

BOARD MEETING NOTICE AND AGENDA
CULVER CITY UNIFIED SCHOOL DISTRICT
Special Meeting of the Board of Education to
“Conduct the District’s Business in Public”
OPEN SESSION – 5:00 p.m.

Culver City High School (Multi-Purpose Room)
4401 Elenda Street, Culver City, CA 90232

June 17, 2011

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

PRESENTATIONS AND PUBLIC COMMENTS

Persons wishing to address the Board on any item on the agenda will be granted three (3) minutes at the time the item appears on the agenda. 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.

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

1.2 Flag Salute

2. ADOPTION OF AGENDA

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

3. 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.

BOARD MEETING NOTICE AND AGENDA

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Vote _____

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- 3.1 Approval is Recommended for the Memorandum of Agreement Between Management Association of Culver City Schools (MACCS) and Culver City Unified School District (CCUSD)
- 3.2 Approval is Recommended for the 2011/2012 Agreement Between the Culver City Unified School District (CCUSD) and the Culver City Federation of Teachers (CCFT)
- 3.3 Approval is Recommended for the Certificated Personnel Reports No. 22
- 3.4 Approval is Recommended for the Classified Personnel Reports No. 22
- 3.5 Approval is Recommended for the Postponement of Administrative Hearing of Pupil Services Case #02-10-11

4. **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

**June 28 – 7:00 p.m. – Regular Board Meeting, (6:00 p.m. Closed Session) City Hall, Mike Balkman Chambers, 9770 Culver Blvd.
 July 12 – 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.

BOARD REPORT

3.1 Approval is Recommended for the Memorandum of Agreement Between Management Association of Culver City Schools (MACCS) and Culver City Unified School District (CCUSD)

The Management Association of Culver City Schools (MACCS) and the Culver City Unified School District (District) entered into a Memorandum of Agreement on June 16, 2011.

RECOMMENDED MOTION: That the Board approve Memorandum of Agreement Between Management Association of Culver City Schools (MACCS) and Culver City Unified School District (District).

Moved by:

Seconded by:

Vote:

Culver City Unified School District
CCUSD/MACCS
Memorandum of Understanding
June 13, 2011

REDUCED WORK YEAR

Reduce the work year for MACCS unit members by six (6) days for the 2011-2012 school year, with a commensurate proportionate reduction in salary.

SICK LEAVE BALANCES

Sick leave balance shall be communicated to MACCS members in an annual sick leave balance statement which shall be provided to the unit member at the beginning of each school year.

ARTICLE 32: WAGES

When pay is determined for furlough days for the 2011-2012 fiscal year, amounts will be extended to the hundredth cent.

RESTORATION

If there is an increase of at least \$100 in the estimated funded Base Revenue Limit (BRL) per unit of Average Daily Attendance (ADA) above the amount proposed in the Governor's May Revision to the K-12 State Budget for 2011-2012, one work day shall be added back to the work year. In consultation with the District an additional one work day shall be added for each \$100 increment above the amount of the BRL per unit of ADA proposed for 2011-2012. As used in this Memorandum BRL per ADA shall refer to the Culver City Unified School District's actual unrestricted ongoing funded base revenue limit per unit of ADA after all deficit factors have been applied minus any adjustments.

The comparison of actual funding to the Governor's Proposed May Revision to the K-12 State Budget for 2011-2012, shall be made after the April 2012 P-2 ADA reporting period. The parties to this Memorandum recognize that the above language anticipates that the state school finance system remains as proscribed in current law. If there are changes in the State school finance allocations, the parties agree to reopen this agreement for the purpose of amending this agreement to maintain to the extent reasonably possible the effect the parties anticipated in this memorandum.

CERTIFICATED EVALUATION

Certificated Management who has met the following criteria should be evaluated every three years:

- Has been employed in the district for at least 5 years.
- Has received previous evaluation rating which meets or exceeds standards in all areas.

Alamy Stephens
FOR THE MACCS

06/16/11
DATE

Patricia Joffe
FOR THE DISTRICT

6/16/11
DATE

BOARD REPORT

3.2 Approval is Recommended for the 2011/2012 Agreement Between the Culver City Unified School District (CCUSD) and the Culver City Federation of Teachers (CCFT)

Background Information

A Tentative Agreement between the Board of Education and the Culver City Federation of Teachers was signed on June 13, 2011.

