

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

May 11, 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: Patricia Jaffe, Assistant Superintendent, Human Resources; Ali Delawalla, Interim Assistant Superintendent Business Services; and Myrna Rivera Coté, Ed.D. Superintendent
Employee Organizations: Culver City Federation of Teachers (CCFT); Association of Classified Employees (ACE); and Management Association of Culver City Schools (MACCS)

- 3.2 Public Employee Discipline/Dismissal/Release (Pursuant to GC §54947)
(5 Employees)
- 3.3 Anticipated Litigation (Pursuant to subdivision (b) of GC §54956.9)
(3 Potential Cases)
- 3.4 Public Appointment/Employment (Pursuant to GC §54947)
Certificated Personnel Services Report No. 19
Classified Personnel Services Report No. 19
- 3.5 Public Employee Performance Evaluation (Pursuant to GC § 54957)
 - a) Assistant Superintendent of Business Services
 - b) Assistant Superintendent of Educational Services
 - c) Superintendent

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 - April 22, 2010; and Minutes of Regular Meeting – April 27, 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. 19
- 9.5 Approval is Recommended for the Classified Personnel Reports No. 19
- 9.6 Approval is Recommended for CCHS Teacher Rachel Snyder to Participate in the Advanced Placement Readings in Fort Collins, Colorado, June 11-19, 2010
- 9.7 Approval is Recommended for CCHS Teacher Nancy Goldberg to Participate in the Advanced Placement Readings in Louisville, Kentucky, June 9-18, 2010
- 9.8 Approval is Recommended for CCHS Teacher Daniel Carter and the High School Debate Team's Participation in the State Speech and Debate Championships, Bakersfield, California, April 15-18, 2010
- 9.9 Acceptance of Compensation Report of the Members of the Board of Education

10. AWARDS, RECOGNITIONS AND PRESENTATIONS

- 10.1 Recognition of AVPA Music Students

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 Student Representatives' Report
- 11.5 Members of the Board of Education

12. INFORMATION ITEMS

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

- 12.1 Safe Routes to School Presentation
- 12.2 Revision to Culver City High School's Graduation Requirements
- 12.3 Student Permit Update

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 agenda item. Comments by the public will be limited to three (3) minutes per person and twenty (20) minutes per agenda item unless the Board, by majority vote, agrees to extend or reduce the time.

14.1 Superintendent's Items

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

Motion by _____ Seconded by _____ Vote _____

14.1b Approval is Recommended for a New Contract for the Position of Assistant Superintendent of Business Services

Motion by _____ Seconded by _____ Vote _____

14.1c Approval is Recommended for a Renewed Contract for the Position of Assistant Superintendent of Educational Services

Motion by _____ Seconded by _____ Vote _____

14.2 Education Services Items - None

14.3 Business Items

14.3a Approval is Recommended for the Rejection of Claim

Motion by _____ Seconded by _____ Vote _____

14.3b Approval is Recommended for Resolution #41/2009-2010 - Temporary Borrowing Between Funds

Motion by _____ Seconded by _____ Vote _____

14.4 Personnel Items

14.4a Second Reading and Adoption of Revised Board Policy/Administrative Regulation 4127/4227/4327, Temporary Athletic Team Coaches

Motion by _____ Seconded by _____ Vote _____

14.4b Second Reading and Adoption of Revised Board Policy/Administrative Regulation 1240, Volunteer Assistance

Motion by _____ Seconded by _____ Vote _____

14.4c Approval is Recommended for Resolution #40-2009/2010 (HR),
Regarding Layoff of Classified Personnel

Motion by _____ Seconded by _____ Vote _____

15. **BOARD BUSINESS - None**

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

May 25 – 7:00 p.m. – Regular Public Meeting, (6:00 p.m. Closed Session), District Office, 4034 Irving Place
June 8 – 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: Special Meeting Date: April 22, 2010
Place: District Administration Office Time: 6:30 p.m. – Public Meeting
4034 Irving Place
Culver City 90232

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 6:30 p.m. with four Board members in attendance. Mr. Zeidman arrived at 6:40 p.m. Todd Johnson led the Pledge of Allegiance.

2. Adoption of Agenda

It was moved by Ms. Siever and seconded by Mr. Silbiger to adopt the April 22, 2010 agenda as presented. The motion was approved with a vote of 4 - Ayes and 0 - Nays.

BOARD WORKSHOP

3. "Going Green" in the District - Presentation by: Larry Eisenberg

Larry Eisenberg gave a presentation on the process for the District to use more renewable energy. He handed out a CD, *Renewable Energy Toolkit*, to all Board and staff members.

Adjournment

There being no further business, it was moved by Mr. Zeidman, seconded by Ms. Siever and unanimously approved to adjourn the meeting. Board President Mr. Gourley adjourned the meeting at 8:00 p.m.

Approved: _____
Board President

Superintendent

On: _____
Date

Secretary

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

Meeting:	<u>Regular Meeting</u>	Date:	<u>April 27, 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 7:05 p.m. with all Board members in attendance. Mr. Ari Noonan 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 April 27, 2010 agenda with the removal of item 12.5 since it was not passed by the legislature. Ms. Siever seconded the motion. 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. Mr. Zeidman requested that item 9.2 be withdrawn. Mr. Silbiger requested that item 9.4 be withdrawn. It was moved by Mr. Zeidman and seconded by Mr. Silbiger to approve Consent Agenda Items 9.1, 9.3, and 9.5 - 9.8 as presented. The motion was unanimously approved.

9.1 Minutes of Special Meeting - April 6, 2010; and Minutes of Regular Meeting - April 13, 2010

9.3 Acceptance of Gifts - Donations

9.5 Classified Personnel Reports No. 18

9.6 Enrollment Report

9.7 Proclamation in Recognition of Teacher Appreciation Week (May 2-8, 2010)

9.8 Proclamation in Recognition of Classified Employee Appreciation Week (May 16-22, 2010)

9.2 Approval is Recommended for Purchase Orders

Mr. Zeidman requested this item be withdrawn to comment on Purchase Order numbers 54791, 54792, and 54794. He requested that all legal bills be made available for Board members to review. All Board members agreed to this request. Mr. Zeidman stated that he felt there would be a decrease in legal fees if the statements were reviewed. George Laase inquired as to why there was no quarterly report included with the Purchase Orders disclosing any Board member expenses. He stated his concern about no Board Policy being in place requiring disclosure, and requested that a Board Policy be made for regular disclosure. Ms. Paspalis inquired about #54784. Ms. Laura stated that the item was for research evaluation for the FLAP grant for El Marino, and was paid for by FLAP grant funds. Ms. Paspalis inquired about item #54811. Mr. Delawalla explained that this item was for new locks for the lockers at the high school. Ms. Siever requested balances for the accounts on a quarterly basis. It was moved by Mr. Zeidman and seconded by Ms. Paspalis to approve purchase orders from April 3, 2010 through April 16, 2010 as presented. The motion was unanimously approved.

9.4 Approval is Recommended for the Certificated Personnel Reports No. 18

Mr. Silbiger withdrew this item so that he could state his opinion on item Ia, the Director of Pupil Services Position. He commented that his decision was nothing personal against the individual, but he would be voting no on this item because he felt the position should be opened up to the application process and not just be done on a promotional basis. Dr. Coté read a brief bio of Mr. Sotelo's accomplishments as he progressed through the District. It was decided that the Board would vote on this one item separately. It was moved by Mr. Zeidman to approve the Certificated Personnel Reports No. 18 not including item Ia. The motion was seconded by Ms. Paspalis. The motion was unanimously passed. It was moved by Mr. Zeidman and seconded by Ms. Paspalis that the Board approve item Ia on Certificated Personnel Reports No. 18. The motion was approved with a vote of 4 - Ayes and 1 - Nay by Mr. Silbiger.

Mr. Gourley asked Ms. Siever to read the Proclamation in Recognition of Teacher Appreciation Week. Mr. Mielke accepted the Proclamation on behalf of the teachers. Mr. Gourley read the Proclamation in Recognition of Classified Employee Appreciation Week. Debbie Hamme accepted the Proclamation on behalf of the classified employees.

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

Dr. Coté and the Assistant Superintendents read the names and accomplishments of each school's recipients of the American Citizenship Award for the month of April. The recipients were Adriana Marble from El Marino School; Ellen Yohannes from El Rincon Elementary; Michael Duran from La Ballona School; Julia Tan from Linwood E. Howe School; Isabel Kasch from Farragut School; Thu Win from Culver City Middle School; Tyler Fuchsberger Love from Culver Park High School; and Daisy Trinidad from Culver City High School. Board members presented each recipient with a pin and certificate; and thanked the students and their families for attending the meeting.

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

Dr. Coté reported on her attendance at the State's 2010 Title I Academic Achieving Schools event at the Disneyland Hotel. La Ballona was the Culver City school recognized at the event. La Ballona will be honored again on June 4th as a 2010 California Distinguished School. Dr. Coté mentioned she was unable to attend the Farragut Art Auction but heard that it was amazing. She stated she had the pleasure of installing the members of next year's PTA Council at the annual PTA Honorary Service Awards Dinner, and that it was quite a party. Dr. Coté informed the Board of upcoming events including her attendance on May 7th at a special County meeting regarding the reauthorization of the federal Elementary and Secondary Act, *A Blueprint for Reform*, which recommends changes to the current No Child Left Behind Legislation. She will also be attending a meeting on May 6th at Las Virgenes School District with Mr. Sotelo to further discuss the challenges presented by the LAUSD permit mandate.

11.2 Assistant Superintendents' Reports

Ms. Laura reported on the Celebration of Integration of the Arts partnership. She stated that the Music Center has expressed their ongoing support for the upcoming school year. Ms. Laura also announced that the scheduling of the California Standards tests is in place.

Mrs. Jaffe reported on her attendance with Pam Magee, Culver City High School Principal, at Disney Hall to see a performance by AVPA students. She stated it was a great performance and thanked Lisa Michel and Tony Spano for their hard work and dedication. Mrs. Jaffe stated that each site and department would be receiving one of the Proclamations that were read honoring teachers and classified employees; and her department is now working on the Employee Appreciation event.

11.3 Members of the Audience

Members of the audience spoke about:

- David Mielke stated that he was happy La Ballona was being recognized as a California Distinguished School. He encouraged the Board to maintain the District's commitment to music. Mr. Mielke provided a bargaining update and felt that negotiations did not need to go to impasse. He would like to get back to negotiations and find common ground.

11.4 Student Representatives' Reports

Middle School Student Representative

Evan Wilson, Culver City Middle School Student Representative, reported on activities at Culver City Middle School, including the upcoming testing dates; Teacher Appreciation Week; upcoming Spirit Week activities; and the middle school's last dance of the year.

Culver Park Student Representative

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

Culver City High School Student Representative/Student Board Member

Noya Kansky, Student Board Member, reported on activities at Culver City High School, including Earth Week events; the AVPA's performance of Pippin; the beginning of STAR testing; updates on sports; The Cove documentary being shown on May 7th at Robert Frost; and the last blood drive of the year taking place on May 25th.

11.5 Members of the Board

Board Members spoke about:

- Mr. Silbiger asked for support from his colleagues in his request to potentially move the location of the Board meetings. Mr. Gourley and Mr. Zeidman agreed. Mr. Silbiger reported on his attendance at the Board Workshop regarding "greening" the District. Mr. Delawalla stated he had been in touch with Edison and he has a meeting set up for the following day. Mr. Silbiger reported on his attendance at the AVPA performance of Pippin and encouraged everyone to see it. Other events he attended were Farragut's Art Works and the PTA Honorary Service Awards Dinner. He was very impressed with the Anti-Bullying Task Force and District Community Arts Team (DCAT) meetings he attended.
- Mr. Zeidman reported on his attendance at Farragut's Art Works, the PTA Honorary Service Awards Dinner, and the middle school dance. All were great.
- Ms Paspalis thanked Ms. Siever for bringing Mr. Larry Eisenberg to the District to present information on "greening" the District. Ms. Paspalis reported on her attendance at the PTA Honorary Service Awards Dinner.
- Ms. Siever thanked Mr. Larry Eisenberg for his attendance at the Board Workshop and thanked Dr. Coté for facilitating the meeting. Ms. Siever thought the workshop was excellent.
- Mr. Gourley commented on Mr. Mielke's message to the Board on salary, and stated that the paradigm is shifting. Mr. Gourley stated that everybody will have to take a much larger cut. Mr. Gourley explained that a counter-offer is not an acceptance of the original offer.

12. Information Items

12.1 Potential Impact of Eliminating New Secondary Permits at CCUSD - Drew Sotelo

Mr. Sotelo gave a presentation on the potential impact from the elimination of secondary permits. Cary Anderson asked why the district can not have an application fee. Mr. Zeidman explained that it would be illegal. Mr. Anderson also inquired as to how many children living in Culver City are not attending the schools in the District. He also asked if the Board could revisit the Ladera Heights annexation. Neil Rubenstein asked what the District's drop-out rate was, and thought that trying to keep those students in school would help. Dr. Coté responded that the drop-out rate was very low. Ms. Paspalis inquired as to the percentage of students on permit from LAUSD. Mr. Sotelo said about 20% of the permit students are from LAUSD and only about 2% are from Inglewood. Further discussion ensued. Mr. Gourley stated that information from the Census might help the District to gather information. Ms. Siever stated that there are mythologies in the community about students on permits. She asked if the Board could get a demographic print-out or information about the students on permits. Mr. Zeidman read his statement where he expressed that the permits at the middle school and high school have been very high and

the schools are over crowded. He feels that the Board needs to slowly and methodically relieve the District's reliance on permits. Further discussion ensued about ways to come up with a cap for the number of permits accepted. Mr. Silbiger had questions for follow-up such as how many students can comfortably fit in each classroom; what size school would provide the student with the best education; and how permit students compare to resident students. Mr. Zeidman confirmed that there will have to be additional cuts and now is the time to make those cuts. Ms. Siever stated that the Board also would have to think about programs having to be cut.

