

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 Meeting Room
4034 Irving Place, Culver City, CA 90232

July 13, 2010

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

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

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

3. RECESS TO CLOSED SESSION

- 3.1 Conference with Labor Negotiator (Pursuant to GC §54957.6)
Agency Designated Representatives: Leslie Lockhart, Director of
Human Resources, Ali Delawalla, Assistant Superintendent Business
Services
Employee Organizations: Culver City Federation of Teachers (CCFT) and
Association of Classified Employees (ACE)

- 3.2 Public Employee Performance Evaluation (Pursuant to GC §54957)
(Administrative)
- 3.3 Public Appointment/Employment (Pursuant to GC §54947)
Certificated Personnel Services Report No. 1
Classified Personnel Services Report No. 1

4. **ADJOURNMENT OF CLOSED SESSION**

5. **REGULAR MEETING – 7:00 p.m.**

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

5.2 Flag Salute

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

7. **PUBLIC HEARING** - None

8. **ADOPTION OF AGENDA**

Recommendation is made that the agenda be adopted as submitted.

Motion by _____ Seconded by _____

Vote _____

9. **CONSENT AGENDA**

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

- 9.1 Approval is Recommended for the Minutes of Special Meeting – June 14, 2010; Minutes of Special Meeting – June 21, 2010; Minutes of Regular Meeting – June 22, 2010; and Minutes of Special Meeting – June 24, 2010
- 9.2 Approval is Recommended for Purchase Orders and Warrants
- 9.3 Approval is Recommended for Acceptance of Gifts - Donations
- 9.4 Approval is Recommended for the Certificated Personnel Reports No. 1
- 9.5 Approval is Recommended for the Classified Personnel Reports No. 1
- 9.6 Approval is Recommended for the Student Teacher Agreement Between the Culver City Unified School District and Loyola Marymount University

- 9.7 Approval is Recommended for the Culver City High School Girls' Basketball Team to Participate in a Tournament in San Diego, CA, July 15-18, 2010
- 9.8 Approval is Recommended for the Williams/Valenzuela/CAHSEE Lawsuit Settlement, Quarterly Report on Uniform Complaints, 4th Quarter 2009-2010

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 Members of the Audience
- 11.4 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 Board Statement of the District's Support and Adherence to a Policy of Nondiscrimination
- 12.2 Review of Administrative Regulation 9005, Governing Board Member Roles and Responsibilities

13. RECESS

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

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

Motion by _____ Seconded by _____ Vote _____

14.1b Approval is Recommended for a Board Member to Attend the Annual CSBA Education Conference in San Francisco, CA, Dec. 2-4, 2010

Motion by _____ Seconded by _____ Vote _____

14.2 Education Services Items

14.2a Approval is Recommended for the Secondary Enrollment Cap

Motion by _____ Seconded by _____ Vote _____

14.3 Business Items

14.3a Approval is Recommended for the Award of Bid #189.10 – Roof Replacement

Motion by _____ Seconded by _____ Vote _____

14.3b Approval is Recommended for Resolution #1-2010/2011 Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments and Transfers

Motion by _____ Seconded by _____ Vote _____

14.3c Approval is Recommended for the Agreement Between CCUSD and the City of Culver City Regarding the Ballona Creek Bike Pathway

Motion by _____ Seconded by _____ Vote _____

14.3d Approval is Recommended for the 501(c)3 Organizational Bylaws for Linwood E. Howe Boosters, Inc.

Motion by _____ Seconded by _____ Vote _____

14.3e Approval is Recommended for the AB1200 Public Disclosure – Financial Impact of 2010-11 and 2011-12 Agreement Between Culver City Unified School District (CCUSD) and Association of Classified Employees (ACE)

Motion by _____ Seconded by _____ Vote _____

14.3f Approval is Recommended for the AB1200 Public Disclosure – Financial Impact of 2010-11 and 2011-12 Agreement Between Culver City Unified School District (CCUSD) and Culver City Federation of Teachers (CCFT)

Motion by _____ Seconded by _____ Vote _____

14.3g Approval is Recommended for the AB1200 Public Disclosure – Financial Impact of 2010-11 and 2011-12 Agreement Between Culver City Unified School District (CCUSD) and Management Association of Culver City Schools

Motion by _____ Seconded by _____ Vote _____

14.4 Personnel Items

14.4a Approval is Recommended for Resolution #2-2010/2011 (HR), Regarding Layoff of Classified Vacant Position

Motion by _____ Seconded by _____ Vote _____

14.4b Approval is Recommended For Revised Job Description – Director of Pupil Personnel Services

Motion by _____ Seconded by _____ Vote _____

15. BOARD BUSINESS

15.1a Board Committee Structure

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

July 27 – 7:00 p.m. – Regular Public Meeting, (6:00 p.m. Closed Session), District Office, 4034 Irving Place
September 14 – 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.

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

Meeting:	<u>Special Meeting</u>	Date:	<u>June 14, 2010</u>
Place:	<u>District Administration Office</u> <u>4034 Irving Place</u> <u>Culver City 90232</u>	Time:	<u>7:00 p.m. – Public Meeting</u> <u>7:01 p.m. – Closed Session</u> <u>8:00 p.m. – Public Meeting</u>

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

Staff Members Present - None

Call to Order

Board President Mr. Gourley called the meeting of the Culver City Unified School District Board of Education to order at 7:00 p.m. The Board adjourned to Closed Session at 7:01 p.m. and reconvened the public meeting at 8:00 p.m. with all Board members in attendance.

Report from Closed Session

Mr. Gourley 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.

Adjournment

There being no further business, it was moved by Ms. Paspalis, seconded by Mr. Zeidman and unanimously approved to adjourn the meeting. Board President Mr. Gourley adjourned the meeting at 8:05 p.m.

Approved: _____
Board President

Superintendent

On: _____
Date

Secretary

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

Meeting:	<u>Special Meeting</u>	Date:	<u>June 21, 2010</u>
Place:	<u>District Administration Office</u>	Time:	<u>4:00 p.m. – Public Meeting</u>
	<u>4034 Irving Place</u>		<u>4:01 p.m. – Closed Session</u>
	<u>Culver City 90232</u>		<u>7:00 p.m. – Public Meeting</u>

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

Staff Members Present - None

Call to Order

Board President Mr. Gourley called the meeting of the Culver City Unified School District Board of Education to order at 4:00 p.m. The Board adjourned to Closed Session at 4:01 p.m. and reconvened the public meeting at 7:00 p.m. with all Board members in attendance.

Report from Closed Session

Mr. Gourley 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.

Adjournment

There being no further business, it was moved by Mr. Zeidman, seconded by Mr. Silbiger and unanimously approved to adjourn the meeting. Board President Mr. Gourley adjourned the meeting at 7:05 p.m.

Approved: _____
Board President

Superintendent

On: _____
Date

Secretary

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

Meeting:	<u>Regular Meeting</u>	Date:	<u>June 22, 2010</u>
Place:	<u>District Administration Office</u>	Time:	<u>6:00 p.m. – Public Meeting</u>
	<u>4034 Irving Place</u>		<u>6:01 p.m. – Closed Session</u>
	<u>Culver City 90232</u>		<u>7:00 p.m. – Public Meeting</u>

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

Staff Members Present
Myrna Rivera Coté, Ed.D., Superintendent
Ali Delawalla
Gwenis Laura, Ed.S.
Patricia Jaffe, M.S.

Call to Order

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

Report from Closed Session

Mr. Gourley 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

It was moved by Mr. Zeidman to adopt the agenda with the amendments to eliminate item 15.2 in its entirety; move item 14.2 to precede the Consent Items; and to move item 7.1 to follow the budget presentation. The motion was seconded by Ms. Siever. The motion was unanimously approved.

14. Action Items

14.2c Approval is Recommended for a New Culver City High School Class – AVID Tutor

It was moved by Mr. Zeidman and seconded by Ms. Siever to approve the New Culver City High School Class – AVID Tutor as presented. The motion was unanimously approved.

9. Consent Agenda

Mr. Gourley called the Consent Agenda and asked if any member of the audience or the Board wished to withdraw any item. It was moved by Mr. Silbiger and seconded by Mr. Zeidman to approve Consent Agenda Items 9.1 – 9.9 as presented. Mr. Casey Chabola requested that item 9.1 be withdrawn. Mr. Silbiger altered his motion to approve Consent Agenda Items 9.2 – 9.8 as presented. The motion was seconded by Mr. Zeidman. The motion was unanimously approved.

- 9.2 Purchase Orders
- 9.3 Acceptance of Gifts
- 9.4 Certificated Personnel Reports No. 22
- 9.5 Classified Personnel Reports no. 22
- 9.6 Enrollment Report
- 9.7 2010 CAHSEE Waiver Requests for Nine Culver City High School Students
- 9.8 Office of Child Development 2010/2011 Contracts
- 9.9 Office of Child Development 2010/2011 Resolution

9.1 Approval is Recommended for the Minutes of Special Meeting – June 7, 2010; Minutes of Regular Meeting – June 8, 2010

Mr. Casey Chabola requested to add the name of the Academic All-American Award Winner, Alex Kurihara, to

item 10.1 in the June 8, 2010 Minutes. It was moved by Mr. Zeidman and seconded by Ms. Paspalis to approve the Minutes of Special Meeting – June 7, 2010 as presented, and Minutes of Regular Meeting – June 8, 2010 as amended. The motion was unanimously approved.

10. Awards, Recognitions and Presentations - None

11. Public Recognition

11.3 Members of the Audience

Members of the audience spoke about:

- Paula Clarkson provided the Board with a letter regarding the leadership at El Rincon Elementary. She briefly commented on the challenges at the school.
- Jennifer Arthur requested that the Board consider adding a fourth kindergarten class at Farragut Elementary.
- Lori Gay commented on her experience as a parent of a student at El Rincon, and as a PTA member. She stated that there is vision needed at the leadership level at the school site, and shared with the Board what qualities the next Superintendent should have. Mr. Gourley thanked her for bringing up the issue of how families on permits are perceived in the district.
- Jessica Beagles-Roos thanked Dr. Coté for all of her efforts and leadership; and thanked Mrs. Jaffe for her decades of service. Dr. Beagles-Roos extended best wishes to Rose Ecker on her retirement.
- David Mielke echoed Dr. Beagles-Roos' comments in extending Dr. Coté, Mrs. Jaffe, and Mrs. Ecker best wishes. He commented on summer school needing improvement. Mr. Mielke informed the Board that a grievance was filed regarding teacher evaluations, and stated that continuous improvement is the culture at the high school.

11.1 Superintendent's Report

Dr. Coté reported on the end of school activities she attended which included the installation of the new Board of Directors of the Education Foundation; the Community Scholarship Awards Night; the Adult School graduation; her last PTA Council Meeting; La Ballona and Farragut's 5th grade promotional ceremonies; the Middle School promotion; and the High School graduation. Dr. Coté also hosted her last PTA Presidents' Appreciation Breakfast at La Dijonaise. She stated how proud she was of the District's accomplishments that had occurred in the last three and a half years, and shared that she believed the District was truly a Lighthouse District once again. Dr. Coté also spoke about the challenges the District still faced such as additional budget cuts, and the shifts in student enrollment that will need to be monitored and addressed. She thanked the Board of Education and the Culver City community for the opportunity to serve as the Superintendent.

11.2 Assistant Superintendents' Reports

Mrs. Jaffe thanked everyone for all of the wonderful years in the District.

11.4 Members of the Board

Board members spoke about:

- Ms. Siever expressed her appreciation and admiration to Dr. Coté and Mrs. Jaffe for their hard work, leadership, and professionalism.
- Mr. Silbiger thanked Dr. Coté, Mrs. Jaffe and Mrs. Ecker for their work in the District. He reported on his attendance at the school promotions and high school graduation. Mr. Silbiger also reported on his attendance at the AVPA Java Gala and stated it was fantastic. He provided an update on the events of the last DCAT meeting. He stated there was a focus on potential questions to ask the new Superintendent on their view regarding the arts, and long-term planning of incorporating the arts into the curriculum.
- Ms. Paspalis reported on her meeting with Assembly Member Julie Brownley and their discussions on education and funding. She reported on her attendance at the Booster Club's Bowling Fundraiser, the 5th grade promotion at El Marino, and the high school graduation. Ms. Paspalis thanked Dr. Coté, Mrs. Jaffe, and Mrs. Ecker for all of their hard work over the years.

- Mr. Zeidman thanked Dr. Coté, Mrs. Jaffe, and Mrs. Ecker for their years of service. He reported on his attendance at six promotion and graduation events. Mr. Zeidman thanked the teachers for agreeing to the furlough days. He inquired about renting out the district parking lot during the summer on the weekends.
- Mr. Gourley suggested a group effort with the City in regards to renting out the parking lot. He thanked Dr. Coté, Mrs. Jaffe, and Mrs. Ecker for their years of service and hard work. Mr. Gourley reported on his attendance at the high school graduation. He stated it was very well put together and he had a great time.

12. Information Items

12.3 Anti-Bullying Initiative Update

Ms. Laura provided an update on the Anti-Bullying Task Force and informed the Board of programs that have begun at the school sites. Hank Linderman, Co-Chair of the Task Force, briefly spoke about protecting the students from bullying. Ms. Laura thanked the Board for their vision and support, and responded to questions from the Board and audience members.

12.1 2010-2011 Budget Presentation

Mr. Delawalla presented the 2010-2011 budget information. He also reported on enrollment, and Prop. 98 resulting in a funding loss.

7. Public Hearing

7.1 Public Hearing for the 2010-2011 Budget

Mr. Gourley opened the Public Hearing at 7:59 p.m. David Mielke stated that in the past there was CBAC who forwarded suggestions for budget cuts. He expressed his hopes that there would be a reorganization of the committee. Alan Elmont echoed Mr. Mielke's suggestion and stated that with CBAC there was also an opportunity to suggest cost savings. Dr. Luther Henderson inquired if, among the core assumptions, there was a reduction in permits over the next few years. Mr. Delawalla stated that yes. Casey Chabola inquired how the one million dollar amount in savings went down on the furlough days. Mr. Delawalla explained that the figure of \$750,000 was with the removal of benefits. Ms. Siever provided status on her meeting with Larry Eisenberg and Jerry Chabola and stated that there will be additional reports. It was moved by Mr. Zeidman and seconded by Ms. Siever to close the Public Hearing. The Public Hearing was closed at 8:07 p.m.

12.2 2010-2011 Enrollment Projection Update

Andrew Sotelo, Assistant Director of Child Welfare and Attendance, presented enrollment information, and confirmed that the final numbers were not in yet for the 2010-2011 school year. Mr. Gourley requested to have the topic of putting a cap on secondary permits agendaized for an upcoming meeting. Mr. Zeidman seconded the request. Amy Anderson stated her concerns about opening another class at one school when some of the other elementary schools still have spaces available. Casey Chabola stated his concerns with 4th and 5th grade combo classes. George Laase inquired how many schools have reached 500 in the primary grades, and if there is a "golden ratio" of a certain number of primary students to secondary students. Further discussion ensued.

13. Recess

The Board recessed at 8:45 p.m. and reconvened at 8:55 p.m.

14. Action Items

14.1 Superintendent's Items - None

14.2 Education Services Items

14.2a Approval is Recommended to Expunge the Expulsion of Pupil Services Case #18-10 and Reinstate to Attend Adult School

It was moved by Mr. Zeidman and seconded by Ms. Paspalis that the Board approve Expunging the Expulsion of Pupil Services Case #18-10 and Reinstating the Pupil to Attend Adult School as presented. The motion was unanimously approved.

14.2b Approval is Recommended for the Stipulated Expulsion of Pupil Services

It was moved by Mr. Zeidman to approve the stipulated expulsion of Case #23-10 until February 2011 and that the student enroll in a Community Day School, and amend the motion to add 40 hours of community service. The motion was seconded by Ms. Siever. The motion was unanimously approved.

14.2d Approval is Recommended for the 2010-2011 Consolidated Application for Funding Categorical Aid Programs – Part I

It was moved by Mr. Zeidman and seconded by Ms. Paspalis that the Board approve the 2010-2011 Consolidated Application for Funding Categorical Aid Programs – Part I as presented. The motion was unanimously approved.

14.2e Approval is Recommended for the Second Reading and Adoption of Revised Administrative Regulation 5144.2, Students – Suspension and Expulsion/Due Process (Students with Disabilities)

It was moved by Mr. Zeidman and seconded by Ms. Siever that the Board adopt the Revised Administrative Regulation 5144.2, Student – Suspension and Expulsion/Due Process (Students with Disabilities) as presented. The motion was unanimously approved.

14.2f Approval is Recommended for the Third Reading and Adoption of Revised Board Policy/Administrative Regulation 1250 – Community Relations, Visitors/Outsiders

It was moved by Ms. Siever and seconded by Mr. Zeidman that the Board adopt the Revised Board Policy/Administrative Regulation 1250 – Community Relations, Visitors/Outsiders for discussion. Ms. Paspalis stated her concerns with the revisions. Ms. Siever commented on the use of the word “outsiders.” Further discussion ensued. Mrs. Janet Chabola reminded the Board that students should have badges. Mr. Gourley stated he would like the issue of students wearing ID badges brought back for further discussion. The motion was unanimously approved.

14.3 Business Items**14.3a Approval is Recommended for Year-End Appropriation Transfers**

It was moved by Ms. Paspalis and seconded by Mr. Zeidman that the Board approve the Year-End Appropriation Transfers as presented. The motion was unanimously approved.

14.3b Approval is Recommended for the Certification of Signatures

Mr. Zeidman moved to bring this item back on the upcoming Special Board Meeting. The motion was seconded by Mr. Silbiger. The motion was unanimously approved.

14.3c Adoption of the 2010-2011 Budget

It was moved by Mr. Zeidman and seconded by Mr. Silbiger that the Board approve the 2010-2011 Budget as presented. The motion was unanimously approved.

14.4 Personnel Items**14.4a Approval is Recommended for the Revision of the 2010-2011 School Year Calendar to Include Furlough Days and Revised Parent/Targeted Parent Conference Dates**

It was moved by Mr. Zeidman and seconded by Ms. Paspalis that the Board approve the 2010-2011 School Year Calendar to Include Furlough Days and Revised Parent/Targeted Parent Conference Dates as presented. The motion was unanimously approved.

14.4b Approval is Recommended for Resolution #43-2009/2010 (HR), To Rescind Reduction or Discontinuance of Particular Kinds of Service

It was moved by Mr. Silbiger and seconded by Ms. Siever to approve Resolution #43-2009/2010 (HR), To Rescind Reduction or Discontinuance of Particular Kinds of Service as presented. Mr. Casey Chabola inquired if there will not be an opportunity to take a language at the middle school. Mrs. Jaffe confirmed not at this time.

Mr. Silbiger thanked Dr. Coté and Mr. Jonathan Pearson for getting him the information he requested. The motion was approved with a vote of 3 – Ayes; and 2 – Nays from Ms. Siever and Mr. Silbiger.

14.4c Approval is Recommended for the Emergency Permit, Declaration of Need for Fully Qualified Educators

It was moved by Mr. Zeidman and seconded by Mr. Gourley that the Board approve the Emergency Permit, Declaration of Need for Fully Qualified Educators as presented. The motion was unanimously approved.

14.4d Approval is Recommended for Confidential Job Description – Personnel Office Clerk

Ms. Siever provided her revision suggestions. It was moved by Mr. Gourley and seconded by Mr. Zeidman to approve the Confidential Job Description – Personnel Office Clerk as revised. The motion was unanimously approved.

14.4e Approval is Recommended for the 2009/2010 Agreement Between the Culver City Unified School District (CCUSD) and the Culver City Federation of Teachers (CCFT)

It was moved by Mr. Zeidman and seconded by Ms. Paspalis that the Board approve the 2009/2010 Agreement Between the Culver City Unified School District (CCUSD) and the Culver City Federation of Teachers (CCFT) as presented. Mr. Mielke stated that the union would have liked to get to the settlement sooner. He stated he would like the analysis on incentives out sooner rather than later. The motion was unanimously approved.

14.4f Approval is Recommended for Updated Job Description from Resource Specialist and Special Day Class Teacher to Specialized Academic Instructor

Mr. Mielke wanted it stated for the record that he had not had a chance to compare the new job description to the old one to see if any of the new duties might need to be bargained. Mrs. Jaffe explained that it was three job descriptions combined. It was moved by Mr. Zeidman and seconded by Ms. Siever to approve the Updated Job Description from Resource Specialist and Special Day Class Teacher to Specialized Academic Instructor as revised. The motion was unanimously approved.

15. Board Business

15.1 Discussion on Superintendent Search Firms

Mr. Gourley addressed Ms. Siever who had been in touch with CSBA who offers superintendent searches. The Board agreed to hire CSBA for a workshop to hear a presentation on the process of superintendent searches. The Board also agreed to a meeting on June 24th at 6:00 p.m.

Adjournment

There being no further business, it was moved by Mr. Zeidman, seconded by Mr. Silbiger and unanimously approved to adjourn the meeting. Board President Mr. Gourley adjourned the meeting at 9:18 p.m.

Approved: _____
Board President

Superintendent

On: _____
Date

Secretary

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

Meeting:	<u>Regular Meeting</u>	Date:	<u>June 24, 2010</u>
Place:	<u>District Administration Office</u>	Time:	<u>5:45 p.m. – Public Meeting</u>
	<u>4034 Irving Place</u>		<u>5:46 p.m. – Closed Session</u>
	<u>Culver City 90232</u>		<u>6:00 p.m. – Public Meeting</u>

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

Staff Members Present
Ali Delawalla
Gwenis Laura, Ed.S.
Patricia Jaffe, M.S.

Call to Order

Board President Mr. Gourley 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 6:00 p.m. with all Board members in attendance. Dr. Jessica Beagles-Roos led the Pledge of Allegiance.

Report from Closed Session

Mr. Gourley 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. Adoption of Agenda

It was moved by Mr. Zeidman and seconded by Ms. Siever that the Board adopt the June 24, 2010 agenda as presented. The motion was unanimously approved.