A ratification vote of unit members was held on June 14, 2011. The vote was 181 favor; 26 opposed. It is now appropriate for the Governing Board of the Culver City Unified School District to approve this agreement.

RECOMMENDED MOTION: It is recommended that the Board of Education approve the 2011/2012 Agreement Between the Culver City Unified School District and the Culver City Federation of Teachers as presented.

Moved by:

Seconded by:

Vote:

Culver City Unified School District
CCUSD /CCFT Negotiations
Tentative Agreement
June 13, 2011

The Culver City Unified School District (District) and The Culver City Federation of Teachers (CCFT) have completed negotiations for the 2011-2012 school year and agree to maintain the provision of the current Collective Bargaining Agreement except as provided below:

Contract Changes

Article 3: Duration and Termination

Section A

This agreement shall become effective on 1st day July, 2011 unless otherwise specifically stated herein, and shall remain in full force and effect until June 30, 2012, and shall automatically renew itself for an additional year unless either party notifies the other by giving at least ninety (90) days, but not more than one hundred and twenty (120) days written notice in advance of the expiration date of its desire to modify or amend this agreement. The parties may reopen negotiations for the 2011-2012 school year on Article 31: Health and Welfare, and Article 32: Wages and two (2) articles selected by each party.

ARTICLE 25: HOURS OF WORK

Add new section J- Sick Leave Balance to state as follows:

Sick leave balance shall be communicated to unit members in an annual sick leave balance statement which shall be provided to the unit member at the beginning of each school year.

Memorandum of Understanding

District and CCFT agree to incorporate the following items in a Memorandum of Understanding for the 2011-2012 school year only.

REDUCED WORK YEAR

Reduce the work year for CCFT unit members by six (6) days for the 2011-2012 school year, with a commensurate proportionate reduction in salary. The parties will negotiate the calendar to reflect the reduced work year for the school year 2011-2012.

ARTICLE 23: EARLY RETIREMENT

The District will complete a feasibility analysis of an early retirement incentive program by January 15, 2012

ARTICLE 25: HOURS OF WORK

In order to provide additional elementary preparation time, the following minimum Wednesdays for elementary teachers will be for on site preparation time. An exception to this would be an emergency situation affecting students/student achievement as identified by the site administrator and leadership team. The elementary teachers will have the minimum Wednesday for planning and preparation:

September 21
October 19 *
November 16
December 7 (report card prep)
January 25
February 22
March 21
April 25
May 2 *

* Dates to extend Targeted Parent Conferences

ARTICLE 32: WAGES

When pay is determined for furlough days for the 2011-2012 fiscal year, amounts will be extended to the hundredth cent.

RESTORATION

If there is an increase of at least \$100 in the estimated funded Base Revenue Limit (BRL) per unit of Average Daily Attendance (ADA) above the amount proposed in the Governor's May Revision to the K-12 State Budget for 2011-2012, one work day shall be added back to the work year. In consultation with the District an additional one work day shall be added for each \$100 increment above the amount of the BRL per unit of ADA proposed for 2011-2012. As used in this Memorandum BRL per ADA shall refer to the Culver City Unified School District's actual unrestricted ongoing funded base revenue limit per unit of ADA after all deficit factors have been applied minus any adjustments.

The comparison of actual funding to the Governor's Proposed May Revision to the K-12 State Budget for 2011-2012, shall be made after the April 2012 P-2 ADA reporting period. The parties to this Memorandum recognize that the above language anticipates that the state school finance system remains as proscribed in current law. If there are changes in the State school finance allocations, the parties agree to reopen this agreement for the purpose of amending this agreement to maintain to the extent reasonably possible the effect the parties anticipated in this memorandum.