12.2 2010-2011 Budget Update - Ali Delawalla

Mr. Delawalla provided an update on the 2010-2011 budget for the District. Mr. Delawalla responded to questions from audience members.

12.3 First Reading of Revised Board Policy/Administrative Regulation 4127/4227/4327, Temporary Athletic Team Coaches

Mrs. Jaffe presented the information to the Board. Further discussion ensued. The Board Policy and Administrative Regulation will be brought back for approval.

12.4 First Reading of Revised Board Policy/Administrative Regulation 1240, Volunteer Assistance

Mrs. Jaffe presented the information to the Board. Casey Chabola stated his concern with volunteers that go on field trips. He did not think they had to go through the same clearance as volunteers that participate in the classrooms. He thinks there should be additional language in the policy. Further discussion ensued. The Board agreed to add language for a Live Scan requirement for volunteers who plan on attending field trips.

13. Recess

The Board recessed at 9:05 p.m. and reconvened at 9:10 p.m.

14. Action Items

14.1 Superintendent's Items

14.1a Approval is Recommended for a Board Member to Attend the California School Boards Association's (CSBA) Delegate Assembly Meeting in Sacramento, CA, May 22-23, 2010

Dr. Coté presented information. Mr. Silbiger congratulated Ms. Siever on her appointment. He felt that the Board needed to be consistent on what items they would approve for conferences. Mr. Silbiger stated he was okay with continuing with the policy as long as it stayed consistent. Mr. Zeidman stated that the Board needs to look at the item as a twice a year approval since there are two meetings a year. Ms. Paspalis moved to allocate item #1 only. The motion was seconded by Mr. Silbiger. The motion was approved with a vote of 4 - Ayes; 0 - Nays; and 1 - Abstention.

14.1b Approval is Recommended for Board Member Protocols Suggested at Special Meeting, April 6, 2010

It was moved by Mr. Zeidman and seconded by Ms. Siever that the Board approve Board Member Protocols Suggested at Special Board Meeting, April 6, 2010 as presented. The motion was unanimously approved.

14.2 Education Services Items

14.2a Approval is Recommended for the Suspended Expulsion of Case #21-10

It was moved by Mr. Zeidman and seconded by Mr. Gourley that the Board approve the Suspended Expulsion of Case #21-10 as presented. The motion was unanimously approved.

14.2b Approval is Recommended for the Carl Perkins Grant Application 2010-2011

It was moved by Mr. Zeidman and seconded by Ms. Paspalis that the Board approve the Carl Perkins Grant Application 2010-2011 as presented. The motion was unanimously approved.

14.2c Approval is Recommended for the Third Reading and Adoption of Revised Board Policy and Administrative Regulation 5116.1, Intradistrict Open Enrollment

Neil Rubenstein stated that he was totally against this item. He stated that the previous Board rejected the ideas presented in this Board Policy and inquired how many students would be in this "legacy program." Ms. Siever thanked staff for being so diligent and Mr. Sotelo for providing the information that she previously requested. She read a statement giving her views on the policy and possible negative impacts of approving this policy. Ms. Siever stated that even though she knows her colleagues will pass it, she would be voting against the policy. It was moved by Mr. Zeidman and seconded by Ms. Paspalis that the Board adopt Revised Board Policy and Administrative Regulation 5116.1, Intradistrict Open Enrollment as presented. The motion was approved with a vote of 4 - Ayes and 1 - Nay by Ms. Siever.

14.3 Business Items

14.3a Approval is Recommended for Resolution #37/2009-2010 Approval of Issuance of Tax and Revenue Anticipation Notes (TRANS) for 2010-2011

It was moved by Mr. Zeidman and seconded by Mr. Silbiger that the Board approve Resolution #37/2009-2010 Approval of Issuance of Tax and Revenue Anticipation Notes (TRANS) for 2010-2011 as presented. The motion was unanimously approved.

14.4 Personnel Items

14.4a Approval is Recommended for Resolution #38/2009-2010 (HR), Implementing Certificated Layoff (Terminating Services of Certificated Employees) and Providing Direction to Issue Notifications to Employees Whose Services are Terminated

Mr. Silbiger stated his concerns about three of the positions. He moved to remove the music teacher from the list. His request failed for lack of a second to his motion. It was moved by Ms. Paspalis and seconded by Ms. Siever to approve Resolution #38/2009-2010 as presented. The motion was approved with a vote of 4 - Ayes and 1 - Nay by Mr. Silbiger.

14.4b Approval and Adoption of Indefinite Action for Management, Confidential and Other Unrepresented Employees for 2010/2011 School Year

It was moved by Mr. Zeidman and seconded by Ms. Paspalis that the Board adopt the Indefinite Action for Management, Confidential and Other Unrepresented Employees for 2010/2011 School Year as presented. The motion was unanimously approved.

14.4c Approval is Recommended for Confidential Job Description - Personnel Technician

It was moved by Mr. Zeidman and seconded by Ms. Paspalis that the Board approve Confidential Job Description - Personnel Technician as presented. The motion was unanimously approved.

15. Board Business - None

Adjournment

There being no further business, it was moved by Mr. Zeidman, seconded by Ms. Paspalis and unanimously approved to adjourn the meeting. Board President Mr. Gourley adjourned the meeting at 9:46 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 at the second board meeting of each month 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 April 17, 2010 through April 30, 2010 is \$119,318.22. Warrants issued for the period March 30, 2010 through April 27, 2010 total \$5,074,670.83. This includes \$1,231,527.00 in commercial warrants, and \$3,843,143.83 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 April 17, 2010 through April 30, 2010 in the amount of \$119,318.22 and warrants for March 30, 2010 through April 27, 2010 in the amount of \$5,074,670.83 be ratified by the Board of Education.

Moved by:

Seconded by:

Vote:

Board List Purchase Order Report
 CULVER CITY UNIFIED SD

PO Date	PO #	Stat	Change Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
04/29/10	54216	A		04/29/2010	PROVO CANYON SCHOOL	NONPUBLIC SCHOOLS SERVICE 04/29/2010	Special Education 54216	01.0	65000.0	57500	11800	5880	0004040	7,752.00	7,752.00
04/19/10	54686	A		04/19/2010	ECOLAB EQUIPMENT CARE	APPLIANCES	Office of Child Development	12.0	60600.0	85000	27000	4350	0000002	500.00	500.00
04/19/10	54749	A		04/19/2010	CULVER CITY TROPHY CO, INC	OFFICE SUPPLIES	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	13.72	13.72
04/22/10	54761M	A		04/22/2010	TRANSPORTATION CHARTER	SUPP/EQUIP/SERV	Operations	01.0	00000.0	00000	36000	5871	0005041	700.00	700.00
04/23/10	54762M	A		04/23/2010	TOURCOACH CHARTER & TOURS	SUPP/EQUIP/SERV	Operations	01.0	00000.0	00000	36000	5871	0005041	994.00	994.00
04/30/10	54764M	A		04/30/2010	SHELTON FIRE PROTECTION	REPAIRS - OTHER	Maintenance	01.0	81500.0	00000	81100	5630	0005040	3,500.00	3,500.00
04/30/10	54765M	A		04/30/2010	CITY OF CULVER CITY	MEMBERSHIPS	Maintenance	01.0	81500.0	00000	81100	5310	0005040	100.00	100.00
04/26/10	54766M	A		04/26/2010	TRANSPORTATION CHARTER	SUPP/EQUIP/SERV	Operations	01.0	00000.0	00000	36000	5871	0005041	910.00	910.00
04/19/10	54787	C		04/19/2010	CITY OF CULVER CITY TREASURER	FEES, LICENSE	High School	01.0	00000.0	00000	27000	4310	4010001	277.00	277.00
04/19/10	54816	A		04/19/2010	BORDERS BOOKS & MUSIC	BOOKS	La Ballona Elementary	01.0	90127.0	11100	10000	4210	2060000	206.10	206.10
04/19/10	54816	A		04/19/2010	BORDERS BOOKS & MUSIC	BOOKS	La Ballona Elementary	01.0	90127.0	11100	10000	4210	2060000	206.10	206.10

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
04/19/10	54817	A		04/19/2010	REDWOOD PRESS	OFFICE SUPPLIES	Office of Child Development	12.0	60600.0	85000	10000	4350	0000002	365.47	
				04/19/2010										REDWOOD PRESS	
04/19/10	54821	C		04/19/2010	SCHOOL SERVICES OF CALIFORNIA	CONFERENCE AND TRAVEL	Superintendent's Office	01.0	00000.0	00000	71000	5220	0001000	125.00	
				04/19/2010										SCHOOL SERVICES OF CALIFORNIA	125.00
04/19/10	54829	A		04/19/2010	DAILY BREEZE	ADVERTISING	Human Resources	01.0	00000.0	00000	74000	5830	0003000	175.00	
				04/19/2010										DAILY BREEZE	175.00
04/19/10	54830	A		04/19/2010	LOS ANGELES TIMES	ADVERTISING	Human Resources	01.0	00000.0	00000	74000	5830	0003000	865.00	
				04/19/2010										LOS ANGELES TIMES	865.00
04/19/10	54831	C		04/19/2010	MICHAEL KITADA PHOTOGRAPHY	CONFERENCE AND TRAVEL	Special Projects	01.0	30100.0	00000	21000	5220	0004030	30.00	
				04/19/2010										MICHAEL KITADA PHOTOGRAPHY	30.00
04/19/10	54832	C		04/19/2010	CCEA STATE CONFERENCE	CONFERENCE AND TRAVEL	Culver Park High School	01.0	30100.0	32000	27000	5220	5010000	300.00	
				04/19/2010										CCEA STATE CONFERENCE	300.00
04/19/10	54833	A		04/30/2010	CCEA	MEMBERSHIPS	Culver Park High School	01.0	30100.0	32000	10000	5310	5010000	50.00	
				04/19/2010										CCEA	50.00
04/19/10	54834	C		04/20/2010	CALSA	MEMBERSHIPS	Superintendent's Office	01.0	00000.0	00000	71000	5310	0001000	200.00	
				04/19/2010										CALSA	200.00
04/19/10	54835	A		04/19/2010	LEADERSHIP ASSOCIATES	CONTRACTED SERVICES	Superintendent's Office	01.0	00000.0	00000	71000	5850	0001000	3,000.00	
				04/19/2010										LEADERSHIP ASSOCIATES	3,000.00
04/19/10	54836	C		04/19/2010	THERAPY IN ACTION	CONTRACT SERVICES RENDERED	Special Education	01.0	65000.0	57520	11360	5810	0004040	450.00	
				04/19/2010										THERAPY IN ACTION	450.00

Board List Purchase Order Report
 CULVER CITY UNIFIED SD

Purchase Orders/Buyouts To The Board for Ratification From : 4/17/2010 To 4/30/2010
 Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Change Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch.Lo	Distrib Amount	PO Amt
04/21/10	54837	A		04/22/2010	OFFICE DEPOT	COMPUTER SUPP/EQUIP 04/21/2010	Adult School 54837	11.0	06390.0	41100	27000	4410	0000010	801.12	801.12
04/19/10	54838	A		04/19/2010	AMAZON.COM	BOOKS 04/19/2010	Adult School 54838	11.0	06390.0	41100	10000	4110	0000010	88.40	88.40
04/20/10	54839	A		04/20/2010	PEAP	INSTRUCTIONAL SUPPLIES 04/20/2010	La Ballona Elementary 54839	01.0	91400.0	11100	10000	4310	2060000	86.73	86.73
04/20/10	54840	A		04/20/2010	CDW-G	COMPUTER SUPP/EQUIP 04/20/2010	Undistributed ROP 54840	01.0	96353.0	71100	10000	4310	0000000	263.68	263.68
04/20/10	54841	A		04/20/2010	GOODHEART WILLCOX	INSTRUCTIONAL SUPPLIES 04/20/2010	Undistributed ROP 54841	01.0	96353.0	71100	10000	4310	0000000	1,496.28	1,496.28
04/21/10	54842	A		04/21/2010	CHILDREN'S BOOK PRESS	INSTRUCTIONAL SUPPLIES 04/21/2010	La Ballona Elementary 54842	01.0	62860.0	11100	10000	4310	2060000	459.76	459.76
04/20/10	54843	A		04/20/2010	BIO CORPORATION	INSTRUCTIONAL SUPPLIES 04/20/2010	Culver City High School 54843	01.0	90127.0	11100	10000	4310	4010000	318.28	318.28
04/20/10	54844	A		04/20/2010	DIGITAL FROG INTERNATIONAL	INSTRUCTIONAL SUPPLIES 04/20/2010	Culver City High School 54844	01.0	90127.0	11100	10000	4310	4010000	53.78	53.78
04/20/10	54845	A	1	04/21/2010	DELL COMPUTER CORP.	COMPUTER SUPP/EQUIP 04/20/2010	Culver City High School 54845	01.0	90127.0	11100	10000	4410	4010000	1,163.41	1,163.41
04/20/10	54846	C	1	04/21/2010	EDUCATION WEEK	SUBSCRIPTIONS 04/20/2010	Superintendent's Office 54846	01.0	00000.0	00000	71000	4313	0001000	74.94	74.94

