

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**

December 9, 2008

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

Dana Russell, D.D.S., President
Jessica Beagles-Roos, Ph.D., Vice President
Saundra Davis, M.A., Clerk
Steven Gourley, Member
Scott Zeidman, Esq., Member

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

3. RECESS TO CLOSED SESSION

- 3.1 Student Discipline (Pursuant to EC §35146; §48918 (c))
a) Stipulated Expulsion of Pupil Services Case #03-08
b) Reinstatement of Pupil Services Case #15-05

- 3.2 Conference with Labor Negotiator (Pursuant to GC §54957.6)
Agency Designated Representatives: Patricia Jaffe, Assistant Superintendent, Human Resources, David El Fattal, Assistant Superintendent Business Services
Employee Organizations: Culver City Federation of Teachers (CCFT) and Association of Classified Employees (ACE)

3.3 Public Appointment/Employment (Pursuant to GC §54947)
Certificated Personnel Services Report No. 8
Classified Personnel Services Report No. 8

3.4 Potential Litigation (Pursuant to GC §54956.9)
(2 Cases)

4. **ADJOURNMENT OF CLOSED SESSION**

5. **REGULAR MEETING – 7:00 p.m.**

5.1 Roll Call – Board of Trustees
Dana Russell, D.D.S., President
Jessica Beagles-Roos, Ph.D., Vice President
Saundra Davis, M.A., Clerk
Steven Gourley, Member
Scott Zeidman, Esq., Member

5.2 Flag Salute

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

7. **BOARD BUSINESS**

7.1 Annual Governing Board Organizational Meeting – Education Code
35143

8. **ADOPTION OF AGENDA**

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

9. **CONSENT AGENDA**

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

9.1 Approval is Recommended for the Minutes of Regular Meeting –
November 18, 2008 and Special Board Meeting – December 2, 2008
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. 8

- 9.5 Approval is Recommended for the Classified Personnel Reports No. 8
- 9.6 Approval is Recommended for the Office of Child Development 2008/2009 Contract for Instructional Materials Program
- 9.7 Approval is Recommended for the Office of Child Development 2008/2009 Resolution for the Instructional Materials Program
- 9.8 Approval is Recommended for CCMS GATE Students and Three Teachers to Attend Astro Camp, May 1-3, 2009, Idyllwild, CA
- 9.9 Approval is Recommended for Overnight Out-of-State Field Trip – Sojourn to the Past to Southern States, February 12-21, 2009
- 9.10 Approval is Recommended for the Resolution to Authorize K-3 Class Size Reduction Application for 2008-2009

10. AWARDS, RECOGNITIONS AND PRESENTATIONS

- 10.1 American Citizenship Awards
- 10.2 Spotlight on Education – Culver City High School

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' Reports
- 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 Presentation of the First Interim Report for 2008-2009
- 12.2 First Reading of Revised Board Policy/Administrative Regulation, 1250 – Community Relations, Visitors/Outsiders
- 12.3 Second Reading of Revised Administrative Regulation 4112.4, Health Examinations

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 Second Reading and Adoption of Revised Board Policy and New Administrative Regulation 0450, Philosophy, Goals, Objectives and Comprehensive Plans – Comprehensive Safety Plan

Motion by _____ Seconded by _____ Vote _____

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

Motion by _____ Seconded by _____ Vote _____

14.1c Approval is Recommended for Revisions to the Superintendent's Contract

Motion by _____ Seconded by _____ Vote _____

14.2 Education Services Items

14.2a Approval is Recommended for the Stipulated Expulsion of Pupil Services Case #03-08

Motion by _____ Seconded by _____ Vote _____

14.2b Approval is Recommended for the Reinstatement of Pupil Services Case #15-05

Motion by _____ Seconded by _____ Vote _____

14.2c Approval is Recommended for the Supplemental Educational Services Master Contract (pursuant to No Child Left Behind Act) and to Delegate Authority to the Superintendent to Enter into Contracts with Supplemental Educational Services Providers

Motion by _____ Seconded by _____ Vote _____

14.2d Approval is Recommended for the Adult School 2009 Winter Trimester for Adults

Motion by _____ Seconded by _____ Vote _____

14.2e Approval is Recommended for New Classes at Culver City Independent Study School: Intercultural Literature, Film II, Astronomy, and Physiology

Motion by _____ Seconded by _____ Vote _____

14.2f Approval is Recommended for Symphonic Jazz Orchestra Contract for 1st and 2nd Grade Music Program, 2008-2009

Motion by _____ Seconded by _____ Vote _____

14.3 Business Items

14.3a Approval is Recommended for the Certification of the First Interim Report for 2008-2009

Motion by _____ Seconded by _____ Vote _____

14.3b Approval is Recommended for the Certification of Signatures for Warrants, Orders for Salary Payment, Notices of Employment and Related Documents

Motion by _____ Seconded by _____ Vote _____

Personnel Items - None

15. PUBLIC RECOGNITION – Continued

Public Recognition is the time when members of the public may address the Board on matters not scheduled on the agenda. Those wishing to speak must complete a Speaker's Card and submit it to the Superintendent's Executive Assistant. Three (3) minutes will be allotted to members of the audience, for a total of twenty (20) minutes. Board members will be allotted fifteen (15) minutes to comment during this portion of the agenda.

15.1 Members of the Audience

15.2 Members of the Board

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

January 13 – 7:00 p.m. – Regular Public Meeting, (6:00 p.m. Closed Session), District Office, 4034 Irving Place
January 27 – 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.

7.1 Annual Governing Board Organizational Meeting - Ed. Code 35143

ELECTION OF OFFICERS:

President

Nominations:

Elected:

Vice President

Nominations:

Elected:

Clerk

Nominations:

Elected:

Voting Representative to the Los Angeles County School Trustees Association and Representative to Elect Members to the County Committee on School District Organization

Nominations:

Elected:

APPOINTMENTS:

Parliamentarian

Representatives to the Board of Education/City Council Liaison Committee

- 1.
- 2.
- 3. (Alternate)

Representative to the Youth Health Center Committee

Representative to the District Community Arts Committee

- 1.
- 2.

Representative to the Career Advisory Committee

Liaison to the Culver City Education Foundation

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

Meeting:	<u>Regular Meeting</u>	Date:	<u>November 18, 2008</u>
Place:	<u>District Administration Office</u> <u>4034 Irving Place</u> <u>Culver City 90232</u>	Time:	<u>6:00 p.m. – Public Meeting</u> <u>6:01 p.m. – Closed Session</u> <u>7:00 p.m. – Public Meeting</u>

Board Members Present

Dana Russell, D.D.S., President
Jessica Beagles-Roos, Ph.D., Vice President
Saundra Davis, M.A., Clerk
Scott Zeidman, Esq., Member

Staff Members Present

Myrna Rivera Coté, Ed.D., Superintendent
David El Fattal, M.B.A.
Gwenis Laura, Ed.S.
Patricia Jaffe, M.S.

Call to Order

Board President Dr. Russell called the meeting of the Culver City Unified School District Board of Education to order at 6:00 p.m. The Board adjourned to Closed Session at 6:01 p.m. and reconvened the public meeting at 7:00 p.m. with four Board members in attendance. Mr. Gourley was not present. Ms. Patty Krause led the Pledge of Allegiance.

Report from Closed Session

Dr. Russell reported that the Governing Board met in Closed Session regarding issues listed on today's Closed Session agenda and announced that action was taken to dismiss one permanent classified employee based upon the recommended decision of a Hearing Officer with a roll call vote of 3 – Ayes, 1 – Nay, and 1 - Absent.

8. Adoption of Agenda

It was moved Mr. Zeidman and seconded by Mrs. Davis that the Board adopt the agenda of November 18, 2008 as presented. The motion was approved with a vote of 4 – Ayes and 0 – Nays.

9. Consent Agenda

Dr. Russell called the Consent Agenda and asked if any member of the audience or the Board wished to withdraw any item. Mr. George Laase requested that item 9.2 be withdrawn for a comment. Dr. Russell stated that he had requested that when item 9.5 moved to pull 1C4. It was moved by Dr. Beagles-Roos and seconded by Mrs. Davis to approve Consent Agenda Items 9.1, 9.3 – 9.7 as presented. The motion was approved with a vote of 4 – Ayes and 0 - Nays.

9.1 Minutes of Regular Meeting – October 28, 2008

9.3 Acceptance of Gifts – Donations

9.4 Certificated Personnel Reports No. 7

9.5 Classified Personnel Reports No. 7

9.6 CCHS AVPA Students and Teachers to Attend 2009 California Educational Theatre Association Festival and Competition, January 16-18, 2009, Fontana, CA

9.7 El Marino Principal Tracy Pumilia to Attend IV International Spanish Academies Seminar, Valencia, Spain, December 10-12, 2008

9.2 Approval is Recommended for Purchase Orders

Mr. Laase requested that this item be pulled so that he could make a comment. He stated he was happy to see the Board make an attempt at being transparent, but he would like to see each Board members' expenditures itemized. He further requested that additional information regarding health insurance be presented. He made suggestions of what information could be added to the statement. It was moved by Mr. Zeidman and seconded by Dr. Beagles-Roos that the Board approve the purchase orders from October 20, 2008 through October 31, 2008 as presented. The motion was approved with a vote of 4 – Ayes and 0 – Nays. There was a consensus of all Board members present in agreement with Mr. Laase's request for the additional information.

Dr. Russell requested that Mr. El Fattal present Ms. Julie Garcia as the new Director of Food Services. Mr. El Fattal provided a brief bio of Ms. Garcia. Ms. Garcia briefly thanked the Board and stated her enthusiasm in working for the District.

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 November. The recipients were Shelby Miyamoto-Kim from El Marino School; Steven Lerner from El Rincon Elementary; Alexus Lawson from La Ballona School; Ella Teran from Linwood E. Howe School; Roxie Peterson from Farragut School; Sara Aboobakar from Culver City Middle School; Sandy Avila from Culver Park High School; and Kyle Genius from Culver City High School. Dr. Russell presented each recipient with a pin and certificate; and thanked the students and their families for attending the meeting.

10.2 Spotlight on Education - La Ballona Elementary

Dr. Coté introduced Christine Collins, Principal of La Ballona Elementary School. Ms. Collins along with two fifth grade students, Dylan McCoy and Alexis Larson, presented the Board with an overview of La Ballona's Mask Making Arts Program which focused on a variety of world cultures.

Board members thanked the presenters and spoke about the educational benefits of the mask program and how it is linked with the performing arts.

10.3 Recognition of HOK Architectural Firm

Ms. Patty Krause, Development Coordinator for the Culver City Education Foundation, gave an acknowledgment and introduced representatives from HOK Architectural Firm. The firm designed and donated the materials and labor for the La Ballona playground revitalization project. Brett Shwery provided a slide show that illustrated the revitalization process at La Ballona which included a new soccer field, a hand-painted world map, and lush greenery of drought tolerant plants. The Board presented HOK Architectural Firm with a commendation.

11. Public Recognition

11.1 Superintendent's Report

Dr. Coté reported on anticipating current budget information from Sacramento, and gave an update on the annual Informational Budget Meeting with the CCFT Negotiating Team to discuss the District's budget numbers. Dr. Coté commented on her attendance at an Education Law Conference in Cerritos with Ms. Jaffe and gave information on some of the topics that were discussed. She also announced that Culver City Middle School was featured as radio station K-Earth's "Office of the Day", and wished everyone a Happy Thanksgiving.

11.2 Assistant Superintendents' Reports

Ms. Laura gave an update on the assessment program Galileo and what reports will be focused on.

Mr. El Fattal provided budget updates; he gave an update on the District's participation in the California Shake-Out Drill; and reported that the City Council appeal regarding the development at 4043 Irving Place was postponed.

Mrs. Jaffe explained the process of developing the school calendar and reported that the Calendar Committee has met. A calendar survey is available online to get responses from staff and parents. Mrs. Jaffe thanked Ms. Kelly Tarvyd for implementing the survey online.

11.3 Members of the Audience

Members of the audience spoke about:

- Mr. Jerry Chabola extended an invitation to the playoff game against Downey High School; and gave updates on boys' and girls' cross country teams participating in the CIF and finishing in a team position; the girl's volleyball team finishing 2nd in the league; and the girl's tennis team qualifications. All of our

sports did extremely well in the fall; and the water polo team is doing extremely well. The winter sports are up and running.

11.4 Student Representatives' Reports

Middle School Student Representative

Sibyl Courey, Culver City Middle School Student Representative, reported on activities at Culver City Middle School, including an update on the Halloween Dance and other Halloween activities; a Thanksgiving lunch time contest; the success of the PTSA Magazine Drive; the Limo Lunch; and the Helping Hands Panther Club collecting unwrapped toys for needy children.

Culver Park Student Representative

Emily Gomez, Culver Park High School Student Representative, reported on activities at Culver Park High School, including the Real World and Empowerment Group programs; the International Feast; the beginning of the toy and can drive; the beginning of the recycling project; L.A. Trade Tech visiting Culver Park; and the Logo Contest that will begin on December 3, 2008. Miss Gomez also read a letter from the students and staff at Culver Park to the Board.

Culver City High School Student Representative/Student Board Member

Opal Dillard, Student Board Member, reported on activities at Culver City High School, including Homecoming Activities and how there was a low turn out which left a large debt; the school needing funds in order to have Springfest; her discussion with the House of Representatives and other students about the need for additional counselors. Miss Dillard stated that she went to UCLA Graduate School and found counselors that would love to work with the District. Miss Dillard further reported on the BSU and LSU assemblies being combined; and expressed her concerns with the District's attendance policy.

11.5 Members of the Board

Board Members spoke about:

- Mr. Zeidman stated that the Board should review the attendance policy; he stated he took the calendar survey as a parent; and he was impressed by Miss Dillard's performance during the half-time show at Homecoming.
- Mrs. Davis welcomed Student Board Representative Miss Courey. Mrs. Davis extended an invitation to a Job Faire at Vets Auditorium and stated her regrets that she would be unable to make the upcoming game on Friday. She extended thanks to Ms. Laura for the update on Galileo; and agreed that the Board should review the attendance policy. Ms. Davis also extended congratulations to all of the sports teams on their accomplishments, and she informed the Board that LACOE requested that the District participate in their fashion show.
- Dr. Beagles-Roos thanked the student representatives for attending the meeting and giving their reports. She also was in agreement to review the attendance policy which made a consensus. Dr. Beagles-Roos commented on how the level of enthusiasm has changed at the football games with people singing and dancing in the bleachers and thought that the cheerleaders were also doing a great job. She stated that the High School Newspaper just keeps getting better. She commented on an advisory she received from a legal firm regarding regulations for charter schools and their recommendations for governing Boards; and she stated that CCEF was working hard and working well and funded about half of the grants that were submitted to them and donations that they made for funding for the schools.
- Dr. Russell commented that his office has been Office of the Day; an article that he saw regarding a High School being sued by the ACLU in regards to their newspaper; he inquired as when the ASB goes into debt, who secures the debt if the funds are not raised; he also stated that in regards to the attendance policy he would imagine that whether a student is away for college interviews or attending work the District does not receive ADA. He stated he wanted to clarify that a student having to work is not any less important than a student that has to attend a college interview. Not all students are able to attend college because they have to help the family out by working.

12. Information Items**12.1 Enrollment Report**

Mr. El Fattal presented the enrollment report to the Board. Mr. Zeidman inquired as to if the District was still in declining enrollment. Mr. El Fattal responded that the District's numbers are still declining.

12.2 Anti-Bullying Task Force Update

Ms. Laura provided an update on the progress of the Anti-Bullying Task Force. Ms. Kay Plush and Mrs. Sara Fields who are co-chairs of the Task Force assisted in the presentation on bullying among youth. Ms. Tia Chu who is also a member inquired as to how far the District was going to assess, and if there would be a review of the discipline system. Ms. Laura responded. Mr. Karlo Silbiger commented on discipline in the schools and shared comments on the slides in the presentation. He felt that there needed to be a District-wide shift in the attitude towards bullying and discussed the Save and Civil School Program. He further suggested having students on the Task Force, and thought that it would be a good idea to change the Task Force format from bullying to a general safety-type format. Mr. Zeidman and Mrs. Davis felt that there needed to be an action plan that would start immediately. Miss Dillard commented that that she felt the Task Force was a great idea and she's glad that it was created. She also stated that many students feel that they have to "dumb" to be "cool" so as not to be bullied. Dr. Coté thanked Mr. Silbiger for bringing the Safe and Civil Schools Program into the conversation. Dr. Beagles-Roos thanked the presenters and the time involvement for the Task Force members, and talked about the systematic change that will need to take place. Dr. Russell stated that he is encouraged by the recent presidential elections because he thinks that now we will choose intelligence over ignorance. He's also encouraged by the presentation and thinks that the Task Force has intelligent people participating, and that they are moving quickly to make a culture change. Miss Gomez also thanked the District for implementing the Task Force and commented on her experience with her sister being bullied at school. Further discussion ensued as to the students that are being bullied not wanting to discuss the problems with staff.

12.3 First Reading of Revised Board Policy and New Administrative Regulation 0450, Philosophy, Goals, Objectives and Comprehensive Plans – Comprehensive Safety Plan

Dr. Coté presented the revisions to the Board. Board members made suggestions for additional revisions and it was decided to bring the Board Policy and Administrative Regulation for a second reading at the next meeting.

12.4. First Reading of Revised Board Policy/Administrative Regulation 4112.4, Health Examinations

Mrs. Jaffe presented the information to the Board and explained that the Board Policy is now omitted. Mr. Zeidman stated that he had three pages and changes and requested that the information be brought back for another reading. Further discussion ensued. The information will be brought back for another reading at the next meeting.

13. Recess

The Board by consensus decided to forego taking a recess.

14. Action Items**14.1 Superintendent's Items - None****14.2 Education Services Items****14.2a Approval is Recommended for the Stipulated Expulsion of Pupil Services Case #02-08**

It was moved by Mr. Zeidman and seconded by Dr. Beagles-Roos that the Board approve the stipulated expulsion of Case #02-08 until June 2009 and that the student enroll in County Community Day School as presented. The motion was approved with a vote of 4 – Ayes and 0 - Nays.

14.3 Business Items - None**14.4 Personnel Items – None**

15. Board Business

15.1 Discussion Regarding Nominations for the California State Board Associations Delegate Assembly

Board members decided that they will not be submitting any nominations for the Assembly.

15.2 Discussion of City Council Request for a Youth Advisory Committee Survey

Mr. Karlo Silbiger gave a brief history on trying to get a Youth Advisory Committee assembled. Mr. Jerry Chabola suggested possibly having the survey be online. Pamela Robinson, Manager of Vets Memorial Complex, commented that the City would like to submit the surveys to all students at the Middle and High Schools, but looked for suggestions from the Board on the best way to administer the survey. Mr. Zeidman suggested that the Board might have to review the Board Policy to make sure that there is nothing hindering us from working with the City and no conflicts. He also wanted to know if it would apply to students that attend the schools, but do not live in Culver City. Ms. Robinson responded yes, and she confirmed that there are no financial ramifications for the District in administering the survey. Ms. Jody Reichel suggested having the survey on Culver Currents.