8. Action Items

8.1 Superintendent's Items

8.1a Approval is Recommended for CSBA to Conduct a Workshop on Hiring a Superintendent Search Firm

It was moved by Ms. Siever and seconded by Ms. Paspalis that the Board approve CSBA to Conduct a Workshop on Hiring a Superintendent Search Firm as presented. The motion was unanimously approved.

8.1b Approval is Recommended for the Contract Between the Board of Education and Patricia Jaffe as Interim Superintendent of Schools Effective July 1, 2010 in Accordance with Provisions of the Contract

It was moved by Ms. Paspalis and seconded by Mr. Zeidman that the Board approve the Contract Between the Board of Education and Patricia Jaffe as Interim Superintendent of Schools Effective July 1, 2010 as presented. Dr. Luther Henderson commented on language in the contract regarding salary where it stated the amount that would be saved from the prior Superintendent's contract. He urged the Board to delete the statement because it was irrelevant. David Mielke congratulated the Board on making the logical choice for Interim Superintendent in choosing Mrs. Jaffe. He also urged the Board to look at keeping Mrs. Jaffe in the position for long term, and shared his thoughts on the Board looking at an educator and not a financial person as the new Superintendent. Ms. Siever stated that she and Dr. Henderson had discussed his thoughts about the contract and she will be voting in favor of the contract. The motion was unanimously approved. Mrs. Jaffe thanked the Board, and audience members that attended the meeting in her support.

8.2 Business Items

8.2a Approval is Recommended for the Certification of Signatures

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

Adjournment

There being no further business, it was moved by Mr. Zeidman, seconded by Mr. Silbiger and unanimously approved to adjourn the meeting. Board President Mr. Gourley adjourned the meeting at 6:10 p.m.

Approved: _____
Board President

Superintendent

On: _____
Date

Secretary

9.2 PURCHASE ORDERS AND WARRANTS

The attached purchase order list and warrants report are 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 June 12, 2010 through July 2, 2010 is \$1,061,538.89. Warrants issued for the period May 26, 2010 through June 30, 2010 total \$5,727,114.36. This includes \$1,871,380.00 in commercial warrants, and \$3,855,734.36 in payroll warrants.

BUDGET NUMBER LEGEND FOR FUNDS

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

RECOMMENDED MOTION: That purchase orders from June 12, 2010 through July 2, 2010 in the amount of \$1,061,538.89 and warrants for May 26, 2010 through June 30, 2010 in the amount of \$5,727,114.36 be ratified by the Board of Education.

Moved by:

Seconded by:

Vote:

Board List Purchase Order Report
 CULVER CITY UNIFIED SD

Purchase Orders/Buyouts To The Board for Ratification From : 6/12/2010 To 7/2/2010
 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
07/01/10	0000000039		1	07/02/2010	CULVER CITY OBSERVER, INC.	ADVERTISING	Educational Services	01.0	00000.0	00000	21000	5830	0004000	135.00	
						07/01/2010	0000000039	CULVER CITY OBSERVER, INC.						135.00	
06/21/10	54857M	A		06/21/2010	PACIFIC COACHWAYS	TRANSPORTATION SUPP/EQUIP/SERV	Operations	01.0	00000.0	00000	36000	5871	0005041	1,638.36	
						06/21/2010	54857M	PACIFIC COACHWAYS CHARTER SERVICES						1,638.36	
06/21/10	54980M	C		06/21/2010	BAVCO BACKFLOW APPARATUS &	REPAIRS - OTHER	Maintenance	01.0	81500.0	00000	81100	5630	0005040	1,089.00	
						06/21/2010	54980M	BAVCO BACKFLOW APPARATUS & VALVE						1,089.00	
06/21/10	54981M	A		06/21/2010	TOWN RIDE, INC.	TRANSPORTATION SUPP/EQUIP/SERV	Operations	01.0	00000.0	00000	36000	5871	0005041	385.00	
						06/21/2010	54981M	TOWN RIDE, INC.						385.00	
06/28/10	54982M	A		06/28/2010	STANLEY STEEMER	REPAIRS - OTHER	Custodians	01.0	00000.0	00000	82000	5630	0005042	120.00	
						06/28/2010	54982M	STANLEY STEEMER						120.00	
06/29/10	54984M	A		06/29/2010	SO CAL TRACTOR SALES, INC.	MAINTENANCE SUPP/EQUIP	Maintenance	01.0	81500.0	00000	81100	4350	0005040	147.50	
						06/29/2010	54984M	SO CAL TRACTOR SALES, INC.						147.50	
06/14/10	55078	A		06/14/2010	AP EXAMS	TEST/TEST MATERIALS	Culver City High School	01.0	00000.0	16001	27000	4350	4010000	58,545.83	
						06/14/2010		01.0	90134.0	00000	27000	4350	4010000	2,688.17	
						06/14/2010	55078	AP EXAMS						61,234.00	
06/14/10	55086	A		06/14/2010	HIROKO KATAOKA	CONSULTANTS	Special Projects	01.0	58100.0	00000	21000	5850	0004030	4,000.00	
						06/14/2010	55086	HIROKO KATAOKA						4,000.00	
06/14/10	55087	A		06/14/2010	MASAKO DOUGLAS	CONSULTANTS	Special Projects	01.0	58100.0	00000	21000	5850	0004030	4,000.00	
						06/14/2010	55087	MASAKO DOUGLAS						4,000.00	
06/14/10	55088	A		06/14/2010	KIYOMI CHINEN	CONSULTANTS	Special Projects	01.0	58100.0	00000	21000	5850	0004030	4,000.00	
						06/14/2010	55088	KIYOMI CHINEN						4,000.00	

Board List Purchase Order Report
 CULVER CITY UNIFIED SD
 6/12/2010 To 7/2/2010

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
06/14/10	55089	A		06/14/2010	KAY A. PLUSH, ED.D. - 1099 VENDOR	CONSULTANTS	Special Projects	01.0	35500.0	00000	21000	5850	0004030	1,200.00	1,200.00
06/14/2010				55089											
06/14/2010	55090	A		06/14/2010	JAN BLACHER	CONSULTANTS	Special Education	01.0	33130.0	57700	11100	5850	0004040	6,000.00	6,000.00
06/14/2010				55090											
06/14/2010	55091	A		06/14/2010	GRAMERCY PARTNERS, INC.	CONSULTANTS	Undistributed ED SVCS	01.0	90127.0	11100	10000	5850	0000000	5,000.00	5,000.00
06/14/2010				55091											
06/25/10	55092	A		06/25/2010	BAUDVILLE, INC.	OFFICE SUPPLIES	Human Resources	01.0	00000.0	00000	74000	4350	0003000	30.45	30.45
06/25/2010				55092											
06/16/10	55094	A		06/16/2010	REDWOOD PRESS	TEST/TEST MATERIALS	Special Projects	01.0	42010.0	11100	10000	4312	0004030	620.00	620.00
06/16/2010				55094											
06/16/10	55095	A		06/25/2010	GALE SUPPLY COMPANY	JANITORIAL SUPP/EQUIP	Adult School	11.0	90138.0	41100	81000	4370	0000010	400.00	400.00
06/16/2010				55095											
06/16/10	55096	A		06/25/2010	UNISOURCE CORP.	JANITORIAL SUPP/EQUIP	Adult School	11.0	90138.0	41100	81000	4370	0000010	750.00	750.00
06/16/2010				55096											
06/16/10	55097	A		06/16/2010	ADAPTIVEMALL.COM , LLC	INSTRUCTIONAL SUPPLIES	Undistributed SEL/PA	01.7	65000.0	50010	22000	4310	0000000	735.15	735.15
06/16/2010				55097											
06/16/10	55098	A		06/16/2010	SAMMONS PRESTON	INSTRUCTIONAL SUPPLIES	Undistributed SEL/PA	01.7	65000.0	50010	22000	4310	0000000	642.51	642.51
06/16/2010				55098											
06/25/10	55099	A		06/25/2010	REDWOOD PRESS	OFFICE SUPPLIES	Purchasing	01.0	00000.0	00000	73000	4350	0005030	707.89	707.89
06/25/2010				55099											

Board List Purchase Order Report

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CULVER CITY UNIFIED SD

Run Date: **07/03/2010**

6/12/2010 To 7/2/2010

Run Time: **10:24:50AM**
WEEKLY

Report ID: LAPO009C

District : 64444

Purchase Orders/Buyouts To The Board for Ratification From :
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
06/21/10	55100	C		06/23/2010	GUIDED DISCOVERIES	FIELD TRIPS	Gate Field Trips	01.0	91400.0	11100	10000	5816	3017140	5,217.00	5,217.00
						06/21/2010	55100	GUIDED DISCOVERIES							
06/21/10	55101	C		06/21/2010	GUIDED DISCOVERIES	FIELD TRIPS	Gate Field Trips	01.0	91400.0	11100	10000	5816	3017140	4,395.00	4,395.00
						06/21/2010	55101	GUIDED DISCOVERIES							
06/21/10	55102	C		06/21/2010	U.S. POSTMASTER	CONTRACTED SERVICES	Purchasing	01.0	00000.0	00000	73000	5910	0005030	185.00	185.00
						06/21/2010	55102	U.S. POSTMASTER							
06/21/10	55103	C		06/21/2010	BRAD AND YULIA MCAFFEE	CONTRACT SERVICES RENDERED	Special Education	01.0	65000.0	57500	39000	5890	0004040	1,700.00	1,700.00
						06/21/2010	55103	BRAD AND YULIA MCAFFEE							
06/21/10	55104	C		06/21/2010	SCHOOL NEWS ROLL CALL, LLC	ADVERTISING	Office of Child Development	12.0	60600.0	85000	10000	5830	0000002	400.00	400.00
						06/21/2010	55104	SCHOOL NEWS ROLL CALL, LLC							
06/21/10	55105	C		06/21/2010	CTB/MCGRAW HILL	TEST/TEST MATERIALS	Special Projects	01.0	42010.0	11100	10000	4312	0004030	767.12	767.12
						06/21/2010	55105	CTB/MCGRAW HILL							
06/21/10	55106	A		06/21/2010	HERFF JONES	OFFICE SUPPLIES	Adult School	11.0	06390.0	41100	27000	4350	0000010	693.77	693.77
						06/21/2010	55106	HERFF JONES							
06/21/10	55107	A		06/21/2010	GYPY SERVICES	CONTRACT SERVICES RENDERED	Linwood Howe Elementary	01.0	91400.0	00000	27000	5810	2020000	725.00	725.00
						06/21/2010	55107	GYPY SERVICES							
06/21/10	55108	C		06/22/2010	SYSTEM ONE BUSINESS	MAINTENANCE AGREEMENTS	Purchasing	01.0	00000.0	00000	73000	5630	0005030	675.00	675.00
						06/21/2010	55108	SYSTEM ONE BUSINESS PRODUCTS, INC.							
06/22/10	55109	A		06/22/2010	TECHNOLOGY UNLIMITED INC.	OFFICE SUPPLIES	Pupil Services	01.0	00000.0	00000	31400	4410	0004020	768.25	768.25
						06/22/2010	55109	TECHNOLOGY UNLIMITED INC.							

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
06/22/10	55110	A		06/22/2010	EAGLE SOFTWARE	CONTRACTED SERVICES 06/22/2010	55110	01.0	00000.0	00000	77000	5810	0005020	7,150.00	7,150.00
06/22/10	55111	C		06/22/2010	EDULINK SYSTEMS, INC.	CONTRACTED SERVICES 06/22/2010	55111	01.0	00000.0	00000	77000	5810	0005020	9,900.00	9,900.00
06/22/10	55112	A		06/22/2010	LOS ANGELES UNIFIED SCHOOL	CONTRACT SERVICES RENDERED 06/22/2010	55112	01.0	65000.0	00000	00000	9520	0000000	56,426.00	56,426.00
06/22/10	55113	C		06/22/2010	SCHOOLDUDE.COM	CONTRACTED SERVICES 06/22/2010	55113	01.0	00000.0	00000	77000	5810	0005020	2,985.00	2,985.00
06/23/10	55114	A	1	06/29/2010	LIBERTY PAPER	OFFICE SUPPLIES 06/23/2010	55114	01.0	00000.0	00000	00000	9320	0000000	47,016.90	47,016.90
06/24/10	55115	A		06/24/2010	THINKING MAPS INC.	CONSULTANTS 06/24/2010	55115	01.0	58100.0	00000	21000	5810	0004030	1,500.00	1,500.00
06/24/10	55116	A		06/24/2010	CDW-G	SOFTWARE 06/24/2010	55116	01.0	00000.0	00000	27000	4350	3010001	87.28	87.28
06/25/10	55117	C		06/25/2010	CULVER CITY NEWS	ADVERTISING 06/25/2010	55117	01.0	00000.0	00000	74000	5830	0003000	78.00	78.00
06/25/10	55118	C		06/25/2010	ACSA FOUNDATION FOR ED	CONFERENCE AND TRAVEL 06/25/2010	55118	01.0	65000.0	57700	21000	5220	0000000	1,155.00	1,155.00
06/25/10	55119	C		06/25/2010	CULVER CITY NEWS	ADVERTISING 06/25/2010	55119	01.0	00000.0	00000	73000	5830	0005030	176.12	176.12

Board List Purchase Order Report
 CULVER CITY UNIFIED SD

6/12/2010 To 7/2/2010
 Run Date: 07/03/2010
 Run Time: 10:24:50AM
 WEEKLY

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	
06/25/10	55120	A		06/25/2010	LOS ANGELES CONSERVANCY	FIELD TRIPS	Culver City High School	01.0	90127.0	11100	10000	5710	4010000	85.00	
				06/25/2010				LOS ANGELES CONSERVANCY							85.00
06/25/10	55121	C		06/25/2010	EPOS BUSINESS SOLUTIONS -	CONTRACT SERVICES RENDERED	Undistributed PS	13.0	53100.0	00000	37000	5810	0000000	495.00	
				06/25/2010				EPOS BUSINESS SOLUTIONS - LUNCHBOX							495.00
06/25/10	55122	A		06/25/2010	JAMES E. SMITH	REPAIRS - OTHER	EI Rincon Elementary	01.0	90127.0	11100	10000	5630	2040000	170.00	
				06/25/2010				JAMES E. SMITH							170.00
06/25/10	55123	A		06/25/2010	STEP BY STEP EDU	CONTRACT SERVICES RENDERED	Special Education	01.0	65000.0	57520	11360	5810	0004040	3,150.00	
				06/25/2010				STEP BY STEP EDU							3,150.00
06/25/10	55124	A		06/25/2010	REDWOOD PRESS	OFFICE SUPPLIES	Purchasing	01.0	00000.0	00000	73000	4350	0005030	766.06	
				06/25/2010				REDWOOD PRESS							766.06
06/28/10	55125	C		06/28/2010	FAGEN FRIEDMAN & FULLFROST, LLP	LEGAL SERVICES	Undistributed BUS SVCS	40.0	90061.0	00000	85000	5820	0000000	7,399.77	
				06/28/2010				FAGEN FRIEDMAN & FULLFROST, LLP							7,399.77
06/28/10	55126	A		06/28/2010	SOUTHWEST SERVICE	MAINTENANCE AGREEMENTS	Purchasing	01.0	00000.0	00000	73000	5630	0005030	1,734.32	
				06/28/2010				SOUTHWEST SERVICE SOLUTIONS							1,734.32
06/28/10	55128	C		06/28/2010	SKIRBALL CULTURAL CENTER,	FIELD TRIPS	La Ballona Elementary	01.0	00000.0	16003	10000	5816	2060000	262.00	
				06/28/2010				SKIRBALL CULTURAL CENTER, EDUCATION DEPT							262.00
06/28/10	55129	C		06/28/2010	CULVER CITY NEWS	ADVERTISING	Educational Services	01.0	00000.0	00000	21000	5830	0004000	588.17	
				06/28/2010				CULVER CITY NEWS							588.17
06/28/10	55131	A		06/28/2010	WELLS FARGO	CONTRACTED SERVICES	Superintendent's Office	01.0	00000.0	00000	71000	5880	0001000	26.00	
				06/28/2010				WELLS FARGO							26.00

Board List Purchase Order Report
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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
06/28/10	55132	A		06/28/2010	JOSTENS	INSTRUCTIONAL SUPPLIES 06/28/2010	55132 Independent School	01.0	07395.0	33000	27000	4310	0000620	178.90	178.90
06/28/10	55133	A		06/28/2010	JOSTENS	INSTRUCTIONAL SUPPLIES 06/28/2010	55133 Culver Park High School	01.0	07395.0	32000	27000	4310	5010000	369.35	369.35
06/28/10	55134	A		06/29/2010	CITY OF CULVER CITY TREASURER	CONTRACT SERVICES RENDERED 06/28/2010	55134 District Administration	01.0	00000.0	00000	73800	5870	0002000	310.01	310.01
06/28/10	55135	C		06/29/2010	FAGEN FRIEDMAN & FULFROST, LLP	LEGAL SERVICES 06/28/2010	55135 Undistributed BUS SVCS	40.0	90061.0	00000	85000	5820	0000000	581.70	581.70
06/28/10	55136	C		06/28/2010	DANNIS WOLIVER KELLEY	LEGAL SERVICES 06/28/2010	55136 Business Services	01.0	00000.0	00000	73000	5820	0005000	1,674.82	1,674.82
06/28/10	55137	C		06/28/2010	DANNIS WOLIVER KELLEY	LEGAL SERVICES 06/28/2010	55137 Business Services	01.0	00000.0	00000	73000	5820	0005000	456.68	456.68
06/29/10	55138	A		06/29/2010	OPRA - PACKAGE PRODUCTS &	CONTRACTED SERVICES 06/29/2010	55138 Purchasing	01.0	00000.0	00000	73000	5810	0005030	839.60	839.60
06/29/10	55139M	A		06/29/2010	THE CLERK OF THE COURT	INSTRUCTIONAL SUPPLIES 06/29/2010	55139M Maintenance	01.0	81500.0	00000	81100	4350	0005040	446.00	446.00
07/01/10	55140	A		07/01/2010	CALIFORNIA NEWSPAPER	ADVERTISING 07/01/2010	55140 Fiscal Services	01.0	00000.0	00000	73000	5830	0005010	100.00	100.00
07/01/10	55141	A		07/01/2010	LACOE - ACCOUNTING	CONTRACT SERVICES RENDERED 07/01/2010	55141 Special Education	01.0	65000.0	57520	11100	5880	0004040	528.00	528.00

Board List Purchase Order Report
 CULVER CITY UNIFIED SD
 6/12/2010 To 7/2/2010

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
07/01/10	55142	A		07/01/2010	THERAPY IN ACTION	CONTRACT SERVICES RENDERED	Special Education	01.0	65000.0	57520	11360	5810	0004040	85.00	
				07/01/2010			55142			THERAPY IN ACTION					85.00
07/02/10	55143	A		07/02/2010	CULVER CITY OBSERVER, INC.	ADVERTISING	Educational Services	01.0	00000.0	00000	21000	5830	0004000	135.00	
				07/02/2010			55143			CULVER CITY OBSERVER, INC.					135.00
06/30/10	55144	X	1	07/02/2010	AUTISM PARTNERSHIP, INC.	CONSULTANTS	Special Education	01.0	65000.0	57520	11360	5810	0004040	2,000.00	
				06/30/2010			55144			AUTISM PARTNERSHIP, INC.					2,000.00
07/02/10	55145	A		07/02/2010	AUTISM PARTNERSHIP, INC.	CONSULTANTS	Special Education	01.0	65000.0	57520	11360	5810	0004040	2,000.00	
				07/02/2010			55145			AUTISM PARTNERSHIP, INC.					2,000.00
06/15/10	55186	C		06/16/2010	WALT DISNEY STUDIOS	FIELD TRIPS	Office of Child Development	12.0	50250.0	85000	10000	5816	0000002	1,950.00	
				06/15/2010			55186			WALT DISNEY STUDIOS					1,950.00
07/01/10	55192	A		07/01/2010	ADVENTURE CITY	FIELD TRIPS	Office of Child Development	12.0	61050.0	85000	10000	5816	0000002	1,300.00	
				07/01/2010			55192			ADVENTURE CITY					1,300.00
07/01/10	55194	A		07/01/2010	DRIFTWOOD DAIRY, INC.	FOOD PRODUCTS	Office of Child Development	12.0	53200.0	85000	37000	4710	0000002	40,000.00	
				07/01/2010			55194			DRIFTWOOD DAIRY, INC.					40,000.00
07/01/10	55195	A		07/01/2010	GOLD STAR FOODS	FOOD PRODUCTS	Office of Child Development	12.0	53200.0	85000	37000	4710	0000002	55,000.00	
				07/01/2010			55195			GOLD STAR FOODS					55,000.00
07/01/10	55196	A		07/01/2010	RALPHS GROCERY COMPANY	FOOD PRODUCTS	Office of Child Development	12.0	53200.0	85000	37000	4710	0000002	20,000.00	
				07/01/2010			55196			RALPHS GROCERY COMPANY					20,000.00
07/01/10	55197	A		07/01/2010	SMART & FINAL	FOOD PRODUCTS	Office of Child Development	12.0	61050.0	85000	37000	4710	0000002	25,000.00	
				07/01/2010			55197			SMART & FINAL					25,000.00

Board List Purchase Order Report
 CULVER CITY UNIFIED SD
 6/12/2010 To 7/2/2010

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
07/01/10	55198	A	07/01/2010	07/01/2010	GALE SUPPLY COMPANY	JANITORIAL SUPP/EQUIP 07/01/2010	Office of Child Development 55198	12.0	61050.0	85000	81000	4370	0000002	5,000.00	5,000.00
GALE SUPPLY COMPANY															
07/01/10	55199	A	07/01/2010	07/01/2010	LAKESHORE WLA	INSTRUCTIONAL SUPPLIES 07/01/2010	Office of Child Development 55199	12.0	61050.0	85000	10000	4310	0000002	1,000.00	1,000.00
LAKESHORE WLA															
07/01/10	55200	A	07/01/2010	07/01/2010	OFFICE DEPOT	OFFICE SUPPLIES 07/01/2010	Office of Child Development 55200	12.0	61050.0	85000	27000	4350	0000002	5,000.00	5,000.00
OFFICE DEPOT															
07/01/10	55201	A	07/01/2010	07/01/2010	SUMMIT TRAVELWARE INC.	OFFICE SUPPLIES 07/01/2010	Office of Child Development 55201	12.0	61050.0	85000	27000	4350	0000002	3,000.00	3,000.00
SUMMIT TRAVELWARE INC.															
07/01/10	55202	A	07/01/2010	07/01/2010	SPARKLETTS WATER	OFFICE SUPPLIES 07/01/2010	Office of Child Development 55202	12.0	61050.0	85000	10000	4310	0000002	2,000.00	2,000.00
SPARKLETTS WATER															
07/01/10	55203	A	07/01/2010	07/01/2010	SOUTHWEST SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES 07/01/2010	Office of Child Development 55203	12.0	61050.0	85000	10000	4310	0000002	3,000.00	3,000.00
SOUTHWEST SCHOOL SUPPLY															
07/01/10	55204	A	07/01/2010	07/01/2010	EPOS BUSINESS SOLUTIONS -	CONTRACTED SERVICES 07/01/2010	Undistributed PS 55204	13.0	53100.0	00000	37000	5810	0000000	2,422.50	2,422.50
EPOS BUSINESS SOLUTIONS - LUNCHBOX															
07/01/10	55214M	A	07/01/2010	07/01/2010	AAA ELECTRIC MOTOR SALES &	MAINTENANCE SUPP/EQUIP 07/01/2010	Maintenance 55214M	01.0	81500.0	00000	81100	4380	0005040	1,000.00	1,000.00
AAA ELECTRIC MOTOR SALES & SERVICE, INC.															
07/01/10	55215M	A	07/01/2010	07/01/2010	AMERICAN TRANSPORTATION	TRANSPORTATION SUPP/EQUIP/SERV 07/01/2010	Operations 55215M	01.0	00000.0	00000	36000	5871	0005041	12,000.00	12,000.00
AMERICAN TRANSPORTATION SYSTEMS															
07/01/10	55216M	A	07/01/2010	07/01/2010	ANDERSON MOULDING	MAINTENANCE SUPP/EQUIP 07/01/2010	Maintenance 55216M	01.0	81500.0	00000	81100	4380	0005040	500.00	500.00
ANDERSON MOULDING															

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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
07/01/10	55217M	A		07/01/2010	ANDERSON PLYWOOD SALES	MAINTENANCE SUPP/EQUIP 07/01/2010 55217M	Maintenance	01.0	81500.0	00000	81100	4380	0005040	1,000.00	1,000.00
07/01/10	55218M	A		07/01/2010	BATTERIES PLUS - 304	MAINTENANCE SUPP/EQUIP 07/01/2010 55218M	Maintenance	01.0	81500.0	00000	81100	4380	0005040	400.00	400.00
07/01/10	55219M	A		07/01/2010	B.D. WHITE TOP SOIL CO., INC.	MAINTENANCE SUPP/EQUIP 07/01/2010 55219M	Grounds	01.0	00000.0	00000	82000	4380	0005043	10,000.00	10,000.00
07/01/10	55220M	A		07/01/2010	BOMAN FORKLIFT	CONTRACTED SERVICES 07/01/2010 55220M	Maintenance	01.0	81500.0	00000	81100	5890	0005040	500.00	500.00
07/01/10	55221M	A		07/01/2010	BUS SERVICE CENTER	REPAIRS - OTHER 07/01/2010 55221M	Operations	01.0	00000.0	00000	36000	5630	0005041	25,000.00	25,000.00
07/01/10	55222M	A		07/01/2010	BUS SERVICE CENTER	REPAIRS - OTHER 07/01/2010 55222M	Transportation/Home to School	01.0	72400.0	57500	36000	5630	0005500	20,000.00	20,000.00
07/01/10	55223M	A		07/01/2010	BUREAU OF STREET LIGHTING	MEMBERSHIPS 07/01/2010 55223M	Maintenance	01.0	81500.0	00000	81100	5310	0005040	105.07	105.07
07/01/10	55224M	A		07/02/2010	COALITION FOR ADEQUATE SCHOOL HOUSING	MEMBERSHIPS 07/01/2010 55224M	Maintenance	01.0	81500.0	00000	81100	5310	0005040	209.00	209.00
07/01/10	55225M	A		07/01/2010	CULVER CITY INDUSTRIAL	MAINTENANCE SUPP/EQUIP 07/01/2010 55225M	Maintenance	01.0	81500.0	00000	81100	4380	0005040	9,000.00	9,000.00
07/01/10	55226M	A		07/01/2010	CULVER MOTOR CLINIC INC.	REPAIRS - OTHER 07/01/2010 55226M	Maintenance	01.0	81500.0	00000	81100	5630	0005040	1,000.00	1,000.00

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
07/02/10	55227M	A		07/02/2010	DUGMORE & DUNCAN OF	MAINTENANCE SUPP/EQUIP 07/02/2010 55227M	Maintenance	01.0	81500.0	00000	81100	4380	0005040	1,500.00	1,500.00
07/02/10	55228M	A		07/02/2010	ED LITTLE AUTO SERVICE, INC.	REPAIRS - OTHER 07/02/2010 55228M	Grounds	01.0	00000.0	00000	82000	5630	0005043	5,000.00	5,000.00
07/02/10	55229M	A		07/02/2010	ED LITTLE AUTO SERVICE, INC.	REPAIRS - OTHER 07/02/2010 55229M	Maintenance	01.0	81500.0	00000	81100	5630	0005040	6,000.00	6,000.00
07/02/10	55230M	A		07/02/2010	ED LITTLE AUTO SERVICE, INC.	REPAIRS - OTHER 07/02/2010 55230M	Transportation/Special Ed	01.0	72400.0	57500	36000	5630	0005510	6,000.00	6,000.00
07/02/10	55231M	A		07/02/2010	EDDINGS BROS., INC. (NAPA)	MAINTENANCE SUPP/EQUIP 07/02/2010 55231M	Maintenance	01.0	81500.0	00000	81100	4380	0005040	2,000.00	2,000.00
07/02/10	55232M	A		07/02/2010	EXPRESS PIPE & SUPPLY CO., INC	PLUMBING SUPP/SYSTEM 07/02/2010 55232M	Maintenance	01.0	81500.0	00000	81100	4380	0005040	6,000.00	6,000.00
07/02/10	55233M	A		07/02/2010	FOUR WINDS, INC.	TRANSPORTATION SUPP/EQUIP/SERV 07/02/2010 55233M	Operations	01.0	00000.0	00000	36000	5871	0005041	85,000.00	85,000.00
07/02/10	55234M	A		07/02/2010	FRAZEE PAINT & WALLCOVERING	PAINT SUPP/EQUIP 07/02/2010 55234M	Maintenance	01.0	81500.0	00000	81100	4380	0005040	5,000.00	5,000.00
07/02/10	55235M	A		07/02/2010	GRAINGER, INC.	ELECTRICAL SUPP/EQUIP 07/02/2010 55235M	Maintenance	01.0	81500.0	00000	81100	4380	0005040	8,000.00	8,000.00
07/02/10	55236M	A		07/02/2010	HAJOCA CORP	PLUMBING SUPP/SYSTEM 07/02/2010 55236M	Maintenance	01.0	81500.0	00000	81100	4380	0005040	15,000.00	15,000.00

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
07/02/10	55237M	A		07/02/2010	HOME DEPOT	MAINTENANCE SUPP/EQUIP 07/02/2010	55237M	01.0	81500.0	00000	81100	4380	0005040	10,000.00	10,000.00
07/02/10	55238M	A		07/02/2010	HOWARD INDUSTRIES	MAINTENANCE SUPP/EQUIP 07/02/2010	55238M	01.0	81500.0	00000	81100	4380	0005040	4,000.00	4,000.00
07/02/10	55239M	A		07/02/2010	INGLEWOOD WHOLESALE	ELECTRICAL SUPP/EQUIP 07/02/2010	55239M	01.0	81500.0	00000	81100	4380	0005040	8,000.00	8,000.00
07/02/10	55240M	A		07/02/2010	INTERMOUNTAIN LOCK & SUPPLY CO.	MAINTENANCE SUPP/EQUIP 07/02/2010	55240M	01.0	81500.0	00000	81100	4380	0005040	1,000.00	1,000.00
07/02/10	55241M	A		07/02/2010	J.M. MCKINNEY CO.	REPAIRS - OTHER 07/02/2010	55241M	01.0	81500.0	00000	81100	5630	0005040	600.00	600.00
07/01/10	55242M	A		07/01/2010	COUNTY OF LOS ANGELES	CONTRACTED SERVICES 07/01/2010	55242M	01.0	81500.0	00000	81100	5890	0005040	240.00	240.00
07/02/10	55243M	A		07/02/2010	MCKINLEY ELEVATOR	CONTRACTED SERVICES 07/02/2010	55243M	01.0	81500.0	00000	81100	5810	0005040	3,500.00	3,500.00
07/02/10	55244M	A		07/02/2010	METRO COMMUTER SERVICES - 7140	CONTRACTED SERVICES 07/02/2010	55244M	01.0	00000.0	00000	73000	5890	0005030	500.00	500.00
07/02/10	55245M	A		07/02/2010	M-G LAWNMOWER SHOP	MAINTENANCE SUPP/EQUIP 07/02/2010	55245M	01.0	00000.0	00000	82000	4380	0005043	2,000.00	2,000.00
07/02/10	55246M	A		07/02/2010	MOBILITY SPECIALIST, INC.	REPAIRS - OTHER 07/02/2010	55246M	01.0	72400.0	57500	36000	5630	0005510	1,500.00	1,500.00

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

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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
07/02/10	55247M	A		07/02/2010	NEILMARQ CORPORATION	JANITORIAL SUPP/EQUIP	Custodians	01.0	00000.0	00000	82000	4370	0005042	2,000.00	
						07/02/2010	55247M	NEILMARQ CORPORATION						2,000.00	
07/02/10	55248M	A		07/02/2010	OFFICE DEPOT	OFFICE SUPPLIES	Maintenance	01.0	81500.0	00000	81100	4350	0005040	800.00	
						07/02/2010	55248M	OFFICE DEPOT						800.00	
07/02/10	55249M	A		07/02/2010	PLUMBMASTER	MAINTENANCE SUPP/EQUIP	Custodians	01.0	00000.0	00000	82000	4350	0005042	10,000.00	
						07/02/2010	55249M	PLUMBMASTER						10,000.00	
07/02/10	55250M	A		07/02/2010	RSD - REFRIGERATION	MAINTENANCE SUPP/EQUIP	Maintenance	01.0	81500.0	00000	81100	4380	0005040	1,500.00	
						07/02/2010	55250M	RSD - REFRIGERATION SUPPLIES DISTRIBUTOR						1,500.00	
07/02/10	55251M	A		07/02/2010	SJM INDUSTRIAL RADIO	REPAIRS - OTHER	Maintenance	01.0	81500.0	00000	81100	5630	0005040	2,000.00	
						07/02/2010	55251M	SJM INDUSTRIAL RADIO						2,000.00	
07/02/10	55252M	A		07/02/2010	SMITH PIPE & SUPPLY, INC.	PLUMBING SUPP/SYSTEM	Maintenance	01.0	81500.0	00000	81100	4380	0005040	1,500.00	
						07/02/2010	55252M	SMITH PIPE & SUPPLY, INC.						1,500.00	
07/02/10	55253M	A		07/02/2010	SOUTH BAY LANDSCAPING	CONTRACTED SERVICES	Grounds	01.0	00000.0	00000	82000	5810	0005043	30,450.00	
						07/02/2010	55253M	SOUTH BAY LANDSCAPING						30,450.00	
07/02/10	55254M	A		07/02/2010	STOCK BUILDING SUPPLY	MAINTENANCE SUPP/EQUIP	Maintenance	01.0	81500.0	00000	81100	4380	0005040	500.00	
						07/02/2010	55254M	STOCK BUILDING SUPPLY						500.00	
07/02/10	55255M	A		07/02/2010	TAG/AMS, INC.	CONTRACTED SERVICES	Operations	01.0	00000.0	00000	36000	5860	0005041	650.00	
						07/02/2010	55255M	TAG/AMS, INC.						650.00	
07/02/10	55256M	A		07/02/2010	THYSSENKRUPP ELEVATOR CO.	REPAIRS - OTHER	Maintenance	01.0	81500.0	00000	81100	5630	0005040	15,000.00	
						07/02/2010	55256M	THYSSENKRUPP ELEVATOR CO.						15,000.00	

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

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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
07/02/10	55257M	A		07/02/2010	TOOLS TO GO	MAINTENANCE SUPP/EQUIP	Maintenance	01.0	81500.0	00000	81100	4380	0005040	800.00	800.00
						07/02/2010	55257M	TOOLS TO GO							
07/02/10	55258M	A		07/02/2010	XEROX CORPORATION	LEASING EQUIPMENT	Maintenance	01.0	81500.0	00000	81100	5630	0005040	983.16	983.16
						07/02/2010	55258M	XEROX CORPORATION							
07/02/10	55259M	A		07/02/2010	Z & S FIRE EQUIPMENT	CONTRACTED SERVICES	Maintenance	01.0	81500.0	00000	81100	5810	0005040	4,000.00	4,000.00
						07/02/2010	55259M	Z & S FIRE EQUIPMENT							
07/02/10	55260M	A		07/02/2010	DEPARTMENT OF INDUSTRIAL	CONTRACTED SERVICES	Maintenance	01.0	81500.0	00000	81100	5890	0005040	630.00	630.00
						07/02/2010	55260M	DEPARTMENT OF INDUSTRIAL RELATIONS							
07/02/10	55261M	A		07/02/2010	PSC - ENVIRONMENTAL	CONTRACTED SERVICES	Maintenance	01.0	81500.0	00000	81100	5810	0005040	2,000.00	2,000.00
						07/02/2010	55261M	PSC - ENVIRONMENTAL SERVICES GROUP							
07/01/10	55288	A		07/01/2010	CDW-G	OFFICE SUPPLIES	Technology	01.0	00000.0	00000	77000	4350	0005020	10,000.00	10,000.00
						07/01/2010	55288	CDW-G							
07/01/10	55289	A		07/01/2010	OFFICE DEPOT	OFFICE SUPPLIES	Technology	01.0	00000.0	00000	77000	4350	0005020	1,000.00	1,000.00
						07/01/2010	55289	OFFICE DEPOT							
07/01/10	55290	A		07/01/2010	ACI COMMUNICATIONS, INC.	REPAIRS - OFFICE EQUIPMENT	Technology	01.0	00000.0	00000	77000	5630	0005020	10,000.00	10,000.00
						07/01/2010	55290	ACI COMMUNICATIONS, INC.							
07/01/10	55292	A		07/01/2010	CALIFORNIA TELEPHONY, INC.	REPAIRS - OFFICE EQUIPMENT	Technology	01.0	00000.0	00000	77000	5630	0005020	2,000.00	2,000.00
						07/01/2010	55292	CALIFORNIA TELEPHONY, INC.							
07/01/10	55293	A		07/01/2010	CALIFORNIA TELEPHONY, INC.	REPAIRS - OFFICE EQUIPMENT	Technology	01.0	00000.0	00000	77000	5630	0005020	10,008.00	10,008.00
						07/01/2010	55293	CALIFORNIA TELEPHONY, INC.							

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07/01/10	55295	A		07/01/2010	OFFICE DEPOT	OFFICE SUPPLIES	EI Marino	01.0	00000.0	00000	27000	4350	2030001	1,515.00	1,515.00
						07/01/2010	55295	OFFICE DEPOT						1,515.00	
07/01/10	55302	A		07/01/2010	GALE SUPPLY COMPANY	JANITORIAL SUPP/EQUIP	Culver Park	01.0	00000.0	32000	81000	4370	5010001	322.56	322.56
						07/01/2010	55302	GALE SUPPLY COMPANY						322.56	
07/01/10	55343	A		07/01/2010	XEROX CORPORATION	LEASING EQUIPMENT	Purchasing	01.0	00000.0	00000	73000	5610	0005030	32,440.92	32,440.92
						07/01/2010	55343	XEROX CORPORATION						32,440.92	
07/01/10	55348	A		07/01/2010	OFFICE DEPOT	OFFICE SUPPLIES	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	1,500.00	1,500.00
						07/01/2010	55348	OFFICE DEPOT						1,500.00	
07/01/10	55349	A		07/01/2010	SMART & FINAL	OFFICE SUPPLIES	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	1,000.00	1,000.00
						07/01/2010	55349	SMART & FINAL						1,000.00	
07/01/10	55350	A		07/01/2010	SCHOOLDUDE.COM	CONTRACTED SERVICES	Technology	01.0	00000.0	00000	77000	5810	0005020	3,285.00	3,285.00
						07/01/2010	55350	SCHOOLDUDE.COM						3,285.00	
07/01/10	55353	A		07/01/2010	BERKELEY STREET BEVERAGE CO.	FOOD PRODUCTS	Undistributed FS	13.0	53100.0	00000	37000	4710	0000000	20,000.00	20,000.00
						07/01/2010	55353	BERKELEY STREET BEVERAGE CO.						20,000.00	
07/01/10	55354	A		07/01/2010	ASR FOOD DISTRIBUTORS	FOOD PRODUCTS	Undistributed FS	13.0	53100.0	00000	37000	4710	0000000	80,000.00	80,000.00
						07/01/2010	55354	ASR FOOD DISTRIBUTORS						80,000.00	
07/01/10	55355	A		07/01/2010	OFFICE DEPOT	OFFICE SUPPLIES	Purchasing	01.0	00000.0	00000	73000	4350	0005030	1,500.00	1,500.00
						07/01/2010	55355	OFFICE DEPOT						1,500.00	
07/01/10	55356	A		07/01/2010	STAR OFFICE SUPPLIES, INC.	OFFICE SUPPLIES	Purchasing	01.0	00000.0	00000	73000	4350	0005030	500.00	500.00
						07/01/2010	55356	STAR OFFICE SUPPLIES, INC.						500.00	

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
07/01/10	55357	A	07/01/2010	07/01/2010	BAN-A-PEST INC	CONTRACTED SERVICES 07/01/2010	55357	01.0	00000.0	00000	73000	5810	0005030	1,140.00	1,140.00
					FEDEX	CONTRACTED SERVICES 07/01/2010	55358	01.0	00000.0	00000	73000	5910	0005030	2,000.00	2,000.00
					FEDEX	CONTRACTED SERVICES 07/01/2010	55359	01.0	00000.0	00000	73000	5910	0005030	2,000.00	2,000.00
					UPS	CONTRACTED SERVICES 07/01/2010	55370	13.0	53100.0	00000	37000	4390	0000000	6,000.00	6,000.00
					BERKELEY STREET BEVERAGE CO.	FOOD SERVICES SUPP/EQUIP 07/01/2010	55371	01.0	00000.0	00000	74000	5860	0003000	9,000.00	9,000.00
					STATE OF CALIFORNIA - DEPT. OF JUSTICE	CONTRACTED SERVICES 07/01/2010	55372	01.0	00000.0	00000	74000	5820	0003000	6,750.00	6,750.00
					VENICE CULVER MARINA MEDICAL	CONTRACTED SERVICES 07/01/2010	55373	01.0	00000.0	00000	71000	5310	0001000	11,221.00	11,221.00
					ATKINSON, ANDELSON, LOYA,	LEGAL SERVICES 07/01/2010	55374	01.0	00000.0	00000	71000	5310	0001000	11,221.00	11,221.00
					CALIFORNIA SCHOOL BOARDS	MEMBERSHIPS 07/01/2010	55375	01.0	00000.0	00000	71000	5310	0001000	100.00	100.00
					LACSTA	MEMBERSHIPS 07/01/2010	55376	01.0	00000.0	00000	71000	5310	0001000	100.00	100.00
					LACSTA	MEMBERSHIPS 07/01/2010	55377	01.0	00000.0	00000	71000	5310	0001000	100.00	100.00

Total by District : 64444 1,061,538.89 1,061,538.89

Report ID: LAPO009C
 District : 64444

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 WEEKLY

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End of Report LAPO009C

**CULVER CITY UNIFIED SCHOOL DISTRICT
DISTRICT WARRANT REPORT
2010 - 2011**

COMMERCIAL WARRANTS	
MAY 26, 2010 - JUNE 30, 2010	\$ 1,871,380.00

PAYROLL WARRANTS	
MAY 26, 2010 - JUNE 30, 2010	\$ 3,855,734.36

TOTAL: \$ 5,727,114.36

BOARD REPORT

7/13/10

9.3

9.3 Approval is Recommended for Acceptance of Gifts

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>
Culver City High School IMC	Ms. Peggy Kahn 3 textbooks
El Rincon Elementary School	Ms. Amy Levit 400 used books

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

Moved by:

Seconded by:

Vote:

BOARD REPORT

9.4 Certificated Personnel Services Report No. 1

I. Authorization and Ratification of Employment

A. Temporary Teachers – El Rincon

Effective August 25, 2010 through June 17, 2010

Funding Source: General Fund

Total Cost: \$130,000 (salaries)

1. Robyn Johnson
2. Carrie Schuler

B. Tenured Teacher – Middle School Home Economics, Position Reinstated

Effective August 25, 2010

Funding Source: General Fund

1. Vielman, Monica Return from Notification of Lay Off

C. Adult School Summer School

Effective June 21, 2010 through July 30, 2010 at Hourly Rate of Pay

Funding Source: Adult School Fee Based Program

Total Cost: \$1,351.26

- | | | |
|--------------------|------------------|------------------|
| 1. Hoebink, Robert | 5 hours per week | \$35.16 per hour |
| 2. Jones, Steve | 3 hours per week | \$28.19 per hour |
| 3. Morris, Ruth | 2 hours per week | \$28.19 per hour |
| 4. Sikorski, Patti | 5 hours per week | \$35.16 per hour |
| 5. Stein, Eileen | 4 hours per week | \$28.19 per hour |
| 6. Wolfe, Nancy | 2 hours per week | \$35.16 per hour |

D. Summer School Substitute Teacher – High School

Effective June 22, 2010 through July 29, 2010 at \$100.00 per day, on-call, as needed

Funding Source: General Fund – Summer School

- | | |
|----------------------------|-----------------------|
| 1. Carrillo, Sarah | 10. Peacock, Brandy |
| 2. Gramajo-Olivarri, Sonia | 11. Rufino, Gerogina |
| 3. Grossman, Allen | 12. Reynolds, David |
| 4. Gyepes, Kendra | 13. Rogers, Sherita |
| 5. Karr, Debra | 14. Sanders, Monique |
| 6. Lamm, Cathy | 15. Smith, Darcie |
| 7. Lauritzen, William | 16. Trasente, Nick |
| 8. Nepomuceno, Gregorio | 17. Yokogawa, Valerie |
| 9. O’Neal, Shonda | 19. Zager, Howard |

BOARD REPORT

9.4 Certificated Personnel Services Report No. 1, Page 2

I. Authorization and Ratification of Employment - continued

E. Extra Assignment – Elementary School Chorus Directors
Effective August 30, 2010 through June 11, 2011 at \$1239 stipend for school year
Funding Source: General Fund
Total Cost: \$2,478

- | | | |
|----|-----------------|-----------|
| 1. | Eskridge, Patty | Farragut |
| 2. | Knight, Ben | El Rincon |

F. Extra Assignment – Arts Integration Partnership for 2010/2011
Effective August 9, 2010 through August 13, 2010 at \$35.00 per hour, not to exceed
6 hours per day
Funding Source: Arts & Music
Total Cost: \$30,450

- | | | | |
|-----|----------------------|-----|-----------------------|
| 1. | Abascal, Atoosa | 15. | Grime, Daniel |
| 2. | Adachi, Naomi | 16. | Gualtieri, Natalie |
| 3. | Bearman, Alix | 17. | Levyn, Karen |
| 4. | Bell, Monica | 18. | Manglinong, Stephanie |
| 5. | Burkenheim, Karen | 19. | McMillan, Wade |
| 6. | Coelho, Isabel | 20. | Mejia, Liz |
| 7. | Coleman, Margaret | 21. | Miller, Samantha |
| 8. | Connor, Jessica | 22. | Mont, Ali |
| 9. | Delaney, Sarah | 23. | Morris, Ruth |
| 10. | Fairfield, Kristin | 24. | Redmon, Kim |
| 11. | Fredal, Ann | 25. | Rose, Jeff |
| 12. | Fretham, Kari | 26. | Sorbille, Selva |
| 13. | Glusac, Jan | 27. | Taslimi, Julie |
| 14. | Green-Bratton, Cathi | 28. | TBD – El Rincon |

II. Leave Date Adjustment

- | | | |
|----|----------------------------------|--|
| 1. | Corwin, Deborah
Middle School | Personal Leave of Absence Without Pay
Beginning Date Adjustment From
October 4, 2010 to October 11, 2010 |
|----|----------------------------------|--|

RECOMMENDED MOTION: That approval be granted for Certificated Personnel Services Report No. 1

Moved by:

Seconded by:

Vote:

BOARD REPORT

9.5 Financial Implication for Classified Personnel Services Report No. 1

I. Authorization, Approval & Ratification of Employment

A. Clerical & Fiscal

- | | | |
|----|------------------------------------|---|
| 1. | Budget Financial/Technician | Funding Source: Food Services
Fiscal Impact: \$50,000/year |
| 2. | Summer Enrollment Clerk | Funding Source: General Fund – Ed Services
Fiscal Impact: \$2,500/assignment |
| 3. | Accounting Technician | Funding Source: General Fund
Fiscal Impact: \$45,000/year |
| 4. | Secretary II/Bilingual | Funding Source: General Fund
Fiscal Impact: \$3,500/assignment |
| 5. | Clerk Typist II (Elementary Sites) | Funding Source: General Fund
Fiscal Impact: \$3,200/assignment |

B. Food Services

- | | | |
|----|--------------------|--|
| 1. | Food Service Staff | Funding Source: Food Services
Fiscal Impact: \$2,710/assignment |
|----|--------------------|--|

C. Adult School Lecturers

- | | | |
|----|-----------------------|---|
| 1. | Adult School Lecturer | Funding Source: Adult School
Fiscal Impact: \$450/assignment |
|----|-----------------------|---|

D. Noon Duty Supervisors

- | | | |
|----|-----------------------|--|
| 1. | Noon Duty Supervisors | Funding Source: General Fund
Fiscal Impact: \$78,600/year |
|----|-----------------------|--|

II. Authorization, Approval & Ratification of Change of Assignment

- | | | |
|----|---|---|
| 1. | Instructional Assistant –
Adult School | Funding Source: Adult School
Fiscal Impact: \$150/week |
|----|---|---|

IV. Authorization, Approval & Ratification of Revision to Board Item Previously Approved on Board Report #21, 06/08/10

- | | | |
|----|---------------------------------|--|
| 1. | Temporary Adult School Lecturer | Funding Source: Adult School
Fiscal Impact: \$7900/assignment |
|----|---------------------------------|--|

BOARD REPORT

9.5 Classified Personnel Services Report No. 1

I. Authorization, Approval & Ratification of Employment

A. Clerical & Fiscal

1. Budget Financial/Technician Food Services
8 hours per day, 11 months per year
Funding Source: Food Services
Effective July 14, 2010
Range 25

2. Summer Enrollment Clerk District Office – Pupil Personnel Services
Not to exceed 24 hours per week
Funding Source: General Fund – Ed Services
Effective July 14, 2010 through
August 18, 2010
Hourly, as needed

3. Tijero, Jacqueline Accounting Technician – Probationary
(Position previously approved on BR #21,
06/08/10)
District Office – Fiscal Services
8 hours per day, 12 months per year
Funding Source: General Fund
Effective July 19, 2010
Range 30

4. Herrera, Susan Secretary II/Bilingual – Permanent
District Office – Extra Assignment
Translations – Not to exceed 100 hours
Funding Source: General Fund
Effective July 1, 2010 through June 30, 2011
Range 22

5. Katz, Ruth Ann Clerk Typist II
El Marino – Extra Assignment
Not to exceed 56 hours
Funding Source: General Fund
Effective August 18, 2010 through
August 27, 2010
Range 17

BOARD REPORT

9.5 Classified Personnel Services Report No. 1 – Page 2

I. Authorization, Approval & Ratification of Employment – continued

A. Clerical & Fiscal – continued

6. Diga, Roy
Substitute Clerk Typist
El Marino – Extra Assignment
Not to exceed 24 hours
Funding Source: General Fund
Effective August 16, 2010 through
August 30, 2010
Hourly, as needed

7. Paris, Marybeth
Clerk Typist II
Farragut – Extra Assignment
Not to exceed 32 hours
Funding Source: General Fund
Effective August 23, 2010 through
August 27, 2010
Range 17

8. Reza, Lisa
Clerk Typist II/Bilingual
La Ballona – Extra Assignment
Not to exceed 32 hours
Funding Source: General Fund
Effective August 23, 2010 through
August 27, 2010
Range 17

9. Gallardo, Irene
Clerk Typist II
Linwood Howe – Extra Assignment
Not to exceed 32 hours
Funding Source: General Fund
Effective August 23, 2010 through
August 27, 2010
Range 17

B. Food Services

1. De Lahoussaye, Dionne
Food Service Assistant
Food Services/High School – Extra Assignment
Not to exceed 3.75 hours per day
Funding Source: Food Services
Effective August 26, 2010 through
August 27, 2010
Range 6

BOARD REPORT

9.5 Classified Personnel Services Report No. 1 – Page 3

I. Authorization, Approval & Ratification of Employment – continued

B. Food Services – continued

2. Fernandez, Karen
Cook
Food Services/High School – Extra Assignment
Not to exceed 8 hours per day
Funding Source: Food Services
Effective August 26, 2010 through
August 27, 2010
Range 14
3. Langarica, Susan
Senior Food Service Assistant
Food Services/High School – Extra Assignment
Not to exceed 7.5 hours per day
Funding Source: Food Services
Effective August 26, 2010 through
August 27, 2010
Range 10
4. Livas, Sylvia
Senior Food Service Assistant
Food Services/El Rincon – Extra Assignment
Not to exceed 6.9 hours
Funding Source: Food Services
Effective August 27, 2010
Range 10
5. Lopez, Belenda
Senior Food Service Assistant
Food Services/El Marino – Extra Assignment
Not to exceed 6.9 hours
Funding Source: Food Services
Effective August 27, 2010
Range 10
6. Martinez, Rita
Senior Food Service Assistant
Food Services/Farragut – Extra Assignment
Not to exceed 6.5 hours
Funding Source: Food Services
Effective August 27, 2010
Range 10

BOARD REPORT

9.5 Classified Personnel Services Report No. 1 – Page 4

I. Authorization, Approval & Ratification of Employment – continued

B. Food Services – continued

7. Mercado, Ana
Senior Food Service Assistant
Food Services/Lin Howe – Extra Assignment
Not to exceed 6.9 hours
Funding Source: Food Services
Effective August 27, 2010
Range 10
8. Reyna, Bessy
Senior Food Service Assistant
Food Services/La Ballona – Extra Assignment
Not to exceed 7.5 hours
Funding Source: Food Services
Effective August 27, 2010
Range 10
9. Sanatana, Domitila
Senior Food Service Assistant
Food Services/High School – Extra Assignment
Not to exceed 8 hours per day
Funding Source: Food Services
Effective August 26, 2010 through
August 27, 2010
Range 10
10. Valencia, Lidia
Senior Food Service Assistant
Food Services/High School – Extra Assignment
Not to exceed 8 hours per day
Funding Source: Food Services
Effective August 26, 2010 through
August 27, 2010
Range 10

C. Adult School Lecturers

1. Nakagawa, Keiko
Temporary Adult School Lecturer
Adult School – Kids Summer Enrichment
Funding Source: Adult School –
Kids Summer Program
Effective June 28, 2010 through July 30, 2010
Hourly, as needed

BOARD REPORT

9.5 Classified Personnel Services Report No. 1 – Page 5

I. Authorization, Approval & Ratification of Employment – continued

D. Noon Duty Supervisors

1. Estioco-Barocio, Christine
Temporary Noon Duty Supervisor
El Marino
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed
2. Khan, Noushin
Temporary Before School Supervisor/
Temporary Noon Duty Supervisor
El Marino
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed
3. Palomo, Delia
Temporary Before School Supervisor/
Temporary Noon Duty Supervisor
El Marino
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed
4. Ramirez, Maria
Temporary Before School Supervisor/
Temporary Noon Duty Supervisor
El Marino
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed
5. Rogers, Michael
Temporary Before School Supervisor/
Temporary Noon Duty Supervisor
El Marino
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed

BOARD REPORT

9.5 Classified Personnel Services Report No. 1 – Page 6

I. Authorization, Approval & Ratification of Employment – continued

D. Noon Duty Supervisors – continued

- | | | |
|-----|----------------------|---|
| 6. | Romero, Laura | Temporary Noon Duty Supervisor
El Marino
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 7. | Vasquez, Elvia | Temporary Before School Supervisor/
Temporary Noon Duty Supervisor
El Marino
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 8. | Alexander, Sherrille | Temporary Before School Supervisor/
Temporary Noon Duty Supervisor
El Rincon
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 9. | Jackson, Gwendolyn | Temporary Noon Duty Supervisor
El Rincon
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 10. | Leak, Hiwanda | Temporary Noon Duty Supervisor
El Rincon
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |

BOARD REPORT

9.5 Classified Personnel Services Report No. 1 – Page 7

I. Authorization, Approval & Ratification of Employment – continued

D. Noon Duty Supervisors – continued

- | | | |
|-----|------------------|--|
| 11. | Agustin, Melanie | Temporary Before School Supervisor/
Temporary Noon Duty Supervisor
Farragut
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 12. | Crowley, Floyd | Temporary Noon Duty Supervisor
Farragut
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 13. | Espinosa, Maria | Temporary Noon Duty Supervisor
Farragut
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 14. | Palma, Maria | Temporary Noon Duty Supervisor
Farragut
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 15. | Cardenas, Mirna | Temporary Noon Duty Supervisor
La Ballona
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |

BOARD REPORT

9.5 Classified Personnel Services Report No. 1 – Page 8

I. Authorization, Approval & Ratification of Employment – continued

D. Noon Duty Supervisors – continued

- | | | |
|-----|---------------------|---|
| 16. | Escobar, Ofelia | Temporary Noon Duty Supervisor
La Ballona
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 17. | Eskridge, Adam | Temporary Noon Duty Supervisor
La Ballona
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 18. | Houck, Cynthia | Temporary Noon Duty Supervisor
La Ballona
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 19. | Mair, Margarita | Temporary Noon Duty Supervisor
La Ballona
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 20. | Merino Lopez, Maria | Temporary Noon Duty Supervisor
La Ballona
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |
| 21. | Orozco, Silvia | Temporary Noon Duty Supervisor
La Ballona
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed |

BOARD REPORT

9.5 Classified Personnel Services Report No. 1 – Page 9

I. Authorization, Approval & Ratification of Employment – continued

D. Noon Duty Supervisors – continued

22. Perez, Angela
Temporary Noon Duty Supervisor
La Ballona
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed
23. Prieto, Liset
Temporary Noon Duty Supervisor
La Ballona
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed
24. Sayeed, Saira
Temporary Noon Duty Supervisor
La Ballona
Funding Source: General Fund
Effective August 30, 2010 through
June 17, 2011
Hourly, as needed

II. Authorization, Approval & Ratification of Change of Assignment

1. Lopez, Jose
Permanent Increase in Hours:
Instructional Assistant – Adult School
Adult School
From: 21 hours per week, school year
To: 29 hours per week, school year
Funding Source: Adult School
Effective September 7, 2010
Range 17

III. Authorization, Approval & Ratification of Separation of Employment

1. Cerdenio, Rejielyn
Occupational Therapist
District Office – Pupil Personnel Services
8 hours per day, 10 months per year
Accepted position outside of district
Effective June 30, 2010
Range 48

BOARD REPORT

9.5 Classified Personnel Services Report No. 1 – Page 10

IV. Authorization, Approval & Ratification of Revision to Board Item Previously Approved on Board Report #21, 06/08/10

1. Perez, Tamara
Temporary Adult School Lecturer
Adult School – Kids Summer Program
Not to exceed 40 hours per week
Funding Source: Adult School
From: Effective June 28, 2010 through
July 30, 2010
To: Effective June 28, 2010 through
August 2, 2010
Hourly, as needed

RECOMMENDED MOTION: That approval be granted for Classified Personnel Services Report No. 1

Moved by:

Seconded by:

Vote:

BOARD REPORT

9.6 Student Teacher Agreement Between the Culver City Unified School District and Loyola Marymount University

For many years the district has cooperated with local universities to provide student teaching experience to students enrolled in the respective institutions. The contract between Loyola Marymount University and the Culver City Unified School District will authorize students at this institution to student teach in the district.

RECOMMENDED MOTION: Authorize the Superintendent to enter into an agreement on behalf of Culver City Unified School District with Loyola Marymount University effective August 1, 2010 through July 31, 2013.

Moved by:

Seconded by:

Vote:

BOARD REPORT

7/13/10

9.7

9.7 Approval is Recommended for Culver City High School Girls' Basketball Team to Participate in a Tournament in San Diego, CA, July 15-18, 2010

Board policy 6153, Field Trips, specifies that field trips or other student trip activities sponsored by the School District be approved by the Board of Education when they involve an overnight or a more extended stay by students.

The Culver City High School Girls' Basketball Team requests approval to participate in a tournament to be held in San Diego, July 15-18, 2010. There will be approximately fifteen (15) players. Julian Anderson, head coach, Mark Kitabyashi, coach, and parents will chaperone. The costs will be covered by Booster Club and parents.

RECOMMENDED MOTION: That the Board approve Culver City High School Girls' Basketball Team to Participate in a Tournament in San Diego, CA, July 15-18, 2010.

Moved by:

Seconded by:

Vote:

BOARD REPORT

7/13/10

9.8

9.8 Approval is Recommended for the Williams/Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Uniform Complaints, 4th Quarter 2009-2010

As a result of the Valenzuela/CAHSEE lawsuit settlement and Williams Legislation, a uniform complaint report summary must be submitted quarterly to the Board of Education and the Los Angeles County Office of Education. The summary for the reporting period of April 1, 2010 through June 30, 2010 is presented for Board approval. There were no complaints during this period.

RECOMMENDED MOTION:

That the Board approves the Williams/Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Uniform Complaints for the period of April 1, 2010 through June 30, 2010.

Moved by:

Seconded by:

Vote:



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

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

District Name: Culver City Unified School District

Date: July 15, 2010

Person completing this form: Gwenis Laura

Title: Assistant Superintendent

Quarter covered by this report (Check One Below):

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

Date for information to be reported publicly at governing board meeting: July 13, 2010

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
CAHSEE Intensive Instruction and Services	0	0	0
TOTAL	0	0	0

Print Name of District Superintendent Patricia Jaffe, Interim Superintendent

Signature of District Superintendent _____ Date July 13, 2010

Return the Quarterly Summary to:
Williams Legislation Implementation Project
Los Angeles County Office of Education
c/o Kirit Chauhan, Williams Settlement Legislation
9300 Imperial Highway, EC 279
Downey, CA 90242

Telephone: (562) 803-8382
FAX: (562) 922-6879
E-Mail: Chauhan_Kirit@lacoed.edu

BOARD REPORT

12.1 Board Statement of the District's Support and Adherence to a Policy of Nondiscrimination

The District supports and adheres to a policy of nondiscrimination on the basis of actual or perceived race, color, ethnic group identification, national origin, ancestry, religion, age, marital or parental status, pregnancy, physical or mental disability, medical condition, veteran status, gender, genetic information, sex, sexual orientation, or the perception of one or more of such characteristics. It is recommended practice that the Board of Education review Board Policies/Administrative Regulations that are significant to the operation of the District on a regular basis to determine compliance with the State of California Education Code and to determine their adequacy for governance of the school district. The District currently has the following policies that support nondiscrimination:

- Board Policy 0000 - Philosophy - Goals - Objectives and Comprehensive Plans/Vision
- Board Policy 0410 - Philosophy - Goals - Objectives and Comprehensive Plans/Nondiscrimination in District Programs and Activities
- Board Policy/Administrative Regulation 4030 - Nondiscrimination in Employment
- Administrative Regulation 4031 - Complaints Concerning Discrimination in Employment
- Board Policy 5145.3 - Nondiscrimination/Harassment

It is recommended by Categorical Program Monitoring (CPM), that the District provide nondiscrimination policies that have been approved by the Board and that such policies are announced annually.

BOARD REPORT

**7/13/10
12.2**

12.2 Review of Administrative Regulation 9005, Governing Board Member Roles and Responsibilities

It is recommended practice that the Board of Education review Board Policies and Administrative Regulations on a regular basis.

Administrative Regulation 9005 is submitted to the Board as an Information Item for clarification as to the District's policies on Board members attending conferences.

GOVERNING BOARD MEMBER ROLES and RESPONSIBILITIES

The Governing Board recognizes that guidelines facilitate effective functioning and maintain focus on district students. The Board also realizes that the district should provide reasonable assistance for members to carry out their responsibilities.

Unless otherwise specified in board policies or administrative regulations, Board members are co- equal. Individual or collective Board member requests, such as for information, shall go through the Superintendent to ensure that all Board members receive the same information. All staff members, including the Superintendent, shall be empowered to refuse individual Board member requests, demands or direction. At the Superintendent's discretion, an individual Board member's request, demand or direction may be referred to the entire Board.

In order to facilitate their work for every student in the district, Board members may ask the district to provide the items listed below.

1. Conference, workshops, and meeting expenses: The Board shall annually allocate a budget for conference expenses (registration, travel, accommodations, meal allowance, books) for each board member. Board members shall not have the district charged or billed directly for expenses. Authorized conference expenses may be prepaid by the district or reimbursed to a board member up to the individual allocation. Books shall be district property and available to all board members. Conferences or workshops sponsored by CSBA or NSBA and meetings of the Los Angeles County School Trustees Association do not require board approval for authorization. All other conferences shall be related to the education of students in CCUSD and require pre-approval by the board.
2. Office space and supplies: Board members may request a FAX machine, a 2 drawer file cabinet, use of district office space when available for meetings, access to district voice mail system, and access to district e-mail. District business cards may be provided with standard format and designation of board member. District stationery with standard format may also be provided upon request.
3. Cell phone: After December 2007 reorganization of the Board, cell phones or reimbursement will no longer be provided.
4. It is recommended that the Board president attend the relevant CSBA workshops for Board presidents which currently are the Board Presidents Workshop and the Brown Act.
5. The Board president or designee has the primary responsibility to review drafts of the agenda and minutes and run duly announced meetings of the Board.
6. It is recommended that all Board Members complete the CSBA Masters of Governance Program.

Policy Adopted: May 23, 2006

Culver City Unified School District
Culver City, CA

Reviewed: July 22, 2008

BOARD REPORT

7/13/10

14.1a

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

Board Bylaw 9320 states that the Board of Education shall hold two public board meetings each month unless a change in the schedule is stipulated at a regularly scheduled Board Meeting. The schedule was previously adopted but due to the recently adopted furlough dates the meeting scheduled on November 23, 2010 is now cancelled as it falls on a furlough day. The meeting scheduled for November 23, 2010 has been removed from the Board Meeting calendar.

It is the intent of the Board of Education to cancel the public meetings scheduled for August 10, 2010; August 24, 2010; **November 23, 2010**; December 28, 2010 and April 12, 2011. Accordingly, the Board of Education must take action to waive its rules in order to cancel its regularly scheduled public Board meeting on August 10, 2010; August 24, 2010; December 28, 2010; and April 12, 2011. The proposed schedule of meetings for 2010/2011 follows.

RECOMMENDED MOTION: That the Board of Education waive Bylaws of the Board 9320, Meetings, for the purpose of canceling the regularly scheduled meetings of August 10, 2010; August 24, 2010; **November 23, 2010**; December 28, 2010 and April 12, 2011.

Moved by:

Seconded by:

Vote:

BOARD OF EDUCATION MEETING SCHEDULE 2010-2011

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

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

July 13, 2010

July 27, 2010

August 10 and 24, 2010 - CANCELLED

September 14, 2010

September 28, 2010

October 12, 2010

October 26, 2010

November 9, 2010

November 23, 2010 - CANCELLED

December 14, 2010

December 28, 2010 - CANCELLED

January 11, 2011

January 25, 2011

February 8, 2011

February 22, 2011

March 8, 2011

March 22, 2011

April 12, 2011 - CANCELLED

April 26, 2011

May 10, 2011

May 24, 2011

June 14, 2011

June 28, 2011

BOARD REPORT

11/24/09

14.1b

14.1b Approval is Recommended for Budget Allocations for Board Members to Attend the CSBA Annual Education Conference on Dec. 2-4, 2010

The budget for Board members' travel was cut during the 2008-2009 school year due to budget cuts. The district's voting Delegate Patricia G. Siever, and Board member Karlo Silbiger have expressed interest in participating in the 2010 CSBA Annual Education Conference.

Patricia G. Siever's request includes attendance at the 2010 Delegate Assembly Meeting which will be held on Dec. 1-2, 2010 preceding the California State Boards Association's Annual Education Conference Dec. 2-4, 2010 in San Francisco, California.

The following expenses are being submitted to the Board of Education for authorization to allocate funds from the District budget for voting Delegate Patricia G. Siever and Board member Karlo Silbiger to attend the conference.

1. Allocate/authorize up to \$425 per individual for conference early registration
2. Delegate Assembly Luncheon for Patricia G. Siever - \$59.00
2. Parking expenses at approximately \$72.00
3. Meal reimbursement with a daily maximum of \$40.00

RECOMMENDED MOTION: That the Board approve an allocation up to \$1,133.00 for Patricia G. Siever and Karlo Silbiger to attend the CSBA Annual Education Conference in San Diego, CA on Dec. 2-4, 2010, and the 2010 Delegate Assembly Meeting on Dec. 1-2, 2010.

Moved by:

Seconded by:

Vote:

BOARD REPORT

7/13/10
14.2a

14.2a Approval is Recommended for the Secondary Enrollment Cap

District Administration recommends a middle school enrollment of 1,500 students in the regular program with an average of 500 students per grade and enrollment of 2,200 students in the regular program at Culver City High School.

By gradually setting an enrollment cap at 500, also referred to as "capacity," the Board directs the Superintendent's designee to:

- 1) Place new secondary permit applicants, who meet the CCUSD interdistrict permit criteria, on a waiting list if the capacity at the requested grade level is at 500 or above at the time the District of Residence issues an outgoing permit.
- 2) Deny new interdistrict permits to continuing CCUSD students who move out of the district during the school year if the capacity at the requested grade level is at 500 or above. An exception would be made if the student or the student's sibling is entering his or her final year in CCUSD.
- 3) Approve new secondary permit applicants, who meet the CCUSD interdistrict permit criteria, if space is available ten (10) calendar days before the first day of school. The Superintendent's designee is to reserve five (5) spaces at each grade level through the third day of the first week of school.

RECOMMENDED MOTION: That the Board approve the Secondary Enrollment Cap as presented.

Moved by:

Seconded by:

Vote:

BOARD REPORT

**07/13/10
14.3a**

14.3a Award of Bid #189.10 – Roof Replacement

Several contractors were invited to participate and bid on our roof replacement project on four structures at three separate locations: Culver City High School, Culver City Middle School and Farragut Elementary School. Notice to Bidders was published in our local newspaper on May 27 and June 3, 2010. Three companies were present at the mandatory job walk held Monday, June 7, 2010.

The bids were opened and publicly read aloud on Monday, June 21, 2010 at 10:00 a.m. Below is a breakdown of bids received.

Culver City Unified School District Bid #189.10	
Bidder Name	Bid Total
Cabral Roofing & Waterproofing Corp.	\$137,426.00
Bligh Pacific	\$131,426.00

All of the bids were received on the appropriate bid form.

Funding source: Deferred Maintenance, Fund 14

RECOMMENDED MOTION: That the Governing Board of Culver City Unified School District award Bid #189.10 to Bligh Pacific for a total dollar amount of \$131,426.00.

Moved by:

Seconded:

Vote:

14.3b Resolution #1/2010-2011 – Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers

In accordance with Education Code Section 42600, school districts are authorized to process budget adjustments and transfers subject to written resolution of the governing board, when filed with the county superintendent of schools. This has routinely meant that budget adjustments and transfers are approved as they occur at formal meetings of the governing board and by official action of the board, and then approved by the Los Angeles County Office of Education (LACOE).

Notwithstanding the traditional processing of budget revisions, the governing board of a district, by written resolution, may also take action that allows the administrative staff to directly process certain budget adjustments and transfers and submit them to LACOE prior to their individual approval by the board. This procedure is more expedient than the traditional process and has proven to be an effective means for generating and reflecting quick revisions of budget data in the PeopleSoft Financial System when developing the estimated and unaudited actuals reports. When implementing this option, the district sets well-defined guidelines and parameters on the amounts and kinds of adjustments and transfers that staff may process. Such guidelines include limiting this authority to the routine transfer of amounts between objects of expenditure and revenue within funds and between funds, as necessary, to facilitate the payment of district obligations and to effect technical adjustments related to the budget.

In order for the district to utilize this “delegation of authority” option, the governing board must annually adopt and file with LACOE an original resolution delegating budget adjustment and transfer authority to the superintendent and staff of the district. The approval of this resolution by LACOE shall be required prior to any budget adjustments or transfers being processed by the district under the delegation of authority.

Recommended Motion: That in accordance with Education Code, the Governing Board of Education of Culver City Unified School District adopt the attached Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers resolution.

Moved by:

Seconded by:

Vote:

LOS ANGELES COUNTY OFFICE OF EDUCATION
Division of Business Advisory Services

ANNUAL DELEGATION OF ADMINISTRATIVE
AUTHORITY TO PROCESS ROUTINE
BUDGET REVISIONS, ADJUSTMENTS, AND TRANSFERS

CULVER CITY UNIFIED

School District

GOVERNING BOARD RESOLUTION NUMBER: 1

BOARD ADOPTION DATE: July 13, 2010

The Governing Board of the Culver City Unified School District authorizes, Patricia Jaffe, ^{Interim} Superintendent, to make such routine budget revisions, adjustments, and transfers as necessary for the payment of District obligations and to effect technical adjustments of the board-adopted budget during the 2010-11 fiscal year, in accordance with the provisions of this resolution.

This resolution is adopted for the purpose of expediting the processing of routine budget revisions, adjustments, and transfers, and shall remain in effect for a period of one year, from July 1, 2010, to June 30, 2011, and is subject to annual review and renewal by duly adopted resolution of the Governing Board of Culver City Unified District.

The amount of any individual routine budget revision, adjustment, or transfer shall not exceed \$ 100,000.00. The total amount of routine budget revisions, adjustments, and transfers at any one time may not exceed \$ 100,000.00.

This resolution shall be limited to the administrative approval and processing of routine budget revisions, adjustments, and transfers, within or between account objects of expenditures and within or between resources and funds, including the following General, Adult School, Office of Child Development, Cafeteria, Deferred Maintenance, and Building Funds.

This resolution shall not permit the administrative processing of non-routine budget revisions, adjustments, and transfers that increase or decrease revenues and other financing sources and uses, along with the corresponding revisions in expenditures; or budget revisions, adjustments, and transfers that reduce or increase the fund balance of any related fund; or transfers between funds; or transactions exceeding \$ 100,000.00. Such non-routine budget revisions, adjustments, and transfers must continue to be presented to the Governing Board for approval prior to processing and submission to the Los Angeles County Office of Education (County Office) for further review, approval, and processing.

Enclosure No. 4 to:
Informational Bulletin No. 4
BAS-4-2010-11

**Annual Delegation of Administrative Authority to Process
Routine Budget Revisions, Adjustments, and Transfers**

A summary report of budget revisions, adjustments, and transfers approved and processed by the Superintendent in accordance with this resolution, listed by major objects and funds, transaction numbers, dates, and amounts shall be submitted to the Governing Board for adoption/ratification, not less than three times annually (by October 31, January 31, and June 30) with the District's First Interim, Second Interim, and in conjunction with the annual close of the District's financial records and Unaudited Actuals Reports.

All budget adjustments and transfers must be made in accordance with the provisions of Education Code Sections 42600, 42601, 42602, 42603, and 42610, and processed using the appropriate forms and documentation as provided by the County Office, and in compliance with applicable district guidelines.

This resolution by the Governing Board and written authorization by the persons herein designated may be used by the Los Angeles County Office of Education to permit budget revisions, adjustments, and transfers in accordance with the foregoing guidelines.

ADOPTED by the Culver City Unified School District Governing Board on this 13th day of July, 2010.

President, Governing Board

Vice President, Governing Board

Member, Governing Board

Secretary, Governing Board

Superintendent

BOARD REPORT

07/13/10

14.3c

14.3c Approval of Agreement between CCUSD and the City of Culver City regarding the Ballona Creek Bike Pathway

It is recommended that the Board of Education approve the Construction Access, Property Use and Restoration License Agreement (“Agreement”) between Culver City Unified School District and the City of Culver City as presented. The Agreement has been requested by the City for the completion of the City’s Ballona Creek Bikeway Pathway project. Under the terms of the Agreement, the City will temporarily enter on, improve, and temporarily use a portion of the School District’s property for the purpose of facilitating, at City’s sole cost, the installation of the project for use by the general public and cabling connecting security cameras on the bikeway to the School District’s security office. The project site includes a portion of School District property consisting of the embankment along the upslope side of the bike path, between the bike path and the fenced areas of the campuses of the Culver City High School, Middle School, and Farragut Elementary School.

Recommended Motion: That the Governing Board of Education of Culver City Unified School District approve the attached agreement between the District and the City of Culver City regarding the Ballona Creek Bike Pathway.

Moved by:

Seconded by:

Vote:

**CONSTRUCTION ACCESS, PROPERTY USE, AND RESTORATION
LICENSE AGREEMENT**

THIS LICENSE AGREEMENT ("License") is made as of July 13, 2010, by and between the following entities which shall be referred to herein as "Parties":

CULVER CITY UNIFIED SCHOOL DISTRICT
4034 Irving Place
Culver City, CA 90232
("District"); and

CITY OF CULVER CITY
9770 Culver Boulevard, 2nd Floor
Culver City, CA 90232-0507
("City").

WHEREAS, District owns certain real property commonly known as the Culver City Middle School, consisting of parcels 4210-015-902, 4210-016-900, 4210-026-902 and 4210-026-903 and 4210-017-900, located between Overland Avenue and Sepulveda Boulevard, at 4601 Elenda Street, Culver City, CA 90230 ("Subject Premises");

WHEREAS, City now desires to temporarily enter on, improve, and temporarily use a portion of the Subject Premises for the purpose of facilitating, at its sole cost, the installation of an approximately 32,400 square foot bikeway project for use by the general public and cabling connecting security cameras on the bikeway to the District's security office ("Project").

NOW, THEREFORE, the Parties agree as follows:

1. **Grant and Term of License.** The portion of the Subject Premises to be used by the City is more specifically depicted in Exhibit "A", attached hereto and incorporated herein by reference ("Project Site"). The District hereby grants and conveys a nonexclusive right of entry for access to the Project Site to perform construction, beginning at 7:00 a.m. on June 1, 2010, and continuing through 6:00 p.m. on December 31, 2010 ("Term"), to the City, its employees, authorized agents, contractors, subcontractors, and engineers ("City Workers"), to enter and pass onto the Project Site to perform necessary installation and construction on the Project Site pursuant to approved plans attached hereto and incorporated herein by reference as Exhibit "C", as those plans may be amended from time to time pursuant to the provisions of Paragraph 20 of this License. If the Work (as defined below) is not completed prior to the expiration of the Term, the District may, in its sole discretion, extend the Term for a reasonable time to permit the completion of the Work.
2. **Acceptance of License.** The City hereby accepts the grant by the District of a nonexclusive right of entry for access to the Project Site to perform the Work (as defined below).
3. **Work to be Completed.** The improvements to be constructed on the Project Site by the City shall include constructing recreation related improvements along the Ballona Creek bike path that may include, among other things, removal of the concrete embankment from the slope

which extends from the bike path to the District property and replacement of the concrete with landscaping, enhancements to the existing bikeway, a new decomposed granite pedestrian trail, signs, landscaping and related irrigation system, pedestrian light posts and related electrical systems, security cameras and related cables connecting these cameras to the District's security office, emergency call boxes, fencing, a retaining wall between the new landscaping and the bike path, installation of drainage devices and a bio-swale to capture storm run-off and performing all other tasks (collectively, "Work") necessary to complete the Project. All construction costs shall be the responsibility of the City. After completion of Work by the City, the District shall take possession of the Work. City shall be responsible for maintaining and operating the Work.

a. The City shall pay all costs and expenses incurred for performance of the Work, completion of the Work and future maintenance of the Work. The District shall bear no cost for the Work, completion of the Work or maintaining the Work now or in the future.

4. Performance of Work. The City shall perform, or cause to be performed by City Workers under City supervision, all Work related to the Project, and the District is in no way responsible to perform any Work related to the Project. The City may perform Work between 7:00 a.m. and 6:00 p.m., Monday through Saturday. The City shall not perform any Work on Sunday.

a. Vehicle access to the Project Site will be through the Subject Premises's south entrance/gate closest to the pedestrian bridge crossing La Ballona Creek, as depicted in Exhibit "A." Prior to any Work beginning under this License, District and City shall mutually agree upon a route to the Project Site that will be the only route used by City Workers.

b. Prior to accessing the Project Site during school days, notice shall be given to the School's Principal, Eileen Carroll, to determine the timing of entry by any City Workers onto the Project Site.

c. According to generally accepted construction practices, the City will be solely and completely responsible for conditions on the Project Site, including safety of all persons and property during completion of the Work. This requirement will apply continuously and not be limited to normal working hours. Implementation and maintenance of safety programs shall be the sole responsibility of the City.

d. The City shall furnish and place proper guards for the prevention of accidents including, but not limited to, fencing around the bike path portion of the Project Site. The City shall provide and maintain any other necessary measures required to secure safety of life or property.

e. The City shall pay when due all claims for labor and material furnished to the Project Site. District may elect to record and post notices of non-responsibility on the Project Site.

f. City Workers retained by City with respect to the Work shall be fully licensed and bonded as required by law and must maintain levels of casualty, liability and workers' compensation insurance (as detailed in Section 16 below) and performance and payment bonds satisfactory to District and consistent with law and District construction requirements. City shall

ensure that the Work is performed in a sound and workmanlike manner, in compliance with all laws, ordinances and regulations applicable to the Work, including but not limited to applicable building codes and regulations, prevailing wage and other labor and public works laws. District shall have a continuing right at all times during the performance of the Work to enter the Project Site and to inspect the Work.

5. Communications. With the exception of the notice required by Section 4.b., above, all communication with the District related to the Project, the Project Site, and the Work shall be with the District's designated representative, Mr. Ali Delawalla, Assistant Superintendent, Business Services, (310) 842-4220 extension 4234. The District shall not be required or asked to communicate with any of the City Workers or to direct the Work of the City Workers. Nothing in this paragraph shall prohibit the District from communicating with any of the City's agents, employees, contractors, subcontractors, or engineers on the Project Site to inquire about any matters and, if necessary, to immediately stop the Work on the Project Site for any reason, at the District's sole discretion.

6. Mutual Cooperation. During the term of this License, the City Workers shall have the right to enter upon the Project Site on the days and at the times detailed herein to perform any and all construction activities as may reasonably be necessary or desirable to perform the Work on the Project Site. The City shall use care and consideration in connection with all of its construction and activities. The City agrees to coordinate its activities with the District to minimize any inconvenience to or interruption of the conduct of the District's activities on the Subject Premises. If requested by the District, the City shall adjust its schedule to conform to the District's requirements so as not to interfere, in any way, with the uses of the Subject Premises.

7. Maintenance of Subject Premises. The City shall promptly and properly clean the Project Site and the surrounding area as it progresses with the Work. The City is responsible to provide a debris container for clean-up of all debris directly associated with the City's construction activities.

8. Repair of Damage. The City shall protect and preserve the Project Site and any adjoining District property from all damage or accident. The City shall be responsible for damage done to existing structures, furnishings, equipment, buildings, walks, roads, trees, landscaping and/or improvements in all working areas, including, without limitation, on the Project Site and any adjoining property of the District ("Improvements"). The City shall provide adequate protection therefor. If temporary removal is necessary of any of the Improvements, or damage occurs to the Improvements, City shall replace same at City's expense with same kind, quality and size of the Improvements damaged.

9. Existing Conditions. The City is responsible for verifying all measurements and existing conditions including, but not limited to, the location of any underground utilities, conduits, pipes, or similar improvements, in and around the Project Site prior to the start of any Work. The City shall maintain in operation during the term of the License, drainage lines, storm drains, sewers, water, gas, electrical, steam, telephone, data transmission and other utility service lines within or in the vicinity of the Project Site.

10. Permits. The City, at no expense to the District, shall obtain any and all required approvals, permits, inspections, or similar items, if any, from all agencies or authorities with jurisdiction.

11. Execution of License. Each of the undersigned hereby represents and warrants that he or she is authorized to execute this License on behalf of the respective Parties to the License and that this License, when executed by those parties, shall become a valid and binding obligation, enforceable in accordance with its terms.

12. Assignment, Successors, and Assigns. This License cannot be assigned by either party without the prior written consent of the other. This License shall be binding as to the Parties' respective representatives, successors, heirs, and assigns.

13. Indemnity. City agrees to indemnify, defend and hold harmless District, its governing board, employees, agents, representatives, consultants, and contractors from and against any and all claims, suits, actions, damages, costs, liabilities, obligations, expenses, fines or penalties (collectively, "Claims") resulting from or arising out of injury or death of any person, damage or loss to property, including, but not limited to flooding, erosion, or water damage, any non-compliance with any federal, state or local laws or regulations; provided that these Claims arise from the performance of the Work on the Project Site and except to the extent that such Claims result from the sole negligence or willful misconduct of District or District's governing board, employees, agents, representatives, consultants or contractors.

14. Labor Code Requirements. To the extent applicable, the City Workers shall comply with all applicable provisions of the California Labor Code, Division 3, Part 7, Chapter 1, Articles 1 5, including, without limitation, the payment of the general prevailing per diem wage rates for public works projects of more than one thousand dollars (\$1,000). Copies of the prevailing rate of per diem wages are on file with the City. In addition, the City Workers, including contractors and each subcontractor shall comply with Chapter 1 of Division 2, Part 7 of the California Labor Code, beginning with Section 1720, and including Section 1735, 1777.5 and 1777.6, forbidding discrimination, and Sections 1776, 1777.5 and 1777.6 concerning the employment of apprentices by City Workers, including contractors or subcontractors, to the extent applicable.

15. Insurance of City. Throughout the term of this License, City shall maintain pooled self-insurance of the type and in the amounts specified in Paragraph 16 of this License.

16. Insurance of Others. Throughout the term of this License, City's agents, contractors, subcontractors, engineers or any other person permitted onto the Project Site on behalf of City, shall obtain and maintain the following insurance, which shall be primary and non-contributory:

a. Commercial General Liability Insurance. Commercial general liability insurance with combined single-limit coverage of not less than One Million Dollars (\$1,000,000) for any one occurrence (covering personal injury, bodily injury, liability, death and property damage) and not less than Two Million Dollars (\$2,000,000) in the aggregate for any one policy year.

b. **Automobile Insurance.** Combined single limited automobile liability insurance covering personal injury, bodily injury and property damage in an amount not less than One Million Dollars (\$1,000,000) for any one occurrence (covering personal injury, bodily injury, liability, death and property damage) and not less than Two Million Dollars (\$2,000,000) in the aggregate for any one (1) policy year. Said automobile insurance shall cover all owned, non-owned, and hired vehicles used by City's agents, contractors, subcontractors, engineers or any other person permitted onto Project Site on behalf of City to perform the Work.

c. **Workers Compensation Insurance.** City's agents, contractors, subcontractors, engineers or any other person permitted onto Project Site on behalf of City to perform the Work shall maintain statutory workers' compensation insurance to meet all applicable requirements of the Labor Code of the State of California and occupational disease insurance as applicable, and employment practices liability insurance in limits of not less than One Million Dollars (\$1,000,000) for any one (1) occurrence and not less than Two Million Dollars (\$2,000,000) in the aggregate for any one (1) policy year.

d. **Professional Liability Insurance.** Any consultant working on the Project shall maintain professional liability insurance in the amount of One Million Dollars (\$1,000,000) for any one occurrence and not less than Two Million Dollars (\$2, 000,000) in the aggregate for any one policy year.

e. **Certificates of Insurance.** Copies of the policies, certificates of insurance or endorsements, naming the District as an additional insured on all policies except workers' compensation and professional liability, shall be provided prior to beginning Work on the Project.

17. **Notice.** Any notice, consent, requirements, reports, demands, or other document given to or made upon the Parties hereto, shall be in writing and be delivered to or mailed to the receiving party at its address, referenced above in this License.

18. **Fingerprinting.** City shall be responsible for ensuring compliance with all applicable fingerprinting and criminal background investigation requirements described in Education Code section 45125.1. As such, City shall submit, and shall ensure that City Workers, including any contractors or subcontractors and the employees of each, that will access the Subject Premises under this License submit, a Criminal Background Investigation Certification ("Certification") in the form attached to this License as Exhibit B. The Certification shall be provided in writing to District prior to each individual's access to the Subject Premises.

19. **Hazardous Materials.** District and City agree as follows with respect to the existence or use of Hazardous Materials (as defined below) on the Subject Premises including any improvements made by City.

a. **Definition.** As used herein, the term "Hazardous Materials" means any hazardous or toxic substance, material or waste which is or becomes regulated by any local governmental authority, the State of California or the United States Government. The term "Hazardous Materials" includes, without limitation, petroleum products, asbestos, PCB's, and any material or substance which is (i) defined as hazardous or extremely hazardous pursuant to Title 22 of the California Code of Regulations, Division 4.5, Chapter 11, Article 4, Section 66261.30 et seq. (ii)

defined as a "hazardous waste" pursuant to Section (14) of the federal Resource Conservation and Recovery Act, 42 U.S.C. 6901 et. seq. (42 U.S.C. 6903), or (iii) defined as a "hazardous substance" pursuant to Section 10 of the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. 9601 et. seq. (42 U.S.C. 9601). As used herein, the term "Hazardous Materials Law" shall mean any statute, law, ordinance, or regulation of any governmental body or agency (including the U.S. Environmental Protection Agency, the California Regional Water Quality Control Board, and the California Department of Health Services) which regulates the use, storage, relicense or disposal of any Hazardous Material.

b. **Hazardous Materials.** City shall not cause or permit any Hazardous Material to be generated or disposed of in or about the Subject Premises and any improvements constructed by City or City Workers. City shall comply with all environmental laws.

c. Any handling, transportation, storage, treatment, disposal or use of Hazardous Materials in or about the Subject Premises and any Project improvements shall be the responsibility of City and shall strictly comply with all applicable Hazardous Materials Laws and the provisions of this License.

d. **Indemnification.** City shall indemnify, defend upon demand with counsel reasonably acceptable to District, and hold harmless District and its trustees, agents, representatives, and employees from and against any liabilities, losses, claims, damages, lost profits, consequential damages, interest, penalties, fines, monetary sanctions, attorneys' fees, experts' fees, court costs, remediation costs, investigation costs, and other expenses which result from or arise in any manner whatsoever out of City Workers' use, storage, treatment, transportation, release, disposal, or presence from any cause or source whatsoever of Hazardous Materials on or about the Subject Premises and any Project improvements.

e. In the event that City causes any Hazardous Materials to be released, spilled or otherwise exposed through its work on the Subject Premises, City shall be solely responsible for all costs associated with the proper handling, mitigation, remediation and disposal of the Hazardous Materials and all related cleanup.

20. **Documentation of City's Plans.** Should City need to amend the plans incorporated herein as Exhibit "C," City shall file any revised plans with the District via certified mail, with a return receipt requested.

21. **Entire Agreement of Parties.** This License constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations and agreements, whether oral or written. This License may be amended or modified only by a written instrument executed by both Parties.

22. **Applicable Law.** This License shall in all respects be governed by the laws of the State of California which are applicable to agreements executed and to be fully performed therein.

IN WITNESS WHEREOF, the Parties have executed this License on the dates set forth below.

Dated: July 13, 2010

CULVER CITY UNIFIED SCHOOL DISTRICT

By: _____
Print Name: Noorali Delawalla
Print Title: Asst. Superintendent, Business Services

Dated: _____, 2010

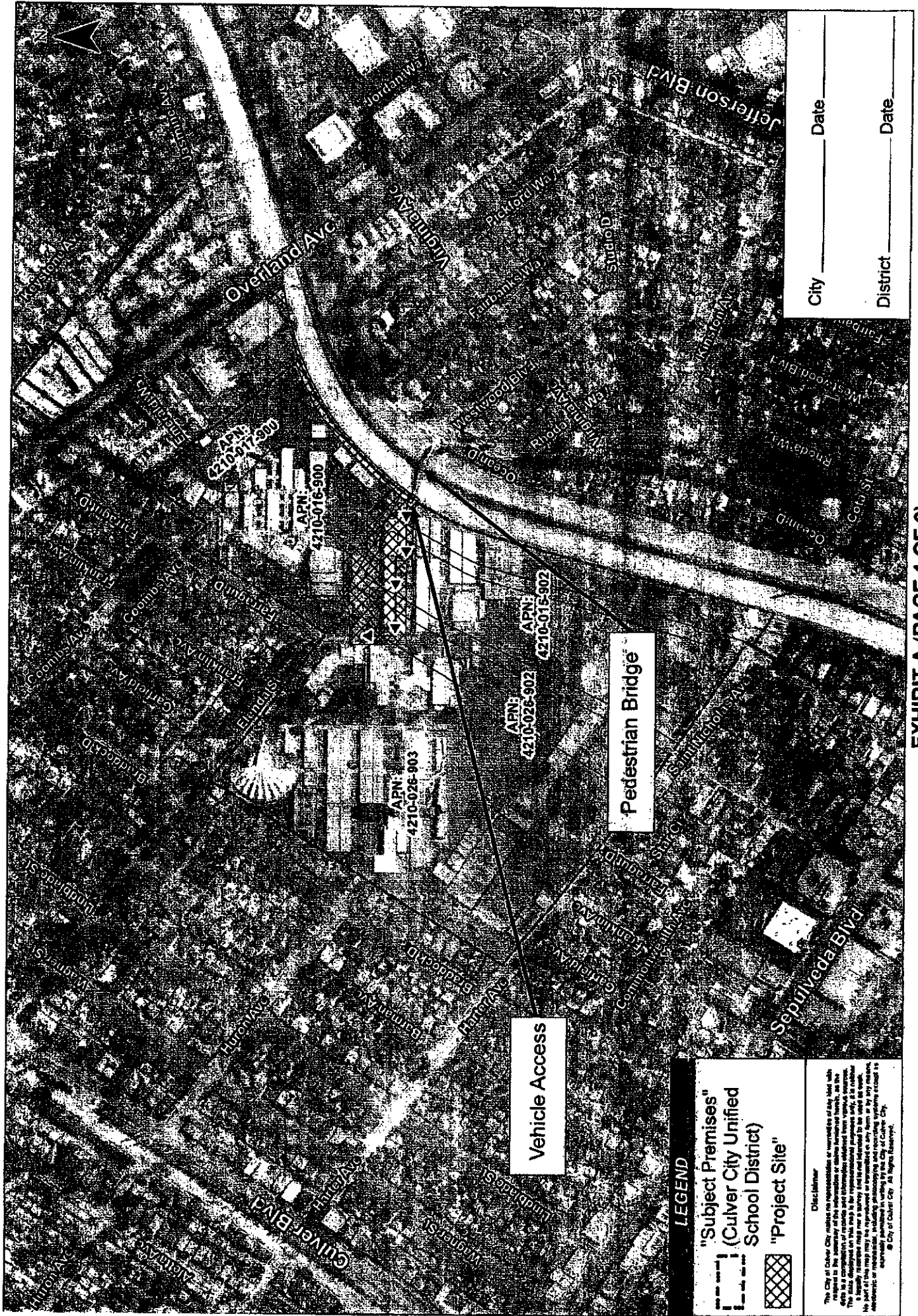
CITY OF CULVER CITY

By: _____
Print Name: _____
Print Title: _____

Exhibit "A"

Project Site

Ballona Creek Bikeway & Landscaping Project, P-900, Federal Aid Project No. ESPL - 5240 (021)



City _____ Date _____
 District _____ Date _____

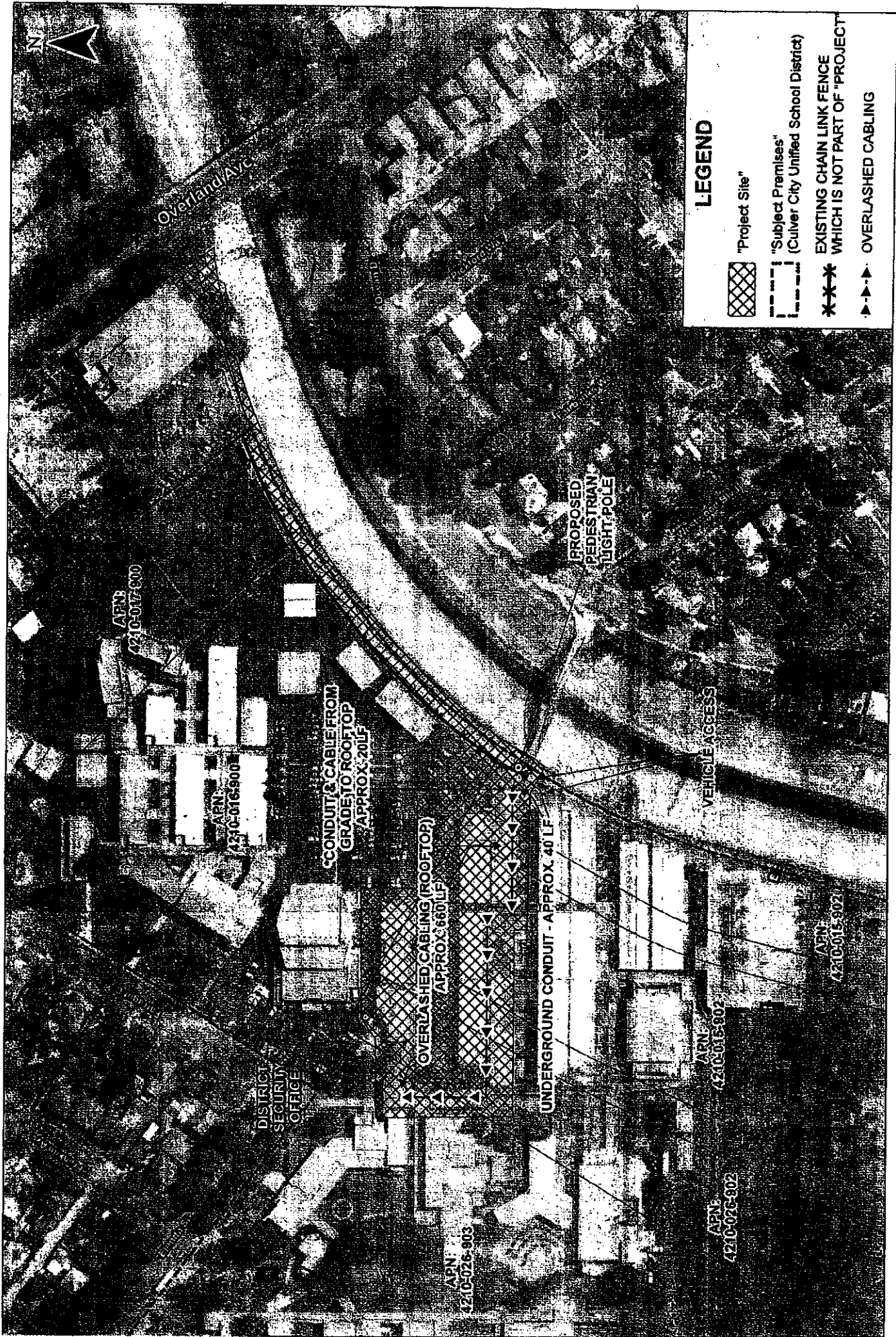
LEGEND

"Subject Premises"
 (Culver City Unified School District)

"Project Site"

The City of Culver City makes no representation or warranty as to the accuracy or completeness of the information contained herein, which is a compilation of records and information obtained from various sources. It is hereby represented that no warranty, express or implied, is made by the City of Culver City in connection with the use of this map. No part of this map may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the City of Culver City. All Rights Reserved.

**BALLONA CREEK BIKEWAY & LANDSCAPING IMPROVEMENT PROJECT,
PROJECT NO. P-900 & FEDERAL AID NO. ESPL 5240 (021)**



LEGEND





-  "Project Site"
-  "Subject Premises" (Culver City Unified School District)
-  EXISTING CHAIN LINK FENCE WHICH IS NOT PART OF "PROJECT"
-  OVERLASHED CABLING

Exhibit "B"

CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

The undersigned does hereby certify to the Governing Board of the Culver City Unified School District ("District") as follows:

That I am a representative of the City of Culver City ("City"); that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of the City.

City certifies that it has taken at least one of the following actions with respect to the construction project on the District school site that is the subject of the Construction Access, Property Use and Restoration License Agreement by and between the District and the City ("License") (check all that apply):

_____ The City has complied with the fingerprinting requirements of Education Code section 45125.1 with respect to all City employees and all of its subcontractors' employees who may have contact with District pupils in the course of providing services pursuant to the License, and the California Department of Justice has determined that none of those employees has been convicted of a felony, as that term is defined in Education Code section 45122. 1. A complete and accurate list of City's employees and of all of its subcontractors' employees who may come in contact with District pupils during the course and scope of the License is attached hereto; and/or

_____ Pursuant to Education Code section 45125.2, City has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between City's employees and all of its subcontractors' employees and District pupils at all times; and/or

_____ Pursuant to Education Code section 45125.2, City certifies that all employees and all of its subcontractors' employees will be under the continual supervision of, and monitored by, an employee of the City who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising City's employees and its subcontractors' employees is:

Name: _____

Title: _____

City's responsibility for background clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the City.

Date: _____
Signature: _____
Print Name: _____
Title: _____

Exhibit "C"

City Approved Plans

BOARD REPORT

**07/13/10
14.3d**

14.3d Approval of the 501(c)3 Organizational Bylaws for Linwood E. Howe Boosters, Inc.

The Board of Education requires parent/community fundraising organizations to have a written statement of purpose and bylaws in order that it may function as an organization independent of the school or district. In order to fulfill the requirements of Education Code Section 51521, groups desiring to raise money to benefit a student or students at any district school shall request authorization from the Board of Education. The Linwood E. Howe Boosters, Inc. requests Board of Education approval to operate as a fundraising organization. Attached as information to the Board are the bylaws of the Linwood E. Howe Boosters, Inc.

Board Policy 1230, Parent/Community Fundraising Support Organizations, outlines the procedures and information required by the Board of Education for such authorization.

RECOMMENDATION That the Board of Education approve the Linwood E. Howe Boosters, Inc. as a fundraising organization in accordance with Board Policy 1230.

Moved by:

Seconded by:

Vote:

LINWOOD E. HOWE BOOSTERS, INC.

**3404 FAY STREET
CULVER CITY, CA 90232**

James Alamillo, President

July 1, 2010

VIA HAND DELIVERY

**Board Members
Culver City Unified School District
Steven Gourley, President
Scott Zeidman, Vice President
Karlo Silbiger, Clerk
Katherine Paspalis, Parliamentarian
Patricia Siever, Member**

**4034 Irving Place
Culver City, CA 90232**

**Re: Updated Request for Recognition of a School-Connected Organization
for Linwood E. Howe Boosters, Inc.; and Request for Placement on
Board Agenda for July 13, 2010 School Board Meeting**

Dear Board Members:

This letter serves as written notice pursuant to Culver City Unified School District Administrative Regulation 1230 and Board Policy 1230 that Linwood E. Howe Boosters, Inc. ("Linwood Boosters") requests formal recognition by the Culver City Unified School District as a School-Connected Organization. Below we have provided information regarding Linwood Boosters as required by Administrative Regulation 1230.

This letter shall also serve as a written request to the Superintendent pursuant to Section 9322(a) of the Bylaws of the Board of the Culver City Unified School District that Linwood Boosters' Request for Recognition of a School-Connected Organization be placed on the agenda of July 13, 2010 School Board Meeting. This letter is submitted as the supporting documentation for the proposed agenda item.

Information Regarding Linwood Boosters

- 1. Name of the organization: Linwood E. Howe Boosters, Inc.**
- 2. Date of Application: July 1, 2010**

3. **Membership quotas or qualifications:** Linwood Boosters does not have any members and is governed by its Board of Directors. Linwood Boosters' directors must have a direct connection to Linwood E. Howe Elementary School, such as a parent of a child attending the school, or being residents of the Linwood E. Howe Elementary School service area or people having a connection to a business operating in the Linwood E. Howe Elementary School service area.

4. **Names, addresses and phone numbers of all officers:**

(a) James Alamillo, President, 3404 Fay Ave., Culver City CA 90232; 310-837-0239

(b) Paul Walsleban, Co-President, 4169 Vinton Ave., Culver City CA 90232, 310-365-2725

(c) Rebecca Cogan-Perry, Co-President, 4304 Vinton Ave Culver City CA, 90232, 310-854-9374

(d) Christa Bancraft, Secretary, 4289 Jasmine Ave., Culver City CA 90232; 310-836-3847

(e) David Bickerton, Treasurer, 4071 Lafayette Pl #4, Culver City, CA 90232, 310-204-5272

(f) Mitzy Taggart, Development Chair, 8858 Carson St., Culver City CA 90232; 310-842-8450

5. **Brief description of the organization's purpose:** Linwood Boosters is organized for public and charitable purposes. In particular, Linwood Boosters is organized to enhance education at Linwood E. Howe Elementary School.

Programs that Linwood Boosters has considered include, but are not limited to, specialized programs in computer labs, cultural fluency centers, arts classes, after-school events, instructional support and assistance, facility improvements and other programs that support education.

6. **List of specific annual objectives:** Prior to the start of each school year, Linwood Boosters identifies achievable targets for five objectives: fundraising, capital projects, program enrichment, volunteer coordination, and community outreach. Each objective is designed to support the school, administration, teachers, parents, and students. In 2009, Linwood Boosters' conducted a school-wide survey amongst parents and teachers to determine priority areas of concern to focus our attention. The responses from those surveys overwhelmingly identified four areas of concern: classroom support for teachers, increased enrichment programs, safer school-wide facilities (child drop-off and pick-up areas and cleaner campus) and addressing obesity

concerns (increased physical educational opportunities and healthier food options). To this end, the Linwood Boosters is attempting to fulfill these directives.

7. **Name of the bank where Linwood Boosters' account will be located and the names of those authorized to withdraw funds:** Wells Fargo Bank James Alamillo, Rebecca Cogan-Perry, and David Bickerton

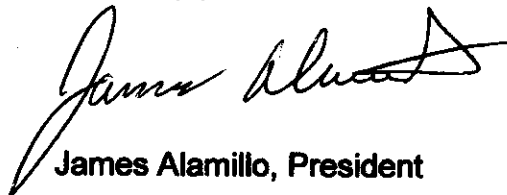
8. **The signature of a site administrator who supports the request for authorization:** Please see attached.

9. **Desired use for any money remaining at the end of the year if the organization is not continued or authorized to continue in the future:** Subject to applicable law, Linwood Boosters desires that any remaining funds be dedicated to the Culver City Unified School District general fund.

10. **Evidence of Liability insurance as required by law:** Please find a copy of Linwood Boosters' proof of insurance attached to this letter.

Please let us know if you have any questions or comments regarding this application. We look forward to the opportunity to work towards our common goals of supporting and enriching the lives of the students of Linwood E. Howe Elementary School. Thank you for your time and consideration.

Very truly yours,



James Alamillo, President

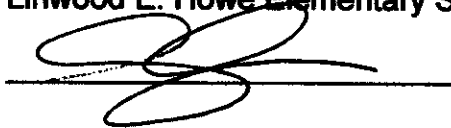
JA

Enclosure

cc: Amy Anderson, Principal
Linwood E. Howe Elementary School

8. The signature of a site administrator who supports the request for authorization:

Amy Anderson, Principal
Linwood E. Howe Elementary School

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, is written over a solid horizontal line.

BYLAWS OF
LINWOOD E HOWE BOOSTERS
A California Nonprofit (Public Benefit) Corporation.

01-28-2009

ARTICLE I
PURPOSES AND OFFICES

Section 1.1 STRUCTURE. This corporation is a nonprofit, public benefit corporation and not for the private gain of any person. It has been incorporated for public charitable purposes under the California Nonprofit public benefit Corporation Law.

Section 1.2 PURPOSES AND OBJECTIVES. The LINWOOD E HOWE BOOSTERS has been organized and formed for the specific purpose of raising funds and/or coordinating volunteer efforts to be used to support the LINWOOD E HOWE ELEMENTARY SCHOOL, which is a public elementary school for grades K through 5, in the Culver City Unified School District (in CULVER CITY, CALIFORNIA). The Group will coordinate its operations and objectives with the School Administration appropriate for the Group's assistance. These areas may include, but are not limited to, specialized programs such as computer labs, Cultural Fluency Center, arts classes, after-school events, instructional support and assistance, additional instructional materials, field trips, improvements to grounds and facilities, and such items as deemed appropriate. All funds raised by the organization and volunteer efforts of the organization will be used for the benefit of the children attending the school full-time and will be applied towards the costs and expenses of achieving the objectives described above.

Section 1.3 OFFICE. The principal office of this corporation for the transaction of its business shall be fixed and located in the County of Los Angeles, California. The Board of Directors is granted full power and authority to change the location of the principal office. The Board of Directors is hereby granted full power and authority to change said principal office from one location to another in the County of Los Angeles.

Section 1.4 OTHER OFFICES. The organization may also have offices at such other places within or without of the County of Los Angeles and the State of California as the Board of Directors may from time to time determine, or the business of the organization may require.

ARTICLE II
BOARD OF DIRECTORS

Section 2.1 POWERS OF DIRECTORS. Subject to the Articles of Incorporation, other sections of these Bylaws and the California Nonprofit Corporation Law, the activities and affairs of this corporation shall be conducted and all corporate powers of this corporation shall be exercised by and under the Direction of the Board of Directors. The Board of Directors shall have the following powers:

(a) To select and remove all Officers, agents and employees of this corporation, prescribe such powers and duties for them as shall not be inconsistent with law, the Articles of Incorporation, or these Bylaws, and to fix their compensation and require from them security for faithful service and discharge of duty;

(b) To conduct, manage and control the affairs and activities of this corporation, and to make rules and regulations not inconsistent with law, the Articles of Incorporation, or these Bylaws;

(c) To approve the long term strategy which directs the affairs of LINWOOD E. HOWE BOOSTERS to achieve the goals and objectives of the organization - to promote the scholastic, cultural, and social integrity of LINWOOD E HOWE ELEMENTARY SCHOOL. Among its principle charitable purposes are the provisions of specialized programs, field trips, school beautification and improvements, capital projects, and school staff;

(d) To lend or borrow money and incur or guarantee indebtedness for the benefit and on behalf of this corporation, and for that purpose to cause to be executed and delivered, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecation or other evidence of debt and securities thereof;

(e) To appoint an Executive Committee and other committees, and to delegate to the Executive Committee any of the power and authority of the Board of Directors in the management of the business and affairs of the organization, except the power to adopt, amend, or repeal By-Laws. The Executive Committee shall consist of the officers of the organization;

(f) To adopt, make and use a corporate seal, if required by resolution of the Directors, and to alter the form of such seal from time to time;

(g) To make, to the maximum extent practicable, by consensus the decisions of the Board of Directors. If consensus cannot be reached, however, a decision will be made through a majority vote of the directors present at a meeting, as long as a quorum is present, and except in instances provided for in these By-Laws;

(h) To select, at its discretion, officers of the Board and to create additional officers, not specified in these By-Laws, by a majority vote of the Directors;

(i) To exercise all other powers which a Board of Directors may by law exercise, limited only by the provisions of law, the Articles of Incorporation, and these Bylaws.

Section 2.2 NUMBER OF DIRECTORS AND QUALIFICATION OF

DIRECTORS. The Board of Directors shall consist of not less than three (3) nor more than eleven (11) Directors until changed by amendment of the Articles of Incorporation or by an amendment to this section of the Bylaws, duly adopted by a majority of the members of the Board of Directors. Each member of the board shall be required:

- (a) To pay the current dues of the organization annually. All Board members shall pay a due of \$100 dollars annually (school year); or provide in-kind donations of equivalent value; or conduct service hours of equivalent value;
- (b) To attend three-quarters (3/4) of the meetings of the Board of Directors during the current school term;
- (c) To participate in the activities and affairs of the organization;
- (d) To have a direct connection to LINWOOD E HOWE ELEMENTARY SCHOOL (of the CULVER CITY Unified School District), such as a parent(s) or family of a child attending LINWOOD E HOWE ELEMENTARY SCHOOL during the current school year, residents and businesses who reside within the LINWOOD E HOWE ELEMENTARY SCHOOL service area, and or teachers, administrators, or students of LINWOOD E HOWE ELEMENTARY SCHOOL.

) to be amended 6/2010

Section 2.3 ELECTIONS. Every year, in a meeting of the Board of Directors, the Board of Directors shall hold elections for their officers and for one third of the positions on the Board.

Section 2.4 TERM LIMITATIONS. Except for the terms of the initial Directors, the term of office for each Director of this corporation shall be two (2) years. No director shall be allowed to serve more than two consecutive terms, subject to the following:

After serving two consecutive terms, Board members may be renominated by the same procedure applicable to new Board members. Board members so nominated must be reelected by a majority vote of the Board of Directors, each time they are renominated.

Except as otherwise provided in this Article, each Director shall hold office until the expiration of his or her term and until his or her successor is nominated, elected and qualified. With the exception of the initial slate of Directors, the terms of Directors shall not run concurrently and shall be staggered, with one-half (1/2) of the directors up for reelection.

Section 2.5 VACANCIES. Any vacancy or vacancies on the Board of Directors may be filled by a majority of the remaining directors then in office. New Board members shall serve for the remainder of the term of the Board member they replaced. At the end of that term, they will stand for reelection. If reelected, they are entitled to serve two consecutive terms, and thereafter to be renominated pursuant to Section 2.4.

- (a) Subject to the prohibition of Section 5226 of the California Nonprofit Corporation Law that the sole remaining Director may not resign except upon notice to the Attorney General, the Director may resign effective upon giving written notice to the Chairman of the Board, the President, the Corporate Secretary or the Board of Directors unless the notice specifies a later time the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be elected before such time, to take office when the resignation becomes effective;

(b) The Board of Directors may declare vacant the office of a Director who has been declared of unsound mind by a final order of court, convicted of a felony or found by a final order of judgment of any court to have breached any duty arising under Sections 5210 through the 5260 of the California-Nonprofit Corporation Law. Any reduction of the number of Directors authorized in these Bylaws shall not have the effect of removing any Director prior to the expiration of the Director's term of office;

Section 2.6 MEETING OF THE BOARD OF DIRECTORS. Annual, regular and special meetings of the Board of Directors shall be held at the principal office of the organization unless otherwise provided for by the Board of Directors. Meetings of the Board of Directors shall be held at such time as shall be determined by the Board of Directors. If such a meeting is not fixed by the By-Laws and designated at a regular time, then written notice of the time and place of the meeting must be sent to all of the directors prior to such a meeting. Special meetings of the Board of Directors may be requested at any time by any officer of the Board.

Section 2.7 QUORUM. A majority of the authorized number of directors shall constitute a quorum for the transaction of business, except to adjourn a meeting. Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board of Directors, unless a greater number is required, as in the approval of an amendment to the By-Laws or the removal of a Director or Officer.

Section 2.8 ACTION WITHOUT MEETING. Notwithstanding any other provision of these By-Laws, any action required or permitted to be taken by the Board may be taken without a meeting of the Board of Directors, if all members of the Board shall individually or collectively consent in writing to such action. Such written consent or consents shall be filed with the minutes of the proceedings of the Board. Such action by written consent shall have the same force and effect as a unanimous vote of such directors.

Section 2.9 REMOVAL AND RESIGNATION.

(a) Any member of the Board of Directors can be removed by three-fourths (3/4) of the Board of Directors. Cause of such action shall include, but not be limited to:

- i. Actions taken which are injurious to the integrity, reputation or prestige of the organization;
- ii. Failure to pay dues, as proscribed in Section 2.2(a), hereof;
- iii. Failure to attend at least three-quarters of the meetings of the Board of Directors, as proscribed in Section 2.2(b), hereof.

(b) Any director may resign at any time by giving written notice to the Board of Directors or to the President. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein; and, unless

otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 2.10 INTERESTED PERSONS. Not more than one-third (1/3) the persons serving on the Board of Directors shall be "interested persons" which for the purpose of this Section, shall mean: (i) any person currently being compensated by this corporation for services rendered to it within the previous 12 months, whether as a full or part-time employee, independent contractor or otherwise excluding any reasonable compensation paid by a Director as a Director; and/or (ii) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law or father-in-law of any such person.

Section 2.11 MEETING BY CONFERENCE TELEPHONE. Members of the Board of Directors may participate in a meeting through use of conference telephone or similar communication equipment, so long as all members participating in such meeting can hear one another. Participation in a meeting through video or telephonic means constitutes presence in persons at such meeting.

Section 2.12 COMPENSATION. The Board of Directors and all officers of this corporation shall serve without compensation.

Section 2.13 COMMITTEES. The Board of Directors may, by resolution adopted by a majority of the number of Directors then in office, provided that a quorum is present, create one or more committees, each consisting of at least one (1) or more Directors, and delegate to such committees any of the authority of the Board, except with respect to:

- (i) Approval of any action for which the California Nonprofit Corporation Law also requires approval of the Members or approval of a majority of all Members;
- (ii) Filling of vacancies on the Board or any committee;
- (iii) Fixing compensation of the Directors for serving on the Board or on any committee;
- (iv) Amendment or repeal of these Bylaws or the adoption of new bylaws;
- (v) Amendment or repeal of any resolution of the Board which by its express terms is not so amendable or repealable;
- (vi) Appointment of other committee of the Board of the members thereof;
- (vii) Expenditures of corporate funds to support a nominee for Director after there are more people nominated for Director than can be elected; or,
- (viii) Approval of any self-dealing transaction within the meaning of Section 5233(a) of the California Nonprofit Corporation Law, except as provided in Section 5233(d)(3) of the California Nonprofit Corporation Law.

ARTICLE III OFFICERS

Section 3.1 OFFICERS. The Officers of this corporation shall be chosen by a majority vote of the Board of Directors. The officers shall consist of the President, Vice Presidents, a Secretary and a Treasurer. No person can simultaneously hold more than one office.

Section 3.2 QUALIFICATIONS. Each officer of the organization shall have to comply with the requirements of membership in the Board of Directors, at any regular or special meeting of the Board.

(a) Cause of such action shall include, but not be limited to:

- i. Actions taken which are injurious to the integrity, reputation or prestige of the organization;
- ii. Failure to pay dues, as proscribed in Section 2.2(a) hereof;
- iii. Failure to attend at least three-quarters of the meetings of the Board of Directors, as proscribed in Section 2.2(b), hereof;
- iv. Failure to demonstrate a direct connection to the Linwood E Howe Elementary School, as proscribed in Section 2.2(d), hereof.

(b) Any officer may resign at any time by giving written notice to the Board of Directors or to the President. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 3.3 ELECTIONS. The officers of the organization shall be chosen by a vote of the Board of Directors. Each will hold his/her office until he/she completes a term, resigns or is removed or otherwise disqualified to serve, or his/her successor is elected and qualified.

Section 3.4 VACANCIES. A vacancy in any office because of death, resignation, removal, disqualification or any other cause shall be filled in the same manner in which the office in question is normally filled, at the earliest time possible.

Section 3.5 PRESIDENT. The President shall be the chief executive officer of the organization and shall, subject to the control of the Board of Directors, supervise and direct the officers and staff of the organization. He/she shall preside at all meetings of the members and at all meetings of the Board of Directors, except in those cases where an alternate is designated to chair, either temporarily or permanently, a meeting of the members of the Board of Directors. He/she shall be an ex officio member of all the standing committees. The President shall cause minutes to be recorded in every meeting of the Board of Directors, and shall cause those minutes to be distributed to the members of the Board of Directors.

Section 3.6 VICE-PRESIDENT.

- (a) The Vice-Presidents shall have such other powers and perform such duties as from time to time may be prescribed for them respectively by the Board of Directors or by amendment to the By-Laws.
- (b) In the absence or disability of the President, the First Vice-President shall perform all the duties of the President, and when so acting shall have all the powers of the President, in accordance with these By-Laws, until such time as an election can be held or the President returns to perform the duties of the office, as per the provisions of Section 3.3, hereof.

Section 3.7 SECRETARY. The Secretary shall keep or cause to be kept a book of minutes of all meetings and actions by written consent of the Board of Directors and committees of the Board of Directors. The minutes of each meeting shall state the time and place that the meeting was held and such other information as shall be necessary to determine whether the meeting was held in accordance with law and these By-Laws, and the actions taken thereat. The Secretary shall keep or cause to be kept at the organization/s principal office a record of the directors and officers of the organization, giving their names, addresses and telephone numbers. The Secretary shall give, or cause to be given, notice of all meetings of the Board of Directors and the committees required to be given under law or these By-Laws and shall have other powers and perform any other duties that are prescribed by the Board of Directors.

Section 3.8 TREASURER.

- (a) The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the properties and business transactions of the organization, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, and surplus. The books of account shall at all reasonable times, be open to inspection by any director. He/she shall present, when so requested, a financial statement to the Board of Directors and shall also be responsible for the maintenance of such financial books and records as conform with the requirements of California law and the policies and procedures of standard accounting practices.
- (b) The Treasurer shall deposit all monies and other valuables in the name and to the credit of the organization with such depositories as may be designated by the Board of Directors. He/she shall disburse the funds of the organization as may be ordered by the Board of Directors, by the President, or as he/she deems appropriate (in the absence of instructions from the directors, or the President) and shall render to the President and directors, whenever they request it, an account of all of his/her transactions as Treasurer and of the financial condition of the organization, and shall have such powers and perform such other duties as may be prescribed by the Board of Directors or the By-Laws.

- (c) The Treasurer shall prepare a financial report. If deemed necessary and appropriate by the Board of Directors, then the Treasurer shall, in conjunction with the President, cause a certified public audit of the organization, and shall supervise such an audit.

ARTICLE IV INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES AND OTHER AGENTS

Section 4.1 INDEMNIFICATION.

- (a) A person who is, or was, a director, officer, employee or other agent of this organization who has been made a party to or defendant in any civil, criminal, administrative or investigative proceeding brought to judgment against the organization, or against such person by reason of the fact that person is, or was, an agent of the organization, shall be entitled to have paid on that person's behalf all reasonable fees paid or incurred in the defense of such action or incurred by the person in connection with such paid or incurred by the person in connection with such proceeding, where such person was acting in good faith for the benefit of the organization.
- (b) If such person either settles any such claim or sustains judgments, fines, settlements and other amounts reasonably incurred in connection with such proceedings shall be provided by this corporation but only to the extent allowed by, and in accordance with, the requirements of the California Nonprofit Corporation Law.

Section 4.2 FIDUCIARIES, TRUSTEES OR PERSONS OPERATING WITHOUT WRITTEN CONSENT. This Article IV does not apply to any proceeding against any trustee, investment manager, fiduciary or any trust fund of the organization (including an employee benefit plan), or any person acting on behalf of the organization without the written consent of the organization, in that person's capacity as such, even though that person may also be an agent of the organization as defined in Section 4.1 of this Article.

Section 4.3 INSURANCE. The Board of Directors may adopt resolutions authorizing the purchase and maintenance of insurance on behalf of any agent of the corporation against any liability asserted against or incurred by the agent in such capacity arising out of the agent's status as such, whether or not this organization would have the power to indemnify the agent against that liability under the provisions of this Article.

ARTICLE V MISCELLANEOUS

Section 5.1 CONFLICT WITH STATE LAW. All provisions of these By-Laws shall be construed in accordance with the laws of the State of California. In the event of uncertainty, ambiguity, or inconsistency contained in these By-Laws, the laws of the State of California, as they exist now or may hereafter be amended, shall control the interpretation, reconciliation or ascertainment of the effect of the provisions contained herein.

Section 5.2 AMENDMENT OF THE BY-LAWS. Any director may propose an amendment shall require an affirmative vote of a majority of the Board of Directors shall the effect of approval of an amendment to the By-Laws.

Section 5.3 DISSOLUTION OF ASSETS. Should the Corporation cease to exist, any net assets shall be donated to Linwood E Howe Elementary School or Culver City Unified School District.

CERTIFICATE OF SECRETARY

The undersigned, _____, hereby certifies that:

(1) The undersigned is the duly elected and acting Corporate Secretary of LINWOOD E HOWE ELEMENTARY SCHOOL BOOSTER CLUB, a California Nonprofit corporation;

(2) Attached hereto is a complete and correct copy of the Bylaws of such corporation as adopted as of _____ 2009, and which have not been amended or modified since such date.

IN WITNESS WHEREBY, the undersigned has executed this Certificate of Secretary on _____, 2009.

Corporate Secretary

**SCHOOL SUPPORT GROUP/NONPROFIT ORGANIZATION
DIRECTORS & OFFICERS LIABILITY INSURANCE POLICY**

MEMORANDUM OF INSURANCE

Master Policy Number: NDF91104687

Memorandum Number: NPODO0012929

Issuing Company:
Fireman's Fund Insurance Company
777 San Marin Drive
Novato, California 94998-2000
Nationwide Claims: 1-800-567-2685

National Program Administrator:
R.V. Nuccio & Associates Insurance Brokers, Inc.
10148 Riverside Drive
Toluca Lake, CA 91602
Nationwide: 1-800-567-2685

01. MEMORANDUM HOLDER NAME AND ADDRESS (MEMORANDUM HOLDER MEANS NAMED INSURED)

- a. Memorandum Holder: Linwood Howe Boosters, Inc.
- b. Street Address: 4100 Irving Place
- c. City: Culver City
- d. State: CA
- e. Zip Code: 90232

02. MEMORANDUM HOLDER MAILING ADDRESS (IF DIFFERENT THAN ABOVE)

- a. Street Address:
- b. City:
- c. State:
- d. Zip Code:

03. COVERAGE PERIOD

Inception Date 4/26/2010 12:01A.M. to Expiration Date 4/26/2011 12:01A.M. Standard Time at the Named Insured's address as stated above.

04. BUSINESS TYPE

PTA PTO Booster Club Educational Foundation Nonprofit Organization

05. COVERAGE

	LIMIT OF INSURANCE	RETENTION	PREMIUM
a. DIRECTORS & OFFICERS LIABILITY			\$ 24.75
01. Each Occurrence	\$ 1,000,000	\$ 250	
02. Annual Aggregate	\$ 1,000,000	\$	
b. EMPLOYMENT PRACTICES LIABILITY	\$	\$ 250	

State Guarantee Fund \$ 0.00

06. TOTAL PREMIUM Due At Inception

\$ 24.75

07. FORMS AND ENDORSEMENTS ATTACHED AT INCEPTION

Date Issued: 04/25/2010
Form Number: NPOUWS001

By 

Robert V. Nuccio

3/20/2008
NPOUWS001

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**SCHOOL SUPPORT GROUP/NONPROFIT ORGANIZATION
COMMERCIAL PACKAGE INSURANCE POLICY**

MEMORANDUM OF INSURANCE

Master Policy Number: **MXG 07326202**

Memorandum Number: **NANPO0012927**

Issuing Company:
Fireman's Fund Insurance Company
777 San Marin Drive
Novato, California 94998-2000
Nationwide Claims: 1-800-567-2685

National Program Administrator:
R.V. Nuccio & Associates Insurance Brokers, Inc.
10148 Riverside Drive
Toluca Lake, CA 91602
Nationwide: 1-800-567-2685

01. MEMORANDUM HOLDER NAME AND ADDRESS (MEMORANDUM HOLDER MEANS NAMED INSURED)

- a. Memorandum Holder: **Linwood Howe Boosters, Inc.**
- b. Street Address: **4100 Irving Place**
- c. City: **Culver City**
- d. State: **CA**
- e. Zip Code: **90232**

02. MEMORANDUM HOLDER MAILING ADDRESS (IF DIFFERENT THAN ABOVE)

- a. Street Address:
- b. City:
- c. State:
- d. Zip Code:

03. COVERAGE PERIOD

Inception Date **4/26/2010 12:01A.M.** to Expiration Date **4/26/2011 12:01A.M.** Standard Time at the Named Insured's address as stated above.

04. BUSINESS TYPE

- PTA PTO **Booster Club** Educational Foundation Nonprofit Organization

05. COVERAGE PART

	LIMIT OF INSURANCE	DEDUCTIBLE	PREMIUM
a. INLAND MARINE PROPERTY COVERAGE PART			\$ 0.00
Business Personal Property/Equipment	\$ 0	\$	
b. INLAND MARINE CRIME COVERAGE PART			\$ 0.00
(01) Employee Dishonesty	\$ 0	\$	
(02) Forgery Or Alteration	\$ 0	\$	
(03) Theft, Disappearance And Destruction Of Money			
(a) Inside The Premises	\$ 0	\$	
(b) Outside The Premises	\$ 0	\$	
c. GENERAL AND AUTOMOBILE LIABILITY COVERAGE PART			\$ 45.00
(01) General Aggregate	\$ 2,000,000	\$ 0	
(02) Products/Completed Operations Aggregate	\$ 2,000,000		
(03) Personal And Advertising Injury	\$ 1,000,000		
(04) Each Occurrence	\$ 1,000,000		
(05) Damage To Premises Rented To You	\$ 100,000		
(06) Medical Expense	\$ 5,000		
(07) Non-Owned And Hired Automobiles	\$ 0		

State Guarantee Fund \$ 0.00

06. TOTAL PREMIUM Due At Inception

\$ 45.00

07. FORMS AND ENDORSEMENTS ATTACHED AT INCEPTION

Date Issued: **04/25/2010**
Form Number: **NPOUWS001**

By 

Robert V. Nuccio

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/25/2010

PRODUCER R.V. Nuccio & Associates, Inc. 10148 Riverside Drive Toluca Lake, CA 91602	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Linwood Howe Boosters, Inc. 4100 Irving Place Culver City, CA 90232	INSURER A: Firemans Fund Insurance Company	21873
	INSURER B: AIG Group Insurance Trust	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/>	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	MXG 07326202 SSG030764	4/26/2010	4/26/2011	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EAACCIDENT \$ OTHER THAN AUTO ONLY: EAACC \$ AGG \$
		EXCESSUMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B		OTHER Directors & Officers	NDF91104687	4/26/2010	4/26/2011	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER 	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
	AUTHORIZED REPRESENTATIVE Robert V. Nuccio <i>Robert V. Nuccio</i>

BOARD REPORT

07/13/10

14.3e

14.3e Approval of AB1200 Public Disclosure – Financial Impact of 2010-11 and 2011-12 Agreement Between Culver City Unified School District (CCUSD) and Association of Classified Employees (ACE)

In accordance with AB1200, the District has completed a Public Disclosure of Collective Bargaining Agreement Form showing the financial impact of the agreement between CCUSD and ACE, a copy of which is attached for the Board's information, review and approval.

RECOMMENDED MOTION: That the Board of Education approve the AB1200 Public Disclosure of Collective Bargaining Agreement.

Moved by:

Seconded by:

Vote:

**Los Angeles County Office of Education
Division of Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/1991), GC 3540.2(a), GC 3547.5, and CCR, Title V, Section 15449**

Name of School District: Culver City Unified School District
 Name of Bargaining Unit: Association of Classified Employees
 Certificated, Classified, Other: Classified

The proposed agreement covers the period beginning: July 1, 2009 and ending: June 30, 2010
 (date) (date)

The Governing Board will act upon this agreement on: July 13, 2010
 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Compensation All Funds - Combined	Annual Cost Prior to Proposed Agreement (Current Budget)	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		FY 2010-11	FY 2011-12	FY 2012-13
1. Salary Schedule Including Step and Column	\$ 9,221,913	\$ (195,471)	\$ 195,471	\$ 195,471
		-2.12%	2.17%	2.12%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ -	\$ -	\$ -	\$ -
Description of Other Compensation				
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 2,165,122	\$ (45,897)	\$ 45,897	\$ 45,897
		-2.120%	2.17%	2.12%
4. Health/Welfare Plans	\$ 3,511,257	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%
5. Total Compensation Add Items 1 through 4 to equal 5	\$ 14,898,292	\$ (241,368)	\$ 241,368	\$ 241,368
		-1.620%	1.65%	1.62%
6. Total Number of Represented Employees (Use FTEs if appropriate)	242.88			
7. Total Compensation Average Cost per Employee	\$ 61,340	\$ (994)	\$ 994	\$ 994
		-1.620%	1.65%	1.62%

Culver City Unified School District
Association of Classified Employees

8. What was the negotiated percentage increase? For example, if the increase in "Year 1" was for less than a year, what is the annualized percentage of that increase for "Year 1"?

The agreement is to reduce the work schedule by five days for one year only in fiscal year 2010-11.

9. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

This agreement shall become effective on the 1st day of July, 2009. The furlough days are for one year only and work days return to normal in fiscal year 2011-12.

11. Does this bargaining unit have a negotiated cap for Health and Welfare Yes No

If yes, please describe the cap amount.

District Cap: Single Party \$3,455.97, Two Party \$6911.94, Family \$8985.48.

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Due to five furlough days in fiscal year 2010-11, the staff development days will be reduced by two days.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

Due to five furlough days the instructional school days will be reduced by three days to 177 days.

Culver City Unified School District
Association of Classified Employees

D. What contingency language is included in the proposed agreement (i.e., reopeners, etc.)?

This agreement shall become effective on the 1st day of July, 2009 unless otherwise specifically stated herein, and shall remain in full force and effect until June 30, 2012. The current agreement remains open on Article 29: Evaluation and a new article on discipline. The parties may reopen negotiations for the 2010-2011 and 2011-2012 school years on Article 31: Health and Welfare, and Article 32: Wages, and two (2) articles selected by each party.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

No

F. Source of Funding for Proposed Agreement:

1. Current Year

This agreement represents cost savings and the board adopted budget for fiscal year 2010-11 reflects the savings.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (e.g., what will allow the district to afford this contract)?

Savings are for one year only and are reflected in the board adopted budget for fiscal year 2010-11. In the multiyear projections the five furlough days cost savings are added back as expenditures in subsequent years.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

This is a multiyear agreement with five furlough days in fiscal year 2010-11, and reopeners on Wages & Health and Welfare.

K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2(a) and 3547.5, the Superintendent and Chief Business Official of the Culver City Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2009 to June 30, 2010.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:

Revenues/Other Financing Sources
 Expenditures/Other Financing Uses
 Ending Balance(s) Increase/(Decrease)

Budget Adjustment Increase/(Decrease)

\$	-
\$	-
\$	-

Subsequent Years

Budget Adjustment Categories:

Revenues/Other Financing Sources
 Expenditures/Other Financing Uses
 Ending Balance(s) Increase/(Decrease)

Budget Adjustment Increase/(Decrease)

\$	-
\$	-
\$	-

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

I hereby certify I am unable to certify

Patricia W. Jaffe
 District Superintendent
 (Signature)

7/1/2010
 Date

I hereby certify I am unable to certify

[Signature]
 Chief Business Official
 (Signature)

7/1/2010
 Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

L. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Culver City Unified School District

District Name

District Superintendent
(Signature)

Date

Ali Delawalla, Assistant Superintendent - Business Services

Contact Person

310-842-4220 x4217

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on July 13, 2010, took action to approve the proposed agreement with the Association of Classified Employees Bargaining Unit(s).

President (or Clerk), Governing Board
(Signature)

Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

BOARD REPORT

**07/13/10
14.3f**

14.3f Approval of AB1200 Public Disclosure – Financial Impact of 2010-11 and 2011-12 Agreement Between Culver City Unified School District (CCUSD) and Culver City Federation of Teachers (CCFT)

In accordance with AB1200, the District has completed a Public Disclosure of Collective Bargaining Agreement Form showing the financial impact of the agreement between CCUSD and CCFT, a copy of which is attached for the Board's information, review and approval.

RECOMMENDED MOTION: That the Board of Education approve the AB1200 Public Disclosure of Collective Bargaining Agreement.

Moved by:

Seconded by:

Vote:

**Los Angeles County Office of Education
Division of Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/1991), GC 3540.2(a), GC 3547.5, and CCR, Title V, Section 15449**

Name of School District: Culver City Unified School District
 Name of Bargaining Unit: Culver City Federation of Teachers
 Certificated, Classified, Other: Certificated

The proposed agreement covers the period beginning: July 1, 2009 and ending: June 30, 2010
 (date) (date)

The Governing Board will act upon this agreement on: July 13, 2010
 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Compensation All Funds - Combined	Annual Cost Prior to Proposed Agreement (Current Budget)	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		FY 2010-11	FY 2011-12	FY 2012-13
1. Salary Schedule Including Step and Column	\$ 21,847,738	\$ (576,388)	\$ 576,388	\$ 576,388
		-2.64%	2.71%	2.64%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ -	\$ -	\$ -	\$ -
Description of Other Compensation				
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 3,162,795	\$ (83,441)	\$ 83,441	\$ 83,441
		-2.638%	2.71%	2.64%
4. Health/Welfare Plans	\$ 2,242,335	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%
5. Total Compensation Add Items 1 through 4 to equal 5	\$ 27,252,868	\$ (659,829)	\$ 659,829	\$ 659,829
		-2.421%	2.48%	2.42%
6. Total Number of Represented Employees (Use FTEs if appropriate)	334.94			
7. Total Compensation Average Cost per Employee	\$ 81,366	\$ (1,970)	\$ 1,970	\$ 1,970
		-2.421%	2.48%	2.42%

Culver City Unified School District
Culver City Federation of Teachers

8. What was the negotiated percentage increase? For example, if the increase in "Year 1" was for less than a year, what is the annualized percentage of that increase for "Year 1"?

The agreement is to reduce the work schedule by five days for one year only in fiscal year 2010-11.

9. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

This agreement shall become effective on the 1st day of July, 2009. The furlough days are for one year only and work days return to normal in fiscal year 2011-12.

11. Does this bargaining unit have a negotiated cap for Health and Welfare Yes No

If yes, please describe the cap amount.

District Cap: Single Party \$3,455.97, Two Party \$6911.94, Family \$8985.48.

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Due to five furlough days in fiscal year 2010-11, the staff development days will be reduced by two days.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

Due to five furlough days the instructional school days will be reduced by three days to 177 days.

Culver City Unified School District
Culver City Federation of Teachers

D. What contingency language is included in the proposed agreement (i.e., reopeners, etc.)?

This agreement shall become effective on the 1st day of July, 2009 unless otherwise specifically stated herein, and shall remain in full force and effect until June 30, 2012. The parties may reopen negotiations for the 2010-2011 and 2011-2012 school years on Article 31: Health and Welfare, and Article 32: Wages, and two (2) articles selected by each party.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

No

F. Source of Funding for Proposed Agreement:

1. Current Year

This agreement represents cost savings and the board adopted budget for fiscal year 2010-11 reflects the savings.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (e.g., what will allow the district to afford this contract)?

Savings are for one year only and are reflected in the board adopted budget for fiscal year 2010-11. In the multiyear projections the five furlough days cost savings are added back as expenditures in subsequent years.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

This is a multiyear agreement with five furlough days in fiscal year 2010-11, and reopeners on Wages & Health and Welfare.

K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2(a) and 3547.5, the Superintendent and Chief Business Official of the Culver City Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2009 to June 30, 2010.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:

Revenues/Other Financing Sources
Expenditures/Other Financing Uses
Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	-
\$	-

Subsequent Years

Budget Adjustment Categories:

Revenues/Other Financing Sources
Expenditures/Other Financing Uses
Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	-
\$	-

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

I hereby certify I am unable to certify

Patricia W. [Signature]
District Superintendent
(Signature)

7/1/2010
Date

I hereby certify I am unable to certify

[Signature]
Chief Business Official
(Signature)

7/1/2010
Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

L. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Culver City Unified School District

District Name

District Superintendent

(Signature)

Date

Ali Delawalla, Assistant Superintendent - Business Services

Contact Person

310-842-4220 x4217

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on July 13, 2010, took action to approve the proposed agreement with the Culver City Federation of Teachers Bargaining Unit(s).

President (or Clerk), Governing Board

(Signature)

Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

BOARD REPORT

**07/13/10
14.3g**

14.3g Approval of AB1200 Public Disclosure - Financial Impact of 2010-11 and 2011-12 Agreement between Culver City Unified School District (CCUSD) and Management Association of Culver City Schools (MACCS)

In accordance with AB1200, the District has completed a Public Disclosure of Collective Bargaining Agreement form showing the financial impact of the agreement between CCUSD and MACCS, a copy of which is attached for the Board's information, review and approval.

RECOMMENDED MOTION: That the Board of Education approve the AB1200 Public Disclosure of Collective Bargaining Agreement.

Moved by:

Seconded by:

Vote:

**Los Angeles County Office of Education
Division of Business Advisory Services**

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT

in accordance with AB 1200 (Chapter 1213/1991), GC 3540.2(a), GC 3547.5, and CCR, Title V, Section 15449

Name of School District: Culver City Unified School District
 Name of Bargaining Unit: Management, Supervisory and Confidential (MACCS)
 Certificated, Classified, Other: Certificated & Classified

The proposed agreement covers the period beginning: July 1, 2009 and ending: June 30, 2010
 (date) (date)

The Governing Board will act upon this agreement on: July 13, 2010
 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Compensation All Funds - Combined	Annual Cost Prior to Proposed Agreement (Current Budget)	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		FY 2010-11	FY 2011-12	FY 2012-13
1. Salary Schedule Including Step and Column	\$ 4,782,787	\$ (119,399)	\$ 112,399	\$ 112,899
		-2.50%	2.41%	2.35%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ -	\$ -	\$ -	\$ -
Description of Other Compensation				
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 842,595	\$ (21,035)	\$ 19,802	\$ 19,802
		-2.496%	2.41%	2.35%
4. Health/Welfare Plans	\$ 447,774	\$ -	\$ -	\$ -
		0.00%	0.00%	0.00%
5. Total Compensation Add Items 1 through 4 to equal 5	\$ 6,073,156	\$ (140,434)	\$ 132,201	\$ 132,201
		-2.312%	2.23%	2.18%
6. Total Number of Represented Employees (Use FTEs if appropriate)	54.00			
7. Total Compensation <u>Average</u> -Cost per Employee	\$ 112,466	\$ (2,601)	\$ 2,448	\$ 2,448
		-2.312%	2.23%	2.18%

Culver City Unified School District
Management, Supervisory and Confidential (MACCS)

8. What was the negotiated percentage increase? For example, if the increase in "Year 1" was for less than a year, what is the annualized percentage of that increase for "Year 1"?

This agreement is to reduce the work schedule of each unit member by five days except the following members' work schedules will be reduced by six days: Superintendent, Assistant Superintendents and all other certificated administrators who work 225 days.

9. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

This agreement shall become effective on the 1st day of July, 2009. The furlough days are for one year only and work days return to normal in fiscal year 2011-12.

11. Does this bargaining unit have a negotiated cap for Health and Welfare Yes No

If yes, please describe the cap amount.

District Cap: Single Party \$3,455.97, Two Party \$6911.94, Family \$8985.48.

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Due to five furlough days in fiscal year 2010-11, the staff development days will be reduced by two days.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

Due to five furlough days the instructional school days will be reduced by three days to 177 days.

Culver City Unified School District
Management, Supervisory and Confidential (MACCS)

D. What contingency language is included in the proposed agreement (i.e., reopeners, etc.)?

This agreement shall become effective on the 1st day of July, 2009 unless otherwise specifically stated herein, and shall remain in full force and effect until June 30, 2011.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

No

F. Source of Funding for Proposed Agreement:

1. Current Year

This agreement represents cost savings and the board adopted budget for fiscal year 2010-11 reflects the savings.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (e.g., what will allow the district to afford this contract)?

Savings are for one year only and are reflected in board adopted budget for fiscal year 2010-11. In the multiyear projections the five furlough days cost savings are added back as expenditures in subsequent years.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

This is a multiyear agreement with five furlough days in fiscal year 2010-11.

K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2(a) and 3547.5, the Superintendent and Chief Business Official of the Culver City Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2009 to June 30, 2010.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:

Revenues/Other Financing Sources
 Expenditures/Other Financing Uses
 Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	-
\$	-

Subsequent Years

Budget Adjustment Categories:

Revenues/Other Financing Sources
 Expenditures/Other Financing Uses
 Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	-
\$	-

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

I hereby certify I am unable to certify

Peter W. Joffe
 District Superintendent
 (Signature)

7/1/2010
 Date

I hereby certify I am unable to certify

[Signature]
 Chief Business Official
 (Signature)

7/1/2010
 Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

L. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Culver City Unified School District

District Name

District Superintendent

(Signature)

Ali Delawalla, Assistant Superintendent - Business Services

Contact Person

Date

310-842-4220 x4217

Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on July 13, 2010, took action to approve the proposed agreement with the Management, Supervisory and Confidential (MACCS) Bargaining Unit(s).

President (or Clerk), Governing Board

(Signature)

Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

BOARD REPORT

14.4a Approval is Recommended for Resolution #2-2010/2011 (HR), Regarding Layoff of Classified Vacant Position

It is necessary to take action to abolish one classified position for lack of work and/or lack of funds.

RECOMMENDED MOTION: It is recommended that the Board approve Resolution #2-2010/2011 (HR), authorizing the elimination of one classified vacant position.

Moved:

Seconded by:

Vote:

RESOLUTION #2-2010/2011 (HR), REGARDING LAYOFF OF CLASSIFIED VACANT POSITION

BE IT RESOLVED that the Governing Board of the Culver City Unified School District hereby determines that the following one (1) classified vacant position be abolished for lack of work and/or lack of funds.

<u>Position</u>	<u>No. Affected</u>	<u>Impact</u>
Clerk Typist III (Food Services) – 8 hours per day, 11 months per year	1	Eliminate

BE IT FURTHER RESOLVED by the Governing Board as follows:

1. That due to a lack of funds and/or lack of work, the number of classified employees and the amount of service rendered shall be reduced by layoff as specified above, pursuant to Education Code Section 45308.
2. That said layoff shall become effective on July 14, 2010, subject to negotiations to the extent required by law.

Adopted by the Governing Board of the Culver City Unified School District on July 13, 2010, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Clerk, Governing Board of the
Culver City Unified School District

7/13/10
14.4b

Board Report

14.4b

Approval is Recommended For Revised Job Description – Director of Pupil Personnel Services

The District revised the job description to reflect current duties and responsibilities. A copy of which is attached.

RECOMMENDED MOTION: That the revised job description – Director of Pupil Personnel Services be approved as presented.

Moved by:

Seconded by:

Vote:

Culver City Unified School District

Director of Pupil Personnel Services

Description of Position

Under the direction and supervision of the Assistant Superintendent – Educational Services, the Director of Pupil Personnel Services provides leadership for planning and coordinating the District's ~~program for~~ **pupil services to include special education, counseling and psychological services, health services and child welfare and attendance services.** **The Director of Pupil Personnel Services coordinates the following procedures: attendance, permits, student discipline, Section 504, and summer enrollment.**

Major Duties and Responsibilities

- 1. Coordinate and maintain district enrollment and permit data.**
- 2. Coordinate ongoing enrollment for all school sites during the summer.**
- 3. Administer Inter-District and Intra-District transfers.**
- 4. Provide parents and/or students with various permits, declarations, applications, and affidavits.**
- 5. Assist with the implementation of laws related to student welfare and attendance.**
Coordinate various special education services including evaluation and placement process, budget monitoring and program development.
- 6. Serve as a resource person for Special Education and pupil personnel committees (i.e. discipline, due process, Administrative Hearings, permit appeals, SARB, etc.) by facilitating communications, preparing reports and compiling research.**
- 7. Oversee the work of special education teachers, psychologists, instructional assistants district nurses, health technicians, home and hospital teachers, social workers, and other personnel when assigned to render pupil personnel services.**
- 8. Coordinate district health services and ensure appropriate maintenance of health records. Supervise district research projects.**
- 9. Provide technical expertise to site administrators and attendance office staff on Special Education and Pupil Personnel services issues.**
- 10. Supervise pupil services including Child Welfare and Attendance and prepare various required reports related to pupil services.**
- 11. Develop and monitor pupil personnel services budget.**
Ensure compliance with SELPA, state and federal guidelines.
- 12. Implement and monitor regulations related to student records, student and parent rights and responsibilities, due process and fair hearings.**
- 13. Implement and monitor school attendance procedures.**
- 14. Assist the school sites with procedures and interventions to improve the attendance of students who are habitual truants or have irregular attendance.**
- 15. Coordinate and work with school site personnel on School Attendance Review Team (SART) and School Attendance Review Board (SARB) meetings.**
- 16. Coordinate SARB referrals from the school sites, review files for SARB hearings, and maintain SARB records and documentation.**

17. **Chair School Attendance Review Board 13, encompassing boundaries of Culver City and Beverly Hills.**
18. **Coordinate with the sites, the processing of truancy petitions.**
19. **Recommend referral of children and/or parents whose children are in violation of compulsory attendance laws.**
20. Implement and monitor student disciplinary procedures.
21. **Update the suspension/expulsion process and information for site administrators.**
22. **Guide, direct, and advise all site administrators on suspensions/expulsions and participate in critical discipline cases, including student suspension and expulsion cases.**
23. **Coordinate and chair expulsion hearings.**
24. Coordinate professional development activities for special education and pupil personnel services staff **related to child welfare and attendance and student discipline issues.**
25. **Attend meetings regarding pupil personnel services and child welfare and attendance functions.**
26. **Act as liaison with community agencies and organizations concerned with children and youth.**
27. **Facilitate the printing and distribution of the Annual Notification of Parent Rights and Responsibilities.**
28. **Assist in the development of Board policies and administrative regulations relating to child welfare and attendance, pupil services, and special education.**
29. **Serve as the district's foster student liaison (e.g. school transfer; proper transfer of credits, records and grades; transportation; meals) for the purpose of ensuring and facilitating proper school placement, enrollment and checkout.**
30. **Serve as the district's homeless student liaison (e.g. family identification; transportation needs; family insurance needs; academic needs; student information processes; family data; food service needs) for the purpose of addressing the immediate needs of homeless students to include school enrollment and access to services at all sites.**

Demonstrates Ability To

- **Communicate effectively in English and Spanish (preferred) both orally and in writing.**
- ~~Communicate effectively in oral and written form.~~
- Establish and maintain cooperative working relationships.
- Analyze complex problems and issues, and participate in the determination of alternative solutions and decisions.
- Provide leadership in coordination of pupil services and **oversee** special education.
- ~~Monitor Special Education caseloads to insure that required timelines are being met.~~
- Perform evaluations when necessary to maintain compliance, and offer crisis counseling as needed.
- **Work with students and adults in an advisory capacity.**
- **Exercise responsible judgment and individual initiative without necessity of close supervision.**
- **Be flexible and adapt to multiple work environments.**
- **Operate a personal computer and other office equipment.**
- **Respect confidential information.**
- ~~**Work cooperatively with others.**~~
- **Work with many interruptions.**

- **Meet schedules and timelines.**
- **Maintain records and prepare various reports, including confidential materials.**
- Other related duties as assigned.

Minimum Qualifications

- Masters Degree
- ~~Pupil Personnel Services Credential or Certificate~~
- Appropriate **Valid** California Administrative **Services** Credential

Desirable

- **Pupil Personnel Services Credential or Certificate**
- Successful experience as a **teacher, or school psychologist, or program specialist and/or special education teacher**
- Three (3) years experience in supervisory **an administrative** or district level position

WORKING CONDITIONS

ENVIRONMENT:

- **Office environment; subject to driving to conduct work; subject to constant interruptions.**

PHYSICAL ABILITIES

- **Dexterity of hands and fingers to operate a computer; office equipment and motor vehicle; sitting or standing for extended periods of time; driving from place to place; hearing and speaking to exchange information; vision to read documents.**

HAZARDS:

- **Exposure to potentially volatile and emotional students and parents/guardians.**

7/13/10
15.1a

BOARD REPORT

15.1a Board Committee Structure

The Board will continue the discussion on the CCUSD Proposed Committees and their structure. Suggestions made by Board member, Karlo Silbiger, will also be reviewed.

**CCUSD Proposed Committee Structure
Board Member Karlo Silbiger**

Number of Committees

We should begin with the 5 existing CCUSD committees or those that have been proposed at recent school board meetings:

- Anti-Bullying Committee
- Arts Committee (DCAT)
- Budget Committee (CBAC)
- Environmental Sustainability Committee
- Measure EE Parcel Tax Oversight Committee

Once these are successful, the board can consider adding additional committees if interest exists.

Committee Structure

Each committee should have the same membership structure in order to streamline the appointment process. I would suggest the following:

- 5 Community Representatives (1 appointed by each member of the board)
- 7 Parent Representatives (1 appointed by each PTA/PTSA)
- 2 Certificated Representatives, 1 elementary and 1 secondary (appointed by CCFT)
- 2 Classified Representatives (appointed by ACE)
- 1 Administrative Representative (appointed by MACCS)
- 3 Students Representatives, 1 CCMS, 1 CCHS, 1 CPHS (appointed by ASB)

Representatives would be appointed for 2 year terms (with the exception of the students who would have a 1 year term) and would be appointed to begin July 1st in even numbered years.

For the Measure EE Parcel Tax Oversight Committee, given their limited responsibility, it would probably make more sense for there just to be 10 community representatives.

Any member who misses 2 consecutive meetings or more than half in a 6 month period would automatically lose their seat. The appointing authority would then appoint a replacement to serve the remainder of the term.

Leadership

Each committee should select a Chair and Vice Chair from among their members at the first meeting after July 1st of each year. Those people would work with staff to prepare agendas and lead meetings.

The Superintendent should select one person to staff each committee. This administrator would not vote, but would provide support to the members.

The Board President should select two board members to act as board liaisons to each committee.

Meetings

Each committee will meet in the evening (no earlier than 6:00 start time) one day per month or as needed.