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
04/21/10	54847	A		04/21/2010	FRANCOIS-PIERRE COUTURE	CONSULTANTS	Culver City High School	01.0	90126.0	17000	39000	5850	4010000	1,500.00	1,500.00
				04/21/2010			FRANCOIS-PIERRE COUTURE								
04/21/10	54848	A		04/21/2010	ASAKO HAYASHI	CONSULTANTS	Special Projects	01.0	58100.0	00000	21000	5850	0004030	4,000.00	4,000.00
				04/21/2010			ASAKO HAYASHI								
04/20/10	54849	A		04/30/2010	NASCO-MODESTO	INSTRUCTIONAL SUPPLIES	Culver City Middle School	01.0	00000.0	16002	10000	4310	3010000	359.36	359.36
				04/20/2010			NASCO-MODESTO								
04/30/10	54850M	A		04/30/2010	ONE STOP ROOTER & PLUMBING	REPAIRS - OTHER	Maintenance	01.0	81500.0	00000	81100	5630	0005040	495.00	495.00
				04/30/2010			ONE STOP ROOTER & PLUMBING								
04/26/10	54851M	A		04/26/2010	BATTERY SYSTEMS OF LOS ANGELES	BATTERIES	Maintenance	01.0	81500.0	00000	81100	4380	0005040	240.30	240.30
				04/26/2010			BATTERY SYSTEMS OF LOS ANGELES								
04/27/10	54853M	A		04/27/2010	PSC - ENVIRONMENTAL	CONTRACTED SERVICES	Maintenance	01.0	81500.0	00000	81100	5810	0005040	1,000.00	1,000.00
				04/27/2010			PSC - ENVIRONMENTAL SERVICES GROUP								
04/26/10	54854	A		04/26/2010	VINA ENGRAVING & TROPHIES	OFFICE SUPPLIES	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	58.03	58.03
				04/26/2010			VINA ENGRAVING & TROPHIES								
04/23/10	54861	C		04/23/2010	U.S. POSTAL SERVICE	COMMUNICATION SUPP/EQUIP	Purchasing	01.0	00000.0	00000	73000	5910	0005030	10,000.00	10,000.00
				04/23/2010			U.S. POSTAL SERVICE								
04/26/10	54862	A		04/26/2010	REDWOOD PRESS	OFFICE SUPPLIES	Special Projects	01.0	42010.0	00000	21000	4350	0004030	1,827.00	1,827.00
				04/26/2010			REDWOOD PRESS								
04/26/10	54863	A		04/26/2010	AVC OFFICE AUTOMATION	OFFICE SUPPLIES	Farragut	01.0	00000.0	00000	27000	4350	2050001	164.63	164.63
				04/26/2010			AVC OFFICE AUTOMATION								

Board List Purchase Order Report
 CULVER CITY UNIFIED SD

Purchase Orders/Buyouts To The Board for Ratification From : 4/17/2010 To 4/30/2010
 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
04/26/10	54865	A		04/26/2010	WESTED	OFFICE SUPPLIES	Special Projects	01.0	66600.0	00000	21000	4350	0004030	354.00	
						04/26/2010		WESTED							354.00
04/26/10	54866	A		04/26/2010	SCHOOL'S IN, LLC	INSTRUCTIONAL SUPPLIES	Adult School	11.0	06390.0	41100	10000	4310	0000010	379.35	
						04/26/2010		SCHOOL'S IN, LLC							379.35
04/26/10	54867	A	1	04/29/2010	CDW-G	COMPUTER SUPP/EQUIP	Adult School	11.0	06390.0	41100	27000	4410	0000010	347.19	
						04/26/2010		CDW-G							347.19
04/26/10	54868	A		04/26/2010	FISHER SCIENCE EDUCATION	INSTRUCTIONAL SUPPLIES	Culver City Middle School	01.0	00000.0	11100	10000	4310	3010001	74.44	
						04/26/2010		FISHER SCIENCE EDUCATION							74.44
04/26/10	54869	A	1	04/30/2010	PLAY WITH A PURPOSE	INSTRUCTIONAL SUPPLIES	Office of Child Development	12.0	60600.0	85000	10000	4310	0000002	3,632.92	
						04/26/2010		PLAY WITH A PURPOSE							3,632.92
04/26/10	54870	A		04/26/2010	CORWIN PRESS	SUBSCRIPTIONS	La Ballona Elementary	01.0	30100.0	11100	10000	4313	2060000	37.72	
						04/26/2010		CORWIN PRESS							37.72
04/26/10	54871	C		04/26/2010	NATIONAL ELEMENTARY	SUBSCRIPTIONS	La Ballona Elementary	01.0	30100.0	11100	10000	4313	2060000	80.00	
						04/26/2010		NATIONAL ELEMENTARY HONOR SOCIETY							80.00
04/26/10	54872	A		04/26/2010	AVANT ASSESSMENT, LLC	INSTRUCTIONAL SUPPLIES	Special Projects	01.0	58100.0	11100	10000	4310	0004030	2,625.77	
						04/26/2010		AVANT ASSESSMENT, LLC							2,625.77
04/26/10	54873	A		04/26/2010	SYSTEM ONE BUSINESS	INSTRUCTIONAL SUPPLIES	Special Projects	01.0	58100.0	11100	10000	4310	0004030	45.27	
						04/26/2010		SYSTEM ONE BUSINESS PRODUCTS, INC.							45.27
04/26/10	54874	A		04/26/2010	APPLAUSE LEARNING	INSTRUCTIONAL SUPPLIES	Culver City Middle School	01.0	00000.0	11100	10000	4310	3010000	282.24	
						04/26/2010		APPLAUSE LEARNING RESOURCES							282.24

Board List Purchase Order Report

Page No. **6**

CULVER CITY UNIFIED SD

Run Date: **05/01/2010**

To **4/30/2010**

Run Time: **08:00:55AM**
WEEKLY

Report ID: **LAPO009C**

District: **64444**

Purchase Orders/Buyouts To The Board for Ratification From : **4/17/2010** To **4/30/2010**
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	
04/27/10	54875	A		04/27/2010	COMPLETE BUSINESS SYSTEMS	INSTRUCTIONAL SUPPLIES	La Ballona Elementary	01.0	91400.0	11100	10000	4310	2060000	438.45		
						04/27/2010	54875	COMPLETE BUSINESS SYSTEMS								438.45
04/27/10	54876	A		04/27/2010	CDW-G	OFFICE SUPPLIES	Linwood Howe	01.0	00000.0	00000	27000	4350	2020001	48.65		
						04/27/2010	54876	CDW-G								48.65
04/27/10	54877	A		04/27/2010	UNISOURCE CORP.	JANITORIAL SUPP/EQUIP	Linwood Howe	01.0	00000.0	00000	81000	4370	2020001	41.71		
						04/27/2010	54877	UNISOURCE CORP.								41.71
04/27/10	54878	A		04/27/2010	REAL DEAL WASTE OIL SERVICES	REPAIRS - OTHER	Undistributed	01.0	96353.0	71100	10000	5630	0000000	262.50		
						04/27/2010	54878	REAL DEAL WASTE OIL SERVICES								262.50
04/27/10	54879	A		04/27/2010	CDW-G	FEES, LICENSE	Office of Child Development	12.0	60550.0	85000	10000	4310	0000002	212.40		
						04/27/2010	54879	CDW-G								212.40
04/27/10	54880	C		04/27/2010	DEPARTMENT OF SOCIAL SERVICES	FEES, LICENSE	Office of Child Development	12.0	60550.0	85000	27000	5890	0000002	220.00		
						04/27/2010	54880	DEPARTMENT OF SOCIAL SERVICES								220.00
04/27/10	54881	X	1	04/29/2010	CALSA	MEMBERSHIPS	Superintendent's Office	01.0	00000.0	00000	71000	5310	0001000	200.00		
						04/27/2010	54881	CALSA								200.00
04/27/10	54882	A		04/27/2010	ENABLEMART	INSTRUCTIONAL SUPPLIES	Undistributed	01.7	65000.0	50010	22000	4310	0000000	246.64		
						04/27/2010	54882	SELPA ENABLEMART								246.64
04/27/10	54883	A		04/27/2010	INCLUSIVE TLC, INC.	INSTRUCTIONAL SUPPLIES	Undistributed	01.7	65000.0	50010	22000	4310	0000000	209.26		
						04/27/2010	54883	SELPA INCLUSIVE TLC, INC.								209.26
04/27/10	54884	A		04/27/2010	PARADIGM SERVICES, INC	CONTRACT SERVICES RENDERED	Pupil Services	01.0	00217.0	00000	72000	5810	0004020	3,901.00		
						04/27/2010	54884	PARADIGM SERVICES, INC								3,901.00

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

Board List Purchase Order Report
 CULVER CITY UNIFIED SD

Purchase Orders/Buyouts To The Board for Ratification From : 4/17/2010 To 4/30/2010
 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
04/27/10	54885	A	04/27/2010	04/27/2010	KINOKUNIYA BOOKSTORE	INSTRUCTIONAL SUPPLIES 04/27/2010	54885	01.0	58100.0	11100	10000	4310	0004030	10,688.88	10,688.88
															10,688.88
04/27/10	54886	C	04/27/2010	04/27/2010	CAREER CRUISING	FEES, LICENSE 04/27/2010	54886	01.0	65200.0	57700	21000	4320	4010000	795.00	795.00
															795.00
04/27/10	54887	A	04/27/2010	04/27/2010	A1 SURVEILLANCE SYSTEMS, LLC	SECURITY SUPP/EQUIP/SYSTEM 04/27/2010	54887	01.0	00000.0	00000	83000	6410	0001050	1,423.11	1,423.11
															1,423.11
04/27/10	54888	A	04/27/2010	04/27/2010	AVC OFFICE AUTOMATION	MAINTENANCE AGREEMENTS 04/27/2010	54888	12.0	50250.0	85000	10000	5630	0000002	368.78	368.78
															368.78
04/27/10	54889	A	04/27/2010	04/27/2010	CDW-G	COMPUTER SUPP/EQUIP 04/27/2010	54889	12.0	60560.0	85000	10000	4310	0000002	382.20	382.20
															382.20
04/27/10	54890	A	04/27/2010	04/27/2010	THE BOOMERANG PROJECT	CONFERENCE AND TRAVEL 04/27/2010	54890	01.0	90128.0	00000	27000	5220	4010000	150.00	150.00
															150.00
04/27/10	54891	A	04/29/2010	04/27/2010	COOLE SCHOOL	OFFICE SUPPLIES 04/27/2010	54891	01.0	91400.0	00000	27000	4350	4010000	6,583.75	6,583.75
															6,583.75
04/27/10	54892	A	04/27/2010	04/27/2010	C & A ATHLETICS	ATHLETIC SUPP/EQUIP 04/27/2010	54892	01.0	00000.0	15000	10000	4310	4010000	972.51	972.51
															972.51
04/27/10	54893	A	04/27/2010	04/27/2010	TROXELL COMMUNICATIONS	AUDIOVISUAL SUPP/EQUIP 04/27/2010	54893	01.0	90128.0	11100	10000	4310	4010000	337.06	337.06
															337.06
04/27/10	54894	A	04/27/2010	04/27/2010	SANTILLANA USA	INSTRUCTIONAL SUPPLIES 04/27/2010	54894	01.0	07395.0	11100	10000	4310	2030000	992.63	992.63
															992.63

Board List Purchase Order Report
 CULVER CITY UNIFIED SD

Purchase Orders/Buyouts To The Board for Ratification From : 4/17/2010 To 4/30/2010
 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	
04/29/10	54895	A		04/29/2010	LECTORUM PUBLICATIONS, INC.	INSTRUCTIONAL SUPPLIES	EI Marino Language	01.0	07395.0	11100	10000	4310	2030000	544.80		
						04/29/2010	54895	LECTORUM PUBLICATIONS, INC.								544.80
04/27/10	54896	A		04/27/2010	OFFICE DEPOT	OFFICE SUPPLIES	Undistributed	01.0	00000.0	00000	24200	4350	0000000	231.40		
						04/27/2010	54896	OFFICE DEPOT								231.40
04/27/10	54897M	A		04/28/2010	SCHOOL SPECIALTY	MISCELLANEOUS	Maintenance	01.0	81500.0	00000	81100	4380	0005040	1,417.72		
						04/27/2010	54897M	SCHOOL SPECIALTY								1,417.72
04/29/10	54898	A	1	04/30/2010	PERFORMING ARTS CENTER OF L.A.	CONSULTANTS	Educational Services	01.0	91400.0	00000	21000	5810	0004000	14,862.50		
			1	04/30/2010				01.0	90127.0	11100	10000	5810	0004000	3,262.50		
						04/29/2010	54898	PERFORMING ARTS CENTER OF L.A. COUNTY								18,125.00
04/29/10	54899	A		04/29/2010	BSN SPORTS	INSTRUCTIONAL SUPPLIES	EI Marino Language	01.0	00000.0	16003	10000	4310	2030000	197.48		
						04/29/2010	54899	BSN SPORTS								197.48
04/28/10	54900	A		04/28/2010	SCHOOL SPECIALTY	INSTRUCTIONAL SUPPLIES	Independent School	01.0	07395.0	33000	10000	4310	0000620	458.83		
						04/28/2010	54900	SCHOOL SPECIALTY								458.83
04/29/10	54901	A		04/30/2010	BRAD AND YULIA MCAFEE	CONTRACT SERVICES RENDERED	Special Education	01.0	33100.0	57500	39000	5890	0004040	800.00		
						04/29/2010	54901	BRAD AND YULIA MCAFEE								800.00
04/29/10	54902	A		04/29/2010	REMEDIA PUBLICATIONS	INSTRUCTIONAL SUPPLIES	Special Education	01.0	33100.0	57300	11100	4310	0004040	98.79		
						04/29/2010	54902	REMEDIA PUBLICATIONS								98.79
04/29/10	54903	A		04/29/2010	SOCIAL STUDIES SCHOOL SERVICE	INSTRUCTIONAL SUPPLIES	Special Education	01.0	33100.0	57300	11100	4310	0004040	90.60		
						04/29/2010	54903	SOCIAL STUDIES SCHOOL SERVICE								90.60
04/29/10	54904	A		04/29/2010	JOEL PECK & PAULETTE BENSON	TRANSPORTATION SUPP/EQUIP/SERV	Special Education	01.0	65000.0	57700	21000	5210	0004040	342.50		

Board List Purchase Order Report
 CULVER CITY UNIFIED SD

Purchase Orders/Buyouts To The Board for Ratification From : 4/17/2010 To 4/30/2010
 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	
04/29/10	54905	A		04/29/2010	JOSTENS	OFFICE SUPPLIES	Culver Park High School	01.0	07395.0	32000	10000	4350	5010000	1,840.51	342.50	
Change																
04/29/2010					JOSTENS			JOEL PECK & PAULETTE BENSON								
04/29/10	54906	A		04/30/2010	TRANG V. NGUYEN, O.D., F.A.A.O.	CONTRACTED SERVICES	Special Education	01.0	65000.0	57700	31500	5890	0004040	750.00		
04/29/2010					TRANG V. NGUYEN, O.D., F.A.A.O.											
04/29/10	54907	A		04/29/2010	BARNES & NOBLE BOOKSELLERS	BOOKS	Culver Park High School	01.0	07395.0	32000	10000	4220	5010000	153.65		
04/29/2010					BARNES & NOBLE BOOKSELLERS											
04/29/10	54908	A		04/30/2010	CHILDREN'S BOOK WORLD	INSTRUCTIONAL SUPPLIES	Linwood Howe Elementary	01.0	62860.0	11100	10000	4310	2020000	619.52		
04/29/2010					CHILDREN'S BOOK WORLD											
04/30/10	54910	A		04/30/2010	SOUTHWEST SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	Culver City High School	01.0	07395.0	11100	10000	4310	4010000	12,000.00		
04/30/2010					SOUTHWEST SCHOOL SUPPLY											
04/30/10	54914	A		04/30/2010	CCEA	MEMBERSHIPS	Culver Park High School	01.0	30100.0	32000	10000	5310	5010000	50.00		
04/30/2010					CCEA											
04/30/10	54916	A		04/30/2010	CCEA STATE CONFERENCE	CONFERENCE AND TRAVEL	Culver Park High School	01.0	30100.0	32000	10000	5220	5010000	300.00		
04/30/2010					CCEA STATE CONFERENCE											

Total by District : 64444 119,318.22 119,318.22

End of Report LAPO009C

NONPUBLIC SCHOOLS:
 APPROVED YTD: \$3,338,571.52
 CURRENT PERIOD: 7,752.00
 GRAND TOTAL: \$3,346,323.52

BOARD REPORT

5/11/10
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>
El Rincon Elementary School	Mr. Vernon Taylor 7 board games and 150 books
El Marino Language School	Mr. Addison Pan 20 reams of paper Misc. office supplies
Culver City Unified I.T. Dept.	Madeline Brody Santa Monica College (96) 15" LCD monitors (62) 17" LCD monitors (7) Dell Optiplex Gx1 computers (21) Dell Optiplex Gx110 computers (4) Dell Optiplex Gx150 computers (76) Dell Optiplex Gx240 computers (8) Dell Optiplex Gx260 computers (12) Dell Optiplex Gx270 computers (16) Dell Optiplex Gx280 computers (11) Dell Optiplex Gx400 computers (3) Dell Precision 330 computers (1) Dell Precision 360 computer (1) Dell Precision 370 computer (1) Dell Precision 470 computer (2) HP Vectra computers 12 boxes of keyboards, mice, speakers and cables

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. 19

I. Authorization and Ratification of Employment

A. Extra Assignment – El Marino, Professional Learning Community for Intervention
Effective January 25, 2010 through June 18, 2010 at \$35.00 per hour, not to exceed 10 hours
Funding Source: SI

1. Ezaki, Satomi
2. Llanos, Claudio
3. Martinez, Myrna
4. Miyagishima, Junko
5. Munoz-Friedman, Zelina
6. Rodriguez, Maria

B. Extra Assignment – ELD Curriculum Committee Meeting
Effective March 18, 2010 through June 18, 2010 at \$35.00 per hour, not to exceed 10 hours
Funding Source: Economic Impact Aid

1. Ross, David

C. Extra Assignment – El Marino, Science Professional Development Workshop
Effective February 24, 2010 at \$35.00 per hour, not to exceed 8 hours
Funding Source: CCEF – Symantec

1. Nagumo, Nori

D. Extra Assignment – District, enVision Math Professional Development
Effective April 8, 2010 through April 11, 2010 at \$35.00 per hour, not to exceed one hour
Funding Source: Educational Services

- | | |
|---------------------------|------------------------|
| 1. Burkenheim, Karen | 13. Newbaker, Kathy |
| 2. Chabola, Kevin | 14. Nguyen, Tram |
| 3. Ebor, Lynn | 15. Niimura, Nitomi |
| 4. Egan, Johanna | 16. O'Daniel, Sharon |
| 5. Fitts, Julie | 17. Proctor, Ira |
| 6. Flores, Monika | 18. Pryharski, Allison |
| 7. Gallegos, Nancy | 19. Redmon, Kim |
| 8. Holman, Greg | 20. Risher, Jason |
| 9. Ishii, Debby | 21. Roberts, Kelley |
| 10. Manglinong, Stephanie | 22. Schnauss, Lisa |
| 11. Nabours, Mary | 23. Ward, Sue Swoffer |
| 12. Nabours, Michael | |

BOARD REPORT

9.4 Certificated Personnel Services Report No. 19, Page 2

I. Authorization and Ratification of Employment – continued

E. Extra Assignment – High School, AVPA Spring Musical
Effective April 15, 2010 through May 3, 2010
Funding Source: Sony

- | | | | |
|----|----------------|--------------------|----------------|
| 1. | Michel, Lisa | Orchestra Director | \$2750 stipend |
| 2. | Silver, Sheila | Assistant Director | \$2616 stipend |
| 3. | Spano, Tony | Musical Director | \$3072 stipend |

F. Extra Assignment – High School, Tutoring for AP Exams
Effective April 19, 2010 through May 14, 2010 at \$35.00 per hour, not to exceed 5 hours
Funding Source: SI

- | | | | |
|----|--------------------------|-----|---------------------|
| 1. | Crespo, Carmen | 9. | Mortenson, Curt |
| 2. | Dennis, Darrin | 10. | Mullen, Leona |
| 3. | Gilbert-Rolfe, Genevieve | 11. | Nolan, Kelly |
| 4. | Goldberg, Nancy | 12. | Owens, Andy |
| 5. | Gomyo, Chiaki | 13. | Rubin-Green, Rachel |
| 6. | Hatanaka, Kristine | 14. | Sanchez, David |
| 7. | Homan, Vivian | 15. | Snyder, Rachel |
| 8. | McCabe, Ann | 16. | Sullivan, Bryan |

G. Extra Assignment – La Ballona, Star Testing Coordinator
Effective April 20, 2010 through May 31, 2010 at \$35.00 per hour, not to exceed 15 hours
Funding Source: Title I

1. Eshed, Beverly

II. Resignation

- | | | |
|----|--------------------|--------------------------|
| 1. | Kumon, Lina | Effective April 21, 2010 |
| | Substitute Teacher | Moving out of area |

RECOMMENDED MOTION: That approval be granted for Certificated Personnel Services Report No. 19

Moved by:

Seconded by:

Vote:

BOARD REPORT

9.5 Classified Personnel Services Report No. 19

I. Authorization, Approval & Ratification of Employment

A. Management

1. Delawalla, Ali
Assistant Superintendent – Business Services
District Office – Business Services
Funding Source: General Fund
Effective May 12, 2010
Management Salary Schedule

B. Clerical & Fiscal

1. Muto, Sue
Substitute Clerk Typist
District Office – Pupil Personnel Services
Not to exceed 8 hours per day
Funding Source: General Fund
Effective April 28, 2010 through
June 30, 2010
Hourly, as needed

C. Food Services

1. Ramirez, Ana Luz
Substitute Food Service Assistant
Food Services
Funding Source: Food Services
Effective May 5, 2010
Hourly, as needed
2. Pineda, Delmy
Senior Food Service Assistant
Food Services – Extra Assignment –
Sholem Community
Not to exceed 8 hours
Funding Source: Food Services
Effective March 28, 2010
Range 10

D. Coaches

1. Tillman, Melody
Temporary Assistant Track Coach
High School
Funding Source: Athletic – General Fund
Effective February 11, 2010 through
May 10, 2010
Stipend of \$1,700.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 19 – Page 2

I. Authorization, Approval & Ratification of Employment – continued

E. Stipend Assignments

1. Carson, Julie
Temporary Choreographer
High School AVPA – Spring Musical “Pippin”
Funding Source: AVPA
Effective April 15, 2010 through May 3, 2010
Stipend of \$2,616.00
2. Luthi, Christopher
Temporary Accompanist
High School AVPA – Spring Musical “Pippin”
Funding Source: AVPA
Effective April 15, 2010 through May 3, 2010
Stipend of \$2,278.00

II. Authorization, Approval & Ratification of Change of Assignment

1. Field, Sonja
Promotion via Classified Interview:
From: Instructional Assistant – Child
Development
To: Instructional Assistant – Child
Development II
Child Development
8 hours per day, 12 months per year
Funding Source: Child Development
Effective May 1, 2010
Range 13

III. Authorization, Approval & Ratification of Separation of Employment

1. Bechtloff, Julie
Instructional Assistant – Computer Lab
El Rincon
3.5 hours per day, school year
Personal
Effective June 18, 2010
Range 16

BOARD REPORT

9.5 Classified Personnel Services Report No. 19 – Page 3

IV. Authorization, Approval & Ratification of Revision to Board Item Previously Approved on Board Report #9; 11/24/09

1. Heinecken-Mora, Karol

AVPA Administrative Coordinator
High School – AVPA

Funding Source: AVPA

From: Effective November 15, 2009 through
June 18, 2010

Stipend of \$5,000.00

To: Effective November 15, 2009 through
May 11, 2010

Stipend of \$3,750.00

RECOMMENDED MOTION: That approval be granted for Classified Personnel Services Report No. 19

Moved by:

Seconded by:

Vote:

BOARD REPORT

**5/11/10
9.6**

9.6 Approval is Recommended for CCHS Teacher Rachel Snyder to Participate in the Advanced Placement Readings in Fort Collins, Colorado, June 11-19, 2010

Board Policy 4133 states that all out-of-state travel must have Board approval. CCHS teacher Rachel Snyder requests approval to attend the College Board Advanced Placement European History Readings in Fort Collins, Colorado. Registration, accommodations and travel costs are paid by the College Board. Ms. Snyder has volunteered to charge this absence against her Personal Necessity days. Substitute costs of \$846 (\$141 per day for 6 school days) would be paid by the general fund.

RECOMMENDED MOTION: That the Board approve CCHS Teacher Rachel Snyder to Participate in the Advanced Placement Readings in Fort Collins, Colorado, June 11-19, 2010.

Moved by:

Seconded by:

Vote:

BOARD REPORT

5/11/10

9.7

9.7 **Approval is Recommended for CCHS Teacher Nancy Goldberg to Participate in the Advanced Placement Readings in Louisville, Kentucky, June 9-18, 2010**

Board Policy 4133 states that all out-of-state travel must have Board approval. CCHS teacher Nancy Goldberg requests approval to attend the College Board Advanced Placement Language and Composition Readings in Louisville, Kentucky. Registration, accommodations and travel costs are paid by the College Board. Mrs. Goldberg has volunteered to charge this absence against her Personal Necessity days. Substitute costs of \$1,128 (\$141 per day for 8 school days) would be paid by the general fund.

RECOMMENDED MOTION: That the Board approve CCHS Teacher Nancy Goldberg to Participate in the Advanced Placement Readings in Louisville, Kentucky, June 9-18, 2010.

Moved by:

Seconded by:

Vote:

BOARD REPORT

5/11/10

9.8

9.8 Approval is Recommended for CCHS Teacher Daniel Carter and the High School Debate Team's Participation in the State Speech and Debate Championships, Bakersfield, California, April 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 Debate Team was invited to advance to the 2010 State Tournament hosted by the California High School Speech Association in Bakersfield, California. Debate Team Coach, Daniel Carter, and three students attended the state finals. Students were accompanied by their parents/guardians. Substitute teacher costs for two days were paid from the Associated Student Body (ASB) funds. Mr. Carter requests hotel and mileage reimbursement of \$300 from ASB funds.

RECOMMENDED MOTION: That the Board approve CCHS Teacher Daniel Carter and the High School Debate Team's Participation in the State Speech and Debate Championships, Bakersfield, California, April 15-18, 2010.