16. Public Recognition - Continued

16.1 Members of the Audience

Members of the audience spoke about:

- Mr. George Laase commented that it was good to see the Board trying to show transparency, but he would like to see a Board Policy mandating Board transparency.
- Mrs. Janet Chabola commented that the Board should take more time to recognize the businesses that support the District. She stated that with the budget challenges in the District she has noticed that people have been added to the payroll and hours have been extended. She asked the Board to also recognize the importance of teachers that are being bullied by parents in the District, and pointed out that Board Policy 4355 regarding health benefits was last updated in 1981 and suggested that the Board pull out all policies that have not been updated since approximately 1995 for review.

16.2 Members of the Board

Board Members spoke about:

- Dr. Beagles-Roos commented that she is sorry the City Liaison meeting was postponed; and the Friends of the Culver City Youth Health Center's Annual Fundraiser taking place on the same night as the Board meeting.
- Dr. Russell confirmed there being a Special Board Meeting on December 2, 2008.

Adjournment

There being no further business, it was moved by Mr. Zeidman, seconded by Mrs. Davis and approved with a vote of 4 – Ayes and 0 – Nays to adjourn the meeting. Board President Dr. Russell adjourned the meeting at 9:40 p.m.

Approved: _____
Board President

Superintendent

On: _____
Date

Secretary

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

Meeting:	<u>Special Meeting</u>	Date:	<u>December 2, 2008</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

Dana Russell, D.D.S., President
Jessica Beagles-Roos, Ph.D., Vice President
Saundra Davis, M.A., Clerk
Steven Gourley, Member
Scott Zeidman, Esq., Member

Guest Present

Warren Kinsler, Esq.

1. Call to Order

Board President Dr. Russell called the meeting of the Culver City Unified School District Board of Education to order at 6:00 p.m. with all Board members in attendance.

2. Public Comment on Closed Session Items

No comments were made by the public.

3. Adoption of Agenda

It was moved by Dr. Beagles-Roos and seconded by Mrs. Davis that the Board adopt the agenda of December 2, 2008 as presented. The motion was unanimously approved.

4. Recess to Closed Session

5. Regular Meeting

6. Public Announcement of Actions Taken by the Board in Closed Session

Dr. Russell announced that no actions were taken in Closed Session.

7. Action Items

Superintendent's Items

7.1 Approval is Recommended for a Letter from the Board of Education Regarding the 4043 Irving

It was moved by Mrs. Davis and seconded by Mr. Zeidman to approve the letter from the Board of Education regarding the 4043 Irving place Redevelopment Project as presented. The following audience members spoke:

- Michael Miller commented that the letter was great and inquired who the letter was being sent to. He thought the letter should be distributed as widely as possible to educate the public. He suggested the letter also be sent to the Planning Commission. The Board agreed to add the Planning Commission as an addressee.
- Judith Miller commented that the report from the City indicated that the redevelopment would have no significant impact on traffic. However, the traffic really will be impacted.
- Meghan Sahli Wells thanked the Board for writing the letter
- Gary Abrams expresses his appreciation that the Board wrote a letter addressing this issue.

The motion was unanimously approved with the inclusion of the Planning Commission as an addressee on the letter.

8. Adjournment

There being no further business, it was moved by Mr. Zeidman and seconded by Mrs. Davis and unanimously approved to adjourn the meeting. Board President Dr. Russell adjourned the meeting at 7:14 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 November 3, 2008 through November 28, 2008 is \$221,616.55. Warrants issued for the period October 20, 2008 through November 25, 2008 total \$9,726,754.98. This includes \$5,709,342.00 in commercial warrants, and \$4,017,412.98 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 November 3, 2008 through November 28, 2008 in the amount of \$221,616.55 and warrants for October 20, 2008 through November 25, 2008 in the amount of \$9,726,754.98 be ratified by the Board of Education.

Moved by:

Seconded by:

Vote:

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 1

District : 64444

CULVER CITY UNIFIED SD

Run Date: 12/01/2008

Purchase Orders/Buyouts To The Board for Ratification From : 11/3/2008 To 11/28/2008

Run Time: 04:45:48AM

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/Loc	Distrib Amt	PO Amount
11/24/08	51369M	A		11/24/08	WESTERN ILLUM	REPAIRS - OTH Maintenance	01.0	81500.0	00000	00000	8110	4380	0005040	974.45	974.45
				11/24/2008		WESTERN ILLUMINATED PLASTICS, INC.	51369M								
11/24/08	52141M	A		11/24/08	MIRACLE PLAYGRC	REPAIRS - OTH Maintenance	01.0	81500.0	00000	00000	8110	4380	0005040	1,240.08	1,240.08
				11/24/2008		MIRACLE PLAYGROUND SALES OF SO CALIFOR	52141M								
11/03/08	52324	A		11/03/08	IDVILLE	OFFICE SUPPL Human Reso	01.0	00000.0	00000	00000	7400	4350	0003000	517.25	517.25
				11/3/2008		IDVILLE	52324								
11/04/08	52325	A		11/04/08	OFFICE DEPOT	OFFICE SUPPL Human Reso	01.0	00000.0	00000	00000	7400	4350	0003000	545.64	545.64
				11/4/2008		OFFICE DEPOT	52325								
11/03/08	52332	A		11/03/08	PEARSON ASSESS	OFFICE SUPPL Special Educa	01.0	33100.0	50010	50010	3160	4312	0004040	341.76	341.76
				11/3/2008		PEARSON ASSESSMENTS	52332								
11/24/08	52334M	A		11/24/08	H.M. REMEDY, INC.	REPAIRS - OTH Maintenance	01.0	81500.0	00000	00000	8110	5630	0005040	260.00	260.00
				11/24/2008		H.M. REMEDY, INC.	52334M								
11/24/08	52335M	A		11/24/08	COX PAINTS	MAINTENANCE Maintenance	01.0	81500.0	00000	00000	8110	4380	0005040	1,086.18	1,086.18
				11/24/2008		COX PAINTS	52335M								
11/24/08	52336M	A		11/24/08	TRANSPORTATION	TRANSPORTA Operations	01.0	00000.0	00000	00000	3600	5871	0005041	945.00	945.00
				11/24/2008		TRANSPORTATION CHARTER SERVICES, INC.	52336M								
11/03/08	52354	A		11/03/08	VANTAGE LEARNI	SUBSCRIPTIO Culver City H	01.0	73950.0	11100	1000	1000	4310	4010000	4,125.00	4,125.00
				11/3/2008		VANTAGE LEARNING	52354								
11/04/08	52358	C		11/04/08	LOS ANGELES ZO	FIELD TRIPS Linwood How	01.0	91400.0	11100	1000	5816	2020000		93.00	93.00
				11/4/2008		LOS ANGELES ZOO AND BOTANICAL GARDENS	52358								
11/04/08	52359	A		11/04/08	NANCY J. MILBURN	CONSULTANT Special Educa	01.0	33100.0	71500	3114	5850	0004040		1,100.00	1,100.00

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

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 2

District : 64444

CULVER CITY UNIFIED SD

Run Date: 12/01/2008

Purchase Orders/Buyouts To The Board for Ratification From : 11/3/2008 To 11/28/2008

Run Time: 04:45:48AM

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/Loc	Distrib Amt	PO Amount
11/4/2008					NANCY J. MILBURN		52359								1,100.00
11/05/08	52360	C		11/05/08	NATIONAL SCIENC CONFERENCE, El Rincon Ele		52360	01.0	90127.0	00000	2100	5220	2040000	825.00	825.00
11/5/2008					NATIONAL SCIENCE TEACHERS ASSOCIATION										
11/17/08	52361	C		11/17/08	AVC OFFICE AUTO MAINTENANCE Undistributed		52361	13.0	53100.0	00000	3700	5630	00000000	350.00	350.00
11/17/2008					AVC OFFICE AUTOMATION										
11/05/08	52362	A		11/05/08	AVC OFFICE AUTO OFFICE SUPPL Farragut unit a		52362	01.0	00000.0	00000	2700	4350	2050001	172.12	172.12
11/5/2008					AVC OFFICE AUTOMATION										
11/05/08	52363	A		11/05/08	THE APPLE STORE COMPUTER S Special Proje		52363	01.0	90141.0	11100	1000	4410	0004030	1,381.27	1,381.27
11/5/2008					THE APPLE STORE										
11/05/08	52364	A		11/05/08	DELL COMPUTER C COMPUTER S Special Proje		52364	01.0	90141.0	11100	1000	4410	0004030	5,662.51	5,662.51
11/5/2008					DELL COMPUTER CORP.										
11/05/08	52365	A		11/05/08	COMPUTER S Special Proje		52365	01.0	90141.0	11100	1000	4410	0004030	929.21	929.21
11/5/2008					CDW-G										
11/05/08	52366	A		11/05/08	FLINN SCIENTIFIC, INSTRUCTION Culver City H		52366	01.0	73950.0	11100	1000	4310	4010000	389.10	389.10
11/5/2008					FLINN SCIENTIFIC, INC.										
11/05/08	52367	C		11/05/08	NATIONAL ELEMEN MEMBERSHIP La Ballona El		52367	01.0	73950.0	11100	1000	5310	2060000	125.00	125.00
11/5/2008					NATIONAL ELEMENTARY HONOR SOCIETY										
11/05/08	52368	A		11/05/08	AMAZON.COM BOOKS Culver City H		52368	01.0	73950.0	11100	1000	4310	4010000	94.50	94.50
11/5/2008					AMAZON.COM										
11/05/08	52369	A		11/05/08	HIGHSMITH CO.,I OFFICE SUPPL Culver City H			01.0	73950.0	00000	2700	4350	4010000	972.31	972.31

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

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 3

District : 64444

CULVER CITY UNIFIED SD

Run Date: 12/01/2008

Purchase Orders/Buyouts To The Board for Ratification From : 11/3/2008 To 11/28/2008

Run Time: 04:45:48AM

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/Loc	Distrib Amt	PO Amount
					11/5/2008		52369		HIGHSMITH CO.,INC.						972.31
11/05/08	52370	A		11/05/08	D & D SECURITY EN OFFICE SUPPL	Culver City H	01.0	73950.0	00000	2700	4350	4010000		459.01	
				11/5/2008		52370		D & D SECURITY ENTERPRISES							459.01
11/05/08	52371	C		11/05/08	CAMFEL PRODUCT CONTRACT SE	Culver City H	01.0	73950.0	11100	1000	5850	4010000		695.00	
				11/5/2008		52371		CAMFEL PRODUCTIONS, INC.							695.00
11/05/08	52372	A		11/05/08	DELL COMPUTER C COMPUTER S	Culver City H	01.0	73950.0	11100	1000	4410	4010000		4,581.36	
				11/5/2008		52372		DELL COMPUTER CORP.							4,581.36
11/05/08	52373	A		11/05/08	THE APPLE STORE COMPUTERS	Culver City H	01.0	73950.0	11100	1000	4410	4010000		15,457.83	
				11/5/2008		52373		THE APPLE STORE							15,457.83
11/05/08	52374	A		11/05/08	DELL COMPUTER C COMPUTER S	Culver City H	01.0	73950.0	11100	1000	4410	4010000		6,336.14	
				11/5/2008		52374		DELL COMPUTER CORP.							6,336.14
11/05/08	52375	A		11/05/08	CDW-G	Culver City H	01.0	73950.0	11100	1000	4410	4010000		3,658.67	
				11/5/2008		52375		CDW-G							3,658.67
11/05/08	52376	C		11/05/08	CALCP/CAROCPC CONFERENCE	Special Proje	01.0	35500.0	11100	2700	5220	0004030		350.00	
				11/5/2008		52376		CALCP/CAROCPC CONFERENCE							350.00
11/05/08	52377	C		11/05/08	CAASFEP	Special Proje	01.0	30100.0	00000	2100	5310	0004030		110.00	
				11/5/2008		52377		CAASFEP							110.00
11/13/08	52378	C		11/13/08	CALIFORNIANS TO CONFERENCE	Special Proje	01.0	70910.0	00000	2100	5220	0004030		700.00	
				11/13/2008		52378		CALIFORNIANS TOGETHER							700.00
11/05/08	52379	A		11/05/08	ASCD	Special Proje	01.0	30100.0	11100	1000	4310	0004030		226.74	
				11/5/2008		52379		ASCD							226.74

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

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 4

District : 64444

CULVER CITY UNIFIED SD

Run Date: 12/01/2008

Purchase Orders/Buyouts To The Board for Ratification From : 11/3/2008 To 11/28/2008

Run Time: 04:45:48AM

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	Func	OBJ	Sch/Loc	Distrib Amt	PO Amount
					11/5/2008		52379	ASCD							226.74
11/05/08	52380	C		11/05/08	BUREAU OF EDUC	CONFERENCE, Special Proje	01.0	73920.0	00000	2100	5220	0004030		398.00	398.00
					11/5/2008		52380	BUREAU OF EDUCATION RESEARCH							
11/05/08	52381	C		11/05/08	FAST SIGNS - CUL	OFFICE SUPPL Special Proje	01.0	30100.0	00000	2100	4350	0004030		194.85	194.85
					11/5/2008		52381	FAST SIGNS - CULVER CITY							
11/05/08	52382	C		11/05/08	NATIONAL NOTAR	MEMBERSHIP District Admini	01.0	00000.0	00000	7200	5310	0002000		52.00	52.00
					11/5/2008		52382	NATIONAL NOTARY ASSOCIATION							
11/05/08	52383	C		11/05/08	LACSTA	CONFERENCE, District Admini	01.0	00000.0	00000	7100	5220	0002000		20.00	20.00
					11/5/2008		52383	LACSTA							
11/05/08	52384	A		11/05/08	VIRCO MFG CORP	OFFICE SUPPL Special Educa	01.0	00217.0	00000	2700	4350	0004040		310.48	310.48
					11/05/08			01.0	00000.0	00000	7300	4350	0005010	1,907.22	1,907.22
					11/5/2008		52384	VIRCO MFG CORP							2,217.70
11/07/08	52385	C		11/07/08	LACOE DSS/SAFE	CONFERENCE, La Ballona El	01.0	73950.0	11100	1000	4410	2060000		400.00	400.00
					11/7/2008		52385	LACOE DSS/SAFE SCHOOLS CENTER							
11/05/08	52386	A		11/05/08	ACI COMMUNICATI	REPAIRS - OTH Technology	01.0	00000.0	00000	7700	5630	0005020		825.98	825.98
					11/5/2008		52386	ACI COMMUNICATIONS, INC.							
11/13/08	52387	C		11/13/08	PATRICIA WADE, M	CONTRACTED: Special Educa	01.0	65000.0	57520	1136	5810	0004040		900.00	900.00
					11/13/2008		52387	PATRICIA WADE, MS, CC-SP							
11/05/08	52388	C		11/05/08	SCHOLASTIC MAG	MAGAZINES middle school	01.0	00000.0	11100	1000	4310	3010001		38.10	38.10
					11/5/2008		52388	SCHOLASTIC MAGAZINES							
11/07/08	52389	C		11/07/08	THERAPY IN ACTI	CONTRACT SE Special Educa	01.0	65000.0	57520	1136	5810	0004040		170.00	170.00

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

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 5

District : 64444

CULVER CITY UNIFIED SD

Run Date: 12/01/2008

Purchase Orders/Buyouts To The Board for Ratification From : 11/3/2008 To 11/28/2008

Run Time: 04:45:48AM

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/Loc	Distrib Amt	PO Amount
					11/17/2008	52389									170.00
11/07/08	52390	A		11/07/08	US-GAMES	INSTRUCTION	Undistributed	01.0	90127.0	11100	1000	4310	0000000	497.09	497.09
					11/17/2008	52390									
11/07/08	52391	C		11/07/08	CULVER CITY CHA	MEMBERSHIP	Superintende	01.0	00000.0	00000	7100	5310	0001000	295.00	295.00
					11/17/2008	52391									
11/07/08	52392	A		11/07/08	STAR OFFICE SUP	OFFICE SUPPL	Special Proje	01.0	30100.0	00000	2100	4350	0004030	561.82	561.82
					11/17/2008	52392									
11/24/08	52393	A		11/24/08	REDWOOD PRESS	OFFICE SUPPL	Purchasing	01.0	00000.0	00000	7300	4350	0005030	1,601.56	1,601.56
					11/24/2008	52393									
11/10/08	52394	A		11/10/08	ROXANA CAROLIN	CONSULTANT	Special Educa	01.0	65000.0	57520	1136	5810	0004040	2,160.00	2,160.00
					11/10/2008	52394									
11/10/08	52395	A		11/10/08	PATRICIA S. KARAS	CONSULTANT	La Ballona El	01.0	90127.0	11100	1000	1170	2060000	500.00	500.00
					11/10/2008	52395									
11/10/08	52396	A		11/10/08	IAN MARSH	CONSULTANT	Culver City H	01.0	91400.0	11100	1000	5850	4010000	150.00	150.00
					11/10/2008	52396									
11/10/08	52397	A		11/10/08	TECH SOLUXIONS	REPAIRS - OTH	Technology	01.0	00000.0	00000	7700	5630	0005020	55.00	55.00
					11/10/2008	52397									
11/10/08	52398	A		11/10/08	OXFORD UNIVERS	BOOKS	Adult School	11.0	90139.0	41100	1000	4110	0000010	275.00	275.00
					11/10/2008	52398									
11/10/08	52399	A		11/10/08	SJM INDUSTRIAL R	REPAIRS - OTH	Security	01.0	00000.0	00000	8300	5630	0001050	4,500.00	4,500.00

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

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 6

District: 64444

CULVER CITY UNIFIED SD

Run Date: 12/01/2008

Purchase Orders/Buyouts To The Board for Ratification From: 11/3/2008 To 11/28/2008

Run Time: 04:45:48AM

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/Loc	Distrib Amt	PO Amount
11/10/2008					11/10/2008	52399	SJM INDUSTRIAL RADIO								4,500.00
11/10/08	52400	A		11/10/08	MARSHALL MUSIC	INSTRUCTION middle school	01.0	00000.0	11100	1000	1000	4310	3010001	164.14	
11/10/2008					11/10/2008	52400	MARSHALL MUSIC								164.14
11/10/08	52401	C		11/10/08	EDUCATIONAL NE	CONTRACTED: Technology	01.0	00000.0	00000	7700	7700	5810	0005020	33,600.00	
11/10/2008					11/10/2008	52401	EDUCATIONAL NETWORKS								33,600.00
11/10/08	52402	C		11/10/08	ZEP'S MUSIC CENT	INSTRUCTION middle school	01.0	00000.0	11100	1000	1000	4310	3010001	668.33	
11/10/2008					11/10/2008	52402	ZEP'S MUSIC CENTER								668.33
11/10/08	52403	A		11/10/08	CDW-G	COMPUTER S Culver City M	01.0	91400.0	11100	1000	1000	4310	3010000	107.31	
11/10/2008					11/10/2008	52403	CDW-G								107.31
11/10/08	52404	C		11/10/08	WELLS FARGO BA	CONFERENCE, Superintende	01.0	00000.0	00000	2100	2100	5220	0004000	294.42	
11/10/08					11/10/08		01.0	00000.0	00000	7100	7100	5890	0001000	78.42	
11/10/08					11/10/08		01.0	00000.0	00000	7100	7100	5220	0001000	193.56	
11/10/08					11/10/08		01.0	58100.0	00000	2100	2100	5220	0004030	452.31	
11/10/2008					11/10/2008	52404	WELLS FARGO BANK								1,018.71
11/13/08	52405	A		11/13/08	BODIL SIVERTSEN, CONSULTANT	Special Educa	01.0	33100.0	57700	1130	1130	5850	0004040	6,000.00	
11/13/2008					11/13/2008	52405	BODIL SIVERTSEN, Ph.D.								6,000.00
11/13/08	52406	C		11/13/08	NATIONAL MIDDLE MEMBERSHIP	Culver City M	01.0	73950.0	00000	2700	2700	5310	3010000	219.00	
11/13/2008					11/13/2008	52406	NATIONAL MIDDLE SCHOOL ASSOCIATION								219.00
11/13/08	52407	C	1	11/17/08	BUREAU OF EDUC CONFERENCE, Special Proje	01.0	73920.0	00000	2100	5220	2100	5220	0004030	215.00	
11/13/2008					11/13/2008	52407	BUREAU OF EDUCATION RESEARCH								215.00
11/13/08	52408	A		11/13/08	OFFICE DEPOT	OFFICE SUPPL Human Reso	01.0	00000.0	00000	7400	7400	4350	0003000	363.76	
11/13/2008					11/13/2008	52408	OFFICE DEPOT								363.76