REOPENER

The District may reopen negotiations for the 2011-2012 school year on Article 32: Wages and Article 25: Hours of Work if there are any changes that negatively impact the District's federal and/or state revenue funding levels by a total of \$100 or more per unit ADA below the amounts projected in the Second Interim Report for 2010-11. Factors to be considered include, but are not limited to, the District's current funded base revenue limit, categorical funding, and applicable categorical provisions in the State Budget Act (SBA), declining enrollment trend, deficit factor, and State apportionment deferrals. It is the intention of the parties that if the District revenues decline by \$100 or more per student, the parties return to the bargaining table.

TERM

This Memorandum will terminate on June 30, 2012, unless extended by mutual written agreement of the parties. Unless restoration occurs earlier both salary schedule and the work year shall be fully restored.



FOR THE CCFT



FOR THE DISTRICT

6/13/11

DATE

6/13/11

DATE

BOARD REPORT

3.3 Financial Implication for Certificated Services Report No. 22

Total Fiscal Impact per Funding Source:

| | |
|------------------------------------|-------------|
| Educational Services Donations | \$ 210.00 |
| General Fund – Summer School | \$37,320.72 |
| Kids Summer Program – Adult School | \$ 1,565.20 |
| Title I | \$ 630.00 |
| Workability | \$ 2,377.20 |

BOARD REPORT

3.3 Certificated Personnel Services Report No. 22

I. Authorization and Ratification of Employment

A. Acting Summer School Principal, High School

Effective June 21, 2011 through July 28, 2011 at current month's salary

Funding Source: General Fund – Summer School

Total Cost: \$8,689.20

- 1. Farris, Dylan \$362.05 per day

B. Summer School Teachers – High School

Effective June 21, 2011 through July 28, 2011 at 50% of one month's salary

5.5 hours per day, 4 days per week, 12 total work days

Funding Source: General Fund – Summer School

Total Cost: \$3,929.04

- 1. Zager, Howard English 10 (1st session) \$327.42 per day

C. Summer School Teachers – High School

Effective June 21, 2011 through July 28, 2011 at 100% of one month's salary

5.5 hours per day, 4 days per week, 24 total work days

Funding Source: General Fund – Summer School

Total Cost: \$24,702.48

- 1. Long, Raymond Social Studies – Global Issues \$204.38 per day
- 2. Minguet, William Social Studies – World History \$296.84 per day
- 3. Owens, Andy Social Studies – U.S. History \$225.25 per day
- 4. Peters, Crystal Health \$302.80 per day

D. Summer School Substitute Teachers – Middle & High School

Effective June 21, 2011 through July 28, 2011 at \$100.00 per day, on –call, as needed

Funding Source: General Fund – Summer School

- 1. Azad, Mark
- 2. Baird, Pamela
- 3. Balogun, Tayo
- 4. Bark, Margaret
- 5. Caughey, Danielle
- 6. Checca, Charles
- 7. Devase, Jerome
- 8. Ford, Joseph
- 9. Glynn, Gavin
- 10. Gramajo, Sonia
- 11. Grossman, Allen
- 12. Huseby, Karen
- 13. Inouye, Nancy
- 14. Kaye, Nancy
- 15. Lamm, Catherine
- 16. Lewis, Sharon
- 17. Medina, Salvador
- 18. Peters, Kevin
- 19. Pogue, Brian
- 20. Reynolds, David
- 21. Touma, Marilu
- 22. Weinfeld, Judith
- 23. Young, Anana
- 24. Zager, Howard (available 2nd session)

BOARD REPORT

3.3 Certificated Personnel Services Report No. 22, Page 2

I. Authorization and Ratification of Employment - continued

E. Extra Assignment – La Ballona, Grade Level Planning
Effective June 20, 2011 through June 30, 2011 at \$35.00 per hour, not to exceed
6 hours per teacher
Funding Source: Title I
Total Cost: \$630.00

1. King, Monika
2. Proctor, Ira
3. Uyeda, Debby

F. Extra Assignment – High School, Transition Specialist to Monitor & Place Student Workers
Effective June 20, 2011 through August 12, 2011 at extended school year rate of pay, not to
exceed 10 days
Funding Source: Workability I
Total Cost: \$2,377.20