Moved by:

Seconded by:

Vote:

BOARD REPORT

05/11/10

9.9

9.9 **Compensation Report of the Members of the Board of Education**

The attached report lists the cost to the District of all expenditures paid out on behalf of each Board Member from January 1, 2010 through March 31, 2010.

RECOMMENDED MOTION: That the Board of Education for Culver City Unified School District accept the Compensation Report for the period of January 1, 2010 through March 31, 2010 as presented.

Moved by:

Seconded by:

Vote:

**2009-10
Annual Compensation and Expenditure Report
of the
Members of the Board of Education**

January 1, 2010 to March 31, 2010

Board Member	Stipend	Statutory Benefits	Health & Welfare	Other Expenditures	Total
Gourley, Steven	\$ 720.00	\$ 78.12	\$ 485.46	\$ -	\$ 1,283.58
Paspalis, Katherine	\$ 720.00	\$ 78.12	\$ -	\$ -	\$ 798.12
Siever, Patricia	\$ 720.00	\$ 78.12	\$ 32.40	\$ -	\$ 830.52
Silbiger, Karlo	\$ 720.00	\$ 78.12	\$ -	\$ -	\$ 798.12
Zeidman, Curtis Scott	\$ 720.00	\$ 29.93	\$ 3,379.77	\$ -	\$ 4,129.70
TOTAL	\$ 3,600.00	\$ 342.41	\$ 3,897.63	\$ -	\$ 7,840.04

This report represents all expenditures made by the district to, or on behalf of, members of the Board of Education:

- A Stipend is "compensation" made to elected officials for the public service they provide pursuant to Education Code 35120.
- Statutory Benefits are expenditures paid by the District related to the Stipend.
- Health & Welfare represents expenditures for medical, dental and life insurance.
- Other Expenditures are travel/conference related expenses while on District business.

BOARD REPORT

5/11/10

10.1

10.1 Recognition of AVPA Music Students

This evening we recognize the music students at Culver City High School and the Academy of Visual and Performing Arts under the Direction of Dr. Tony Spano, Creative Director of Music and Co-Director of the AVPA.

BOARD REPORT

5/11/10

12.1

12.1 Safe Routes to School Presentation

Mr. Gabe Garcia, Traffic Engineering Manager at the City of Culver City, will present the Safe Routes to School Program. This program is a joint effort between the District and the City to provide safe walking and biking routes to school for our students.

BOARD REPORT

5/11/10

12.2

12.2 Revisions to Culver City High School's Graduation Requirements

Principal Pam Magee is submitting the attached proposed revision to Culver City High School's graduation requirements for Board consideration.

Proposal: Revisions to Culver City High School's Graduation Requirements

To meet the recommendations of the 2009-2010 Western Association of Schools and Colleges (WASC) committee, Culver City High School is proposing the following revisions to high school graduation requirements, beginning with the incoming 9th grade class:

1. One additional year of mathematics, with a recommended path of Algebra I, Geometry, and Algebra II.
2. One year of visual and performing arts.
3. One year of foreign language (two years of the same language recommended).

The current graduation requirements, which reflect the minimum state requirements are:

1. Two years of math including Algebra I.
2. One year of either Visual and Performing Arts OR one year of foreign language.

Rationale

- The proposed requirements more closely align to the A-G requirements, which include Algebra II. The proposed requirements will increase the likelihood that more students will continue in math and reach Algebra II or higher level math. By completing the proposed requirements, students will be much more prepared for the life pathway that they elect to pursue.
- The current CCHS graduation requirements include a high number of elective credits (70 semester credits), which are not specifically directed at a particular academic or career pathway and do not fully prepare graduates for post-secondary options (four-year university, community college, career technical programs, or the work force).
- Raising graduation requirements creates a school culture of high expectations. This change ensures that more students have access to engaging, challenging courses.
- The total required credits for graduation (220 semester credits) will remain the same.

Cost

Requiring students to take additional courses in math and language will result in the need for additional math and language teachers over time. This may be accommodated through the adjustment of some elective courses. The first year of implementation will not require additional staff because the recommended 9th grade program of courses already incorporates the proposed requirements.

Time Line

The new requirements would be implemented with the incoming 9th grade class.

Informing Parents and Students

CCHS will inform parents of the change in graduation requirements through a letter mailed to each incoming 9th grader's address.

BOARD REPORT

5/11/10

12.3

12.3 Student Permit Update

Drew Sotelo, Assistant Director of Child Welfare and Attendance, will present a demographic profile of students attending each school on permits, including academic information and discipline issues. The number of interdistrict permits revoked will be provided with rationale.

BOARD REPORT

5/11/10

14.1

14.1 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.

It is the intent of the Board of Education to cancel the public meetings scheduled for August 10, 2010; August 24, 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; 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 - CANCELED

September 14, 2010

September 28, 2010

October 12, 2010

October 26, 2010

November 9, 2010

November 23, 2010

December 14, 2010

December 28, 2010 - CANCELED

January 11, 2011

January 25, 2011

February 8, 2011

February 22, 2011

March 8, 2011

March 22, 2011

April 12, 2011 - CANCELED

April 26, 2011

May 10, 2011

May 24, 2011

June 14, 2011

June 28, 2011

5/11/10
14.1b

BOARD REPORT

14.1b Approval is Recommended for the New Contract for the Position of Assistant Superintendent of Business Services

The Superintendent is recommending that the Board of Education approves the submitted contract for the Assistant Superintendent of Business Services.

RECOMMENDED MOTION: That the Governing Board of Culver City Unified School District approves the New Contract for the Assistant Superintendent of Business Services.

Moved by:

Seconded by:

Vote:

EMPLOYMENT AGREEMENT

**BETWEEN THE GOVERNING BOARD OF
THE CULVER CITY UNIFIED SCHOOL DISTRICT**

AND

**ASSISTANT SUPERINTENDENT
Business Services**

This Employment Agreement is entered into between the Governing Board (hereinafter referred to as the "Board") of the **CULVER CITY UNIFIED SCHOOL DISTRICT** (hereinafter referred to as "District") and Ali Delawalla (hereinafter referred to as "Assistant Superintendent").

I. TERM

Ali Delawalla is hereby employed by the Board as the Assistant Superintendent, Business Services, of the Culver City Unified School District. The term of employment for the Assistant Superintendent shall be for a period of two (2) years, commencing **July 1, 2010, and ending June 30, 2012,** and shall be subject to the terms and conditions hereinafter set forth.

2. SALARY

The salary of the Assistant Superintendent shall be established by the District management salary schedule in accordance with the policy of the Board governing payment of other professional staff members in the District.

The Board reserves the right to increase the salary of the Assistant Superintendent at any time during the term of this contract, such adjustment to apply from the date on which the adjustment is made effective for the balance of the contract term. Such increase shall not constitute a new employment agreement nor extend the termination date of the existing employment agreement.

The Board also reserves the right to decrease the salary of the Assistant Superintendent at any time during the term of this contract, such adjustment to apply from the date on which the adjustment is made effective. Such adjustment shall not constitute a new employment agreement nor extend the termination date of the existing employment agreement. The Board may exercise its right to decrease the salary of the Assistant Superintendent only upon both the Certificated Bargaining Unit and the Classified Bargaining Unit agreeing to accepting salary reductions. In that instance the Board shall not decrease the salary of the Assistant Superintendent by more than the same salary reduction percentage agreed to by the Certificated Bargaining Unit and the Classified Bargaining Unit for the same time period. If there is a different salary reduction percentage between the certificated and classified bargaining units, the Assistant

Superintendent's total compensation shall be reduced in accordance with that of the Certificated Bargaining Unit.

3. **DUTIES AND RESPONSIBILITIES**

The Assistant Superintendent shall be governed by and shall perform duties and responsibilities as set forth in the California Education Code and the formal job description for the position of Assistant Superintendent, Educational Services, as attached hereto and incorporated herein by reference, as well as all rules and regulations of the State Board of Education and rules, regulations, policies, and directives of the Board, and shall perform such duties and responsibilities at a professional level of competence and with due diligence. The Assistant Superintendent shall attend appropriate professional meetings at the local, state, and national level.

4. **WORK YEAR**

The Assistant Superintendent shall be required to render two hundred twenty-five (225) working days of full and regular service to the District during each annual period covered by this Employment Agreement.

5. **VACATION**

The Assistant Superintendent shall be entitled to twenty-two (22) days annual vacation with pay, exclusive of holidays defined in Section 37220 of the Education Code. A maximum of twenty-two (22) days of earned vacation may be carried from one year to the next. In the event of termination of this Employment Agreement, the Assistant Superintendent shall be entitled to compensation for unused vacation at the salary rate effective during the school year in which the vacation credit was earned. In no case shall more than twenty-two (22) accrued and unused vacation days be paid at the expiration or termination of this Employment Agreement.

6. **EVALUATION**

The Superintendent shall evaluate the performance of the Assistant Superintendent at least once every other year. This evaluation shall be based upon, but not limited to, the Assistant Superintendent's performance of the duties and responsibilities contained in the Assistant Superintendent's job description and written goals and objectives for the Assistant Superintendent as established by the Board. Board policies and any related regulations concerning the evaluation of management employees shall apply to the Assistant Superintendent.

7. **FRINGE BENEFITS**

The Assistant Superintendent shall be entitled to receive fringe benefits accorded other management employees of the District.

8. **SICK LEAVE**

The Assistant Superintendent shall earn twelve (12) days of sick leave annually. Earned sick leave shall be cumulative, as provided by State law and Board policy.

9. **MEDICAL EXAMINATION**

The Assistant Superintendent is eligible for a comprehensive medical examination once every two (2) years. The cost of the medical examination is to be borne by the District.

10. **EXPENSE REIMBURSEMENT**

- A. The Assistant Superintendent shall receive the amount of \$250.00 per month as authorized by Board Policy to cover business expenses incurred in the performance of her duties on behalf of the District.
- B. The Assistant Superintendent shall be compensated for actual and necessary expenses authorized by the Board which are incurred when her employment duties and obligations necessitate travel outside the boundaries of the District in accordance with Board policies.

11. **PROFESSIONAL ACTIVITIES, MEMBERSHIP, AND DUES**

The Assistant Superintendent may attend appropriate professional meetings at the local, state, and national level, and the expenses of said attendance shall be reimbursed by the District in accordance with District policy upon prior Board approval.

The District shall pay the Assistant Superintendent's membership dues in CASBO (California Association of School Business Officials) during each year of this Agreement. In addition, the District shall pay other professional or community organization membership dues as approved by the Board.

12. **MODIFICATION OR TERMINATION OF AGREEMENT**

- A. This Agreement may be changed, modified, or terminated by mutual written agreement of the Assistant Superintendent and the Board upon forty-five (45) calendar days' written prior notice. In no event, however, shall the Assistant Superintendent receive a cash settlement greater than his/her salary for the balance of the unexpired term of this Agreement or eighteen (18) months, whichever is less, in accordance with Government Code Sections 53260 and 53261.
- B. Notwithstanding any other provisions of this Agreement, the Assistant Superintendent shall have the option to terminate this Agreement by providing the Board with a written notice of intent to terminate. This notice shall be provided

no less than forty-five (45) calendar days prior to said termination date. The Assistant Superintendent and Board may mutually agree to a termination date of less than forty-five (45) calendar days.

- C. The Board unilaterally and without cause may terminate this Agreement and the Assistant Superintendent's employment as Assistant Superintendent. In consideration of the Board's right to terminate this Agreement without cause, the Board shall pay the Assistant Superintendent's then current salary, as provided for in paragraph 2 of this Agreement or any amendment thereto, until such time as the Assistant Superintendent secures other employment or for the remainder of this Agreement, whichever is shorter, but in no event shall the Board's obligation under this paragraph exceed eighteen (18) months. The Assistant Superintendent agrees to provide the Board with written notice of his/her effective date of employment at which time the Board shall be released from any further obligation under this Agreement. Upon termination of this Agreement pursuant to this paragraph, the Assistant Superintendent shall continue to receive the fringe benefits to which he/she was previously entitled under this Agreement until he/she secures and begins other employment, or for the remainder of this Agreement, whichever is shorter, but in no event shall the Board's obligation under this paragraph exceed eighteen (18) months. The provisions of this Agreement are to be interpreted in a manner consistent with Government Code Sections 53260 and 53261.

Upon termination of this Agreement pursuant to this paragraph, the Assistant Superintendent shall cease to accumulate vacation days. The Assistant Superintendent shall be entitled to lump sum compensation for accrued vacation earned under the terms of this Agreement, subject to the limitation on vacation accrual set forth in paragraph 5 of this Agreement.

- D. This Agreement and the services of the Assistant Superintendent may be terminated by the Board at any time for, but not limited to, breach of this Agreement; any ground enumerated in Education Code Section 44932; or the Assistant Superintendent's failure to regularly perform any of his/her responsibilities as set forth in this Agreement, as defined by law, or as specified in the Assistant Superintendent's job description. The Board shall not terminate this Agreement under this paragraph until a written statement of the grounds for termination has first been served upon the Assistant Superintendent. The Assistant Superintendent shall then be entitled to a conference with the Board at which time the Assistant Superintendent shall be given a reasonable opportunity to address the Board's concerns. The Assistant Superintendent shall have the right, at his/her own expense, to have a representative of his/her choice at the conference with the Board. The conference with the Board shall be the Assistant Superintendent's exclusive right to any hearing otherwise required by law.
- E. Notwithstanding any other provision of this Agreement or the policies and regulations of the Board, the Board may elect not to renew this Agreement, and/or not to reemploy the Assistant Superintendent upon expiration of this Agreement pursuant to Education Code Section 35031.

F. Should the Assistant Superintendent be unable to serve in his/her position due to a physical and/or mental condition, and upon expiration of sick leave benefits as provided by statute, and the rules and policies of the Board, and upon written evaluation by a licensed physician designated by the District indicating the inability of the Assistant Superintendent to further serve in his/her position of employment, this Agreement may be terminated by the Board, with written notice provided no less than forty-five (45) calendar days prior to said termination date.

13. **SAVINGS CLAUSE**

If any provisions of this Agreement are held to be contrary to final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

14. **COMPLETE AGREEMENT**

This Agreement is the full and complete agreement between the parties hereto. Any amendment, modifications, or variations from the terms of this Agreement shall be in writing and shall be effective only upon written approval of such amendment, modification, or variation by the Board.

IN WITNESS WHEREOF, the parties hereto have duly approved and executed this Agreement on the _____ day of _____, 2010.

Dated: _____

Superintendent, Culver City Unified School District

I hereby accept this offer of employment and agree to comply with each and every condition thereof, and to perform faithfully all of the duties of employment of Assistant Superintendent, Business Services.

Dated: _____

5/11/10
14.1c

BOARD REPORT

14.1c Approval is Recommended for the Renewed Contract for the Position of Assistant Superintendent of Educational Services

The Superintendent is recommending that the Board of Education approves the submitted renewed contract for the Assistant Superintendent of Educational Services.

RECOMMENDED MOTION: That the Governing Board of Culver City Unified School District approves the renewal of the contract for the Assistant Superintendent of Educational Services.

Moved by:

Seconded by:

Vote:

EMPLOYMENT AGREEMENT

BETWEEN THE GOVERNING BOARD OF THE CULVER CITY UNIFIED SCHOOL DISTRICT

AND

ASSISTANT SUPERINTENDENT Educational Services

This Employment Agreement is entered into between the Governing Board (hereinafter referred to as the "Board") of the **CULVER CITY UNIFIED SCHOOL DISTRICT** (hereinafter referred to as "District") and Gwenis Laura (hereinafter referred to as "Assistant Superintendent").

I. **TERM**

Gwenis Laura is hereby employed by the Board as the Assistant Superintendent, Educational Services, of the Culver City Unified School District. The term of employment for the Assistant Superintendent shall be for a period of one (1) year, commencing **July 1, 2010, and ending June 30, 2011**, and shall be subject to the terms and conditions hereinafter set forth.

2. **SALARY**

The salary of the Assistant Superintendent shall be established by the District management salary schedule in accordance with the policy of the Board governing payment of other professional staff members in the District.

The Board reserves the right to increase the salary of the Assistant Superintendent at any time during the term of this contract, such adjustment to apply from the date on which the adjustment is made effective for the balance of the contract term. Such increase shall not constitute a new employment agreement nor extend the termination date of the existing employment agreement.

The Board also reserves the right to decrease the salary of the Assistant Superintendent at any time during the term of this contract, such adjustment to apply from the date on which the adjustment is made effective. Such adjustment shall not constitute a new employment agreement nor extend the termination date of the existing employment agreement. The Board may exercise its right to decrease the salary of the Assistant Superintendent only upon both the Certificated Bargaining Unit and the Classified Bargaining Unit agreeing to accepting salary reductions. In that instance the Board shall not decrease the salary of the Assistant Superintendent by more than the same salary reduction percentage agreed to by the Certificated Bargaining Unit and the Classified Bargaining Unit for the same time period. If there is a different salary reduction percentage between the certificated and classified bargaining units, the Assistant

Superintendent's total compensation shall be reduced in accordance with that of the Certificated Bargaining Unit.

3. **DUTIES AND RESPONSIBILITIES**

The Assistant Superintendent shall be governed by and shall perform duties and responsibilities as set forth in the California Education Code and the formal job description for the position of Assistant Superintendent, Educational Services, as attached hereto and incorporated herein by reference, as well as all rules and regulations of the State Board of Education and rules, regulations, policies, and directives of the Board, and shall perform such duties and responsibilities at a professional level of competence and with due diligence. The Assistant Superintendent shall attend appropriate professional meetings at the local, state, and national level.

4. **WORK YEAR**

The Assistant Superintendent shall be required to render two hundred twenty-five (225) working days of full and regular service to the District during each annual period covered by this Employment Agreement.

5. **CREDENTIALS**

The Assistant Superintendent will furnish throughout the life of the contract a valid and appropriate State of California credential to act as Assistant Superintendent, Educational Services, as directed by the Board.

6. **VACATION**

The Assistant Superintendent shall be entitled to twenty-two (22) days annual vacation with pay, exclusive of holidays defined in Section 37220 of the Education Code. A maximum of twenty-two (22) days of earned vacation may be carried from one year to the next. In the event of termination of this Employment Agreement, the Assistant Superintendent shall be entitled to compensation for unused vacation at the salary rate effective during the school year in which the vacation credit was earned. In no case shall more than twenty-two (22) accrued and unused vacation days be paid at the expiration or termination of this Employment Agreement.

7. **EVALUATION**

The Superintendent shall evaluate the performance of the Assistant Superintendent at least once every other year. This evaluation shall be based upon, but not limited to, the Assistant Superintendent's performance of the duties and responsibilities contained in the Assistant Superintendent's job description and written goals and objectives for the Assistant Superintendent as established by the Board. Board policies and any related regulations concerning the evaluation of management employees shall apply to the Assistant Superintendent.

8. **FRINGE BENEFITS**

The Assistant Superintendent shall be entitled to receive fringe benefits accorded other management employees of the District.

9. **SICK LEAVE**

The Assistant Superintendent shall earn twelve (12) days of sick leave annually. Earned sick leave shall be cumulative, as provided by State law and Board policy.

10. **MEDICAL EXAMINATION**

The Assistant Superintendent is eligible for a comprehensive medical examination once every two (2) years. The cost of the medical examination is to be borne by the District.

11. **EXPENSE REIMBURSEMENT**

- A. The Assistant Superintendent shall receive the amount of \$250.00 per month as authorized by Board Policy to cover business expenses incurred in the performance of her duties on behalf of the District.
- B. The Assistant Superintendent shall be compensated for actual and necessary expenses authorized by the Board which are incurred when her employment duties and obligations necessitate travel outside the boundaries of the District in accordance with Board policies.

12. **PROFESSIONAL ACTIVITIES, MEMBERSHIP, AND DUES**

The Assistant Superintendent may attend appropriate professional meetings at the local, state, and national level, and the expenses of said attendance shall be reimbursed by the District in accordance with District policy upon prior Board approval.

The District shall pay the Assistant Superintendent's membership dues in ACSA (Association of California School Administrators) during each year of this Agreement. In addition, the District shall pay other professional or community organization membership dues as approved by the Board.

13. **MODIFICATION OR TERMINATION OF AGREEMENT**

- A. This Agreement may be changed, modified, or terminated by mutual written agreement of the Assistant Superintendent and the Board upon forty-five (45) calendar days' written prior notice. In no event, however, shall the Assistant Superintendent receive a cash settlement greater than his/her salary for the balance of the unexpired term of this Agreement or eighteen (18) months, whichever is less, in accordance with Government Code Sections 53260 and 53261.

- B. Notwithstanding any other provisions of this Agreement, the Assistant Superintendent shall have the option to terminate this Agreement by providing the Board with a written notice of intent to terminate. This notice shall be provided no less than forty-five (45) calendar days prior to said termination date. The Assistant Superintendent and Board may mutually agree to a termination date of less than forty-five (45) calendar days.
- C. The Board unilaterally and without cause may terminate this Agreement and the Assistant Superintendent's employment as Assistant Superintendent. In consideration of the Board's right to terminate this Agreement without cause, the Board shall pay the Assistant Superintendent's then current salary, as provided for in paragraph 2 of this Agreement or any amendment thereto, until such time as the Assistant Superintendent secures other employment or for the remainder of this Agreement, whichever is shorter, but in no event shall the Board's obligation under this paragraph exceed eighteen (18) months. The Assistant Superintendent agrees to provide the Board with written notice of his/her effective date of employment at which time the Board shall be released from any further obligation under this Agreement. Upon termination of this Agreement pursuant to this paragraph, the Assistant Superintendent shall continue to receive the fringe benefits to which he/she was previously entitled under this Agreement until he/she secures and begins other employment, or for the remainder of this Agreement, whichever is shorter, but in no event shall the Board's obligation under this paragraph exceed eighteen (18) months. The provisions of this Agreement are to be interpreted in a manner consistent with Government Code Sections 53260 and 53261.

Upon termination of this Agreement pursuant to this paragraph, the Assistant Superintendent shall cease to accumulate vacation days. The Assistant Superintendent shall be entitled to lump sum compensation for accrued vacation earned under the terms of this Agreement, subject to the limitation on vacation accrual set forth in paragraph 5 of this Agreement.

- D. This Agreement and the services of the Assistant Superintendent may be terminated by the Board at any time for, but not limited to, breach of this Agreement; any ground enumerated in Education Code Section 44932; or the Assistant Superintendent's failure to regularly perform any of his/her responsibilities as set forth in this Agreement, as defined by law, or as specified in the Assistant Superintendent's job description. The Board shall not terminate this Agreement under this paragraph until a written statement of the grounds for termination has first been served upon the Assistant Superintendent. The Assistant Superintendent shall then be entitled to a conference with the Board at which time the Assistant Superintendent shall be given a reasonable opportunity to address the Board's concerns. The Assistant Superintendent shall have the right, at his/her own expense, to have a representative of his/her choice at the conference with the Board. The conference with the Board shall be the Assistant Superintendent's exclusive right to any hearing otherwise required by law.

- E. Notwithstanding any other provision of this Agreement or the policies and regulations of the Board, the Board may elect not to renew this Agreement, and/or not to reemploy the Assistant Superintendent upon expiration of this Agreement pursuant to Education Code Section 35031.
- F. Should the Assistant Superintendent be unable to serve in his/her position due to a physical and/or mental condition, and upon expiration of sick leave benefits as provided by statute, and the rules and policies of the Board, and upon written evaluation by a licensed physician designated by the District indicating the inability of the Assistant Superintendent to further serve in his/her position of employment, this Agreement may be terminated by the Board, with written notice provided no less than forty-five (45) calendar days prior to said termination date.

14. **SAVINGS CLAUSE**

If any provisions of this Agreement are held to be contrary to final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

15. **COMPLETE AGREEMENT**

This Agreement is the full and complete agreement between the parties hereto. Any amendment, modifications, or variations from the terms of this Agreement shall be in writing and shall be effective only upon written approval of such amendment, modification, or variation by the Board.

IN WITNESS WHEREOF, the parties hereto have duly approved and executed this Agreement on the _____ day of _____, 2010.

Dated: _____

 Superintendent, Culver City Unified School District

I hereby accept this offer of employment and agree to comply with each and every condition thereof, and to perform faithfully all of the duties of employment of Assistant Superintendent, Educational Services.

Dated: _____

BOARD REPORT

5/11/10

14.3a

14.3a Rejection of Claim

The District has received a claim for damages (File 10-82114DP) for damages and alleged injuries sustained in an incident on March 30, 2010. Our CorVel claims investigator and ASCIP attorney have reviewed the claim and it is recommended that the claim be rejected.

RECOMMENDED MOTION: That the Board of Education authorize the Interim Assistant Superintendent of Business Services to reject the claim for damages related to File 10-82114DP.

Moved by:

Seconded by:

Vote:

14.3b Resolution #41/2009-2010 - Temporary Borrowing Between Funds

School districts receive the majority of their revenues from revenue limit sources and other state apportionments. The state releases many of these funds from a fixed schedule. In daily operations, school districts make payments to employees, contractors, vendors, and others. Since the timing of the outflow of cash is not related to the inflow, school districts have the need to review cash positions to ensure when disbursements are made that there is sufficient cash to cover them. This year, as well as next, all local education agencies face additional challenges due to the state's budget deficit.

To address this timing issue, temporary interfund borrowing of cash is permitted by Education Code (EC) Section 42603 for K-12 districts. Under the provisions of EC 42603, the governing board of a school district may direct that moneys held in any fund may be temporarily transferred to another fund of the district for payment of obligations under the following restrictions:

- No more than 75 percent of the maximum moneys held in any fund during a current fiscal year may be transferred.
- The transfer shall not be available for appropriation or be considered income to the borrowing fund.
- Borrowing shall occur only when the fund receiving the money will earn sufficient income, during the current fiscal year, to repay the amount transferred.
- Amounts transferred shall be repaid either in the same fiscal year or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year.

RECOMMENDED MOTION: That in accordance with Education Code Section 42603, the governing Board of Education of Culver City Unified School District adopt the attached resolution and authorize the temporary interfund borrowing of cash.

Moved by:

Seconded by:

Vote:

RESOLUTION #41 / 2009-2010
Resolution of the Governing Board of Culver City Unified School District
for
Temporary Borrowing Between Funds

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, temporary transfer of cash between district funds is permitted by education code Section 42603, and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$ 2,500,000.00
2. For fiscal year: 2010-2011
3. Amount shall not exceed 75 percent of any moneys held in any fund.
4. Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
5. Borrowing shall only occur when the fund receiving the money will earn sufficient income during the current fiscal year. The amounts borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW, THEREFORE BE IT RESOLVED, the Governing Board of Culver City Unified School District hereby authorizes the borrowing of cash between all of the district funds.