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

District : 64444

CULVER CITY UNIFIED SD

Run Date: 12/01/2008

Purchase Orders/Buyouts To The Board for Ratification From : 11/3/2008 To 11/28/2008

Run Time: 04:45:48AM

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/Loc	Distrib Amt	PO Amount
11/13/08	52409	C		11/13/08	DISCOUNT SCHOO	INSTRUCTION	Office of Child	12.0	90284.0	85000	1000	4310	0000002	677.81	677.81
				11/13/2008			52409			DISCOUNT SCHOOL SUPPLY					
11/13/08	52410	C		11/13/08	CLMS/CLHS/NHSA	MEMBERSHIP	Culver City M	01.0	73950.0	00000	2700	5310	3010000	295.00	295.00
				11/13/2008			52410			CLMS/CLHS/NHSA					
11/13/08	52411	A		11/13/08	ETS - STAR PRE-ID	TEST/TEST MA	District Curricl	01.0	00209.0	11100	1000	4312	0004010	3,092.40	3,092.40
				11/13/2008			52411			ETS - STAR PRE-ID SERVICES					
11/13/08	52412	C		11/13/08	NATIONAL SEMINA	CONFERENCE	Educational S	01.0	00000.0	00000	2100	5220	0004000	199.00	199.00
				11/13/2008			52412			NATIONAL SEMINARS GROUP					
11/13/08	52413	A		11/13/08	JAMES E. SMITH	REPAIRS - OTH	Educational S	01.0	00000.0	00000	2100	5810	0004000	1,500.00	1,500.00
				11/13/2008			52413			JAMES E. SMITH					
11/18/08	52414	C		11/18/08	SCHOOL SERVICE	CONFERENCE	Superintende	01.0	00000.0	00000	7100	5220	0001000	175.00	175.00
				11/18/2008			52414			SCHOOL SERVICES OF CALIFORNIA					
11/18/08	52415	A		11/18/08	FOLLETT LIBRARY	BOOKS	El Rincon Ele	01.0	90127.0	11100	1000	4210	2040000	3,357.00	3,357.00
				11/18/2008			52415			FOLLETT LIBRARY RESOURCES					
11/18/08	52416	A		11/18/08	DELL COMPUTER C	COMPUTERS	Psych-Soc Wc	01.0	56400.0	00000	2700	4410	0004023	1,199.07	1,199.07
				11/18/2008			52416			DELL COMPUTER CORP.					
11/18/08	52417	C		11/18/08	BRAD AND YULIA M	CONTRACT SE	Special Educa	01.0	33100.0	57500	3900	5890	0004040	900.00	900.00
				11/18/2008			52417			BRAD AND YULIA MCAFFEE					
11/18/08	52418	A		11/18/08	MARSHALL MUSIC	INSTRUCTION	middle school	01.0	00000.0	11100	1000	4310	3010001	20.86	20.86
				11/18/2008			52418			MARSHALL MUSIC					
11/18/08	52419	A		11/18/08	GUIDED DISCOVER	FIELD TRIPS	Gate Field Tr	01.0	91400.0	11100	1000	5816	3017140	4,351.00	4,351.00

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 8

District : 64444

CULVER CITY UNIFIED SD

Run Date: 12/01/2008

Purchase Orders/Buyouts To The Board for Ratification From : 11/3/2008 To 11/28/2008

Run Time: 04:45:48AM

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/Loc	Distrib Amt	PO Amount
					11/18/2008		52419	GUIDED DISCOVERIES							4,351.00
11/20/08	52420	A		11/20/08	AMAZON.COM	OFFICE SUPPL	Human Reso	01.0	00000.0	00000	7400	4350	0003000	210.00	210.00
					11/20/2008		52420	AMAZON.COM							210.00
11/24/08	52421	A		11/24/08	REDWOOD PRESS	OFFICE SUPPL	Office of Child	12.0	50250.0	85000	1000	4310	0000002	283.62	283.62
					11/24/2008		52421	REDWOOD PRESS							283.62
11/20/08	52422	C		11/20/08	STEPHANIE CARUSO CONSULTANT	Special Educa		01.0	65000.0	57520	1136	5810	0004040	525.00	525.00
					11/20/2008		52422	STEPHANIE CARUSO AFSHAR, OTR/L							525.00
11/20/08	52423	A		11/20/08	MONTEREY ABAL	INSTRUCTION	Culver City H	01.0	73950.0	11100	1000	4310	4010000	887.54	887.54
					11/20/2008		52423	MONTEREY ABALONE CO.							887.54
11/24/08	52427	A		11/24/08	LAKESHORE LEAR	INSTRUCTION	El Rincon Ele	01.0	90127.0	11100	1000	4310	2040000	3,480.08	3,480.08
					11/24/2008		52427	LAKESHORE LEARNING MATERIALS							3,480.08
11/24/08	52428	A		11/24/08	CALIFORNIA DEPAF	MEMBERSHIP	Office of Child	12.0	50250.0	85000	1000	5310	0000002	199.95	199.95
					11/24/2008		52428	CALIFORNIA DEPARTMENT OF EDUCATION							199.95
11/24/08	52429	C		11/24/08	SANTA MONICA PI	FIELD TRIPS	Linwood How	01.0	91400.0	11100	1000	5816	2020000	300.00	300.00
					11/24/2008		52429	SANTA MONICA PIER AQUARIUM							300.00
11/25/08	52430	A		11/25/08	FOLLETT SOFTWARE	OFFICE SUPPL	Educational S	01.0	00000.0	00000	2100	4350	0004000	2,950.00	2,950.00
					11/25/2008		52430	FOLLETT SOFTWARE COMPANY							2,950.00
11/24/08	52431	A		11/24/08	FRANKLIN COVEY	OFFICE SUPPL	Purchasing	01.0	00000.0	00000	7300	4350	0005030	28.37	28.37
				11/24/08				01.0	00000.0	00000	7300	4350	0005010	209.78	209.78
					11/24/2008		52431	FRANKLIN COVEY							238.15
11/25/08	52432	A		11/25/08	NEWMANAGEMENT	INSTRUCTION	Special Proje	01.0	73920.0	00000	2100	4350	0004030	255.90	255.90

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

District : 64444

CULVER CITY UNIFIED SD

Run Date: 12/01/2008

Purchase Orders/Buyouts To The Board for Ratification From : 11/3/2008 To 11/28/2008

Run Time: 04:45:48AM

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/Loc	Distrib Amt	PO Amount
					11/25/2008	52432	NEW MANAGEMENT								255.90
11/25/08	52433	A		11/25/08	NEW MANAGEMENT INSTRUCTION	Special Proje	01.0	73920.0	00000	2100	2100	4350	0004030	1,188.00	1,188.00
					11/25/2008	52433	NEW MANAGEMENT								
11/24/08	52434	A		11/24/08	RUTH PUNT	CONSULTANT	Special Educa	01.0	33100.0	57700	2100	5850	0004040	2,550.00	2,550.00
					11/24/2008	52434	RUTH PUNT								
11/25/08	52435	A		11/25/08	REDWOOD PRESS	OFFICE SUPPL	Undistributed	01.0	00000.0	00000	2100	4350	0004000	84.72	84.72
				11/25/08				13.0	53100.0	00000	3700	4350	0000000	27.58	27.58
				11/25/08				01.0	00000.0	00000	2700	4350	4010001	84.72	84.72
					11/25/2008	52435	REDWOOD PRESS								197.02
11/25/08	52436	A		11/25/08	TOLSEK STUDIOS	ADVERTISING	Culver City H	01.0	00000.0	17000	1000	5830	4010000	219.00	219.00
					11/25/2008	52436	TOLSEK STUDIOS								
11/25/08	52437	A		11/25/08	MUSIC THEATRE I	RENTS/ROYAL	Culver City H	01.0	00000.0	17000	1000	5610	4010000	2,922.75	2,922.75
					11/25/2008	52437	MUSIC THEATRE INTERNATIONAL								
11/25/08	52438	A		11/25/08	APPLE SHIRT SCRE	OFFICE SUPPL	El Rincon Ele	01.0	91400.0	00000	2700	4350	2040000	137.99	137.99
					11/25/2008	52438	APPLE SHIRT SCREEN PRINTING								
11/25/08	52441	A		11/25/08	GCS SERVICE, IN	REPAIRS - OTH	Undistributed	13.0	53100.0	00000	3700	5630	0000000	1,463.29	1,463.29
					11/25/2008	52441	GCS SERVICE, INC.								
11/25/08	52442	A		11/25/08	CAMBRIDGE UNIV	BOOKS	Adult School	11.0	90139.0	41100	1000	4110	0000010	1,200.00	1,200.00
					11/25/2008	52442	CAMBRIDGE UNIVERSITY PRESS								
11/25/08	52443	A		11/25/08	SANCHEZ BROTHE	JANITORIAL SU	middle school	01.0	00000.0	00000	8100	4370	3010001	5,390.04	5,390.04
					11/25/2008	52443	SANCHEZ BROTHERS COMPANY								
11/25/08	52444	A		11/25/08	OFFICE DEPOT	OFFICE SUPPL	Special Educa	01.0	33100.0	57700	1110	4310	0004040	131.31	131.31

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 10

District : 64444

CULVER CITY UNIFIED SD

Run Date: 12/01/2008

Purchase Orders/Buyouts To The Board for Ratification From : 11/3/2008 To 11/28/2008

Run Time: 04:45:48AM

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/Loc	Distrib Amt	PO Amount
					11/25/2008	52444	OFFICE DEPOT								131.31
11/25/08	52445	A		11/25/08	TEACHERS' DISCO	INSTRUCTION	El Rincon Ele	01.0	90127.0	11100	1000	4310	2040000	786.69	
					11/25/2008	52445	TEACHERS' DISCOUNT								786.69
11/25/08	52446	A		11/25/08	THE APPLE STORE	COMPUTER S	Special Proje	01.0	90141.0	11100	1000	4410	0004030	1,256.18	
					11/25/08			01.0	90127.0	11100	1000	4410	0004000	1,164.24	
					11/25/2008	52446	THE APPLE STORE								2,420.42
11/24/08	52447	A		11/25/08	CDW-G	COMPUTER S	Special Proje	01.0	90141.0	11100	1000	4410	0004030	117.48	
					11/24/2008	52447	CDW-G								117.48
11/25/08	52449	A		11/25/08	ACADEMIC SUPER	INSTRUCTION	Special Proje	01.0	90141.0	11100	1000	4410	0004030	486.04	
					11/25/2008	52449	ACADEMIC SUPERSTORE								486.04
11/24/08	52452	A		11/24/08	CULVER CITY BEA	CONTRACTED : Adult School		11.0	63900.0	41100	1000	5810	0000010	49,602.00	
					11/24/2008	52452	CULVER CITY BEAUTY COLLEGE								49,602.00
11/24/08	52453	C		11/24/08	MATHEMATICAL O	CONTRACTED : Linwood How		01.0	90127.0	11100	1000	5810	2020000	250.00	
					11/24/2008	52453	MATHEMATICAL OLYMPIADS								250.00
11/25/08	52474	A		11/25/08	KENEXA	SOFTWARE	Human Reso	01.0	00000.0	00000	7400	6440	0003000	14,390.60	
					11/25/2008	52474	KENEXA								14,390.60
11/25/08	54439	A		11/25/08	OFFICE DEPOT	OFFICE SUPPL	Pupil Services	01.0	00000.0	00000	3140	4350	0004020	194.06	
					11/25/2008	54439	OFFICE DEPOT								194.06

Total by District : 64444 221,616.55 221,616.55

End of Report LAPO009C

NONPUBLIC SCHOOLS:

APPROVED YTD: \$3,691,424.57

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

CULVER CITY UNIFIED SCHOOL DISTRICT DISTRICT WARRANT 2008 - 2009

COMMERCIAL WARRANTS

OCTOBER 20, 2008 - NOVEMBER 25, 2008 \$ 5,709,342.00

PAYROLL WARRANTS

OCTOBER 20, 2008 - NOVEMBER 25, 2008 \$ 4,017,412.98

TOTAL:

\$ 9,726,754.98

CCUSD Board Members Expenditures

July 2008

Board Member	Stipend	Benefits	Other Expenditures	Monthly Total	YTD TOTAL
Beagles-Roos, Jessica	\$ 240.00	\$ 26.04	\$ -	\$ 266.04	\$ 266.04
Davis, Sandra	\$ 240.00	\$ 26.04	\$ -	\$ 266.04	\$ 266.04
Gourley, Steven	\$ 240.00	\$ 26.04	\$ -	\$ 266.04	\$ 266.04
Russell, Dana	\$ 240.00	\$ 26.04	\$ -	\$ 266.04	\$ 266.04
Zeidman, Curtis Scott	\$ 240.00	\$ 26.04	\$ -	\$ 266.04	\$ 266.04
Monthly Total	\$ 1,200.00	\$ 130.20	\$ -	\$ 1,330.20	\$ 1,330.20

August 2008

Board Member	Stipend	Benefits	Other Expenditures	Monthly Total	YTD TOTAL
Beagles-Roos, Jessica	\$ 240.00	\$ 26.04	\$ 950.00	\$ 1,216.04	\$ 1,482.08
Davis, Sandra	\$ 240.00	\$ 26.04	\$ 989.00	\$ 1,255.04	\$ 1,521.08
Gourley, Steven	\$ 240.00	\$ 26.04	\$ -	\$ 266.04	\$ 532.08
Russell, Dana	\$ 240.00	\$ 26.04	\$ 950.00	\$ 1,216.04	\$ 1,482.08
Zeidman, Curtis Scott	\$ 240.00	\$ 26.04	\$ -	\$ 266.04	\$ 532.08
Monthly Total	\$ 1,200.00	\$ 130.20	\$ 2,889.00	\$ 4,219.20	\$ 5,549.40

September 2008

Board Member	Stipend	Benefits	Other Expenditures	Monthly Total	YTD TOTAL
Beagles-Roos, Jessica	\$ 240.00	\$ 50.13	\$ -	\$ 290.13	\$ 1,772.21
Davis, Sandra	\$ 240.00	\$ 1,133.65	\$ -	\$ 1,373.65	\$ 2,894.73
Gourley, Steven	\$ 240.00	\$ 186.50	\$ -	\$ 426.50	\$ 958.58
Russell, Dana	\$ 240.00	\$ 1,134.62	\$ -	\$ 1,374.62	\$ 2,856.70
Zeidman, Curtis Scott	\$ 240.00	\$ 1,150.68	\$ -	\$ 1,390.68	\$ 1,922.76
Monthly Total	\$ 1,200.00	\$ 3,655.58	\$ -	\$ 4,855.58	\$ 10,404.98

Board Meeting: December 9, 2008

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

- Stipends are "compensation" made to elected officials for the public service they provide.
- Benefits consist of the statutory benefits associated with stipends as well as health and welfare coverage.
- Other Expenditures are travel/conference related expenses while on District business.

CCUSD Board Members Expenditures

October 2008

Board Member	Stipend	Benefits	Other Expenditures	Monthly Total	YTD TOTAL
Beagles-Roos, Jessica	\$ 240.00	\$ 50.13	\$ -	\$ 290.13	\$ 2,062.34
Davis, Sandra	\$ 240.00	\$ 1,133.65	\$ -	\$ 1,373.65	\$ 4,268.38
Gourley, Steven	\$ 240.00	\$ 186.50	\$ -	\$ 426.50	\$ 1,385.08
Russell, Dana	\$ 240.00	\$ 1,134.62	\$ -	\$ 1,374.62	\$ 4,231.32
Zeidman, Curtis Scott	\$ 240.00	\$ 1,150.68	\$ -	\$ 1,390.68	\$ 3,313.44
Monthly Total	\$ 1,200.00	\$ 3,655.58	\$ -	\$ 4,855.58	\$ 15,260.56

November 2008

Board Member	Stipend	Benefits	Other Expenditures	Monthly Total	YTD TOTAL
Beagles-Roos, Jessica	\$ 240.00	\$ 50.13	\$ -	\$ 290.13	\$ 2,352.47
Davis, Sandra	\$ 240.00	\$ 1,133.65	\$ -	\$ 1,373.65	\$ 5,642.03
Gourley, Steven	\$ 240.00	\$ 186.50	\$ -	\$ 426.50	\$ 1,811.58
Russell, Dana	\$ 240.00	\$ 1,134.62	\$ -	\$ 1,374.62	\$ 5,605.94
Zeidman, Curtis Scott	\$ 240.00	\$ 1,150.68	\$ -	\$ 1,390.68	\$ 4,704.12
Monthly Total	\$ 1,200.00	\$ 3,655.58	\$ -	\$ 4,855.58	\$ 20,116.14

Board Meeting: December 9, 2008

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

- Stipends are "compensation" made to elected officials for the public service they provide.
- Benefits consist of the statutory benefits associated with stipends as well as health and welfare coverage.
- Other Expenditures are travel/conference related expenses while on District business.

BOARD REPORT

12/09/08

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>
Linwood E. Howe School	Mr. Jason Frand Donations totaling \$964.95 for Spring 2008 Math Olympiad: Registration, books, and practice problems
I.T. Dept. for El Rincon School	Mr. Chip Netzel Apple PowerMac G4 computer, Monitor, Iomega Zip drive, 2 keyboards, 2 mice
Office of Child Development El Marino after-school program	Mr. and Mrs. McGill Art materials totaling \$82.61: construction paper, gemstones, stickers and other collage materials
Culver Park High School and Independent Study School	Ms. Patty Fierro 40 new picture frames for displaying student artwork

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. 8

I. Authorization and Ratification of Employment

A. Substitute Teacher – District
Effective December 10, 2008

1. Ziesmer, Mary Kate

B. Extra Assignment – High School, Translate and Interpret Documents and Publications into Spanish, effective July 1, 2008 through June 30, 2009 at \$35.00 per hour, not to exceed 200 hours

1. Montero, Jose

C. Extra Assignment – La Ballona, Choir Director
Effective September 2, 2008 through June 19, 2009 at \$1239 stipend for school year

1. Borcharding, Nan

D. Extra Assignment – Middle School, Yearbook Advisors
Effective September 2, 2008 through June 29, 2009 at \$1239 stipend each

1. Baker, Candice
2. Kohout, Emily

E. Extra Assignment – District Coordinator for Anti-Bullying Task Force
Effective October 1, 2008 through June 30, 2009 at hourly rate of pay, not to exceed 40 hours

1. Fields, Sara (retired)

F. Extra Assignment – Facilitate District-Wide Physical Fitness Testing
Effective October 1, 2008 through June 19, 2009 at \$900 stipend

1. Peacock, Brandy

G. Extra Assignment – Middle School, Saturday School Supervisor Substitute
Effective November 8, 2008 through June 13, 2009 at \$35.00 per hour, 2 hours per week, on call, as needed

1. Morris, Ruth

H. Extra Assignment – Middle School, After School Math Intervention Program
Effective November 10, 2008 through November 26, 2008, at \$35.00 per hour, not to exceed 2 hours per week

1. Schlah, Erich

BOARD REPORT

9.4 Certificated Personnel Services Report No. 8 – Page 2

I. Authorization and Ratification of Employment – continued

I. Extra Assignment – Middle School, After School Program Teachers
Effective November 10, 2008 through December 12, 2008 at \$35.00 per hour

- | | | |
|----|---------------------|--------------------------------|
| 1. | Delaney, Sarah | Not to exceed 1 hour per week |
| 2. | Newbaker, Kathy | Not to exceed 2 hours per week |
| 3. | Scott Moore, Gloria | Not to exceed 2 hours per week |
| 4. | Washington, Joseph | Not to exceed 4 hours per week |

J. Extra Assignment – High School, Coaches
Effective November 10, 2008 through February 8, 2009

- | | | | |
|----|--------------------|------------------|-----------------|
| 1. | Chapman, Jonathan | Boys' Basketball | \$3332. stipend |
| 2. | Kochevar, Jennifer | Girls' Soccer | \$2745. stipend |
| 3. | Sanchez, David | Boys' Soccer | \$2978. stipend |

K. Extra Assignment – Middle School, After School Intervention Program Teacher
Effective November 10, 2008 through May 29, 2009 at \$35.00 per hour, not to exceed one hour per week

1. Morris, Donna

L. Extra Assignment – Middle School, After School Sports Program Basketball Coach
Effective November 17, 2008 through February 13, 2009 at \$929 stipend

1. Garcia, Richard

M. Extra Assignment – Middle School, After School Intervention Program Teachers
Effective December 1, 2008 through May 29, 2009 at \$35.00 per hour, not to exceed two hours per week

1. Fretham, Kari
2. Sherrill, Justin
3. Vielman, Monica

N. Extra Assignment – Acting Elementary Principal, El Rincon and Farragut
Effective November 5, 6 & 7, 2008 and December 1, 2, 3, & 5, 2008 at \$142.87 stipend

1. Fournier, Antoinette

BOARD REPORT

9.4 Certificated Personnel Services Report No. 8 – Page 3

I. Authorization and Ratification of Employment – continued

- O. Extra Assignment – Middle School, ELD Saturday School Teacher
Effective December 6, 2008 through June 6, 2009 at \$35.00 per hour, not to exceed 3 hours per week for 18 weeks.
1. Grime, Dan
- P. Extra Assignment – Middle School, Saturday Success Academy
Effective December 6, 2008 through June 6, 2009 at \$35.00 per hour, not to exceed 2.5 hours per week
1. Azad, Mark
 2. Green-Bratton, Cathi
 3. Morris, Ruth (substitute for program)
 4. Sherrill, Justin
 5. Vandever, Emily
- Q. Extra Assignment – High School Girls' Tennis Coach for Playoffs
Effective November 8, 2008 through November 13, 2008 at \$279.37 stipend for 7 days
1. Rothenberg, Phillip (retired)
- R. Extra Assignment – El Marino, After School Math Intervention Teachers
Effective December 10, 2008 through June 19, 2009 at \$35.00 per hour
1. Checel, Sandra (retired) Not to exceed 30 hours
 2. Egan, Johanna Not to exceed 35 hours
- S. Extra Assignment – El Marino, After School Reading Intervention Teacher
Effective December 10, 2008 through June 19, 2009 at \$35.00 per hour, not to exceed 30 hours
1. Romero, Rebeca
- T. Extra Assignment – El Marino, Grade 2 After School Japanese Reinforcement
Effective December 10, 2008 through June 19, 2009 at \$35.00 per hour, not to exceed 20 hours
1. Ezaki, Satomi
- U. Extra Assignment – El Marino, Japanese Language Enrichment Classes
Effective December 12, 2008 through June 19, 2009 at \$35.00 per hour, not to exceed 30 hours
1. Horiba, Alice
 2. Sekiguchi, Saori

BOARD REPORT

9.4 Certificated Personnel Services Report No. 8, Page 4

II Voluntary Temporary Reduction in Assignment

1. Sterner, Pattamaporn
Nurse
From: 100% Assignment
To: 90% Assignment
Effective January 7, 2009 through
June 19, 2009

RECOMMENDED MOTION: That approval be granted for Certificated Personnel Services Report No. 8

Moved by:

Seconded by:

Vote:

BOARD REPORT

9.5 Classified Personnel Services Report No. 8

I. Authorization, Approval & Ratification of Employment

A. Management

1. Yant, Ted
Security Supervisor – Probationary
Security – 8 hours per day, 11 months per year
Effective December 10, 2008
Supervisory Salary Schedule

B. Clerical & Fiscal

1. Halewalton, Sicoya
Substitute Clerk Typist
District Office
Effective November 24, 2008
Hourly, as needed

C. Instructional Assistants

1. Naqvi, Qurat
Instructional Assistant – Physical Education
– Probationary
Linwood Howe
3.5 hours per day, school year
Effective November 24, 2008
Range 15
2. Lopez, Angelita
Substitute Instructional Assistant
District Office
Effective December 1, 2008
Hourly, as needed

D. Coaches

1. Eskridge, Adam
Temporary Boy's Assistant Basketball Coach
High School
Effective November 10, 2008 through
February 8, 2009
Stipend of \$3,013.00
2. Goodwin, Gary
Temporary Boy's Assistant Basketball Coach
High School
Effective November 10, 2008 through
February 8, 2009
Stipend of \$3,013.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 8 – Page 2

I. Authorization, Approval & Ratification of Employment – continued

D. Coaches – continued

3. Huezo, Derek Temporary Boy's Assistant Basketball Coach
High School
Effective November 10, 2008 through
February 8, 2009
Stipend of \$3,013.00
4. Nakanishi, Jack Temporary Girl's Basketball Coach
High School
Effective November 10, 2008 through
February 8, 2009
Stipend of \$3,332.00
5. Anderson, Julian Temporary Girl's Assistant Basketball Coach
High School
Effective November 10, 2008 through
February 8, 2009
Stipend of \$3,013.00
6. Nakanishi, Jackie Temporary Girl's Assistant Basketball Coach
High School
Effective November 10, 2008 through
February 8, 2009
Stipend of \$3,013.00
7. Mair, Scott Temporary Boy's Soccer Coach
High School
Effective November 10, 2008 through
February 8, 2009
Stipend of \$2,978.00
8. Boisdeau, Rick Temporary Boy's Assistant Soccer Coach
High School
Effective November 10, 2008 through
February 8, 2009
Stipend of \$2,745.00
9. Dordoni, Nestor Temporary Girl's Waterpolo Coach
High School
Effective November 10, 2008 through
February 8, 2009
Stipend of \$2,745.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 8 – Page 3

I. Authorization, Approval & Ratification of Employment – continued

D. Coaches – continued

- | | | |
|-----|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10. | Dordoni Jr., Nestor | Temporary Girl's Assistant Waterpolo Coach
High School
Effective November 10, 2008 through
February 8, 2009
Stipend of \$1,800.00 |
| 11. | Myles, Cornell | Temporary Assistant Football Coach
High School
Effective August 25, 2008 through
November 17, 2008
Stipend of \$2,000.00 |
| 12. | Kamahoahoa, Leilani | Temporary Girl's Volleyball Coach
High School – CIF Playoffs
Effective November 7, 2008 through
November 13, 2008
Stipend of \$379.05 |
| 13. | Parel, Jessica | Temporary Girl's Assistant Volleyball Coach
High School – CIF Playoffs
Effective November 7, 2008 through
November 13, 2008
Stipend of \$349.37 |
| 14. | Fritzius, Tom | Temporary Boy's Cross Country Coach
High School – CIF Playoffs
Effective November 6, 2008 through
November 15, 2008
Stipend of \$359.19 |
| 15. | Jewett, Venus | Temporary Girl's Cross Country Coach
High School – CIF Playoffs
Effective November 6, 2008 through
November 15, 2008
Stipend of \$359.19 |

BOARD REPORT

9.5 Classified Personnel Services Report No. 8 – Page 4

I. Authorization, Approval & Ratification of Employment – continued

E. Noon Duty Supervisors

1. Andrade, Emma
Temporary Noon Duty Supervisor
Farragut
Effective November 12, 2008 through
June 19, 2009
Hourly, as needed
2. Baghaei, Dory
Substitute Noon Duty Supervisor
District Office
Effective December 3, 2008
Hourly, as needed

F. Stipend Assignments

1. Laura, Jay
Bose Workshop Coordinator & Leader
Middle School – Arts for All
Not to exceed 75 hours
Effective December 1, 2008 through
December 19, 2008
Stipend of \$35.00 per hour

G. Student Helpers

1. Mata, Kevin
Student Helper – Workability
Location outside of District
Effective November 17, 2008
Hourly, as needed
2. Ortiz, Jesus
Student Helper – Workability
Location outside of District
Effective November 17, 2008
Hourly, as needed

II. Authorization, Approval & Ratification of Change of Assignments

1. Perez, Elizabeth
Working Out of Classification:
From: Clerk Typist II
8 hours per day, 11 months per year
To: Budget Secretary
8 hours per day
Effective October 15, 2008
Range 24

BOARD REPORT

9.5 Classified Personnel Services Report No. 8 – Page 5

II. Authorization, Approval & Ratification of Change of Assignments – continued

2. Houck, Cynthia
Permanent Increase in Hours:
Instructional Assistant – Permanent
La Ballona
From: 3.0 hours per day, school year
To: 3.5 hours per day, school year
Effective September 2, 2008
Range 12

III. Authorization, Approval & Ratification of Resignations

1. Sims, Frances
Instructional Assistant – Permanent
Linwood Howe
3.5 hours per day, school year
Retirement
Effective June 20, 2008
Range 12
2. Iriarte, Martha
Instructional Assistant–Special Education IIA
Linwood Howe
3.5 hours per day, school year
Personal
Effective October 23, 2008
Range 16
3. Halewalton, Sicoya
Secretary II – Probationary
High School
8 hours per day, 11 months per year
Personal
Effective November 21, 2008
Range 22
4. Turnquist, George
Maintenance Electrician – Permanent
Maintenance, Operations & Transportation
8 hours per day, 12 months per year
Retirement
Effective December 30, 2008
Range 35

BOARD REPORT

9.5 Classified Personnel Services Report No. 8 – Page 6

III. Authorization, Approval & Ratification of Resignations – continued

- | | | |
|----|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5. | Hogan, Patricia | Library Media Clerk I – Permanent
El Marino
4.5 hours per day, 10 months per year
Relocating out of state
Effective February 17, 2009
Range 17 |
|----|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|

RECOMMENDED MOTION: That approval be granted for Classified Personnel Services Report No. 8

Moved by:

Seconded by:

Vote:

9.6 Office of Child Development 2008/2009 Contract

All contracts with the Child Development Division must have Board approval as well as a signed and adopted resolution. Additionally the California Department of Education requires a signed Agreement Instructional Materials for Child Development Services. The Office of Child Development services are provided for families according to the funding terms and conditions of each contract. Families pay a fee according to their income. These contracts assist approximately 425 income eligible families. The Office of Child Development submits the following contract with the California Department of Education, Child Development for 2008/2009, for Board of Education approval.

RECOMMENDED MOTION: That the Board of Education resolve to enter into contract CIMS-8210 with the California Department of Education and that the Superintendent or Assistant Superintendent, Educational Services, be authorized to sign acceptance to the contracts, and Federal Certifications for the period July 1, 2008 to June 30, 2009.

Moved by:

Seconded by:

Vote:



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 08 - 09

DATE: July 01, 2008

CONTRACT NUMBER: CIMS-8210

PROGRAM TYPE: INSTRUCTIONAL MATERIALS

PROJECT NUMBER: 19-6444-00-8

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: CULVER CITY UNIFIED SCHOOL DISTRICT

By signing this agreement and returning it to the State, you are agreeing to use the funds identified below for the purchase of instructional materials and supplies for the Child Development Program. These funds shall not be used for any purpose considered nonreimbursable pursuant to the 2008/2009 Funding Terms and Conditions (FT&C) and Title 5, California Code of Regulations. The contractor's signature also certifies compliance with "Standard Provisions for State Contracts" (Exhibit A), which are attached hereto and by this reference incorporated herein.

This contract is funded through a grant from the federal Department of Health and Human Services and subject to Code of Federal Regulations (CFR) 45, Parts 98 and 99, the Child Care and Development Block Grant Act of 1990, as amended, and Public Law 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act 9 (PRWORA) of 1996, 42 USC 9858. If the Catalogue of Federal Domestic Assistance (CFDA) number in 93596 (shown as FC# in the funding block), the fund title is Child Care Mandatory and Matching Funds of the Child Care and Development Fund. If the CFDA number in 93575, the fund title is Child Care and Development Block Grant subject to the Child Care and Development Block Grant Act of 1990, the Omnibus Budget Reconciliation Act of 1990, Section 5082, Public Law 101-508, as amended, Section 658J and 658S, and Public Law 102-586.

Funding of this contract is contingent upon appropriation and availability of funds. The period for which expenditures may be made with these funds shall be from July 01, 2008 through June 30, 2009. The total amount payable pursuant to this agreement shall not exceed \$3,506.00.

Expenditure of these funds shall be reported quarterly to the Child Development Fiscal Services Division (CDFS) on Form CDFS-9529 with fiscal quarters ending September 30, December 31, March 31, and June 30. Quarterly reporting must be submitted for reimbursement of expenditures. For non-local educational agencies, expenditures made for the period July 1, 2008 through June 30, 2009 shall be included in their 2008/09 audit due by the 15th day of the fifth month following the end of the contractor's fiscal year or earlier if specified by the CDE. The audits for School Districts and County Offices shall be submitted in accordance with Education Code Section 41020.

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract. Exhibit A, Standard Provisions for State Contracts attached.

STATE OF CALIFORNIA		CONTRACTOR				
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)				
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING Dr. Myrna Rivera Cote, Superintendent				
TITLE Contracts, Purchasing & Conf Svcs		ADDRESS 4034 Irving Place, Culver City, CA 90232				
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 3,506	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE Federal			
	(OPTIONAL USE) 0656		FC# 93.575	PC# 000326		
	14130-6444		ITEM 30.10.020.901	CHAPTER 268	STATUTE 2008	FISCAL YEAR 2008-2009
	6100-196-0890		OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5035 Rev-8290			
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	TOTAL AMOUNT ENCUMBERED TO DATE \$ 3,506		Department of General Services use only			
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.			T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER			DATE			

to: Director, Grants, and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W., (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-4571.

Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency:

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee must insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Office of Child Development
10800 Farragut Drive
Culver City, CA 90230

Check if there is a separate sheet attached listing all workplaces.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

a. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant, and

b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and contracts Service, U.S. department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3) Washington, DC 20202-4571. Notice shall include the identification numbers(s) of each affected grant.

ENVIRONMENTAL TOBACCO SMOKE ACT

As required by the Pro-Children Act of 1994, (also known as Environmental Tobacco Smoke), and implemented at Public Law 103-277, Part C requires that:

The applicant certifies that smoking is not permitted in any portion of any indoor facility owned or leased or contracted and used routinely or regularly for the provision of health care services, day care, and education to children under the age of 18. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1,000 per day. (The law does not apply to children's services provided in private residence, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for in-patient drug and alcohol treatment.)

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

NAME OF APPLICANT (CONTRACT AGENCY) Culver City Unified School District	CONTRACT # CIMS-8210 19-6444-00-8
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE Dr. Myrna Rivera Cote, Superintendent	
SIGNATURE	DATE

9.7 Office of Child Development 2008/2009 Resolution

All contracts with the Child Development Division must have Board approval as well as a signed and adopted resolution. Additionally the California Department of Education requires a signed Federal Certification regarding Instructional Materials. Child Development services are provided for families according to the funding terms and conditions of each contract. Families pay a fee according to their income. These contracts assist approximately 425 income eligible families. The Office of Child Development submits the following resolution for 2008/2009, for Board of Education approval.

RECOMMENDED MOTION: That the Board of Education resolve to enter into contracts CIMS-8210 with the California Department of Education and that the Superintendent or Assistant Superintendent, Educational Services, be authorized to sign the resolution for the period July 1, 2008 to June 30, 2009.

Moved by:

Seconded by:

Vote:

RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services **and to authorize the designated personnel to sign contract documents for Fiscal Year 2008/09.**

RESOLUTION

BE IT RESOLVED that the Governing Board of Culver City Unified School District

authorizes entering into local agreement number/s CIMS-8210 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Myrna Rivera Cote</u>	<u>Superintendent</u>	_____
<u>Gwenis Laura</u>	<u>Asst. Superintendent</u>	_____
_____	_____	_____

PASSED AND ADOPTED THIS 9th day of December 2008/~~00~~, by the Governing Board of Culver City Unified School District of Los Angeles County, California.

I, Sandra Davis, Clerk of the Governing Board of Culver City Unified School Dist., of Los Angeles County,

California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regularly scheduled meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature)

(Date)

BOARD REPORT

12/09/08

9.8

9.8 **Approval is Recommended for an Overnight Field Trip: Annual 8th Grade GATE Trip to AstroCamp in Idyllwild, California, May 1-3, 2009**

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.

Approximately 30-40 8th grade GATE students will have an opportunity to attend the Astrocamp in Idyllwild, CA from May 1-3, 2009. Five Middle School teachers and/or parents will accompany the students as chaperones. The students will take a bus to Idyllwild, CA. The cost is approximately \$238.00 per student to be funded by participants and donations.

The Astrocamp Science Camp provides standards-based instruction in physical sciences. The staff of instructors all possess degrees in the sciences and enjoy teaching the "hands-on" program in this natural laboratory. As a result of attending the camp, our students will develop a heightened awareness and an appreciation for our environment as well as enriched experiences with eighth grade science standards.

RECOMMENDED MOTION: That the Board of Education approve the proposed trip for 30-40 8th grade GATE students to attend Astrocamp in Idyllwild, CA, May 1-3, 2009.

Moved by:

Seconded by:

Vote:

BOARD REPORT

12/09/08

9.9

9.9 Approval is Recommended for the Sojourn to the Past High School Overnight Student Field Trip

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.

Melanie DeArmond and Wendy Beckendorf, Culver City High School teachers, seek approval for 15 high school students to attend a field trip to southern states, February 12-21, 2009. The 10 day field trip is scheduled over Presidents weekend so the students will only miss 5 days of school. This schedule is consistent with past years. The dates do not fall in close proximity to exams or testing. Culver City participants and approximately 100 students and teachers from other high schools, will fly to Atlanta, GA and travel by bus to Montgomery, Birmingham, Selma, Hattiesburg, Jackson, Little Rock and fly back from Memphis, TN.

Culver City High School has been sponsoring the Sojourn to the Past trip for the past 7 years.

Cost of the trip is approximately \$2500 per participant. Teachers' travel expenses will be paid through School Improvement funds; students have held fundraisers to help meet their expenses.

RECOMMENDED MOTION: That the Board of Education approve the proposed overnight field trip for 15 students to be accompanied by teachers Melanie DeArmond and Wendy Beckendorf to Southern States, February 12-21, 2009.

Moved by:

Seconded by:

Vote:

BOARD REPORT

12/09/08

9.10

9.10 Approval is Recommended for the Resolution to Authorize K-3 Class Size Reduction Application for 2008-2009

The State of California initiated the Class Size Reduction Program in order to improve reading and math instruction for students in kindergarten through third grade. The Culver City Unified School District has implemented the Class Size Reduction Program since its inception.

In order to continue this program, District administration recommends that the Board of Education approve a Resolution authorizing the K-3 Class Size Reduction Application for the 2008-2009 school year.

RECOMMENDED MOTION: That the Board approves the Resolution to authorize the Culver City Unified School District's 2008-2009 K-3 Class Size Reduction Application.

Moved by:

Seconded by:

Vote:

RESOLUTION # 6 2008-2009
To
Authorize the K-3 Class Size Reduction Application
for
2008-2009

WHEREAS, the Board of Education has an interest in providing K-3 class size reduction in the Culver City Schools; and

WHEREAS, the number of classes listed on the application are identified; and

WHEREAS, the pupil counts include only regular education students and do not exceed the enrollment as of October of 2008; and

WHEREAS, a certificated teacher has been hired by the school district and is providing direct instructional services to each class participating in the Class Size Reduction Program and there will not be more than an average of 20.44 pupils per such class; and

WHEREAS, the school district will provide a staff development program for any teacher who will participate for the first time in the Class Size Reduction Program; and

WHEREAS, the Class Size Reduction Program has been implemented for 2008-2009.

WHEREAS, the school district will submit final enrollment counts to the School Facilities Planning Division by May 1, 2009.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Governing Board of the Culver City Unified School District to **AUTHORIZE** and **APPROVE** the Application for the K-3 Class Size Reduction, this 9th day of December, 2008.

Dana Russell, D.D.S., President

Jessica Beagles-Roos, Ph.D., Vice President

Saundra Davis, M.A., Clerk

Steven Gourley, Member

Scott Zeidman, Esq., Member

Myrna Rivera Coté, Ed.D, Superintendent

2008-09 Operations Application K-3 Class Size Reduction Program

County and District Code

1	9	6	4	4	4	4
---	---	---	---	---	---	---

Charter School Code*

--	--	--	--	--	--	--

County Los Angeles

District Culver City Unified School District

Charter School* _____

*For use only by charter schools applying independent of their authorizing entity. Do not submit a separate application for charter schools that are included in their authorizing entity's application.

Calculation of Provisional Funding for 2008-09

These calculations are for planning purposes and to continue the flow of funds. The calculation of final entitlements will be based on actual enrollment data submitted on the Form J-7CSR.

1	2	3	4	5	
Grade	Number of Classes	Number of Enrolled Pupils*	2008-09 Funding Level	Estimated Allocation (col. 3 x col. 4)	
Option One					
a	Grade 1	22	431	\$1,071	\$461,601
b	Grade 2	20	411	\$1,071	\$440,181
c	Grade 3	22	443	\$1,071	\$474,453
d	Kindergarten	23	460	\$1,071	\$492,660
e	Subtotal, Option 1	87	1,745	\$1,071	\$1,868,895
Option Two					
f	Grade 1			\$535	\$0
g	Grade 2			\$535	\$0
h	Grade 3			\$535	\$0
i	Kindergarten			\$535	\$0
j	Subtotal, Option 2	0	0	\$535	\$0
Grand Totals					
k	Option 1 + Option 2	87	1,745		\$1,868,895

*For application purposes only, pupil enrollment may not be greater than October 2007 CBEDS data. Please see instructions for specific directions.

**Complete the certification on page 1, and mail pages 1 and 2
of this application by December 22, 2008 to:**

Rebecca Lee ~ CDE, School Fiscal Services Division ~ 1430 N Street, Suite 3800 ~ Sacramento, CA 95814

2008-09 Operations Application K-3 Class Size Reduction Program

County and District Code

1	9	6	4	4	4	4
---	---	---	---	---	---	---

Charter School Code*

--	--	--	--	--	--	--

County Los Angeles

District Culver City Unified

Charter School* _____

*For use only by charter schools applying independent of their authorizing entity. Do not submit a separate application for charter schools that are included in their authorizing entity's application.

Contact Person Gwenis Laura

Title Assistant Superintendent

Address 4034 Irving Place

City, Zip Code Culver City, CA 90232

Telephone 310-842-4220 Ext. 4213

E-mail Address gwenislaura@ccusd.org

Certifications

As a condition of applying for and receiving funds under the Kindergarten and Grades One through Three Class Size Reduction (K-3 CSR) Program, commencing with California *Education Code (EC)* Section 52120, the Governing Board of the above named school district or charter school (applicant) certifies that the statements below are true and accurate, and are evidenced by a Board Resolution or entry in the Board meeting minutes. Please do not submit the Resolution or minutes to the California Department of Education (CDE):

1. The number of classes participating in Option One and Option Two in each eligible grade level is identified in Column 2 on page 2 of this application. [EC Section 52123(a), Title 5 *California Code of Regulations* Section 15103]
2. The pupil counts reported in Column 3 of page 2 of this application ("Number of enrolled pupils") do not include special education pupils enrolled in special day classes full time, pupils enrolled in independent study, or charter school pupils enrolled in a home study program. [EC Section 52123(b)]. The total pupil count reported in Column 3 of page 2 of this application is not greater than the enrollment cap computed based on prior year K-2 enrollment.
3. A certificated teacher has been hired by the applicant and is providing direct instructional services to each class participating in the K-3 CSR Program. There will not be greater than an average of 20.44 pupils per such class. [EC Section 52123(c)]
4. The applicant will provide a staff development program for any teacher who will participate for the first time in the K-3 CSR Program as specified in Certification #3. Appropriate training to maximize the education advantages of class size reduction will be provided to such teachers. This training shall include, but not be limited to, methods for providing each of the following: (1) individualized instruction, (2) effective teaching, including classroom management in smaller classes, (3) identifying and responding to pupil needs, and (4) opportunities to build on the individual strengths of pupils. [EC sections 52123(d), 52127]
5. The applicant will collect and maintain data required by the State Superintendent of Public Instruction for evaluation of the K-3 CSR Program. The data shall include, but not be limited to, individual test scores or other records of pupil achievement. Any data collected will be protected in a manner that will not permit the personal identification of any pupil or parent. [EC section 52123(e)]
6. Each class participating in the K-3 CSR Program is housed in either a separate, self-contained classroom or the space provided for each participating class for each grade level at that schoolsite is of a square footage per pupil enrolled in each class that is not less than the average square footage per pupil enrolled in those grade levels at that schoolsite in the 1995-96 school year. [EC section 52123(f)]
7. Priority for reducing class size is in accordance with the following grade level implementation requirements at each schoolsite:
 - If only one grade level is reduced, the grade level will be 1st grade.
 - If two grade levels are reduced, the grade levels will be 1st and 2nd grades.
 - If three or four grade levels are reduced, the grade levels will be 1st and 2nd and then any combination of kindergarten and/or 3rd grade.
8. The K-3 CSR Program has been implemented in the current year.
9. **The applicant will submit final enrollment counts on the Form J-7CSR to the CDE by May 15, 2009.**

Signature

I hereby certify that, to the best of my knowledge, this application is true and correct and is in compliance with state law and regulations of the California Department of Education and the State Board of Education. The Governing Board of the above named school district or charter school has authorized me to sign this application on its behalf.

Signature of District Superintendent or
Charter School Chief Administrative Officer

Dr. Myrna Rivera Cote
Printed Name

Date

BOARD REPORT

12/09/08

10.1

10.1 American Citizenship Awards

The American Citizenship Award Program is designed to recognize the students who consistently exhibit the kinds of behavior we want to see displayed in our schools and in our communities. Examples of this behavior include:

- Participating in school and/or community service
- Showing a positive attitude toward classmates, school, and community
- Displaying an understanding and appreciation of civic responsibility
- Possessing strength of character and the courage to do what is right
- Promoting citizenship with school or community through other activities.

This month eight students, one from each school, will be recognized for their good citizenship.

BOARD REPORT

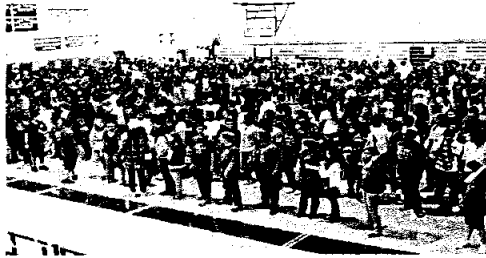
12/09/08

10.2

10.2 Spotlight on Education – Culver City High School

Each month throughout the school year a different school is featured through Spotlight on Education. This month, Assistant Principal Kim Indelicato will present Culver City High School's Link Crew Program, which was implemented this year. Link Crew is a high school transition program that increases freshman success. The program consists of juniors and seniors who lead groups of 10-12 freshmen. Although the program is in its first year at CCHS, we are already seeing positive results.

Link Crew



A Freshmen Transition Program

Program Overview

- Selection of Link Crew Leaders
- June Development Day
- Orientation Training
- Freshmen Orientation
- Social & Academic Follow-ups

Orientation

- Welcome
- Establish school culture & class identity



- Connects freshmen to peers and to link leader
- Large & small group activities

Social Follow-ups

- Ice Cream Social
- Tail-Gate Party
- Monthly Lunch
- Cocoa & Cram
- More to Come Second Semester...

Academic Follow-ups

- Lessons are a structured way for freshmen to continue to connect and learn from link leaders
- Topics include making choices, academic honesty, achieving excellence, and building relationships

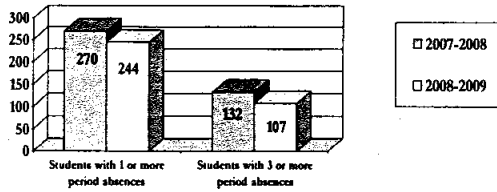
Goals

- Increase Freshmen Success
 - Increase attendance rates
 - Increase academic performance
 - Decrease discipline issues
 - Increase extracurricular participation
- Provide freshmen with positive role models
- Guide freshmen to discover what it takes to be successful in high school

Goal: Increase Attendance

We are on the right track!

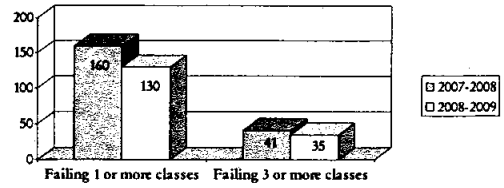
Attendance for Weeks 2-7



Goal: Increase Academic Performance

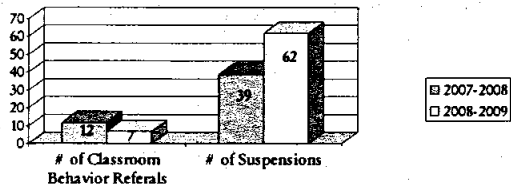
Early marks look promising!

Quarter 1 Grades



Goal: Decrease Discipline Issues

9th Grade Discipline Issues



Here is what some of the freshmen are saying about their Link Leaders...

"They helped me find all of my classes so I didn't get lost" -Destiny

"Made me feel comfortable when I didn't know people yet." -Noel

"My leader helped me open my locker... and still helps... and introduced me to new people the first week." -Crystal

BOARD REPORT

12/09/08

12.1

12.1 Presentation of the First Interim Report for 2008-2009

In addition to other fiscal requirements, AB 1200 and AB 2756 legislation was enacted to insure full public disclosure of a public school district's financial position in the current and future years. The purpose of the interim reports, as required under AB 1200 and AB 2756, is to establish a procedure for the Board of Education, the public and other interested agencies to receive information regarding the financial condition of an entity during periodic intervals of the fiscal year.

The First Interim Report for the 2008-2009 fiscal year is provided under separate cover.

BOARD REPORT

12/09/08

12.2

12.2 First Reading of Revised Board Policy/Administrative Regulation, 1250 – Community Relations, Visitors/Outsiders

It is recommended practice that the Board of Education regularly review Board Policies/Administrative Regulations that are significant to the operation of the district. A new Board Policy/Administrative Regulation on Visitors/Outsiders is being presented for review.

VISITORS/OUTSIDERS

The Governing Board encourages parents/guardians and interested members of the community to visit the schools and view the educational program.

The Superintendent or designee shall invite parents/guardians and the community to open house activities and other special events.

To ensure minimum interruption of the instructional program, **visits during school hours should be arranged 24 hours in advance with the teacher, principal, administrator or designee of District facilities. The teacher and principal will determine whether proposed times and length for visitation or observation may be disruptive of instruction or not in the best interest of students.** the Superintendent or designee shall establish ~~procedures which facilitate visits during regular school days.~~ ~~Visits during school hours should be first arranged with the teacher and/or principal or designee.~~ If a conference is desired, an appointment should be set with the teacher during non-instructional time.

To ensure the safety of students and staff and avoid potential disruptions, all visitors shall identify themselves to the principal or designee upon entering the school grounds. **The principal or designee may refuse to register or may revoke the registration of any visitor if he/she reasonably concludes that the visitor's presence or acts would disrupt the school, students, or employees.**

All visitors shall register in accordance with law immediately upon entering any school building or grounds when school is in session, and visitor badges shall be worn by all visitors while on campus.

(Penal Code 627.2)

(cf. 3515.2 – Disruptions)

For purposes of school safety and security, the principal or designee shall design for his/her site a visible means of identification for visitors while on school premises.

No electronic listening or recording device may be used in a classroom, or any other areas of the campus, without the teacher's and principal's permission.

The Board of Education believes all employees should have the opportunity to carry out their duties and interactions with the public in a professional manner. The Board affirms that employees should not be subjected to abusive behavior. Abusive behavior is defined as the use of obscenities, yelling, or defamatory language, the use of any threatening words or phrases, or the use of any threatening behavior to intimidate or otherwise berate employees.

This policy is not intended to deprive any person of his/her right to freedom of expression, but only to maintain a safe workplace for students and staff. The District seeks public cooperation with this endeavor.

1. **In a professional manner, district employees shall remind individuals who may be exhibiting abusive behavior that they may not exhibit such behavior.**
2. **If the individual does not conform his/her behavior when reminded, the district employee shall terminate the meeting, conference, or telephone conversation. If the meeting or conference is on district premises, the offending party will be asked to leave. The employee shall immediately notify his/her supervisor of the incident, and if requested, provide a written report of the incident.**
3. **If an individual refuses to leave upon request or returns before the applicable period of time, the principal or designee may notify district security, law enforcement personnel and/or Superintendent's designee.**
4. **The principal shall consult with the Superintendent's designee concerning what additional legal remedies may be warranted to protect the employee on the basis of the specific facts and circumstances of the disruption.**

(Education Code Sections: 32211, 44810, 44811)

(Penal Code Sections: 626.8, 627.7)

Legal Reference:

EDUCATION CODE

- 32210 Willful disturbance of public school or meeting
- 32211 Threatening disruption or interference with classes; misdemeanor
- 35160 Authority of governing boards
- 35292 Visits to schools (board members)
- 51512 Prohibited use of electronic listening or recording device

PENAL CODE

- 626-626.10 Schools
 - 627.1 Definitions
 - 627.2 Necessity of registration by outsider
- Evidence Code
- 1070 Refusal to disclose news source

Policy
adopted: April 1, 1997

CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California

Policy

Reviewed: December 9, 2008

VISITORS/OUTSIDERS

Unless otherwise directed by the principal or designee, a staff member shall accompany visitors while they are on school grounds.

Outsider Registration

Any person other than the following is considered a visitor and is required to register upon entering school premises.

1. A student of the school, unless currently under suspension **or expelled from the district.**
2. A district officer or employee.
3. A school district employee, contractor or service employee whose employment requires being on school grounds, or any person who is on school grounds at the school's request.

(Penal Code 627.1)
(Evidence Code 1070)

Registration Procedure

In order to register, an outsider shall upon request furnish the principal or designee with the following information: (Penal Code 627.3)

1. **His/her name, address and occupation**
2. **His/her age, if less than 21**
3. **His/her purpose for entering school grounds**
4. **Proof of identity**
5. **Other information consistent with the provisions of law**

Refusal or Revocation of Registration

1. **The principal or designee may refuse to register any outsider if he/she reasonably concludes that the outsider's presence or acts would disrupt the school, students, or employees; would result in damage to property; or would result in the distribution or use of a controlled substance. The principal or designee or school security officer may revoke an outsider's registration if he/she has a reasonable basis for concluding that the outsider's presence on school grounds would interfere or is interfering with the peaceful conduct of school activities or would disrupt or is disrupting the school, students or staff. (Penal Code 627.4)**

(cf. 3515.2 – Disruptions)

2. **The principal or designee may request that an outsider who has failed to register, or whose registration privileges have been denied or revoked, promptly leave school grounds. When an outsider is directed to leave, the principal or designee shall inform the outsider that if he/she re-enters the school within seven days he/she will be guilty of a misdemeanor subject to a fine and/or imprisonment. (Penal Code 627.7)**

Appeal Procedure

Any person who is **refused registration or** asked to leave a public school building or grounds may appeal to the Superintendent or designee in writing. This appeal shall be made no later than the second school day after the person has departed from the school building or grounds. The Superintendent or designee shall render his/her decision within 24 hours after the appeal is made, and this decision shall be binding upon both parties.

(Penal Code 627.5)

(cf. 1312.1 – Complaints Concerning District Employees.)

Response to Violations of BP 1250

The appropriate response to violations of Board Policy 1250 is determined by the administrator in charge in consultation with the employee. The following progressive steps are guidelines only. Depending upon the type and severity of the conduct involved, any step in the process may be repeated or omitted, as appropriate. Questions as to whether a parent or community member's conduct should be addressed pursuant to this regulation should be directed to the administrator in charge.

1. Oral Warning

In the event of a violation such as those identified below, the individual will receive an oral warning from the school administrator or his/her designee. If the administrator is the victim of a violation, the Superintendent or designee will conduct the warning.

a. Examples of infractions that would warrant an oral warning:

(1) A disagreeable visitor entering a classroom or any school area without prior appointment or checking in at the office.

(2) A registered visitor who becomes disruptive to classroom or school operations while on school property.

(3) A visitor who becomes verbally abusive to a teacher, staff member, or student while on school property.

(4) A person who makes frequent inappropriate, unnecessary, or disruptive telephone calls to the school, district office, or home of staff members.

b. Procedure for oral warning:

(1) A conference will be scheduled with the individual and the administrator or the immediate supervisor of the employee involved.

(2) The administrator/supervisor conducting the conference will keep a written record of the conference.

(3) The Superintendent or designee is informed in writing of the infraction, the conference, and any necessary follow-up information.

2. Written Warning

a. Examples of infractions that would warrant a written warning:

(1) Repeated conduct described in 1(a), after one oral warning has been given.

(2) A person verbally or physically disrupts a class, assembly, meeting, or school site.

(3) A person hinders a school employee from performing his/her work.

(4) A person uses inappropriate language or gestures toward a teacher, staff member, or student.

b. Procedure for written warning:

(1) The administrator, Superintendent or designee, sends a letter to the person by certified mail.

(2) The letter specifies the date, place, and approximate time of the conduct, provides a description of the conduct and its disruptive or distressing result, and includes a copy of Board Policy 1250. The letter also directs the parent or community member not to engage in such conduct in the future, and cautions that further conduct of a disruptive nature will not be tolerated.

3. Written Stay-Away Order

a. Examples of infractions that would warrant a stay-away order:

(1) A visitor enters school or district property without lawful business, interferes with the peaceful conduct of school activities, and refuses to leave or re-enters after being requested to leave the premises.

(2) The administrator or designee has reasonable cause to believe a visitor intends or has willfully disrupted the orderly operation of the school or facility.

(3) A person/visitor threatens an administrator, employee, or student by telephone or on school property.

b. Procedure for stay-away order

(1) The Superintendent or designee, in consultation with district legal counsel, sends a letter to the person by certified mail, advising the person of the conduct resulting in the stay-away order and directing the person not to enter school property.

(2) A copy of the letter is sent to the local law enforcement agency and to the administrator.

(3) The administrator informs appropriate employees, such as campus security, that the individual's permission to enter the campus has been withdrawn.

(4) Re-entry to campus property prior to the expiration of the order is documented, and local law enforcement is notified. (Such re-entry during this period is a misdemeanor.)

4. Restraining Order Through Superior Court

A restraining order may be sought, with the assistance of legal counsel, only under specific circumstances. The restraining order is not an automatic step in progressive application of this regulation, but is a response to particular conduct as provided by law.

a. Conduct that would warrant seeking a restraining order:

(1) A person/visitor engages in harassment of a specific person, consisting of violence, credible threat of violence, or a course of conduct that causes substantial emotional distress to the person at whom it is directed.

(2) If the District and legal counsel agree, legal counsel prepares paperwork to seek a temporary restraining order from the Superior Court. Such paperwork may include sworn declarations from the district employees or other witnesses involved.

(3) If the court grants the temporary restraining order, legal counsel will consult with the District as to whether to seek a permanent injunction

for up to three years. Seeking a permanent injunction may require the presence and testimony of district witnesses in court to support the request.

(4) If the injunction is granted by the court, district legal counsel serves the defendant with a copy of the injunction, and provides a copy to local law enforcement. The District is responsible for providing copies of the injunction to school sties, as appropriate.

(5) The decision to grant or deny an injunction is made by the court; therefore, there is no guarantee an injunction will be granted. However, denial of an injunction does not prevent the District from addressing conduct through one of the other steps listed above.

Regulation
Reviewed: April 1, 1997
Regulation
Reviewed: December 9, 2008

CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California

12/9/08
12.3

BOARD REPORT

12.3 Second Reading of Revised Administrative Regulation 4112.4, Health Examinations

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 deleting Board Policy 4112.4, Health Examinations and revising Administration Regulation 4112.4, Health Examinations to reflect new law (AB 1323) as recommended by the California School Boards Association.

HEALTH EXAMINATIONS

New Employees

The Superintendent or designee shall ensure that new district employees comply with all the health examination requirements of California law.

In addition, the Superintendent or designee may require applicants for employment in classified positions to undergo a pre-employment physical examination to show that they are physically able to perform the duties of specific jobs. (Education Code 45122)

Continuing Employees

Continuing employees shall undergo periodic tuberculosis tests once every four years in accordance with law. (Education Code 49406)

The Governing Board is concerned about the prevalence of tuberculosis in our community and may require continuing employees to undergo tuberculosis tests when warranted upon the recommendation of the local health officer.

Employees may be required to pass a physical and/or psychological examination any time such an examination appears necessary to preserve the health and welfare of district students and employees or to furnish medical proof of physical or mental ability to perform satisfactorily the assigned duties of an individual's position. (Education Code 44839, 45122)

(cf. 4119.41/4219.41/4319.41—Employees with Infectious Disease)

Legal Reference:

EDUCATION CODE

44839 — Medical certificate; periodic medical examination

44839.5 — Requirements for employment of retirant

44932 — Grounds for dismissal of permanent employee

44942 — Suspension of transfer of certificated employee on grounds of mental illness; psychiatric examination; mandatory sick leave

45122 — Physical examinations

49406 — Examination for tuberculosis

CODE OF REGULATIONS, TITLE 5

5502-5503 — Physical examination for retirants employed as substitute teacher, etc.

5504 — Medical certification procedures

All Personnel

AR 4112.4

4212.4

HEALTH EXAMINATIONS

4312.4

New Employees

Tuberculosis Test

1. No ~~person~~ **applicant** shall be initially employed **in a classified or certificated position** unless he/she has ~~placed on file with the district a certificate from a physician licensed under the Business and Professions Code indicating that a tuberculosis examination within the past 60 days shows that he/she is free from active tuberculosis. The tuberculosis examination shall consist of an approved intradermal tuberculin test. An X-ray of the lungs shall be required only if the intradermal test is positive.~~ **submitted to an intradermal or other tuberculin test licensed by the Food and Drug Administration within the past 60 days and, if that test was positive, has subsequently obtained an X-ray of the lungs. The applicant shall submit to the district a certificate signed by the examining licensed physician indicating that he/she is free of active tuberculosis.** (Education Code 49406; **5 CCR 5503**)

The initial cost of the pre-employment tuberculosis examination shall be paid by the district at a facility contracted by the district.

~~Persons transferring from another~~ **An applicant who was previously employed in another California school district may fulfill tuberculosis examination requirements in either of the following ways: (Education code 49406)**

- a. ~~By either~~ **By either** producing a certificate showing that ~~the employee~~ **he/she** was examined within the last four years and found **to be** free of active tuberculosis, or
- b. ~~By~~ **By** having the last employing **his/her previous school district employer** verify that it has on file a ~~current~~ **current** certificate which contains that ~~showing~~ **evidence.** (Education Code 49406)

Once hired by the district, employees who test negative on the initial intradermal or other tuberculin test shall undergo a tuberculosis examination at least once every four years, or more often if so directed by the Governing Board upon recommendation of the county health officer, for as long as the employee's test remains negative. An employee with a documented positive test for tuberculosis infections, which has been followed by an X-ray, shall no longer be required to submit to the examination and shall be referred to the county health officer within 30 days of the examination to determine the need for follow-up care. (Education Code 49406)

Tuberculosis tests for employees shall be provided by the district or at district expense at a facility contracted by the district. (Education Code 44839, 45122, 49406)

If an employee's religious belief prevents him/her from undergoing a tuberculosis examination, the employee shall file an affidavit stating that he/she adheres to the faith or teachings of a well-recognized religious sect, denomination, or organization and, in accordance with its creed, tenets, or principles, depends for healing upon prayer in the

HEALTH EXAMINATIONS cont.

practice of religion and that to the best of his/her knowledge or belief he/she is free from active tuberculosis. In order to exempt the individual, the Board shall determine by resolution, after a hearing, that the health of students would not be jeopardized. If at any time there should be probable cause to believe that the affiant is afflicted with active tuberculosis, he or she may be excluded from service until the governing board of the employing district is satisfied that he or she is not so afflicted. (Education Code 49406)

The Superintendent or designee may exempt a pregnant employee from the requirement that a positive tuberculin test be followed by an X-ray of the lungs, for a period not to exceed 60 days following termination of the pregnancy. (Education Code 49406)

Medical Certification for Communicable Diseases for Certificated Employees

When a new employee in a position requiring certification has not previously been employed in such a position in California or a retiree has not previously been employed as a retiree, he/she must ~~shall~~ have a medical certificate on file with the district stating that he/she ~~The certificate will state that the employee~~ is free from any disabling disease which would render him/her unfit to instruct or associate with children. The certificate ~~form may be obtained from the personnel services office.~~ shall be completed ~~It must be filled out by a licensed physician and returned to the personnel services~~ human resources office by the physician. The medical examination referred to in the certificate must have been conducted within six months of the time when the certificate is filed. (Education Code 44839, 44839.5 CCR 5503)

(cf. 4119.41/4219/41/4319.41 – Employees with Infectious Disease)

~~The cost of pre-employment examinations shall be borne by the applicant. (Education Code 44839, 45122, 49406)~~

~~When an employee's religious belief prevents him/her from undergoing a physical examination, the district shall follow provisions of Education code 49406.~~

Continuing Employees

~~Continuing employees who test negative on tuberculin skin tests shall undergo a tuberculosis examination at least once every four years. (Education Code 49406)~~

~~Tuberculosis tests and other medical examinations required by the Superintendent or designee shall be administered by a physician licensed under the Business and Professions Code and shall be provided by the district or at district expense. (Education code 44839, 45122, 49406)~~

Applicants and retirees shall pay for the cost of obtaining the medical certification. (Education Code 44839, 44839.5)

The Board may require a certificated employee or retiree to undergo a periodic medical examination by a physician to determine that the employee is free from any communicable disease making him/her unfit to instruct or associate with children. This periodic medical examination shall be at district expense at a facility contracted by the district. (Education Code 44839, 44839.5)

Mental Examination for Certificated Employees

A certificated employee may be suspended or transferred to other duties if the Board has reasonable cause to believe that the employee is suffering from mental illness of such a degree as to render him/her incompetent to perform his/her duties. In such a case, the district shall follow the process specified in Education Code 44942 and the district's collective bargaining agreement, including the opportunity for the employee to be examined by a panel of psychiatrists or psychologists.

(cf. 4032 – Reasonable Accommodation)

(cf. 4118 – Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

44839 Medical certificate; periodic medical examination

44839.5 Requirements for employment of retiree

44932 Grounds for dismissal of permanent employee

44942 Suspension or transfer of certificated employee on ground of mental illness, psychiatric examination; mandatory sick leave

45122 Physical examinations

49406 Examination for tuberculosis

CODE OF REGULATIONS, TITLE 5

5502 Filing of notice of physical examination for employment of retired persons

5503 Physical examination for employment of retired persons

5504 Medical certification procedures

COURT DECISIONS

Raven v. Oakland Unified School District (1989) 213 Cal.App.3d 1347

Management Resources:

WEBSITES

California Department of Public Health: <http://www.cdph.ca.gov>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Public Health Institute: <http://www.phi.org>

U.S. Food and Drug Administration: <http://www.fda.gov>

BOARD REPORT

12/9/08

14.1a

14.1a Second Reading and Adoption of Revised Board Policy and New Administrative Regulation 0450, Philosophy, Goals, Objectives and Comprehensive Plans – Comprehensive Safety Plan

It is recommended practice that the Board of Education review Board Policies and Administrative Regulations on a regular basis. District Administration recommends the revision of Board Policy Regulation, Administration, Superintendent Responsibilities and Duties to reflect new mandated language as recommended by the California School Boards Association. The Board Policy and Administrative Regulation are hereby presented for a second reading and adoption.

RECOMMENDED MOTION:

That the Board of Education adopts Revised Board Policy and New Administrative Regulation 0450, Philosophy, Goals, Objectives and Comprehensive Plans – Comprehensive Safety Plan as presented.

Moved by:

Seconded by:

Vote:

Philosophy-Goals-Objectives and Comprehensive Plans

BP 0450 (a)

Comprehensive Safety Plan

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that **includes** strategies **for** teaches violence prevention and emphasizes high expectations for student **conduct** achievement, responsible behavior, and respect for others.

(cf. 0510 – School Accountability Report Card)

(cf. 5131 – Conduct)

(cf. 5137 – Positive School Climate)

~~The Superintendent or designee shall oversee the development of a comprehensive district-wide safety plan that identifies major safety concerns as well as the district's goals and priorities for safe schools. The plan shall include violence prevention strategies and actions to be taken in the event of a crisis. The Superintendent or designee may appoint a district-level safety task force to assist with the development of the safety plan.~~

The school site council at each district school shall develop a comprehensive school safety plan relevant to the needs and resources of that particular school. (Education Code 32281)

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

~~In addition, each principal or designee shall ensure the development of a site-level plan aligned with the district plan and tailored to the specific concerns of each school. The **school safety** plan shall take into account the school's **staffing**, available resources, and building design, as well as other factors unique to the site. The principal or designee may appoint a broad-based committee to assist with the development and implementation of the safety plan.~~

Each school shall review and update its safety plan by March 1st of each year. New campuses shall develop a safety plan within one year of initiating operations. (Education Code 32286)

Each school shall forward their safety plan to the Board for approval. (Education Code 32288)

Philosophy-Goals-Objectives and Comprehensive Plans

BP 0450 (b)

Comprehensive Safety Plan

The Board shall review the comprehensive districtwide and/or school safety plan(s) in order to ensure compliance with state law, Board policy, and administrative regulation.

The Board shall approve the plans at a regularly scheduled meeting.

The district's comprehensive safety plan shall be regularly reviewed and updated in order to reflect changed circumstances and to evaluate the district's progress in achieving safety goals and objectives. In addition, school safety plans and programs shall be reviewed and revised as needed to ensure consistency with the goals and objectives of the district's comprehensive plan.

(cf. 9322 – Agenda/Meeting Materials)

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

(cf. 1340 – Access to District Records)

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code 32281. (Education Code 32288)

(cf. 1312.3 – Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of sex discrimination

32260-32262 Interagency School Safety Demonstration Act of 1985

32270 School safety cadre

32280-32289 School safety plans

32290 Safety devices

35147 School site councils and advisory committees

35183 School dress code; uniforms

35291 Rules

35291.5 School-adopted discipline rules

35294-35294.5 School safety plans and Violence Prevention Act

41510-41514 School Safety Consolidated Competitive Grant Program

48900-48927 Suspension and expulsion

48950 Speech and other communication

49079 Notification to teacher; student who has committed acts constituting grounds for suspension or expulsion

67381 Violent crime

Philosophy-Goals-Objectives and Comprehensive Plans

BP 0450 (c)

Comprehensive Safety Plan

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

CALIFORNIA STATE CONSTITUTION

Article 1, Section 28 (c) Right to Safe Schools

CODE OF REGULATIONS, TITLE 5

11992-11993 Definition, persistently dangerous schools

11987-11987.7 School Community Violence Prevention Program requirements

UNITED STATES CODE, TITLE 20

7101-7165 Safe and Drug Free Schools and Communities, especially:

7114 Application for local educational agencies

7912 Transfers from persistently dangerous schools

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

Management Resources:

CSBA PUBLICATIONS

911! A Manual for Schools and the Media During a Campus Crisis, 2001

Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1999

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Safe Schools: A Planning Guide for Action, 1995-2002

CSBA PUBLICATIONS

Protecting Our Schools: Governing Board Strategies to Combat School

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007

Early Warning, Timely Response: A Guide to Safe Schools, August 1998

WEB SITES

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

California Department of Education, Safe Schools: <http://www.cde.ca.gov/lr/ss>

California Office of Emergency Services: <http://www.oes.ca.gov>

California Seismic Safety Commission: <http://www.seismic.ca.gov>

Center for Effective Collaboration and Practice: <http://cecp.air.org>

Federal Bureau of Investigation: <http://www.fbi.gov>

National Alliance for Safe Schools: <http://www.safeschools.org>

National School Safety Center: <http://www.schoolsafety.us>

U.S. Department of Education, Office of Safe and Drug Free Schools:

<http://www.ed.gov/about/offices/list/osdfs/index.htm>

Policy
adopted: April 1, 1997

CULVER CITY UNIFIED SCHOOL DISTRICT
Culver City, California

Comprehensive Safety Plan

Development and Review of School Site Safety Plan

When developing the comprehensive school safety plan, the school site council shall consult with a representative from a local law enforcement agency in the writing and development of the comprehensive school safety plan. Additionally, the school site council should consult with as well as other school site councils and safety committees, when practical. (Education Code 32281, 32282)

(cf. 0420 - School Plans/Site Councils)

In addition, the school site council may consult with other local agencies as appropriate, including health care and emergency service providers.

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

The school site council may delegate the responsibility for developing a school safety plan to a school safety planning committee. This committee shall be composed of the following members: (Education Code 32281)

1. The principal or designee
2. One teacher who is a representative of the recognized certificated employee organization
3. One parent/guardian whose child attends the school
4. One classified employee who is a representative of the recognized classified employee organization
5. Other members, if desired

Before adopting its comprehensive school safety plan, the school site council or school safety planning committee shall hold a public meeting at the school in order to allow members of the public the opportunity to express an opinion about the school safety plan. (Education Code 32288)

The school site council or safety planning committee shall notify, in writing, the following persons and entities of the public meeting: (Education Code 32288)

1. The local mayor
2. A representative of the local school employee organization

Comprehensive Safety Plan

3. A representative of each parent organization at the school site, including the parent teacher association and parent teacher clubs

(cf. 1230 - School-Connected Organizations)

4. A representative of each teacher organization at the school site

(cf. 4140/4240 - Bargaining Units)

5. A representative of the student body government

6. All persons who have indicated that they want to be notified

In addition, the school site council or safety planning committee may notify, in writing, the following entities of the public meeting: (Education Code 32288)

1. A representative of the local churches

2. Local civic leaders

3. Local business organizations

(cf. 1220 - Citizen Advisory Committees)

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

Content of the Safety Plan

The district-wide and/or school site safety plan shall include an assessment of the current status of school crime committed on campus(es) and at school-related functions. (Education Code 32282)

The plan also shall identify appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety. The plan shall include the development of all of the following: (Education Code 32282)

1. Child abuse reporting procedures consistent with Penal Code 11164

(cf. 5141.4 - Child Abuse Prevention and Reporting)

2. Routine and emergency disaster procedures including, but not limited to:

Philosophy, Goals, Objectives and Comprehensive Plans

AR 0450 (c)

Comprehensive Safety Plan

a. Adaptations for students with disabilities in accordance with the Americans with Disabilities Act

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

(cf. 6159 - Individualized Education Program)

b. An earthquake emergency procedure system in accordance with Education Code 32282

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 3516.3 - Earthquake Emergency Procedure System)

c. A procedure to allow a public agency, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare

(cf. 1330 - Use of School Facilities)

(cf. 3516.1 - Fire Drills and Fires)

(cf. 3516.2 - Bomb Threats)

(cf. 3516.5 - Emergency Schedules)

(cf. 3543 - Transportation Safety and Emergencies)

3. Policies pursuant to Education Code 48915(c) and other school-designated serious acts which would lead to suspension, expulsion, or mandatory expulsion recommendations

(cf. 5131.7 - Weapons and Dangerous Instruments)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

4. Procedures to notify teachers of dangerous students pursuant to Education Code 49079

(cf. 4158/4258/4358 - Employee Security)

Comprehensive Safety Plan

5. A discrimination and harassment policy consistent with the prohibition against discrimination pursuant to Education Code 200-262.4

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

6. If the school has adopted a dress code prohibiting students from wearing "gang-related apparel" pursuant to Education Code 35183, the provisions of that dress code and the definition of "gang-related apparel"

(cf. 5132 - Dress and Grooming)

7. Procedures for safe ingress and egress of students, parents/guardians, and employees to and from school

(cf. 5142 - Safety)

8. A safe and orderly school environment conducive to learning

(cf. 5137 - Positive School Climate)

9. The rules and procedures on school discipline adopted pursuant to Education Code 35291 and 35291.5

(cf. 5144 - Discipline)

10. Hate crime reporting procedures

(cf. 5145.9 - Hate-Motivated Behavior)

Among the strategies for providing a safe environment, the school safety plan may also include:

1. Development of a positive school climate that promotes respect for diversity, personal and social responsibility, effective interpersonal and communication skills, self-esteem, anger management, and conflict resolution

(cf. 5138 - Conflict Resolution/Peer Mediation)

Philosophy, Goals, Objectives and Comprehensive Plans

AR 0450 (e)

Comprehensive Safety Plan

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

2. Disciplinary policies and procedures that contain prevention strategies, such as strategies to prevent bullying, hazing, and cyberbullying, as well as behavioral expectations and consequences for violations

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Truancy)

(cf. 5131 - Conduct)

(cf. 5136 - Gangs)

3. Curriculum that emphasizes prevention and alternatives to violence, such as multicultural education, character/values education, media analysis skills, conflict resolution, and community service learning

(cf. 6141.6 - Multicultural Education)

(cf. 6142.3 - Civic Education)

(cf. 6142.4 - Service Learning/Community Service Classes)

4. Parent involvement strategies, including strategies to help ensure parent/guardian support and reinforcement of the school's rules and increase the number of adults on campus

(cf. 1240 - Volunteer Assistance)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

5. Prevention and intervention strategies related to the sale or use of drugs and alcohol which shall reflect expectations for drug-free schools and support for recovering students

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.61 - Drug Testing)

(cf. 5131.62 - Tobacco)

(cf. 5131.63 - Steroids)

Philosophy, Goals, Objectives and Comprehensive Plans

AR 0450 (f)

Comprehensive Safety Plan

6. Collaborative relationships among the city, county, community agencies, local law enforcement, the judicial system, and the schools that lead to the development of a set of common goals and community strategies for violence prevention instruction

(cf. 1020 - Youth Services)

7. Procedures for responding to the release of a pesticide or other toxic substance from properties located within one-quarter mile of the school

(cf. 3514.1 - Hazardous Substances)

(cf. 3514.2 - Integrated Pest Management)

8. Procedures for receiving verification from law enforcement that a violent crime has occurred on school grounds and for promptly notifying parents/guardians and employees of that crime

(cf. 5116.1 - Intradistrict Open Enrollment)

9. Assessment of the school's physical environment, including a risk management analysis and development of ground security measures such as procedures for the closing of campuses to outsiders, surveillance systems, securing the campus perimeter, protecting buildings against vandalism, and providing for a law enforcement presence on campus

(cf. 1250 - Visitors/Outsiders)

(cf. 3515 - Campus Security)

(cf. 3515.3 - District Police/Security Department)

(cf. 3530 - Risk Management/Insurance)

(cf. 5112.5 - Open/Closed Campus)

(cf. 5131.5 - Vandalism, Theft and Graffiti)

10. Crisis prevention and intervention strategies, which may include the following:

a. Identification of possible crises that may occur, determination of necessary tasks that need to be addressed, and development of procedures relative to each crisis,

including the involvement of law enforcement and other public safety agencies as appropriate

Philosophy, Goals, Objectives and Comprehensive Plans

AR 0450 (g)

Comprehensive Safety Plan

(cf. 3515.2 - Disruptions)

(cf. 3515.5 - Sex Offender Notification)

(cf. 5131.4 - Student Disturbances)

b. Assignment of staff members responsible for each identified task and procedure

c. Development of an evacuation plan based on an assessment of buildings and grounds and opportunities for students and staff to practice the evacuation plan

d. Coordination of communication to schools, Governing Board members, parents/guardians, and the media

(cf. 1112 - Media Relations)

(cf. 9010 - Public Statements)

e. Development of a method for the reporting of violent incidents

f. Development of follow-up procedures that may be required after a crisis has occurred, such as counseling

11. Staff development in violence prevention and intervention techniques, including preparation to implement the elements of the safety plan

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Regulation Adopted:
(Date)

Culver City Unified School District
Culver City, CA

BOARD REPORT

12/9/08

14.1b

14.1b 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 December 23, 2008; April 14, 2009; August 11, 2009; August 25, 2009; and December 22, 2009. Accordingly, the Board of Education must take action to waive its rules in order to cancel its regularly scheduled public Board meeting on December 23, 2008; April 14, 2009; August 11, 2009; August 25, 2009; and December 22, 2009. The proposed schedule of meetings from December to 2008 to December 2009 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 December 23, 2008; April 14, 2009; August 11, 2009; August 25, 2009; and December 22, 2009.

Moved by:

Seconded by:

Vote:

BOARD OF EDUCATION MEETING SCHEDULE 2008-2009

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

December 23, 2008 - CANCELED

January 13, 2009

January 27, 2009

February 10, 2009

February 24, 2009

March 10, 2009

March 24, 2009

April 14, 2009 - CANCELED

April 28, 2009

May 12, 2009

May 26, 2009

June 9, 2009

June 23, 2009

July 14, 2009

July 28, 2009

August 11 & 25, 2009 CANCELED

September 8, 2009

September 22, 2009

October 13, 2009

October 27, 2009

November 9, 2009

November 23, 2009

December 8, 2009

December 22, 2009 CANCELED

BOARD REPORT

**12/9/08
14.1c**

14.1c Approval of Revised Employment Contract Between CCUSD and Dr. Myrna Rivera Coté As District Superintendent

The revisions to the employment contract for Dr. Myrna Rivera Coté are submitted for formal approval by the Board.

RECOMMENDED MOTION: That the Board approves the revisions to the employment contract for Dr. Myrna Rivera Coté as Superintendent for the Culver City Unified School District as presented.

Moved by:

Seconded by:

Vote:

**AMENDMENT TO EMPLOYMENT CONTRACT BETWEEN
THE GOVERNING BOARD OF THE
CULVER CITY UNIFIED SCHOOL DISTRICT
AND
DR. MYRNA RIVERA COTÉ**

THIS AMENDMENT TO THE CONTRACT FOR EMPLOYMENT OF SUPERINTENDENT is made and entered into by and between the Governing Board of the Culver City Unified School District ("District") and Dr. Myrna Rivera Coté ("Dr. Coté"):

WHEREAS, the District and Dr. Coté have entered into a Contract for Employment of Dr. Coté as the Superintendent, effective January 1, 2007 (hereinafter "Contract"); and

WHEREAS, the District and Dr. Coté mutually desire to amend the Contract as specified below.

NOW, THEREFORE, the District and Dr. Coté make this Amendment to Contract for Employment of Superintendent as follows:

1. Paragraph III.H of the Contract is amended to state:
 - H. The District shall provide the Superintendent an allowance of Nine Hundred Dollars (\$900.00) per month for automobile expenses incurred in the conduct of her duties on behalf of the District. The use of this allowance shall be at the Superintendent's discretion and shall not require any documentation. This monthly allowance shall be treated and considered as part of the Superintendent's compensation/salary for tax purposes and for purposes of the State Teachers Retirement System Defined Benefit Plan to the maximum extent permitted by law.
2. Paragraph III.I of the Contract is amended to add subparagraph I.2.
 2. The District shall provide the Superintendent with a District-paid term life insurance policy covering the life of the Superintendent in the policy amount of Two Hundred Thousand Dollars (\$200,000), with the Superintendent specifying the beneficiaries on such life insurance policy. The amount of the annual premium on this policy shall be considered wages paid to the Superintendent and the District shall withhold all appropriate employment and income taxes attributable to this life insurance premium from the wages paid to the Superintendent.

Except as expressly stated in this Amendment, all other terms and conditions of the Contract shall remain as stated in that document.

Executed this ____ day of December, 2008, Culver City, California.

President, Governing Board of the
Culver City Unified School District

Dated: _____, 2008

Myrna Rivera Coté, Superintendent
Culver City Unified School District

Dated: _____, 2008

BOARD REPORT

12/09/08

14.2a

14.2a Approval is Recommended for the Stipulated Expulsion of Pupil Services Case #03-08

Under AR 5144.1(s) a student may have an alternative to an expulsion hearing. A stipulated expulsion is a proposed recommendation to expel presented to the Board of Education that bypasses the hearing process based on agreement of the district and parent/guardian.

All of the following must occur for a stipulated expulsion to be considered:

- a) the facts leading to the recommendation to expel are not disputed, and
- b) the principal and Superintendent's designee believe it is in the best interest of the student, and
- c) parent/guardian and principal agree that it is unnecessary to convene an administrative hearing panel to make a recommendation to the Board to expel, and
- d) the parent/guardian voluntarily agrees to a proposed expulsion order that will be presented to the Board of Education for action.

District Administration recommends that Case #03-08, a 9th grade student at Culver City High School, be expelled from the Culver City Unified School District. The student will be expelled under the terms and conditions of a stipulated expulsion that will remain in effect until June 2009.

RECOMMENDED MOTION: That the Board approve the stipulated expulsion of Case # 03-08 until June 2009 and that the student enroll in County Community Day School.

Moved by:

Seconded by:

Vote:

BOARD REPORT

12/09/08

14.2b

14.2b Approval of Reinstatement of Pupil Services Case #15-05

The Superintendent is recommending to the Board of Education that Case #15-05 be reinstated to attend public school.

Each student is required to complete his/her rehabilitation plan. Plans specify details for attendance, academic progress, counseling and appropriate behavior. This student has met or exceeded the conditions for reinstatement to attend a public school program.

RECOMMENDED MOTION:

That the Board approve the reinstatement of Case #15-05.

Moved by:

Seconded by:

Vote:

BOARD REPORT

12/09/08

14.2c

14.2c Approval is Recommended for the Supplemental Educational Services Master Contract (pursuant to the No Child Left Behind Act) and delegate authority to Superintendent to enter into contracts with Supplemental Educational Services Providers

It is recommended that the Board take action to approve a Master Contract for use in contracting with Supplemental Educational Service Providers, as required by the No Child Left Behind Act.

It is also recommended that the Board delegate authority to the Superintendent, on behalf of the District, to enter into contracts, based on the Master Contract, with individual Supplemental Educational Service Providers.

It is also recommended that the Board delegate authority to the Superintendent, on behalf of the District, to enter into individual Supplemental Services Agreements whereby Supplemental Educational Services Providers (pursuant to the Master Contract) agree to provide Supplemental Educational Services to individual District students.

RECOMMENDED MOTION: That the Board of Education approve the Supplemental Educational Services Master Contract.

Moved by:

Seconded by:

Vote:



**CULVER CITY UNIFIED SCHOOL DISTRICT
STATE AND FEDERAL PROGRAMS**

SUPPLEMENTAL EDUCATIONAL SERVICES MASTER CONTRACT

THIS MASTER CONTRACT ("Contract") is made and entered into on _____, between the Culver City Unified School District (hereinafter referred to as "LEA" [local educational agency] or "District"), a public school district duly operating under the laws of the state of California, and _____, a Supplemental Service Provider (hereinafter referred to as "PROVIDER") for the purpose of providing supplemental services to eligible LEA students. "Eligible students" are those students identified by the District who meet specific requirements under Title I.

WHEREAS, the LEA is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required:

WHEREAS, the LEA is in need of such special services and advice;

WHEREAS, PROVIDER is specially trained and experienced and competent to perform the special services required by the LEA, and such services are needed on a limited basis;

WHEREAS, the No Child Left Behind Act, 20 U.S.C. Section 6316(e) outlines the requirements for supplemental educational services;

WHEREAS, Section 6316(e) (3) of the No Child Left Behind Act mandates that a school district's contract with a provider must include the following:

- a. Requires the LEA to develop, in consultation with parents (and the provider chosen by parents), a statement of specific achievement goals for the student, how the student's progress will be measured, and a timetable for improving achievement, in the case of a student with disabilities, is consistent with the student's Individualized Education Program;
- b. Describes how the student's parents and teacher or teachers will be regularly informed of the student's progress;
- c. Provides for the termination of the agreement if the provider is unable to meet the goals and timetables required;
- d. Contains provision with respect to making payment to the provider by the LEA;
- e. Prohibits the provider from disclosing to the public the identify of any student eligible for, or receiving, supplemental services without the written permission of the parents of such student;

WHEREAS, PROVIDER has been approved by the California State Department of Education and has met the qualifications to be certified as a supplemental service provider; and

WHEREAS, PROVIDER is willing to provide such services to LEA's eligible students if selected by the parents/guardians of eligible students.

THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, it is agreed between the parties as follows:

1. Individual Supplemental Services Agreements

An Individual Supplemental Services Agreement (ISSA) shall be developed by LEA in consultation with parents/guardians and PROVIDER for each LEA eligible student whose parent/guardian elects to receive supplemental services from PROVIDER.

- a. The ISSA shall include at least the following terms:

- (1) A statement of specific achievement goals for the student, how the student's progress will be measured, and a timetable for improving achievement that, in the case of a student with disabilities,

is consistent with the student's individualized education program under section 614(d) of the Individuals with Disabilities Education Act (20 USC § 1414 (d)).

- (2) That PROVIDER shall keep the parents and teachers informed of the student's progress by providing regular written reports.
 - (3) That the LEA may, without limitation, terminate the ISSA in the event the goals and/or timetables referenced hereinabove (Paragraph 1.a.1) are not satisfied.
 - (4) That Parents/guardians shall not be charged for any services rendered under the ISSA. Provided, however, that the parents/guardians and PROVIDER are not barred from entering into a separate contract, without involvement of the LEA, for provision of additional paid services, where permitted by law.
 - (5) That the PROVIDER shall not disclose to any member of the public the identity of any student eligible for, or receiving, supplemental educational services under this subsection without the written permission of the parents of such student.
- b. Changes in any student's ISSA may only be made with the written consent of the LEA in consultation with parents/guardians. PROVIDER, LEA, or the parents/guardians may request a review of a student's ISSA.

2. Parents/Guardianship

For the purpose of the Contract, a parent is the natural or adoptive parent, legal guardian, or a surrogate parent appointed by LEA.

3. Student Records

The term "student record" is defined as any of Provider's records pertaining to the student which, if prepared, owned, or retained by the LEA, would constitute an "education record" under the Family Educational Rights and Privacy Act of 1974 (FERPA) (20 U.S.C. § 1232g) or a "pupil record" under the California Pupil Records Act (Education Code §§ 49060-49078). PROVIDER will maintain an access log delineating date, time, agency, and identity of any individual accessing student records who is not in the direct employ of the PROVIDER. PROVIDER agrees to provide access to and copies of student records to LEA and/or the parents/guardians. PROVIDER shall not allow access to any student record without the written consent of the parent/guardian or LEA, except as required by law. Upon completion or termination of the ISSA or termination of this Contract, PROVIDER shall turn over to LEA all student records for LEA's eligible students to whom PROVIDER has provided services under this Contract.

4. Nondisclosure

The PROVIDER shall not disclose to the public the identity of any student eligible for, or receiving, Supplemental Services without the written permission of the parents/guardians of such student

5. Access by LEA

PROVIDER shall notify LEA of the location and/or any change in location at which it is providing services to LEA's eligible students. It shall allow access to its facilities for periodic monitoring of each student's instructional program by LEA and shall be invited to participate in the review of each student's progress by LEA. LEA representatives shall have access to observe each student at work, observe the instructional setting, interview PROVIDER, and review each student's progress including the behavior intervention plan, if any.

6. Fingerprints

In accordance with Education Code § 45125.1, PROVIDER shall conduct a criminal background check of its employees and/or subcontractors and, upon receipt of those checks, certify to the LEA that no employee and/or subcontractors of PROVIDER working with students of the school district has been convicted of a violent or serious felony as defined by statutes. The provider will submit to the LEA a copy of the clearance notification received per employee. PROVIDER shall supply LEA with a list of names of those employees and/or subcontractors who are cleared to work with students of the LEA a fingerprint certification form will be submitted with monthly invoices and attendance registers.

7. Independent Contractor Status

This agreement is by and between two independent agents and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. PROVIDER

understands and agrees that it shall be responsible for providing its own salaries, payroll taxes, withholding, insurance, workers compensation coverage and all other benefits of any kind, as required by law for its own employees, and assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this agreement.

8. Conflict of Interest:

This Agreement is subject to Board Policy 9270(a) governing conflicts of interest. PROVIDER agrees to furnish to LEA (upon request) a valid copy of the most recently adopted partnership agreements or bylaws of the corporation and also a complete and accurate list of the Governing Board of Directors (or Trustees or Partners) and to timely update said information as changes in such governance occur. PROVIDER shall avoid any actual or potential conflict of interest on behalf of itself or its employees providing services hereunder, including, but not limited, to employment with LEA, including its charter schools.

9. Accident/Incident Report

PROVIDER agrees to submit a written accident report to LEA within 24 hours of an accident or incident when a pupil has suffered an injury, injured another individual, or has been involved in an activity requiring notification of law enforcement or emergency personnel.

10. Discrimination

PROVIDER shall not discriminate on the basis of race, religion, sex, national origin, age, handicap, or sexual orientation in employment or operation of its programs.

11. Child Abuse Reporting

PROVIDER assures LEA that all staff members, including volunteers, are familiar with and agree to adhere to child abuse and/or missing children reporting obligations and procedures under California law, including but not limited to, California Education Code § 49370 and California Penal Code §§ 11166 et seq. PROVIDER agrees to provide annual training to all its employees regarding mandated reporting of child abuse and missing children. PROVIDER agrees that all staff members will abide by such laws in a timely manner. PROVIDER shall, in addition to any other obligation imposed by law, submit immediately by facsimile and mail, within twenty-four (24) hours an accident or incident report to LEA when it becomes aware of circumstances including, but not limited to: allegations of molestation, child abuse, missing children under PROVIDER's supervision.

12. Supplies, Equipment and Facilities

PROVIDER shall be solely responsible for the provision of all appropriate supplies, equipment, and facilities for a pupil as required in his/her ISSA.

13. Inspection and Audit

PROVIDER shall provide access to records or reports, or other matter relating to the Contract, upon request by LEA. Fiscal records shall be maintained by PROVIDER for five (5) years and shall be available for audit.

14. Indemnification

PROVIDER shall defend, hold harmless, and indemnify LEA and its governing board, officers, agents, and employees from and against all liabilities and claims for damage for deaths, sickness, or injury to any person(s) or damage to any property, including, without limitation, all consequential damages and expenses (including attorney fees), from any cause whatsoever arising from or connected with its service hereunder, resulting from the negligence or intentional acts of PROVIDER, its agents, or employees. It is understood and agreed that such indemnity shall survive the termination of this agreement.

LEA shall defend, hold harmless and indemnify PROVIDER and its governing board, offices, agents, and employees from all liabilities and claims for damage for death, sickness, or injury to any person(s) or damage to any property, including, without limitation, all consequential damages and expenses (including attorney fees), from any cause whatsoever resulting from the negligence or intentional acts of LEA, its agents, or employees. It is understood that such indemnity shall survive the termination of this contract. The District shall not be liable for acts of the students or the student's parent/guardian, family member, etc.

