placer Unified
Westmorland Union Elementary
Westwood Unified
Whisman Elementary
Whitmore Union Elementary
Williams Unified
Willits Unified
Willow Creek Elementary
Willow Grove Union Elementary
Willows Unified
Wilmar Union Elementary
Winton Elementary
Wiseburn Elementary
Woodland Joint Unified
Woodside Elementary
Wright Elementary
Yreka Union Elementary
Yreka Union High
Yuba City Unified

DEMOGRAPHIC/FACILITY PLANS

Alameda Unified
Banta Elementary
Bellflower Unified
Bellevue Union Elementary
Big Oak Flat-Groveland Unified
Biggs Unified
Big Valley Joint Unified
Black Oak Mine Unified
Brawley Elementary
Brawley Union High
Brittan Elementary

Calistoga Joint Unified
Chico Unified
Columbia Elementary
Corning Union Elementary
Delano Union Elementary
Dos Palos Oro-Loma Joint Unified
Dublin Unified
Edison Elementary
Esparto Unified
Firebaugh-Las Deltas Unified
Fort Bragg Unified
Fort Sage Unified
Galt Joint Union High
Gateway Unified
Glenn County Office of Education
Golden Plains Unified
Hamilton Union Elementary
Hamilton Union High
Happy Valley Union Elementary
Hart-Ransom Union Elementary
Hayward Unified
Healdsburg Unified
Imperial Unified
Irvine Unified
Jamestown Elementary
Janesville Union
John Swett Unified
Johnstonville Elementary
Kerman Unified
Kings River Union Elementary
Kingsburg Joint Union High
Lassen High
Le Grand Union High
Los Banos Unified
Mariposa County Unified
Mark West Union
Martinez Unified
Moraga Elementary
Morgan Hill Unified
Mountain View Whisman
Napa Valley Unified
Norwalk-La Mirada Unified
North Monterey County Unified
Oakdale Unified
Oakdale Joint Unified

Orcutt Union Elementary
Orland Joint Unified
Pacheco Union Elementary
Patterson Unified
Pierce Unified
Plumas Unified
Redondo Beach Unified
Richmond Elementary
Rincon Valley Union Elementary
Riverbank Unified
Robla Elementary
Roseland Elementary
Ross Valley Elementary
Saddleback Valley Unified
Saint Helena Unified
San Carlos Elementary
San Ramon Valley Unified
West Contra Costa Unified
West Covina Unified
West Fresno Elementary
Western Placer Unified
Westmorland Union Elementary
Westwood Unified
Whisman Elementary
Whitmore Union Elementary
Williams Unified
Willits Unified
Willow Creek Elementary
Willow Grove Union Elementary
Willows Unified
Wilmar Union Elementary
Winton Elementary
Wiseburn Elementary
Woodland Joint Unified
Woodside Elementary
Wright Elementary
Yreka Union Elementary
Yreka Union High
Yuba City Unified

DEMOGRAPHIC/FACILITY PLANS

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Corning Union Elementary
Delano Union Elementary
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Edison Elementary
Esparto Unified
Firebaugh-Las Deltas Unified
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Imperial Unified
Irvine Unified
Jamestown Elementary
Janesville Union
John Swett Unified
Johnstonville Elementary
Kerman Unified
Kings River Union Elementary
Kingsburg Joint Union High
Lassen High
Le Grand Union High
Los Banos Unified
Mariposa County Unified
Mark West Union
Martinez Unified

Moraga Elementary
Morgan Hill Unified
Mountain View Whisman
Napa Valley Unified
Norwalk-La Mirada Unified
North Monterey County Unified
Oakdale Unified
Oakdale Joint Unified
Orcutt Union Elementary
Orland Joint Unified
Pacheco Union Elementary
Patterson Unified
Pierce Unified
Plumas Unified
Redondo Beach Unified
Richmond Elementary
Rincon Valley Union Elementary
Riverbank Unified
Robla Elementary
Roseland Elementary
Ross Valley Elementary
Saddleback Valley Unified
Saint Helena Unified
San Carlos Elementary
San Ramon Valley Unified
Lincoln Unified
Linden Unified
Mariposa County Unified
Mark West Union
Martinez Unified
Meadows Union Elementary
Morgan Hill Unified
Mt. Diablo Unified
Napa Valley Unified
Newark Unified
Newman- Crows Landing Unified
Oakdale Unified
Oakdale Joint Unified
Palermo Union
Palmdale Elementary
Patterson Joint Unified
Pierce Joint Unified
Riverbank Unified
Roseland Elementary
Salinas City Elementary

Salinas Union High
San Ramon Valley Unified
Santa Paula Elementary
Santa Paula Union High
Scotts Valley Unified
Snowline Joint Unified
Stanislaus Union Elementary
Thermalito Union
Weaver Union
Weaver Union Elementary
West Contra Costa Unified
Winton Elementary
Wiseburn Elementary

REDEVELOPMENT ANALYSIS

Alameda City Unified
Calaveras Unified
Ceres Unified
Delano Union Elementary
Franklin-McKinley Elementary
Long Beach Unified
Lucia Mar Unified
Oakland Unified
Riverbank Unified
Sacramento City Unified
Southwest
Santa Rosa Schools
Tehachapi Unified
Waterford Unified
West Contra Costa Unified
Winters Joint Unified

BOARD REPORT

14.4a Approval is Recommended for the Adoption of the Culver City Unified School District Re-Opener Bargaining Proposal to the Culver City Federation of Teachers for 2011/2012 School Year.

Government Code Section 3547 requires that all initial contract proposals from the Board of Education which relate to matters within the scope of representation shall be presented at a public meeting and shall thereafter be public record. Meeting and negotiating between the District and the employee organization (Culver City Federation of Teachers) shall not take place on the initial proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and to express itself regarding the proposal at a public meeting. After the public has had an opportunity to provide input, the Board of Education shall adopt the initial proposal at a public meeting.

RECOMMENDED MOTION: That the Board adopt the Culver City Unified School District's Re-Opener Collective Bargaining Proposal to the Culver City Federation of Teachers (CCFT) for the 2011-2012 School Year.

Moved by:

Seconded by:

Vote:



Culver City Unified School District

Administration Building 4034 Irving Place Culver City, CA 90232-2810
(310) 842-4220

CULVER CITY UNIFIED SCHOOL DISTRICT

DISTRICT REOPENER PROPOSAL

2011-2012 CCFT NEGOTIATIONS

The Culver City Unified School District Governing Board hereby submits its reopener proposal for 2011-2012 negotiations with the Culver City Federation of Teachers (CCFT), and proposes to maintain the provisions of the current 2011-2012 certificated collective bargaining agreement, except as follows:

ARTICLE 3 - DURATION AND TERMINATION

Extend the term of agreement through June 30, 2015.

ARTICLE 29 - EVALUATION

- Explore alternative evaluation procedures for teachers.
- Discuss modifying the evaluation period for temporary adult school teachers with three or more consecutive years of employment who meet or exceed standards.

ARTICLE 32 - WAGES

Discuss compensation related issues in light of the District and State budget.

BOARD OF EDUCATION

Ms. Laura Chardiet Ms. Nancy Goldberg Ms. Katherine Paspalis Ms. Patricia Siever Mr. Karlo Silbiger Mrs. Patricia W. Jaffe, Superintendent

BOARD REPORT

15.1 Recommendations for the Board Regarding Capital Improvement Projects

Board members will discuss recommendations received by ACE Community members and the Superintendent regarding capital improvement projects. Board members will provide the Superintendent with direction on how they would like to proceed with future capital projects.

RECOMMENDATIONS TO THE BOARD OF EDUCATION
CAPITAL PROJECTS

January 24, 2012

1. The Board of Education will prioritize current and future capital projects based on criteria such as, but not limited to, ADA compliance, health and safety, educational goals, use of venue by students, staff, and community, ongoing and potential revenue source.
2. The Board of Education and the Superintendent will post an application and establish a temporary Capital Projects Advisory Committee that will consist of experts from the community with expertise in areas such as architecture, contracting, electrical engineering, project development, sound and lighting, sports/fields, solar, design, etc. A community liaison representing the community will also serve on this committee. This committee will meet with the respective architect, project manager and consultants for each project on a regular basis and the committee will make reports, quarterly and/or as needed, to the Board of Education.
3. Prior to releasing a Request for Qualifications (RFQ), a draft will be made available to the community 7-10 days in advance of submission for review and comment. A Request for Qualifications (RFQ) for an architect will be issued for future capital projects. An RFQ will be issued for the Robert Frost Auditorium. RFQs will be reviewed by CCUSD staff and the Board of Education. The architect that has the best qualifications for each capital project, has experience working on school district capital projects, and has had experience working with the Division of the State Architect (DSA) will be selected by the Board of Education as agendized at a Board of Education meeting.
4. CCUSD staff, in consultation with the architect and project manager for each capital project, will recommend expert consultant(s), as needed, to the Board of Education. The consultant(s) will make recommendations regarding the capital project(s) which will be agendized and available to the public before a Board meeting.
5. Once an initial plan is in place, a meeting will be held with staff, students and community members who will be asked for further input before a plan is finalized.
6. As each project proceeds, meetings with the architect, project manager and/or consultant(s) will be held with interested parties to update them and to receive input.

7. The Board of Education will agendaize budget proposals regarding capital projects.
8. As the project(s) proceed, the Board of Education will revisit and agendaize the budget(s) for each capital project to determine if monies should be re-allocated.
9. The project manager will regularly post information to the community regarding the capital project(s), including line item budget information, timelines and reports to the Board on the CCUSD website. All other pertinent information will be provided through the media, PTA/Booster Clubs, schools newsletters, Culver Currents, etc.
10. The public is invited to comment on all agendaized Board of Education items.

BOARD REPORT

15.2 Board Goals and Objectives Update

At the request of Board member Patricia G. Siever, the Superintendent will provide an update on the implementation of the Board's 2011-2012 goals and objectives.

**Culver City Unified School District
BOARD OF EDUCATION**

"Lifelong learning...filling the future with options"

MISSION STATEMENT

The Mission of the Culver City Unified School District, a diverse haven of excellence, is to ensure that each student possesses the academic and personal skills necessary to achieve his/her highest potential as a valued, responsible member of society by providing challenging, personalized educational experiences in a safe, nurturing environment and by fostering a passion for teaching and learning with committed parent and community involvement.

DISTRICT'S CORE BELIEFS

Each person deserves to be safe
Everyone deserves to be treated with respect
Honoring diversity makes us stronger
Peace is worth pursuing
The quality of life is determined by the harmony among emotional, physical, spiritual and intellectual pursuits
Everyone has a right to a belief system
Aesthetics is essential to life
We are responsible for ourselves and accountable to each other
Individuals have the right to express their views, opinions, and thoughts
The sense of family and belonging is integral to our lives
Everyone has the right to preserve his/her dignity
Each person has the capacity for goodness

**Annual Goals and Objectives
and
Implementation
2011-2012**

Until amended, the Culver City Board of Education will operate with the following goals:

Budget and Resource Development

- Explore, strengthen and utilize all potential revenue streams
- Coordinate District-wide expertise in the writing, acquisition and implementation of Federal, State and private grants
- Monitor and adjust budget priorities to maintain fiscal stability in response to the ongoing severe State/Federal education funding cuts.

Implementation

- Set budget priorities with input from all stakeholders by:
 - Measure EE Parcel Tax: Citizens' Oversight Committee
 - Formation of the Community Budget Advisory Committee (CBAC): By October, 2011:
Organizational meeting held: January 19, 2012
 - Hold community budget workshops: Begin in February 2012
- Provide training in effective leadership, site planning, and financial and resource management to school site councils:
 - Training was provided in Fall, 2011.

- Maintain the efficiency of business and financial operations by filling the vacant position of Director of Fiscal Services:
 - Position has been filled.
- Pursue resources to augment and support the instructional programs by collaborating with representatives from our supporting foundations, grant writers from West LA College, and community businesses:
 - Grant writing workshop held for PTA on 1/21/12.
 - Meetings held with Mark Pracher from WLA.
 - WLA Physics Professor Elizabeth Bell is collaborating with CCUSD teacher, Alex Davis, and the robotics team.
 - Support from foundations and other support groups such as Culver City Education Foundation, PTA and Booster Clubs, Sony, Fineshriber Foundation, Collins Foundation, Westfield, Rotary Club, Lions Club, Exchange Club, Music Center, etc. enable us to continue providing services such as professional development, classroom/technological materials, music, art, dance, film programs for students, academic support, etc.
- Begin capital projects to enhance CCUSD revenue stream:
 - Athletic Fields:
 - Environmental Soil Tests have been completed.
 - Architect will submit plans to DSA for plan check and approval by next week.
 - Elevators:
 - Elevator application plan has been filed with DSA for approval. It takes approximately six months for a plan check and approval.
 - Solar:
 - CSI Application has been accepted.
 - CCUSD was not a recipient of the AQMD grant.
 - Consultant will contact four vendors that responded to RFP to negotiate pricing and options.
 - Robert Frost Auditorium:
 - Parent representing ESC/Robert Frost parent group contacted Environmental Protection Agency (EPA) regarding concerns about asbestos and an asbestos management plan (ASHERA) that was supposed to be completed in 1988. This report should have been retained at the district and at each school site.
 - ✓ CCUSD continues to look for an original report. State indicates that the report at the state level has either been destroyed or it is archived.
 - Our records indicate that in 1984 asbestos in Robert Frost Auditorium was removed.
 - Other documents indicate that asbestos abatement was completed for all sites during modernization.
 - An asbestos management report (ASHERA) was completed in 2008, and has been conducted every 3 years, as is required.
 - CCUSD is in contact with the EPA representative on an ongoing basis regarding this issue
 - Due to this report to the EPA, the Robert Frost Auditorium project will be delayed

Students and Student Success

- Utilize information provided by administrative staff regarding student achievement data and the gap in achievement between various student populations to determine an appropriate course of action for teaching and learning.
- Expand options for Career-Technical education pathways for students in all secondary schools, including the continuation high school and adult school.

Implementation

- Professional Development Administration: August 2-4, 2011
 - Strategic Plan for Educational Services
 - Data Analysis
 - Working with Difficult People
 - Special Education
- Professional Development: August 31-September 2
 - K-5: Aim to Grow Your Brain; Science Concepts; EnVision Math; CST Data Analysis
 - CCMS: Data Analysis; Department and Team Meetings; Successmaker Training; Step Up to Writing
 - CCHS/CPHS/Independent Study: Data Analysis; Collaboration Meetings led by Administration and Teachers; Department Meetings
 - Special Education Professional Development
- Professional Development: Elementary Grade Level 2011-2012
 - We Tell Stories (Arts for All)
 - EnVision Math
 - UCLA Science
 - Training in supplemental ELD materials
 - ELA/Math Common Core Standards
- Professional Development for Administrators and Board: Facilitation Skills for Chaotic Times
- Provide release time for teachers to work together to analyze data and Galileo benchmark assessments:
 - Staff meetings
 - Minimum Wednesdays, release days provided
 - Grade level data analysis with principals, substitutes provided
- Conduct an "Academic Audit" to review instructional program, practices, curriculum and supportive materials for evidence of effectiveness in improving student achievement and closing the achievement gap:
 - September, 2011-June, 2012
 - Areas of success will be celebrated
 - Areas of concern will be addressed by Superintendent and Assistant Superintendent—
Educational Services
- Continue to update and revise the CCUSD Local Education Academic (LEA) Plan, the Title III Plan, English Language Learner Academic Plan, the Educational Services Strategic Plan to ensure high expectations, alignment to standards and appropriate instructional modifications for all students including, English Language Learners and students with special needs:
 - LEA Plan has been updated and will continue to be updated.
 - Educational Services Strategic Plan is in progress; action plan will be completed by June 2012.
- Update the school site improvement plans to ensure they are consistent with the LEA plan: September-October, 2011: Completed and Board Approved
- Work with the Regional Occupational Program (ROP) to expand the options in Career-Technical education for all secondary students

- Continue to develop a Response to Intervention (RTI) model at every school site: September 2011-June 2012
 - RTI models have been developed at every school site.
- Grant received from Department of Mental Health to implement Olweus in CCUSD schools

Learning/Academics

- Strengthen the English Language Learner programs using the dynamics of the cohort system (parents, students and teachers), and focus on English Language Learner pedagogies and methodologies
- Provide professional development for faculty and staff such as data analysis, including disaggregating data, Galileo benchmark assessments (K-12), differentiated instruction, small group reading instruction and cognitively guided instruction in math, intervention programs, and the utilization of grade level pacing guides that address standards-based instruction

Implementation

- Professional Development to address best practices and methodologies and support for administrators and teachers focused on English Language Learners: September, 2011-June, 2012
 - Carole Ferraud has provided Professional Development for staff and principals through workshops and on site visitations.
 - Pam Barrett has provided in class modeling for teachers and principals using Open Court to explicitly teach SDAIE and high engagement strategies.
- English Language Learner Specialists (3) work at each site with staff ,students and parents: Ongoing
- Identify English Language Learners, including Long Term English Language Learners: August, 2011-June, 2012
 - Teachers and principals have identified these students and monitor their progress on a regular basis
- Provide release time for teachers to work together to analyze data, Galileo benchmark assessments and California English Learner Development Test (CELDT)
 - Grade level teams at the elementary level have been given release time to meet with the principal to analyze data and to see what standards need to be re-taught, and which students need more support on certain standards.
 - Secondary teams and grade levels meet during collaboration time to analyze data and to see what standards need to be re-taught, and which students need more support on certain standards.
- Provide intervention programs such as Successmaker, and Odyssey 2010-2012
 - Successmaker is being used at all elementary schools and CCMS.
 - Odyssey was implemented this summer at CCHS in the area of math. CCHS has purchased this program for other academic areas to provide intervention support. Culver Park will also use this program.
- Provide specially designed English Language Development (ELD) classes to focus on the unique needs of English Language Learners and Long Term English Learners, including academic language and writing: September, 2011-June, 2012;;
 - CCMS and CCHS have ELD classes to address the needs of these students.
 - CCHS has after school intervention classes for ELD students in CAHSEE preparation.
 - Elementary teachers use ELD curriculum for 30 minutes per day to address the needs of the ELD students.
 - Bi-lingual aides are provided to work with small groups.
- Continue to update and revise the CCUSD Local Education Academic (LEA) Plan, the Title III Plan, English Language Learner Academic Plan, the Educational Services Strategic Plan to ensure high expectations, alignment to standards and appropriate instructional modifications for all students including, English Language Learners and students with special needs: Quarterly for Title III Plan

- Continue parent education programs for the parents of English Language Learners: October, 2011-May, 2012
 - All English Language Advisory Committee (ELAC) and District English Language Advisory Committee (DELAC) meetings are held on a regular basis
 - Under the direction of all ELD specialists, parent education classes are provided at all school sites.
- English Language Learners are knowledgeable about the purposes of the CELDT and implications of their CELDT scores. They know what they need to do in order to reach reclassification criteria: August-September 2011
 - Teachers and others who are administering the CELDT test explain to each student the reason for the test and how the results of the test affect each student's placement in classes.
- Report annually to English Learner parents on their child's status on state testing, benchmark assessments and CELDT scores:
 - English Learner parents are informed of results at: parent conferences, ELAC, DELAC meetings.
 - A presentation regarding the CELDT test is offered to all ELD parents.

Staff/Personnel Quality

- Acknowledge and recognize, annually, faculty, staff and administrators who have demonstrated their commitment to the welfare of our District and students.
- Continue to recruit and retain certificated and classified staff who are committed to the concept that all students can learn.

Implementation

- Continue to recruit and select the most highly qualified personnel to support teaching and learning by using EdJoin, EdCal, Career Opportunity Sites: Ongoing
- Continue BTSA Induction Program: August, 2011-June, 2014
 - BTSA coordinator and support providers meet with BTSA candidates on a weekly basis
 - BTSA coordinator and support providers conduct monthly professional development for BTSA candidates
 - BTSA coordinator is working with the Beverly Hills BTSA coordinator on the BTSA review that will take place in the spring.
- Continue to have a framework for sound hiring and interviewing practices in place: Ongoing
- Continue to uphold the professional standards for all employees through the evaluation process: Ongoing
- Recognize and publicize the achievement and accomplishments of CCUSD faculty and staff through media such as the CCUSD Website, school newsletters, newspapers, *Culver Currents* and *Culver Currents in Print*, Internet sites: Ongoing
- Continue to work with the Culver City Education Foundation, Sony Pictures Entertainment and the Rotary Club to recognize the certificated and classified employees of the year: Ongoing
- Administrative Training Program:
 - Three sessions have been held on the following topics: Evaluation, Discipline and Budget.
- Work collaboratively with employee bargaining units to address students and student achievement.
- Human Resources staff with district support has established a wellness program for employees
 - Zumba classes will be provided for all interested district employees

Community Relationships/Partnerships

- Continue to strengthen the Board's relationship with the City Council which will allow both bodies to work collaboratively on shared/mutual interests.
- Explore and continue to build relationships with Culver City Businesses and the Art Community, to create innovative programs and opportunities for student who want to pursue vocational/workforce training.

Implementation

- Continue to meet with community leaders, fire and police chiefs, Chamber of Commerce, City Council, City Manager and other key City directors and employees: Ongoing
- Establish regular meetings with key City officials, including the CCUSD Board of Education and the City Council: Establish quarterly meetings
 - City has indicated that they will set up meetings after the April election
- Update Joint Use Agreement between Culver City Unified School District and the City of Culver City: June, 2011-June 2012
 - City has indicated that they will set up meetings after the April election
- Continue to meet with representatives of Sony, Arts for All, Arts Planning Committee, Music Center: Ongoing
- Increase opportunities to promote the district image and advocate for the district within the community by attending community events and meetings: Ongoing
- Continue to have a positive working relationship with the media by maintaining open, clear and consistent communication: Ongoing
- Community Advisory Groups: Environmental Sustainability Committee; ACE-Community.
- Facilitate understanding and ownership of our vision, mission and purpose as an organization dedicated to providing the best education for all children: Be visible at schools; Coffee and Chat with PTA and Booster Clubs: September, 2011-June, 2012; attend Council PTA meetings; attend other school/community meetings

System (Institutional) Effectiveness

- The Board's Annual Goals and Objectives go into effect (operative) at the beginning of each fiscal year, in July.

Implementation

- April: Board approves the draft of its Annual Board Goals and Objectives for the next (subsequent) fiscal year
- May: Board approves its Annual Goals and Objectives for the next (subsequent) fiscal year
- June: Board report regarding the progress of the Board's current year's Goals and Objectives
- July: The Board's annual Goals and Objectives for the new fiscal year are operative.