IN WITNESS WHEREOF, we have here unto set our hands this 11th day of May, 2010.

BOARD OF TRUSTEES OF CULVER CITY UNIFIED
SCHOOL DISTRICT OF LOS ANGELES COUNTY

By _____
President

By _____
Vice President

By _____
Member

By _____
Member

By _____
Member

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)

I, the undersigned, as Executive Secretary of the Governing Board of the Culver City Unified School District of Los Angeles County, California, do hereby certify the foregoing to be a true, and correct copy of a Resolution adopted by the said Governing Board at a regular Board Meeting held on May 11, 2010.

Secretary of the Governing Board
Culver City Unified School District

BOARD REPORT

14.4a Second Reading and Adoption of Revised Board Policy/Administrative Regulation 4127/4227/4327, Temporary Athletic Team Coaches

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. District Administration recommends revision of Board Policy/Administrative Regulation 4127/4227/4327, Temporary Athletic Team Coaches to reflect the new law (AB 1025), which beginning July 1, 2010, requires any noncertificated or volunteer athletic team coach to obtain an Activity Supervisor Clearance Certificate (ASCC) from the California Teaching Commission (CTC). The policy is also revised to reflect Title 5 regulations regarding employment of athletic team coaches as temporary employees and to clarify law giving certificated employees a hiring advantage if they meet required qualifications.

RECOMMENDED MOTION: That the Board of Education approves and adopts Revised Board Policy/Administrative Regulation 4127/4227/4327, Temporary Athletic Team Coaches.

Moved by:

Seconded by:

Vote:

TEMPORARY ATHLETIC TEAM COACHES

The Governing Board ~~recognizes the importance of qualified temporary athletic team~~ employs highly qualified coaches to for the district's sports and program and to the success of students in sports-an interscholastic athletic activities.-programs in order to enhance the knowledge, skills, motivation and safety of student athletes.

(cf. 6142.7 – Physical Education and Activity)

(cf. 6145.2 – Athletic Competition)

The Superintendent or designee ~~shall establish qualification criteria for all athletic coaches in accordance with law and with district standards and priorities. These criteria shall ensure that all coaches possess an appropriate level of competence, knowledge, and skill. may employ a certificated or noncertificated employee, other than a substitute employee, to supervise or instruct interscholastic athletic activities as a temporary employee in a limited assignment capacity. (5 CCR 5590)~~

~~(5 CCR 559 – establishes the minimum qualifications for temporary athletic team coaches)~~

(cf. 4121 – Temporary/Substitute Personnel)

~~Any certificated teacher employed by the district who applies for a position as a temporary athletic team coach and who satisfies the qualification criteria established for~~ When hiring a person to fill a position as a temporary athletic team coach, the position shall first be offered the position made available to qualified certificated teachers currently employed by the district. (Education Code 44919)

Effective December 31, 2008, all district coaches, including volunteer coaches, shall have completed a coaching education program that meets the standards developed by the California Interscholastic Federation (CIF). Coaches shall bear the expense of the program. (Education Code 49032)

~~(cf. 5131.63 – Steroids)~~

The Superintendent or designee shall establish qualification criteria for all athletic coaches in accordance with law and district standards. These criteria shall ensure that coaches possess the proper credential or Activity Supervisor Clearance Certificate (ASCC) and an appropriate level of competence, knowledge and skill.

All coaches shall be subject to Board ~~policy policies,~~ and administrative regulations as and well as California Interscholastic Federation (CIF) bylaws and codes of ethical conduct.

(cf. 4118 – Suspension/Disciplinary Action)

(cf. 4218 – Dismissal/Suspension/Disciplinary Action)

(cf. 5131.1 – Bus Conduct)

~~(cf. 6145.2 – Athletic Competition)~~

(cf. 5131.63 – Steroids)

~~Volunteer athletic team coaches shall meet all the qualifications and competencies required of temporary athletic team coaches employed by the district.~~

(cf. 1240—~~Volunteer Assistance~~)

BP 4127/4227/4327 (b)

Noncertificated coaches have no authority to give grades to students. (5CCR 5591)

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

Legal Reference

EDUCATION CODE

35179-35179.7 Interscholastic athletics

44010 Sex offense

44011 Controlled substance offense

44258.7 Credential types; Activity Supervisor Clearance Certificate

44332-44332.5 Temporary certificates

44424 Conviction of a crime

44808 Liability when students are not on school property

44919 Classification of temporary employees

49024 Activity Supervisor Clearance Certificate

49030-39033 49034 Performance – enhancing substances

CODE OF REGULATIONS, TITLE 5

5531 Supervision of extracurricular activities of pupils

5590-5596 Duties of Temporary Athletic Team Coaches

(6/97, 11/05) 3/10

Policy

Adopted: October 21, 1997

Policy

Revised: March 14, 2006

CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California

TEMPORARY ATHLETIC TEAM COACHESQualifications

~~At the first regular Governing Board meeting or within 30 days after selection of a temporary athletic team coach, whichever is sooner, the Superintendent or designee shall certify to the Board that all temporary athletic team coaches meet the qualifications and competencies required by law. (Code of regulations, Title 5, Section 5594)~~

~~Upon the recommendation of the Superintendent or designee, the Board shall certify to the State Board of Education, April 1 of each year, that the district conforms with state requirements governing the employment of temporary athletic team coaches. (Title 5, Section 5594)~~

Competencies

~~Temporary athletic team coaches shall give evidence of required competencies by one or more of the means listed for each area below:~~

The Superintendent or designee shall establish minimum qualification criteria for temporary athletic team coaches. These criteria shall include, but not necessarily be limited to, competencies in the following areas: (5 CCR 5593)

1. Care and prevention of athletic injuries, basic sports injury first aid, and emergency procedures, as evidenced by one of more of the following:
 - a. Completion of a college-level course in the care and prevention of athletic injuries and possession of a valid cardiopulmonary resuscitation (CPR) card
 - b. A valid sports injury certificate or first aid card, and a valid cardiopulmonary resuscitation (CPR) card
 - c. A valid Emergency Medical Technician (EMT) I or II card
 - d. A valid trainer's certification issued by the National or California Athletic Trainers' Association (NATA/CATA)
 - e. Possession of both valid CPR and first aid cards and P-practical experience under the supervision of an athletic coach or trainer or experience assisting in team athletic training and conditioning ~~and both valid CPR and first aid cards~~
2. Coaching theory and techniques in the sport or game being coached, as evidenced by one or more of the following:
 - a. Completion of a college course in coaching theory and techniques
 - b. Completion of I-inservice programs arranged by a school district or county office of education
 - c. Prior service as a student coach or assistant athletic coach in the sport or game being coached

- d. Prior coaching in community youth athletic programs in the sport being coached
 - e. Prior participation in organized competitive athletics at high school level or above in the sport being coached
3. Knowledge of the rules and regulations pertaining to the sport or game being coached, the league rules, and at high school level, the regulations of the California Interscholastic Federation (CIF)
 4. Knowledge of Child or adolescent psychology, as appropriate, as it relates to sports participation, as evidenced by one or more of the following:
 - a. Completion of a college-level course in child psychology for elementary school positions and adolescent or sports psychology for secondary school positions
 - b. Completion of a seminar or workshop on human growth and development of youth
 - e. Prior active involvement with youth in school or community sports program (~~Title 5, Section 5593~~)

The Superintendent or designee may waive competency requirements for persons enrolled in appropriate training courses leading to acquisition of the competency, provided such persons serve under the direct supervision of a fully qualified coach until the competencies are met. (5CCR 5593)

Following the selection of a temporary athletic team coach, the Superintendent or designee shall certify to the Governing Board, at the next regular Board meeting or within 30 days, whichever is sooner, that the coach meets the qualifications and competencies required by 5 CCR 5593. By April 1 of each year, the Board shall certify to the State Board of Education that the provisions of 5 CCR 5593 have been met. (5 CCR 5594)

Volunteers who supervise or direct an athletic program shall meet the qualification criteria specified in 5 CCR 5593 required for temporary athletic team coaches employed by the district. Any volunteer who does not meet such criteria shall serve only under the supervision of a fully qualified coach and shall not be given charge of an athletic program.

(cf. 1240-Volunteer Assistance)

Additional Qualifications of Noncertificated Personnel and Volunteers

In addition to the qualifications listed above, any noncertificated persons employed to coach or supervise district athletic teams must first be determined as a temporary athletic team coach shall: (5 CCR 5592)

(cf. 4212.5 – Security/Credit Check)

- ~~2-1.~~ Be free from tuberculosis and any other contagious disease that would prohibit certificated teachers from teaching, as verified by a written statement, renewable every four years, from a licensed physician or other person approved by the district (Title 5, Section 5592)

(cf. 4112.4/4212.4/4312.4 – Health Examinations)

- ‡ 2. Not to have been convicted of any offense referred to in Education Code 44010, 44011 or 44424, or any offense involving moral turpitude or evidencing unfitness to associate them with children

Beginning July 1, 2010, any noncertificated employee or volunteer who supervises, directs, or coaches an interscholastic athletic team shall be required to obtain an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing. (Education Code 49024)

(cf. 1240- Volunteer Assistance)

High School Coaching Education Program

Each high school athletic team coach or volunteer coach shall complete, at his/her expense, a coaching education program that meets the standards developed by the CIF. A high school coach who has completed the education program in another California school district shall be deemed to have met the requirement for this district. (Education Code 49032)

An individual who has not completed the education program may be assigned as a coach for no longer than one season of interscholastic completion. (Education Code 49032)

Code of Ethical Conduct

Employees providing supervisory or instructional services in interscholastic athletic programs and activities shall: (5 CCR 5596)

1. Show respect for players, officials and other coaches
2. Respect the integrity and judgment of game officials
3. Establish and model fair play, sportsmanship, and proper conduct
4. Establish player safety and welfare as the highest priority
5. Provide proper supervision of students at all times
6. Use discretion when providing constructive criticism and when reprimanding players
7. Maintain ~~C~~consistency in requireing all players to adhere to the established rules and standards of the game
8. Properly instruct players in the safe use of equipment
9. ~~Not~~ Avoid exerting undue influence on a student's decision to enroll in an athletic program at any public or private post secondary educational institution
10. ~~Not~~ Avoid exerting undue influence on students to take lighter academic course(s) in order to be eligible to participate in athletics

11. ~~Not~~ Avoid suggesting, provideing or encourageing any athlete to use nonprescriptive drugs, anabolic steroids, or any substance to increase physical development or performance that is not approved by the U.S. Food and Drug Administration, U.S. Surgeon General, or the American Medical Association
(cf. 5131.63-Steroids)
12. ~~Not~~ Avoid recruitment of athletes from other schools
13. Follow the rules of behavior and the procedures for crowd control as established by the Board district and the league in which the district participates. ~~(Title 5, Section 5596)~~

Regulation
Reviewed: October 21, 1997

CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California

5/11/10
14.4b

BOARD REPORT

14.4b Second Reading and Adoption of Revised Board Policy/Administrative Regulation 1240, Volunteer Assistance

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. District Administration recommends revision of Board Policy/Administrative Regulation 1240, Volunteer Assistance to reflect New Law (AB 1025), which beginning July 1, 2010, requires any volunteer who supervises, directs, or coaches a student activity program sponsored by or affiliated with the district to obtain an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing (CTC).

RECOMMENDED MOTION: That the Board of Education approves and adopts Revised Board Policy/Administrative Regulation 1240, Volunteer Assistance.

Moved by:

Seconded by:

Vote:

Community RelationsVOLUNTEER ASSISTANCE

The Governing Board ~~encourages parents/guardians and other members of the community to share their time, knowledge and abilities with our students, recognizes that V~~volunteer assistance in schools can enriches the educational program, ~~enhances~~ increase supervision of students and contributes to school safety while strengthening the schools' relationships with the community. The Board ~~also~~ encourages parents/guardians and other members of the community ~~members~~ to serve as mentors providing support and motivation to students.

(cf. 1000 - Concepts and Roles)

(cf. 1700 - Relations Between Private Industry and the Schools)

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

(cf. 4222 - Teacher Aides/Paraprofessionals)

(cf. 5020 Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

(cf. 6171 - Title I Programs)

The Superintendent or designee shall develop and implement a plan for recruiting, screening and placing volunteers, including strategies for reaching underrepresented groups of parents, guardians and community members. He/she may also recruit community members to serve as mentors and/or make appropriate referrals to community organizations.

~~(cf. 0420.3 - School Based Student Motivation and Maintenance Program)~~

(cf. 1020 - Youth Services)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

The Superintendent or designee shall establish procedures to protect the safety of students and adults. **Volunteers who work in classrooms, or on school campuses or supervise on any school/district approved field trips shall be required to follow the procedures.** These procedures shall include laws related to tuberculosis testing and may also include laws related to criminal checks (**Request For Livescan Service**). In addition, the Superintendent or designee shall establish procedures for determining whether volunteers possess the qualifications, if any, required by law and administrative regulation for the types of duties they will perform.

As appropriate, the Superintendent or designee ~~Volunteers shall be provided~~ volunteers with information about school goals, programs and practices. Volunteers shall receive an orientation and other training related to their specific responsibilities. ~~as appropriate.~~ Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that ~~capitalize~~ utilize ~~on~~ their skills and expertise and maximize their contribution to the educational program.