15. Insurance

During the entire term of this agreement and any extension or modification thereof, PROVIDER shall keep in effect a policy or policies of general liability insurance, of at least one million dollars (\$1,000,000.00) for each person and one million dollars (\$1,000,000.00) per occurrence for all damages arising out of death, bodily injury, sickness or disease from any one accident or occurrence, and one million dollars (\$1,000,000.00) per occurrence for all damages and liability arising out of injury to or destruction of

property for each accident or occurrence. Not later than the effective date of this agreement, PROVIDER shall provide LEA with satisfactory evidence of insurance, naming LEA as additional certificate holder, including a provision for a twenty (20) calendar day written notice to LEA before cancellation or material change, evidencing the above specific coverage. The PROVIDER will supply to the LEA with an endorsement page listing the LEA on said endorsement page. The PROVIDER shall, at its own cost and expense, procure and maintain insurance under the Worker's Compensation Law of California, if applicable. LEA reserves the right to revise the requirements of this provision at any time. If LEA determines that additional insurance coverage is necessary, LEA will reopen negotiations with PROVIDER to modify the terms of this agreement.

16. Payment

The LEA shall make payment to the PROVIDER for services required under an ISSA. Such services shall be billed on an hourly-rate basis, at the rate specified in the ISSA, provided that the maximum hourly rate specified in the ISSA, provided that the maximum hourly rate specified in the ISSA shall not exceed \$ _____. Provided, further, that in no event shall the LEA incur any obligation or expense to PROVIDER, or be responsible for making any payment to PROVIDER in excess of the applicable State and/or Federal reimbursement limits (currently \$843.81 per student for the 2008-2009 school year).

17. Monthly Invoices

PROVIDER shall submit to LEA monthly invoices itemized by name/address of students, service provided and actual number of hours for which services were provided, and amount owed. LEA shall process payments to PROVIDER within forty-five (45) days of submission of such invoices, except in those situations identified in Paragraph 19, below.

18. Records of Attendance

PROVIDER shall maintain daily records of student services provided, including the name/address of student, the name of PROVIDER's employee who rendered the service, and the amount of time of such service. PROVIDER shall provide a copy of such records to LEA monthly, including parent signatures validating services rendered.

19. Right to Withhold

LEA may withhold payment to PROVIDER, on ten (10) working days written notice of such withholding, when in the opinion of the LEA:

- a. PROVIDER's performance, in whole or in part, either has not been carried out or is insufficiently documented.
- b. PROVIDER has neglected, failed, or refused to furnish information or to cooperate with the inspection, review, or audit of its program, work, or records.
- c. PROVIDER has failed to submit the invoice in a timely manner.

If LEA gives notice of intent to withhold, PROVIDER shall have fourteen (14) days from the date of receipt of said notice to correct such deficiency.

20. Modifications and Amendments:

This Contract may be modified or amended only by a written document signed by authorized representatives of PROVIDER and LEA. No change in this contract or in the ISSA shall result in a LEA financial obligation to PROVIDER in excess of the State/Federal reimbursement rate per student per year to the LEA.

21. Subcontract and Assignment

PROVIDER shall not subcontract or assign any of the work contemplated under this Contract.

22. Termination

- a. This agreement may be terminated by LEA or PROVIDER at any time. PROVIDER's exercise of its right to terminate this contract shall not alleviate its responsibilities to complete any existing ISSA's. To terminate this Contract, either party shall give twenty (20) calendar days written notice as provided herein prior to the date of the termination. Upon termination without default of PROVIDER, LEA shall pay, without duplication, for all services satisfactorily performed to date of termination,
- b. In consideration of this payment, PROVIDER waives all rights to any further payment or damage. Upon termination, PROVIDER shall turn over to LEA all student records in its possession generated as a result

of services rendered under this Contract, possessed by PROVIDER or under its control at the time of termination.

- c. An ISSA may be terminated at any time by the LEA or with the consent of the LEA, including, without limitations in the event that the LEA determines the PROVIDER is unable to meet the goals and timetables required under the ISSA with respect to the subject student. An Individual Supplemental Services Agreement may be terminated by PROVIDER only upon consent of the LEA. An ISSA shall terminate if the student ceases to be enrolled in the District. Upon termination under this paragraph, final payment from LEA will be calculated based upon a prorated calculation of total services actually rendered.

23. Compliance with Laws

During the term of this agreement, PROVIDER shall comply with all applicable federal, State Board of Education, and local statutes, laws, ordinances, rules, and regulations relating to the provision of supplemental services, including securing and maintaining in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this Agreement.

24. Entire Agreement

This Agreement constitutes the entire agreement between LEA and PROVIDER and supersedes any prior or contemporaneous understanding or agreement with respect to the services contemplated.

25. Governing Law

The terms and conditions of this agreement shall be governed by the laws of the state of California with venue in Los Angeles County, California.

26. Severability Clause

If any provision of this agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire agreement shall be severable and remain in effect, to the extent that the intent of the parties can be fulfilled.

27. Notices

Notices required under this Contract shall be valid when mailed first class postage or personally delivered to the following representatives, as indicated below:

Leslie Lockhart
Director of Special Programs
Culver City Unified School District
4034 Irving Place.
Culver City, California 90232

28. Authorized Representative

Subject to approval by the Culver City Unified School District's Board of Education, persons signing this Contract certify they are the authorized representatives of the respective parties, and are authorized to sign this document. Services are limited to the per student allocation as set by the California Department of Education per No Child Left Behind regulations.

The parties hereto have executed this agreement by and through their duly as authorized agents or representatives. This contract is effective _____, and terminates at 5:00 p.m. on June 19, 2009, unless sooner terminated as provided herein.

**Culver City Unified School District
Provider**

Supplemental Education Service

Director of Special Programs

(Type/print Name and Title)

Approved as to form:

Federal ID

**Atkinson, Andelson, Loya, Ruud & Romo
Attorneys at Law
Mr. Joshua E. Morrison, Esq.**

BOARD REPORT

12/09/08

14.2d

14.2d Approval is Recommended for the Adult School 2009 Winter Trimester for Adults

The Adult School plans to offer a winter program for adults again this year. Classes will be similar to those offered during past sessions. The winter trimester for adults is scheduled to begin on January 5, 2009 and end April 4, 2009, for a total of thirteen weeks, with the spring/summer session beginning on April 20, 2009 and ending July 25, 2009. The Adult School will add two new classes.

New Non-Fee Based Class:

Licensed Vocational Nurse (LVN) Exam Prep Course – The Licensed Vocational Nurse entrance exam is rigorous and challenging. This class is a review of topics that are presented in the entrance exam, including writing, reading comprehension, mathematics, biology, physics, anatomy and physiology. There will be an initial assessment given to each student at the first class meeting on January 6, 2009. Admission to the class is based on assessment results to determine that the student is adequately prepared to successfully complete the review. Results will be available on Thursday, January 8, 2009.

New Fee Based Class:

Bellydancing Workout - Students will learn basic movements of this ancient dance form that will help tone the arms, back, shoulders, stomach and leg muscles while dancing to Middle Eastern music and having fun.

RECOMMENDED MOTION: That the Board approve the Adult School 2009 Winter Trimester for Adults.

Moved by:

Seconded by:

Vote:

BOARD REPORT

12/09/08

14.2e

14.2e Approval is Recommended for New Classes at Culver City Independent Study School: Intercultural Literature, Film II, Astronomy, and Physiology

The Independent Study School would like to offer four courses that have been Board approved for study at the Culver City High School.

Intercultural Literature: This course presents a literary analysis of representative works by both American and worldwide authors who illustrate the ethnic and cultural diversity of our global society. Independent Study will be using the same textbook as the Culver City High School. Materials and activities will promote positive human relations. This course is aligned with California State Content Standards.

Film II: Students will learn about film by studying directors. Students will be required to write papers on each director: Charlie Chaplin, Frank Capra, John Ford, Francis Ford Coppola, and Orson Welles. Materials and activities will promote an understanding and analysis of film production.

Astronomy: Student will learn about the equipment, methods and discoveries of astronomy from prehistoric times until the present. They will learn about the principles of physics and chemistry involved in astronomy. Students will make observations and records of the day and night sky. Prerequisite: Biology and Algebra 1

Physiology: Physiology emphasizes the structure and function of the human body. Units include Biochemistry, Cell Biology, Human Tissues, Skin Bones, Skeletal Muscles, Circulation, Respiration, Digestion, and Excretion. An Expanded Unit on Human Nervous System and Behavior is included. Prerequisite: Earth Science and Biology – grade “C” or above.

RECOMMENDED MOTION: That the Board approve the new classes at the Independent Study School.

Moved by:

Seconded by:

Vote:

BOARD REPORT

12/09/08

14.2f

14.2f Approval is Recommended for the Symphonic Jazz Orchestra Contract for the 1st and 2nd Grade Music Program, 2008-2009

The district is continuing the existing 2nd Grade Music Program through weekly 45 minute Visual and Performing Arts standards-based music instruction for all second graders throughout the district, with the exception of La Ballona. This year the program includes professional development for second grade teachers in an effort to build capacity in arts instruction and arts integration. This program is funded primarily by AB 1811: Arts & Music Block and a CCEF Grant, and the California Arts Council.

The district is expanding the sequential music education effort by adding a 1st Grade Music Program, consisting of weekly 30 minute Visual and Performing Arts standards-based music instruction for all first graders in all schools and professional development for first grade teachers, including the purchase of bells for students and music workbooks. This program is primarily funded by AB 1811: Arts & Music Block and AB 1802 Arts, Music, & PE Materials & Equipment for the musical instruments and workbooks.

RECOMMENDED MOTION:

That the Board approve the Symphonic Jazz Orchestra Contract for the 1st and 2nd Grade Music Program, 2008-2009.

Moved by:

Seconded by:

Vote:

**SYMPHONIC
JAZZ
ORCHESTRA**

"Where the Passion of Jazz meets the Power of an Orchestra"

**Symphonic Jazz Orchestra
2008/09 Music Residency Contract**

Music Directors

George Duke &
Mitch Glickman

Client Name: Culver City Unified School District

Primary Contact: Inez Bush

Phone Number: (310) 842-4220x4215

Address: 4034 Irving Place

Culver City, CA 90232

E-mail address: bushinez@district.ccusd.k12.ca.us

Board of Directors

George Duke

Suzan Eadens

Kerri Glickman

Mitch Glickman

Jinko Gotoh

Mimi Orman

Neal Paton

Dr. Peter Pelikan

Cindy Ruth

Steve Ruth

Tim Samut

1st grade Music Program

Residency Dates

Start Date: Sept. 25, 2008

End Date: June 8, 2009

Class length: 30 minutes

Number of Weeks: 28 weeks (4 units)

Participating Schools:

El Marino Elementary

El Rincon Elementary

Farragut Elementary

La Ballona Elementary

Linwood Howe Elementary

The Symphonic Jazz Orchestra's 1st Grade Music Program includes:

- Weekly California VAPA standards-based instruction covering music appreciation, music theory, solfege, listening & analysis, singing, music notation, music vocabulary, and audience behavior.

- Other music instruction includes the mastery of playing bells and reading music.

- Unit I: Music Theory
Unit II: Introduction to Bells
Unit III & IV: Bells & Musical Analysis

- Instructors: Classes are led by SJO Co-Music Director Mitch Glickman and SJO member Danielle Ondarza, along with members of the orchestra, a professional ensemble comprised of the leading studio, freelance, jazz and classical musicians in Southern California.

Music Advisory Board

Billy Childs

John Clayton

Michel Colombier*

Joseph Conlan

George Duke

Peter Erskine

Mitch Glickman

Eddie Karam

Christian McBride

Tom Scott

Horace Silver

* in memoriam

- Professional Development: Each month, a one-on-one, 15-minute professional development session will be held with each of the teachers. The sessions will educate teachers with a basic music education, provide new tools for the teachers to integrate music into their teaching arsenal, and address the five strands of the California music standards.
- Total instruction fee for five schools - \$23,540. 50% due upon signing, 50% due by Feb. 27, 2009.
 Fee for purchasing bells and music books - \$3,050
 (1 set for each school)

School Requirements:

The participating schools will provide classrooms, a white board, and CD player. The teachers' role is as an active participant and model, as well as addressing behavior problems.

2nd grade Music Program

Residency Dates

Start Date: Sept. 29, 2008
 End Date: June 8, 2009
 Class length: 45 minutes
 Number of Weeks: 28 weeks (4 units)

Participating Schools:

- El Marino Elementary
- El Rincon Elementary
- Farragut Elementary
- Linwood Howe Elementary


The Symphonic Jazz Orchestra's "Artists-in Schools" residency includes:

- Weekly California VAPA standards-based instruction covering music appreciation, music theory, solfege, music history, listening & analysis, singing, composition, music notation, music vocabulary, and audience behavior.
- Other music-related instruction includes the science of sound, math and patterns, geography, world history, American history, foreign languages, and world cultures.
- Unit I: Introduction to Music and the Instruments of the Orchestra
 Unit II: Composers throughout History
 Unit III: Blues
 Unit IV: Jazz

- Instructors: Classes are led by SJO Co-Music Director Mitch Glickman. and members of the orchestra, a professional ensemble comprised of the leading studio, freelance, jazz and classical musicians in Southern California.
- Professional Development: Each month, a 15-minute professional development session will be held with the two teachers of each combined class. The sessions will educate teachers with a basic music education, provide new tools for the teachers to integrate music into their teaching arsenal, and address the five strands of the California music standards.
- Closing Assembly: For an additional fee, the residency can conclude with a music assembly for the entire school featuring the work of the 2nd grade students
- Classes will receive a poster highlighting the instruments of the orchestra and a CD featuring the music studied during the residency
- Total fee for four schools - \$24,409
Less SJO California Arts Council grant \$ 8,773
Balance due \$15,636
- 50% due upon signing, 50% due by Feb. 27, 2009.

School Requirements:

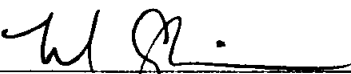
The participating schools will provide classrooms large enough to accommodate two classes, a white board, and CD player. The teachers' role is as an active participant and model, as well as addressing behavior problems.

Executed by Client: 

Print Name: INEZ S. BUSH

Title: ARTS CONSULTANT, CCUSD

Date: 11/08/08

Executed by SJO: 

Print Name: Mitch Glickman

Title: Co-Music Director

Date: 11/5/08

14.3a Certification of the First Interim Report for 2008-2009

In addition to other fiscal requirements, AB 1200 and AB 2756 legislation was enacted to insure full public disclosure of a public school district's financial position in the current and future years. The purpose of the interim reports, as required under AB 1200 and AB 2756, is to establish a procedure for the Board of Education, the public and other interested agencies to receive information regarding the financial condition of a school district during periodic intervals of the fiscal year.

Based upon a review of the interim report, the Board of Education certifies the district in one of the following three categories:

- (1) **POSITIVE**, if the district will be able to meet its financial obligations for the current fiscal year and subsequent two fiscal years,
- (2) **QUALIFIED**, if the district may not meet its financial obligations for the current fiscal year and subsequent two fiscal years,
- (3) **NEGATIVE**, if the district will be unable to meet its financial obligations for the remainder of the current fiscal year and subsequent two fiscal years.

Administration has been refining the budget since its formal September Revision and is submitting the First Interim Report for a Positive Certification based upon budget modifications, reductions and revenue changes made since that time.

In certifying the 2008-09 First Interim Report, the Board understands its fiduciary responsibility to maintain fiscal solvency for the current and subsequent two fiscal years. The Board recognizes that this First Interim Report represents revenue and expenditure projections over the multi-year period which are based on the best known information at this time. Further, the Board is well aware of the State fiscal crisis and realizes the State will likely significantly reduce the revenue it provides to the District in the 2009-10 and also the current year. Moreover, the Board understands this action by the State will require CCUSD to implement budget reductions in order to maintain fiscal solvency as required by AB 1200 and AB 2756. In order to achieve Positive Certification, the projections in this First Interim Report utilize the District's existing one-time supplemental reserves and identify significant budget reductions that must be implemented for the 2009-10 fiscal year. As more dependable fiscal information becomes available through, for example, the Governor's January Proposal for the 2009-2010 State Budget, District staff will submit with its Second Interim Report updated financial projections as well as a detailed list of Board-approved budget reductions that will enable the District to maintain fiscal solvency.

BOARD REPORT

12/09/08

14.3a

14.3a Certification of the First Interim Report for 2008-2009 (continued)

RECOMMENDED MOTION: That the Board of Education approve the 2008-09 First Interim Report; and, certify that Culver City Unified School District will be able to meet its financial obligations for the remainder of the current fiscal year and two subsequent fiscal years.

Moved by:

Seconded by:

Vote:

14.3b Certification of Signatures for Warrants, Orders for Salary Payment, Notices of Employment and Related Documents

Education Code Sections 35143, 42632, and 42633 provides that the Governing Board authorize signatures for warrants, orders for salary payment, notices of employment and other related documents. The verified signatures of each person so authorized, including Board members, must be filed with the Division of School Financial Services per Education Code 35143.

RECOMMENDED MOTION: That any one of the following be authorized to sign for warrants, salary payment, orders for salary payment, notices of employment, and other related documents: Myrna Rivera Coté, Superintendent; David El Fattal, Assistant Superintendent, Business Services; Patricia Jaffe, Assistant Superintendent, Human Resources; Gwenis Laura, Assistant Superintendent, Educational Services; and Noorali Delawalla, Director, Fiscal Services;

Approve the omission of signatures of District officials from "A" warrants;

Authorize the Superintendent, Myrna Rivera Coté; Assistant Superintendent, Business Services, David El Fattal; Patricia Jaffe, Assistant Superintendent, Human Resources; and Gwenis Laura, Assistant Superintendent, Educational Services to sign approved contracts and agreements;

Authorize the Director of Pupil Services, Rosemary Ecker, to sign mediation and fair hearing settlements and due process agreements for fees and services not to exceed \$20,000;

Authorize the Superintendent, Myrna Rivera Coté; Assistant Superintendent, Business Services, David El Fattal; and Director, Fiscal Services, Noorali Delawalla, to represent the District in Joint Powers Agreements (JPA);

Authorize the Superintendent to establish bank accounts in the District's name and authorize as signators of District accounts, Myrna Rivera Coté and David El Fattal;

Authorize Mary Caruso, Director of Purchasing, to sign purchase orders and agreements; and

Authorize the Assistant Superintendent, Business Services, David El Fattal, to sign change orders through December 10, 2009.

Moved by:

Seconded by:

Vote:

CULVER CITY UNIFIED SCHOOL DISTRICT

DISTRICT

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: December 10, 2008 to December 10, 2009

In accordance with governing board approval dated December 9, 2008.

Signature _____
Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

SIGNATURE
TYPED NAME
President of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Clerk/Secretary of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education

If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

SIGNATURE
TYPED NAME
Myrna Rivera Coté
TITLE Superintendent
SIGNATURE
TYPED NAME
David El Fattal
TITLE Asst. Superintendent, Business Services
SIGNATURE
TYPED NAME
Patricia Jaffe
TITLE Asst. Superintendent, Human Resources
SIGNATURE
TYPED NAME
Gwenis Laura
TITLE Asst. Superintendent, Educational Services
SIGNATURE
TYPED NAME
Mary Caruso
TITLE Director, Purchasing
SIGNATURE
TYPED NAME
Noorali Delawalla
TITLE Director, Fiscal Services
SIGNATURE
TYPED NAME
Rosemary Ecker
TITLE Director, Pupil Services

Number of Signatures required:

ORDERS FOR SALARY PAYMENTS	ORDERS FOR COMMERCIAL PAYMENTS
1	1
NOTICES OF EMPLOYMENT	CONTRACTS
1	1