1. Phillips, Daniel \$237.72 per day

G. Extra Assignment – Middle School, Professional Development Summer School
Effective June 15, 2011 through June 21, 2011 at \$35.00 per hour, not to exceed
3 hours per teacher
Funding Source: Educational Services Donations
Total Cost: \$210.00

1. Choe, Mickey Math
2. Green-Bratton, Cathi ELD

II. Correction to Hours

1. Extra Assignment – Adult School Kids Summer Program Teachers
Previously approved on Board Report #17; 4/12/11
Effective June 27, 2011 through July 29, 2011 at \$39.13 per hour, not to exceed
40 hours per week
Funding Source: Kids Summer Program
Total Cost: \$1,565.20

1. Hernandez, Jose 40 hours per week

II. Leaves

1. Mann, Alison Personal Leave of Absence Without Pay
High School August 31, 2011 through June 22, 2012

BOARD REPORT

3.4 Financial Impact for Classified Personnel Services Report No. 22

Total Funding Fiscal Impact:

| | |
|----------------------|-----------------------------|
| Food Services Total: | \$12,544.40 |
| General Fund Total: | \$1,287.60 |
| | \$16.45 per hour, as needed |
| | \$8.00 per hour, as needed |
| Title I Total: | \$176.50 |

I. Authorization, Approval & Ratification of Employment

A. Food Services

- | | |
|-----------------------|--|
| 1. Food Service Staff | Funding Source: Food Services Fiscal Impact: \$12,544.40/assignment |
|-----------------------|--|

B. Instructional Assistants

- | | |
|--|---|
| 1. Instructional Assistant – Computer Lab | Funding Source: Title I Fiscal Impact: \$176.50/assignment |
|--|---|

C. Maintenance

- | | |
|-----------------------|--|
| 1. Substitute Drivers | Funding Source: General Fund Fiscal Impact: \$16.45/hour, as needed |
|-----------------------|--|

D. Coaches

- | | |
|----------------------|---|
| 1. Temporary Coaches | Funding Source: General Fund – Athletic Fiscal Impact: \$132.60/assignment |
|----------------------|---|

E. Stipend Assignments

- | | |
|---------------------------|--|
| 1. Graduation Supervision | Funding Source: General Fund – ASB Fiscal Impact: \$1,155.00/assignment |
|---------------------------|--|

F. Student Helpers

- | | |
|---------------------------------|--|
| 1. Student Helper – Workability | Funding Source: General – Special Education Fiscal Impact: \$8.00/hour, as needed |
|---------------------------------|--|

BOARD REPORT

3.4 Classified Personnel Services Report No. 22

I. Authorization, Approval & Ratification of Employment

A. Food Services

1. Ballard, Valerie
Food Service Assistant
Food Services – Summer School Assignment
Not to exceed 4 hours per day
Funding Source: Food Services
Effective June 21, 2011 through July 29, 2011
Range 6 – \$13.85 per hour

2. Martinez, Rita
Senior Food Service Assistant
Food Services – Summer School Assignment
Not to exceed 5 hours per day
Funding Source: Food Services
Effective June 21, 2011 through July 29, 2011
Range 6 – \$15.18 per hour

3. Valencia, Lidia
Senior Food Service Assistant
Food Services – Summer School Assignment
Not to exceed 5 hours per day
Funding Source: Food Services
Effective June 21, 2011 through July 29, 2011
Range 6 – \$15.18 per hour

4. Fernandez, Karen
Cook
Food Services – Summer School Assignment
Not to exceed 5 hours per day
Funding Source: Food Services
Effective June 21, 2011 through
August 31, 2011
Range 14 – \$16.88 per hour

5. Smith, Sonya
Cook
Food Services – Summer School Assignment
Not to exceed 5 hours per day
Funding Source: Food Services
Effective June 21, 2011 through
August 31, 2011
Range 14 – \$16.04 per hour

BOARD REPORT

3.4 Classified Personnel Services Report No. 22 – Page 2

I. Authorization, Approval & Ratification of Employment – continued

B. Instructional Assistants

1. Green, Shakeitha
Instructional Assistant – Computer Lab
La Ballona – Extra Assignment
Not to exceed 10 hours
Funding Source: Title I
Effective June 1, 2011 through July 30, 2011
Range 16 – \$17.65 per hour