Beginning July 1, 2010, any volunteer who supervises, directs, or coaches a student activity program shall be required to obtain an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing at his/her expense. Student activity programs include, but are not limited to, scholastic programs, interscholastic programs, and extracurricular activities sponsored by the district or a school booster club, such as cheer team, drill team, dance team, and marching band. This requirement shall not apply to volunteer supervisors for breakfast, lunch, or other nutritional periods or to volunteer non-teaching aides under the immediate supervision and direction of certificated personnel pursuant to Education Code 35021. (Education Code 49024)

Volunteer maintenance work shall be limited to those projects that do not replace the normal maintenance duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school, do not significantly increase maintenance workloads and comply with employee commitments and contracts.

Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021).

Volunteers shall act in accordance with district policies, regulations and school rules. At their discretion, employees who supervise volunteers may ask any volunteer who violates school rules to leave the campus. Employees also may confer with the principal or designee regarding any such volunteers. The Superintendent or designee shall be responsible for investigating and resolving complaints regarding volunteers.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3515.2 - Disruptions)

The Board encourages principals to develop a means for recognizing the contributions of each school's volunteers.

(cf. 1150-Commendations and Awards)

The Superintendent or designee shall periodically report to the Board regarding the district's volunteer assistance program.

Legal Reference:

EDUCATION CODE

8482-8484.6 After School Education and Safety program

8484.7-8484.9 21st Century Community Learning Center program

35021 Volunteer aides

35021.1 Automated records check

35021.3 Registry of volunteers for before/after school programs

44010 Sex offense; definition

44227.5 Classroom participation by college methodology faculty

44814 – 44815 ~~Duty~~ Supervision of students during lunch and other nutrition periods.

45125 Fingerprinting requirements

45340-45349 Instructional Aides

45360 - 45367 Teacher aides

49024 Activity Supervisor Clearance Certificate

49406 Examination for tuberculosis

GOVERNMENT CODE

~~3100-3109 Oath or affirmation of allegiance~~

3543.5 Prohibited interference with employees' rights

HEALTH AND SAFETY CODE

1596.871 Fingerprints of individuals in contact with child day care facility clients

LABOR CODE

1720.4 Public works; exclusion of volunteers from prevailing wage law

3364.5 Persons performing voluntary services for school districts

PENAL CODE

290 Registration of sex offenders

290.4 Information regarding sex offenders

290.95 Disclosure by person required to register as sex offender

CODE OF REGULATIONS, TITLE 22

101170 Criminal record clearance

101216 Health screening, volunteer in child care centers

UNITED STATES CODE, TITLE 20

6319 Qualifications and duties of paraprofessionals, Title I Programs

PUBLIC LAW 107--110

~~1119 Qualifications and duties of paraprofessionals, Title I Programs~~

Policy
adopted: April 1, 1997

CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California

Policy
revised: April 8, 2003

Community Relations

Volunteer Assistance

Definitions

Duties of Volunteers

~~Volunteers may supervise students during lunch and/or breakfast periods or may serve as non-teaching aides under the immediate supervision and direction of certificated personnel to perform non-instructional work which assists certificated personnel in the performance of teaching and administrative responsibilities. (Education Code 35021, 44814, 44815)~~

Volunteers may assist certificated personnel in the performance of their duties, in the supervision of students, and in instructional tasks which, in the judgment of the certificated personnel to whom the volunteer ~~instructional aide~~ is assigned, may be performed by a person not licensed as a ~~certificated employee~~. classroom teacher. These duties shall not include assignment of grades to students. (Education Code 45343, 45344, 45349)

(cf. 4222 – Teacher Aides/Paraprofessionals)

(cf. 5148 – Child Care and Development)

(cf. 5148.2 – Before/After School Programs)

Volunteers may supervise students during lunch, breakfast, or other nutritional periods or may serve as non-teaching aides under the immediate supervision and direction of certificated personnel to perform non-instructional work which assists certificated personnel in the performance of teaching and administrative responsibilities. (Education Code 35021, 44814, 44815)

Volunteers may supervise students or district/school approved fieldtrips.

~~Volunteers may work on short-term facilities projects pursuant to Governing Board policy and administrative regulation.~~

Qualifications of Volunteers

~~Volunteers providing supervision or instruction of students pursuant to Education Code 45349 shall give evidence of basic skills proficiency. (Education Code 45344.5, 45349) (cf. 4212 – Appointment and Conditions of Employment)~~

Volunteers who work in classrooms, or on school campuses, **or supervise any school field trips** ~~on a regular basis~~ shall be required to be fingerprinted.

Beginning July 1, 2010, any volunteer who supervises, directs, or coaches a student activity program shall be required to obtain an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing at his/her expense. Student activity programs include, but are not limited to, scholastic programs, interscholastic programs, and extracurricular activities sponsored by the district or a school booster club, such as cheer team, drill team, dance team, and marching band. This requirement shall not apply to volunteer

supervisors for breakfast, lunch, or other nutritional periods or to volunteer non-teaching aides under the immediate supervision and direction of certificated personnel pursuant to Education Code 35021. (Education Code 49024)

(cf. 4127/4227/4327 – Temporary Athletic Team Coaches)
(cf. 6145 – Extracurricular and Cocurricular Activities)

A person who is required to register as a sex offender pursuant to Penal Code 290 shall not serve as a volunteer in a classroom or on a school campus. (Education Code 35021)

The Superintendent or designee shall verify by fingerprints or other reasonable means that persons serving who submit an application to serve as a volunteer instructional aides and non-teaching volunteer aides are registered as a sex offender are not registered as a sex offender pursuant to Penal Code 290.

Community Relations

No volunteer shall be assigned to ~~provide supervision~~ or ~~instruction~~ of students unless he/she has submitted evidence of an examination within the past 60 days to determine that he/she is free of active tuberculosis. Volunteers whose ~~skin~~ tests negative shall thereafter be required to take a tuberculosis test every four years in accordance with Education Code 49406. (Education Code 45106, 45347, 45349, 49406)

(cf. 4112.4/4212.4/4312.4 – Health Examinations)

Drug and Alcohol Testing for Volunteer Drivers

Post-Accident Tests

Alcohol and controlled substance tests shall be conducted as soon after an accident as practicable on any volunteer driver:

1. ~~Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved loss of human life (49 C.F.R. 382.303)~~
2. Who receives a citation under state or local law for a moving traffic violation arising from the accident (49 C.F.R. 382.303)

Volunteer drivers shall make themselves readily available for testing, absent the need for immediate medical attention. (49 C.F.R. 382.303)

No such volunteer driver shall use alcohol for eight hours after the accident, or until after he/she undergoes a post-accident alcohol test, whichever occurs first. (49 C.F.R. 382.209)

If an alcohol test is not administered within two hours of the accident or if a drug test is not administered within 32 hours, the district shall prepare and maintain records explaining why the test was not conducted. Tests shall not be given if not administered within eight hours after the accident for alcohol or within 32 hours for drugs. (49 C.F.R. 382.303)

Tests conducted by authorized federal, state or local officials shall fulfill post-accident testing requirements provided they conform to applicable legal requirements and are obtained by the district. Breath tests will validate only the alcohol test and cannot be used to fulfill controlled substance testing obligations. (49 C.F.R. 382.303)

Reasonable Suspicion Tests

An alcohol or drug test shall be conducted if a supervisor or district official trained in accordance with law has reasonable suspicion that a volunteer driver has violated the district's alcohol or drug prohibitions. This reasonable suspicion must be based on specific, contemporaneous, articulable observations concerning the volunteer's driver's appearance, behavior, speech or body odors. The observations may include indications of the chronic and withdrawal effects of controlled substances. (49 C.F.R. 382.307)

Alcohol tests are authorized for reasonable suspicion only if the required observations are made during, just before or just after the period of the work day when the volunteer driver must comply with alcohol prohibitions. An alcohol test may not be conducted by the person who determines that reasonable suspicion exists to conduct such a test. If an alcohol test is not administered within two hours of a determination of reasonable suspicion, the district shall prepare and maintain a record explaining why this was not done. Attempts to conduct alcohol tests shall terminate after eight hours. (49 C.F.R. 382.307)

A supervisor or district official who makes observations leading to a controlled substance reasonable suspicion test shall make a written record of his/her observations within 24 hours of the observed behavior or before the results of the drug test are released, whichever is earlier. (49 C.F.R. 382.307)

The Superintendent or designee shall ensure that the volunteer under reasonable suspicion is transported to the designated collection or testing site.

Enforcement

Any volunteer driver who refuses to submit to a post-accident or reasonable suspicion test, or to a follow-up test as described below, shall not perform or continue to perform safety-sensitive functions. (49 C.F.R. 382.211) Therefore, any volunteer driver who so refuses shall be immediately dismissed from all volunteer duties.

(cf. 4117.4 - Dismissal)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

A volunteer driver who is tested and found to have an alcohol concentration of .01 or greater may not perform or continue to perform safety-sensitive functions including driving a commercial motor vehicle.

A volunteer driver who tests positive for drugs or is found to have an alcohol concentration of .01 or greater shall be dismissed from all volunteer duties.

Maintenance of Records

Volunteer drug and alcohol test results and records shall be maintained under strict confidentiality and released only in accordance with law. Upon written request, a volunteer driver shall receive copies of any records pertaining to his/her use of drugs or alcohol, including any records pertaining to his/her drug or alcohol tests.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/ Privileged Information)

Notifications

Each volunteer driver shall receive educational materials that explain the requirements of the Code of Federal Regulations, Title 49, Part 382, together with a copy of the district's policy and regulations for meeting these requirements. The information shall identify all of the following: (49 C.F.R. 382.601)

1. The person designated by the district to answer volunteer drivers' questions about the materials
2. The categories of volunteer drivers who are subject to the Code of Federal Regulations, Title 49, Part 382
3. ~~Sufficient information about the safety sensitive functions performed by volunteer drivers to make clear what period of the work day the driver is required to comply with Part 382~~
4. Specific information concerning volunteer driver conduct that is prohibited by Part 382
5. The circumstances under which a volunteer driver will be tested for drugs and/or alcohol under Part 382
6. The procedures that will be used to test for the presence of drugs and alcohol, protect the volunteer driver and the integrity of the testing processes, safeguard the validity of test results, and ensure that test results are attributed to the correct volunteer driver
7. The requirement that a volunteer driver submit to drug and alcohol tests administered in accordance with Part 382

8. An explanation of what constitutes a refusal to submit to a drug or alcohol test and the attendant consequences
9. The consequences for drivers found to have violated the drug and alcohol prohibitions of Part 382, including the requirement that the driver be removed immediately from safety-sensitive functions and the procedures for referral, evaluation and treatment
10. The consequences for volunteer drivers found to have an alcohol concentration of .01 or greater
11. ~~The effects of drugs and alcohol on an individual's health, work and personal life; signs and symptoms of a drug or alcohol problem (the driver's or a coworker's); and available methods of intervening when a drug or alcohol problem is suspected, including confrontation, referral to an employee assistance program and/or referral to management (49 C.F.R. 382.601)~~
(cf. 4159 /4259/4359 – Employee Assistance Programs)
12. Other legal requirements, district policies and disciplinary consequences related to the use of alcohol and drugs.
(cf. 4020 - Drug and Alcohol-Free Workplace)

Each volunteer driver shall sign a statement certifying that he/she has received a copy of the above materials.(49 C.F.R. 382.601)

(cf. 4112.9 - Employee Notifications)

~~Before any volunteer driver operates a commercial motor vehicle, the district shall provide him/her with post-accident procedures that will make it possible to comply with post-accident testing requirements. (49 C.F.R. 382.303)~~

Before drug and alcohol tests are performed pursuant to the Code of Federal Regulations, Title 49, Part 382, the district shall inform volunteer drivers that the tests are required by these regulations. (49 C.F.R. 382.113)

The district shall notify a volunteer driver of the results of reasonable suspicion and post-accident drug test if the test results are verified positive. The district shall also tell the volunteer driver which controlled substance(s) were verified as positive. (49 C.F.R. 382.411)

(cf. 3514-Environmental Safety)
(cf. 3514.1 – Hazardous Substances)
(cf. 714-Architectural and Engineering Services)

Regulation
Reviewed: April 1, 1997

Regulation
Revised: April 8, 2003

Regulation
Revised: October 24, 2006

BOARD REPORT

14.4c Approval is Recommended for Resolution #40-2009/2010 (HR), Regarding Layoff of Classified Personnel

It is necessary to take action to abolish one classified position for lack of work and/or lack of funds. The provisions of the Education Code require that such a resolution be approved and written notice be provided to affected classified employees no less than 45 days prior to the effective date of layoff.

RECOMMENDED MOTION: It is recommended that the Board approve Resolution #40-2009/2010 (HR), authorizing the elimination of one classified position.

Moved:

Seconded by:

Vote:

**RESOLUTION #40-2009/2010 (HR), REGARDING LAYOFF OF CLASSIFIED
PERSONNEL**

BE IT RESOLVED that the Governing Board of the Culver City Unified School District hereby determines that Resolution #30-2009/2010 (HR), Regarding the Layoff of Classified Personnel, be amended as to the effective date of the layoff for the position specified below:

<u>Position</u>	<u>No. Affected</u>	<u>IMPACT</u>
Secretary I (District Office – Educational Services) – 8 hours per day, 10 1/2 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 the Superintendent is directed to give notice of layoff to the affected classified employees pursuant to the requirements of law.
3. That said layoff shall become effective on November 15, 2010, subject to negotiations to the extent required by law.
4. That the employees laid off pursuant to this Resolution shall be eligible for reemployment pursuant to Education Code section 45298.

Adopted by the Governing Board of the Culver City Unified School District on May 11, 2010, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Clerk, Governing Board of the
Culver City Unified School District