

# Santa Barbara School Districts

Laura Malakoff, *President*  
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Annette Cordero, *Member*  
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Administration Center  
720 Santa Barbara Street  
Santa Barbara, CA 93101  
<http://www.sbsdk12.org>

## Board Meeting Agenda Tuesday, June 17, 2008 Special Meeting, Open Session 4:15 p.m. (Closed Session: 4:00 p.m.)

### Information for the Public

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***Esta orden del día de la reunión está disponible en español en la Oficina del Superintendente y en la página web de los distritos: [www.sbsdk12.org](http://www.sbsdk12.org)***

#### **Order of Business**

The regular meetings of the board of education begin at 7:00 p.m. in the Administration Center's Board Room on the second, fourth, and fifth Tuesday of each month. (Closed sessions are scheduled prior to the 7:00 p.m. regular session.) Special meetings are convened on an as-needed basis.

#### **Estimated Time**

The time at which an item is scheduled is an estimate only. The board may consider and act on an agenda item in a different order or an item may be considered earlier or later than the estimated time. Additionally, discussion of agenda items may be postponed to a future meeting. All persons interested in an item listed on the agenda are advised to be present throughout the meeting to insure that they are present when the item is called.

#### **Public Comments**

Public comments are welcome. Speaker cards may be turned in at any time before an agenda item is called. When addressing the board, please use the microphone and state your name. Each speaker is limited to three minutes or less and the total time allowed for public comment on any one item is 20 minutes. The times may be altered depending upon the number of speakers. Speakers may not give time to other speakers. Written comments may also be submitted. Comments on regular agenda items are taken during consideration of the item. There is a separate opportunity for public comments on matters not on the agenda at the beginning of the regular session. The board of education is not responsible for the content of statements made during public comment.

#### **Accessibility**

In compliance with the American Disabilities Act, if you need special assistance to participate in the meeting or need this agenda provided in a disability-related alternative format, please contact the Superintendent's Office at (805) 963-4338. Notification at least 48 hours prior to the meeting will assist the district to make suitable arrangements.

#### **Broadcast**

Check City TV Channel 18's website <[www.citytv18.com](http://www.citytv18.com)> to confirm the broadcast date and time of all board meetings. Regularly scheduled board meetings are generally broadcast at 5:00 p.m. on the Saturday following the meeting. Special board meetings are scheduled on a space-available basis so the date/time is subject to change.

#### **Official Posting of Board Agendas and Agenda Attachments**

The official copy of the board of education agenda is posted at the main entrance of the Administration Office, Santa Barbara School Districts, 720 Santa Barbara Street, Santa Barbara, CA 93101. The agenda is posted 72 hours in advance of a regular board meeting. Agenda attachments are available in the Administration Office reception area or the Superintendent's Office before 5:00 p.m. on the Friday prior to a Tuesday board meeting. In the event of an emergency board meeting, the agenda is posted 24 hours in advance of an emergency meeting and the attachments are available in the Administration Office reception area.

As a service to Internet users, the board of education meeting agendas are posted on the districts' web site. Every effort is made to upload the information onto the website in a timely fashion. However, the official, time-sensitive posting of the agenda continues to be the posting that takes place at the Administration Office main entrance. Generally, the agenda attachments appear on the web on the Monday prior to a Tuesday board meeting.

*An asterisk (\*) indicates that there is an attachment to the item available in the rear of the Board Room.*

OFFICIAL AGENDA / June 17, 2008

Page 1

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## A. Regular Session – 4:00 p.m.

- A.1 **Call to Order**
- A.2 **Public Comments**  
(relating to closed session items only)

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## B. Closed Session/Adjourn to Closed Session – 4:05 p.m.

- B.1 **CAHSEE Waiver for Graduation for Student with Disabilities - Consideration**  
(Education Code § 56101, 60851) The board of education will review and consider a list of students who qualify for the California High School Exit Exam waiver and approve each request as appropriate. Pupil names are unspecified and are protected under Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232(g)); 34 CFR Part 99; Education Code § 49073 et seq.
- B.2 **Student Discipline** (Education Code § 48918)  
Expulsion case numbers: 07/08-19
- B.3 **Student Discipline** (Education Code § 48918)  
Expulsion case number 06/07-90, Request to Expunge Expulsion Records

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## C. Return to Regular Session – 4:15 p.m.

- C.1 **Pledge of Allegiance**
- C.2 **Spanish Translation/Traducción en Español**  
Spanish translation of tonight's meeting is available to the public. Please indicate if you wish translation.  
*Para la reunión de esta noche hay intérprete disponible para traducción al español. Por favor, indique si desea los servicios de interpretación.*
- C.3 **Headsets for Hearing Impaired**  
Headsets for the hearing impaired are available. Please indicate if you need a headset.
- C.4 **Announcement of Closed Session Action**
- C.5 **Introductions, Proclamations, Presentations or Recognitions**
- C.6 **Public Comments**  
During this time, the board president will acknowledge requests to speak on a topic not on the agenda, but within the subject matter jurisdiction of the board. Persons wishing to address the board are requested to complete a "Speaker Card" prior to this agenda item. Comments on regular agenda items are taken at the time the item is considered.

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## D. Consent Agenda – 4:20 p.m.

At this time the board will act on the items listed below. These items are considered to be routine and

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are normally approved by a single vote of the board without separate discussion in order to conserve time and permit focus on other matters on this agenda. Individual consent items may be removed and considered separately at the request of a board member or staff. The superintendent and staff recommend approval of all Consent Agenda items.

► **General Consent Items**

**D.1 Approval of Minutes\***

*April 8, 2008*

► **Personnel**

**D.2 Approval of Recommended Personnel Action Items Dated June 17, 2008\***

*Resource Persons: Kristine L. Robertson, Ed.D., Director of Personnel  
Elaine Alvarado, Coordinator of Classified Personnel*

*Recommendation: That the board of education approve the recommended personnel actions.*

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**E. Action Agenda – 4:25 p.m.**

**E.1 Approval of Business Office Efficiency Study Implementation Plan\***

*Resource Person: Eric D. Smith, Deputy Superintendent 4:25 p.m./20 mins.*

*Recommendation: That the board of education approve the Business Office Efficiency Study Implementation Plan and associated costs effective with the 2008-09 fiscal year.*

*Cost: See agenda attachment*

**E.2 Approval of Resolution No. 2007/08-41 Public Employees' Retirement System Golden Handshake\***

*Resource Person: Eric D. Smith, Deputy Superintendent 4:45 p.m./10 mins.*

*Recommendation: That the board of education approve resolution number 2007/08-41 Public Employees' Retirement System Golden Handshake.*

*Cost: See agenda attachment*

**E.3 Second Reading and Adoption of Revised Board Policies on Business and Noninstructional Operations, 3000 Series\***

*Resource Person: J. Brian Sarvis, Ed.D., Superintendent 4:55 p.m./40 mins.*

Delete Old Policies:

- BP 3000, Business Management Goals
- BP 3001, Fiscal Accountability
- AR 3001, Fiscal Accountability
- BP 3230, Supplementary Financial Aid
- AR 3230, Supplementary Financial Aid
- BP 3271, Disposal of Surplus Property
- BP 3292, Authority for Investment of Funds
- BP 3293, Grant Development and Implementation
- AR 3293, Grant Development and Implementation
- BP 3310, Expenditures and Expending Authority
- AR 3310, Purchasing Requisitions/Purchase Orders
- BP 3311, Computer Hardware & Software Procurement
- AR 3311, Computer Hardware & Software Procurement
- BP 3312, Contracts
- BP 3314.4, Purchase of Fluid Milk and Associated Dairy Products
- BP 3315, Advertising for Bids
- AR 3315, Advertising for Bids
- BP 3326.2, Revolving Cash Funds

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AR 3326.2, Revolving Cash Funds  
 BP 3326.3, Financing of Secondary School Band Uniforms  
 BP 3511, Water and Energy Conservation  
 AR 3511, Water and Energy Conservation  
 BP 3511.1, Hazard Communication Program  
 BP 3513.3, Tobacco-Free Schools  
 AR 3513.3, Tobacco-Free Schools  
 BP 3514.2, Integrated Pest Management  
 AR 3514.2, Integrated Pest Management  
 BP 3515.5, Workplace Violence  
 BP 3516, Emergencies and Disaster Preparedness Plan  
 AR 3516, Emergencies and Disaster Preparedness Plan  
 BP 3517.1, Control of Keys  
 AR 3517.1, Procedure Regarding Keys  
 AR 3521.1, Priority of Work Requests  
 AR 3521.2, Authorization of Work Requests  
 BP 3541.26, Providing for a Reduction in the Cost of Bus Transportation for Needy Students within the High School District  
 AR 3541.26, Providing for a Reduction in the Cost of Bus Transportation for Needy Students within the High School District  
 AR 3542.1, Operation of Cafeterias  
 BP 3542.421, Furnishing of Free Meals to Needy Pupils  
 AR 3542.421, Furnishing of Free Meals to Needy Pupils  
 E 3542.421, Furnishing of Free Meals to Needy Pupils  
 BP 3542.5, Competitive School Food/Beverage Sales  
 AR 3542.5, Competitive School Food/Beverage Sales  
 BP 3550, Food Service/Child Nutrition Program  
 AR 3550, Food Service/Child Nutrition Program  
 BP 3553, Free and Reduced Price Meals  
 AR 3553, Free and Reduced Price Meals  
 BP 3554, Other Food Sales  
 AR 3554, Other Food Sales  
 BP 3581.1, Property Control  
 AR 3581.1, Property Control and Elementary Standard Equipment Allowances  
 AR 3581.2, Property Accounting and Control: Licensing, Registering and Record Keeping of District Vehicles  
 BP 3581.4, Personal Use of District Equipment Supplies, Materials and Facilities  
 AR 3581.4, Personal Use of District Equipment, Supplies, Materials and Facilities  
 BP 3585, Reimbursement for Loss, Destruction or Damage of Personal Property  
 AR 3585, Reimbursement for Loss, Destruction or Damage of Personal Property  
 BP 3586, Smoking at Districts' Facilities  
 AR 3586, Smoking at Districts' Facilities

Replace with New or Revised Policies:

BP 3000, Concepts and Roles  
 BP 3001, Fiscal Accountability  
 AR 3001, Fiscal Accountability  
 E 3001, Fiscal Accountability  
 BP 3100, Budget  
 AR 3100, Budget  
 AR 3110, Transfer of Funds  
 BP 3111, Deferred Maintenance Funds  
 BP 3220.1, Lottery Funds  
 BP 3260, Fees and Charges  
 AR 3260, Fees and Charges  
 BP 3270, Sale and Disposal of Books, Equipment and Supplies  
 AR 3270, Sale and Disposal of Books, Equipment and Supplies  
 BP 3280, Sale, Lease, Rental of District-Owned Real Property  
 AR 3280, Sale, Lease, Rental of District-Owned Real Property  
 BP 3290, Gifts, Grants and Bequests  
 BP 3300, Expenditures/Expending Authority  
 BP 3311, Bids  
 AR 3311, Bids

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BP 3312, Contracts  
 BP 3312.2, Educational Travel Program Contracts  
 AR 3312.2, Educational Travel Program Contracts  
 BP 3314, Payment for Goods and Services  
 AR 3314, Payment for Goods and Services  
 BP 3314.2, Revolving Funds  
 BP 3320, Claims and Actions Against the District  
 AR 3320, Claims and Actions Against the District  
 E 3320, Claims and Actions Against the District  
 BP 3350, Travel Expenses  
 BP 3360, Classroom Expenses  
 AR 3360, Classroom Expenses  
 BP 3400, Management of District Assets/Accounts  
 AR 3400, Management of District Assets/Accounts  
 BP 3430, Investing  
 AR 3440, Inventories  
 AR 3451, Petty Cash Funds  
 BP 3452, Student Activity Funds  
 BP 3460, Financial Reports and Accountability  
 AR 3460, Financial Reports and Accountability  
 BP 3511, Energy and Water Conservation  
 AR 3511, Energy and Water Conservation  
 BP 3511.1, Integrated Waste Management  
 AR 3511.1, Integrated Waste Management  
 AR 3512, Equipment  
 E 3512, Equipment  
 BP 3513.3, Tobacco-Free Schools  
 AR 3513.3, Tobacco-Free Schools  
 BP 3514, Environmental Safety  
 AR 3514, Environmental Safety  
 BP 3514.1, Hazardous Substances  
 AR 3514.1, Hazardous Substances  
 AR 3514.2, Integrated Pest Management  
 AR 3515, Campus Security  
 BP 3515.2, Disruptions  
 AR 3515.2, Disruptions  
 BP 3515.4, Recovery for Property Loss or Damage  
 AR 3515.4, Recovery for Property Loss or Damage  
 AR 3515.6, Criminal Background Checks for Contractors  
 BP 3516, Emergencies and Disaster Preparedness Plan  
 AR 3516, Emergencies and Disaster Preparedness Plan  
 AR 3516.1, Fire Drills and Fires  
 AR 3516.2, Bomb Threats  
 AR 3516.3, Earthquake Emergency Procedure System  
 BP 3516.5, Emergency Schedules  
 BP 3517, Facilities Inspection  
 BP 3530, Risk Management/Insurance  
 AR 3530, Risk Management/Insurance  
 BP 3531, Reimbursement for Theft, Intentional Destruction or Damage to Personal Property  
 AR 3531, Reimbursement for Theft, Intentional Destruction or Damage to Personal Property  
 BP 3540, Transportation  
 AR 3540, Transportation  
 AR 3540.1, Providing for a Reduction in the Cost of Bus Transportation for Needy Students within the  
     Santa Barbara High School District  
 AR 3541, Transportation Routes and Services  
 AR 3541.1, Transportation for School-Related Trips  
 E 3541.1, Transportation for School-Related Trips  
 BP 3541.2, Transportation for Students with Disabilities  
 AR 3541.2, Transportation for Students with Disabilities  
 AR 3542, School Bus Drivers  
 BP 3550, Nutrition Service/Child Nutrition Program  
 BP 3551, Nutrition Service Operations/Cafeteria Fund  
 AR 3551, Nutrition Service Operations/Cafeteria Fund  
 BP 3553, Free and Reduced Price Meals

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AR 3553, Free and Reduced Price Meals  
BP 3554, Other Food Sales  
AR 3554, Other Food Sales  
BP 3580, District Records  
AR 3580, District Records  
BP 3600, Consultants

**E.4 Approval of Contract for Associate Superintendent for Education\***

*Resource Person: J. Brian Sarvis, Ed.D., Superintendent*

*5:35 p.m./5 mins.*

**E.5 Board Action on Student Expulsion Case Number 07/08-19\***

*Resource Person: J. Brian Sarvis, Ed.D., Superintendent*

*5:40 p.m./5 mins.*

**E.6 Board Action on Student Expulsion Case Number 06/07-90, Request to Expunge Expulsion Records**

*5:45 p.m./5 mins.*

BREAK: 5:50 p.m. – 15 minutes

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**F. Conference Agenda – 6:05 p.m.**

Conference items may recognize people and programs, provide reports, request operational actions, discuss proposals or make recommendations. The board may comment, provide direction or take action on these items. Generally, items requiring action will be placed on a following action agenda.

**F.1 Review and Revision of Board Mission Statement\***

*Resource Person:*

*6:05 p.m./30 mins.*

**F.2 Discussion of Revision of Board Focus Goals\***

*Resource Person: J. Brian Sarvis, Ed.D., Superintendent*

*6:35 p.m./30 mins.*

**F.3 First Reading of Changes to Administrative Regulation 1330, “Use of School Facilities”\***

*Resource Person: David J. Hetyonk, Director of Facilities and Operations*

*7:05 p.m./10 mins.*

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**G. (If Needed) Return to Consent Items Designated for Discussion – 7:15 p.m.**

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**H. Adjournment**

**Next regular board meeting: Tuesday, June 24, 2008**

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