C. Maintenance

1. Diaz, Mario
Substitute Driver
Maintenance, Operations & Transportation
Summer School
Not to exceed 4.5 hours per day
Funding Source: Special Ed Transportation
Effective June 21, 2011 through
August 31, 2011
Hourly, as needed – \$16.45 per hour
2. Drayson, David
Substitute Driver
Maintenance, Operations & Transportation
Summer School
Not to exceed 4.5 hours per day
Funding Source: Special Ed Transportation
Effective June 21, 2011 through
August 31, 2011
Hourly, as needed – \$16.45 per hour
3. Wheeler, Ken
Substitute Driver
Maintenance, Operations & Transportation
Summer School
Not to exceed 4.5 hours per day
Funding Source: Special Ed Transportation
Effective June 21, 2011 through
August 31, 2011
Hourly, as needed – \$16.45 per hour

BOARD REPORT

3.4 Classified Personnel Services Report No. 22 – Page 3

I. Authorization, Approval & Ratification of Employment – continued

D. Coaches

1. Covin, Govinda
Temporary Assistant Track Coach
High School – CIF Playoffs
Funding Source: General – Athletic Fund
Effective May 5, 2011 through May 21, 2011
Stipend of \$132.60

E. Stipend Assignments

1. Graduation Supervision
High School
Not to exceed 3.5 hours
Funding Source: General Fund – Associated Student Body
Effective June 17, 2011
Stipend of \$30.00 per hour
 - a. Fujisawa, Margaret
 - b. Garcia-Salas, Michele
 - c. Guinn, JoNellia
 - d. Heiner, Phyllis
 - e. Holland, Lynne
 - f. Jauregui, Sylvia
 - g. Lee, Jacqueline
 - h. Meza, Jose
 - i. Oviedo, Raul
 - j. Serra, Marion
 - k. Van Loo, Mary

F. Student Helpers

1. Forsythe, Justin
Student Helper – Workability
Location outside of district
Funding Source: General – Special Education
Effective June 14, 2011
Hourly, as needed – \$8.00 per hour
2. Lara, Nelson
Student Helper – Workability
Location outside of district
Funding Source: General – Special Education
Effective June 14, 2011
Hourly, as needed – \$8.00 per hour
3. Johnson, John
Student Helper – Workability
Location outside of district
Funding Source: General – Special Education
Effective June 16, 2011
Hourly, as needed – \$8.00 per hour

BOARD REPORT

3.4 Classified Personnel Services Report No. 22 – Page 4

II. Authorization, Approval & Ratification of Change of Assignments

1. Avalos, Imelda

Working Out of Classification:
From: Food Service Assistant
To: Senior Food Service Assistant
Food Services
Not to exceed 6.9 hours per day
Funding Source: Food Services
Effective June 1, 2011 through June 17, 2011
Range 10 – \$13.85 per hour

RECOMMENDED MOTION: That approval be granted for Classified Personnel Services Report No. 22

Moved by:

Seconded by:

Vote:

BOARD REPORT

6/17/11
3.5

3.5 Approval is Recommended for the Postponement of the Administrative Hearing of Pupil Services Case #02-10-11

Under AR 5144.1(n) the Board of Education may grant a postponement.

- a) The student is entitled to a hearing to determine whether the student should be expelled. The hearing shall be held within 30 school days after the principal or Superintendent or designee determines that one of the acts listed under "Grounds for Suspension and Expulsion" has occurred. (Education Code 48918(a))
- b) The student is entitled to one postponement of an expulsion hearing for a period of not more than 30 calendar days. The request for postponement shall be in writing.
- c) Any subsequent postponement may be granted at the Board of Education's discretion. (Education Code 48918(a))

The Superintendent recommends that the Administrative Hearing of Pupil Services Case #02-10-11, an 8th grade student at Culver City Middle School, be postponed until August 2011.

RECOMMENDED ACTION:

That the Board approve the recommendation that the Administrative Hearing of Pupil Services Case #02-10-11, an 8th grade student at Culver City Middle School, be postponed until August 2011.

Moved by:

Seconded by:

Vote: