1 GENERAL FUNCTIONS

1.1 Call to order
1.2 Roll call
1.3 Minutes
1.4 Welcome to Guests
1.5 Hearing of Citizens and Petitions
1.6 Communications

2 PERSONNEL

2.1 Reorganization of Central Administration: The growth of the Santa Barbara City Schools makes it necessary to consolidate our organization, and to fix responsibilities more definitely. During the past couple of years, the Superintendent and the Assistant Superintendent of Instructional Services have been dividing responsibilities for certificated personnel and for curriculum development, particularly in the secondary schools. After careful consideration and in consultation with Mr. White, Mr. Browne, and the secondary principals, the Superintendent recommends the following changes in administrative organization, effective July 1, 1959:

a Termination of the position of "Assistant Superintendent of Instructional Services," effective June 30, and establishment of the position of "Assistant Superintendent of Personnel and Special Services," effective July 1.

Note: As quickly as feasible, the administration of both certificated and classified personnel will be transferred to Mr. White. Both the Superintendent and Mr. Browne will gradually be relieved of the minutiae of personnel administration.

The Superintendent will assume direct responsibility for all phases of curriculum in the secondary schools. He will be assisted by the new Secondary Curriculum Council, which will consist of Secondary Curriculum Assistants in each subject area, and the secondary principals (please see 2.5, High School District Agenda).
b Establishment of the position of Secondary Curriculum Assistant
   (please see 2.5, High School District, for further details)

2.2 Adoption of Revised Administrative and Special Differential Salary Schedules:
Attached for your consideration are proposed administrative and special
differential salary schedules for the 1959-1960 school year. Following is
a summary of the changes recommended:

Administrative Salary Schedule Placements:

a Termination of position of "High School Girls' Dean" (Class C -
   10 calendar months)

b Termination of position of "Head Counselor, High School"
   (Class D - 11 calendar months)

c Substitution of word "City" for "Junior" in following position titles:
   Dean of Student Personnel, Santa Barbara City College (F)
   Dean of Instruction, Santa Barbara City College (G)
   Director of Adult Education Division, Santa Barbara City College (N)
   President, Santa Barbara City College (R)

d Change in title of position of "Administrative Assistant, School Plant
   Planning" to "Administrative Assistant, School Planning and
   Construction" (N)

e Assistant Superintendent, Personnel and Special Services
   (please see 2.1 above)

Special Certificated Assignments:
Addition of position of "Head Teacher, Parma School"
   (differential of $150, 10 school months)

Addition of position of "Secondary Curriculum Assistants"
   (differential of $400/year (10 school months)

Addition of position of "Registrar, Santa Barbara City College"
   (basic salary on certificated schedule; plus 75% of basic salary for
   8 weeks of extended time assignment; total time assignment,
   11 calendar months)

    Note: It is recommended that this position be reclassified
   as certificated rather than classified, effective July 1, 1959
2.3 Proposed Changes in Certificated Personnel Policies: The Superintendent recommends approval of the following proposed changes in the Personnel Policies Governing Certificated Personnel in the Santa Barbara City Schools, said changes to be effective as of July 1, 1959. These proposed changes are being presented for first reading at this meeting.

ARTICLE IV - Regulations Relating to Absence of Employees

V Leaves of Absence

C Professional Leave: A certificated employee of the district may be granted a leave of absence without salary for the purpose of professional study, travel, or teaching outside the continental United States. In the case of a probationary employee, the period of such absence shall not count as part of the service required as a condition precedent to the classification of such employee as a permanent employee of the district, but such absence shall not be construed as a break in the continuity of the service of such employee for the attainment of permanent classification. The program of professional study or travel shall be subject to advance approval by the Superintendent upon the recommendation of the Professional Standards Committee.

Present wording: A permanent employee of the district may be granted a leave of absence without salary for the purpose of professional study or travel. The program of professional study or travel shall be subject to advance approval by the Superintendent upon the recommendation of the Professional Standards Committee.

E Personal Leave (new section): A permanent employee of the district may be granted personal leave without salary for a period of not to exceed one year upon the recommendation of the Superintendent.

2.4 Appointment of Elementary Assistant Principal: A special selection committee has carefully reviewed the qualifications of staff members applying for the position of Assistant Principal at Franklin School. On the recommendation of this committee and after consultation with Dr. Damgaard and Mr. Hord, the Superintendent recommends that Patrick Rojas, teacher at Franklin School, be appointed as Assistant Principal at Franklin, effective July 1, 1959, at an administrative classification of B-1.
2. 5   Acceptance of Resignations: The Superintendent recommends acceptance of the resignations of the following teachers, effective June 12, 1959: Roberta G. Carroll, Shirley Heath, Josephine S. House, Janette Sulides.

2. 6   Miscellaneous Reassignments of Certificated Personnel for 1959-1960: The Superintendent recommends approval of the following reassignments of certificated personnel for 1959-1960:

- Spencer Blickenstaff, Elementary Visiting Counselor (differential of $500./year, 10 school months)
- Josephine F. Cameron, Head Teacher, Parma School (differential of $150./year, 10 school months)
- Ruth R. Davis, Increase of total time assignment from half to full-time (employment in conjunction with Santa Barbara High School District)

Transfers of Teachers to High School District:
- Mary Helen Blinn
- Marian D. Chalberg
- Jennie T. Dearmin
- Bette B. Duffey
- Jean P. Johnson
- Kathleen M. Scherer
- Marilyn Vq; Bieberstein

2. 7   Summer Employment, Mrs. Enid P. Brock: At the request of Dr. Damgaard, the Superintendent recommends that Mrs. Enid P. Brock be employed for four weeks during the month of July, to assist with development of curriculum materials in Social Studies. The Superintendent also recommends that Mrs. Brock be paid for these additional services at the rate of 75% of basic salary.

2. 8   Reclassification of Certain Positions on Classified Salary Schedule: As reported to you earlier, no general recommendations with reference to salary increases for classified personnel will be submitted to the Board until after the California State Personnel Board completes its survey and analysis of classified positions in the school system. However, as also reported earlier, there is an immediate need for bringing the salaries of our skilled tradesmen into line with union wage scales in this area.

The Superintendent recommends that the salary schedule for district classified personnel, and the classification of positions thereon, be revised in accordance with the following details, effective July 1, 1959:

Salary Schedule:
Addition of Classification P-1 between classifications P and Q, with following salaries/month for Steps 1 through 5: $517, $542, $568, $595, $623.
Classification of Positions on Salary Schedule:

ACCOUNTING:
Addition of position of "IBM Operator-Supervisor" - Classification O
(previously approved by Board of Education)

CLERICAL:
Deletion of position of "Junior College Registrar" - Classification N
(please see detail of 2.2 above)

CONSTRUCTION, MAINTENANCE, AND REPAIR;
Addition of position of "Swimming Pool Maintenance Man I" - Classification G

Change in title of Swimming Pool Engineer to "Swimming Pool Maintenance Man II - Classification K (same as before)

Recommended classifications of skilled tradesmen:

<table>
<thead>
<tr>
<th>Classification</th>
<th>Carpenter</th>
<th>Head Carpenter</th>
<th>Painter</th>
<th>Head Painter</th>
<th>Electrician</th>
<th>Plumber and Steamfitter</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>O</td>
<td>&quot;</td>
<td>O</td>
<td>&quot;</td>
<td>P-1</td>
<td>&quot;</td>
</tr>
<tr>
<td></td>
<td>N</td>
<td>&quot;</td>
<td>N</td>
<td>&quot;</td>
<td>O</td>
<td>&quot;</td>
</tr>
<tr>
<td></td>
<td>J</td>
<td>&quot;</td>
<td>K</td>
<td>&quot;</td>
<td>O</td>
<td>&quot;</td>
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<td></td>
<td>O</td>
<td>&quot;</td>
<td>O</td>
<td>&quot;</td>
<td>O</td>
<td>&quot;</td>
</tr>
</tbody>
</table>

2. a Classified Personnel Changes: The Superintendent recommends approval of changes in classified personnel in accordance with details of Attachment 2.a to this Agenda.

3 CURRICULUM AND INSTRUCTION

4 SCHOOL PLANTS AND PROPERTY

4.1 Bids on Sprinkler System and Fencing, Cleveland School: Bids on the sprinkler system and fencing at Cleveland School are being opened Tuesday afternoon, June 2. Information regarding the bids received, and recommendation for acceptance, will be submitted at the Board meeting.

4.2 Plans and Specifications on Playground Surfacing, Cleveland School: Plans and specifications on surfacing of playground areas at Cleveland School will be presented at the Board meeting. The Superintendent recommends that they be approved, and that the Business Office be authorized to advertise for bids thereon June 8 and 15, with the bid opening June 30 at 2:00 p.m.
4. 3 Landscaping at Cleveland School Site: The Superintendent recommends the retention of Richard B. Taylor, local Landscape Architect, for professional services in connection with preparation of plans and specifications for landscaping the Cleveland School Site, together with authorization to pay him the following fee: $900. for preparation of the plans and specifications; 3% of the awarded contract price for supervision of the planting.

5 BUSINESS AND FINANCE

5.1 Recommended Budget Adoption Calendar: The Superintendent and Mr. Browne recommend for your consideration the following budget calendar:

Adjourned meeting, June 25 - adoption of tentative budgets for submission to County Superintendent of Schools on or before June 30

Regular meeting, July 16 - adoption of publication budgets

Regular meeting, August 6 - public hearing and adoption of final budgets for 1959-1960

5.2 Transfers from Undistributed Reserve: The Superintendent recommends adoption of the necessary resolution requesting the County Superintendent of Schools and the County Auditor to transfer the following sums from the undistributed reserve of the Santa Barbara School District for 1958-1959 to budget classifications as noted:

Present balance in Undistributed Reserve for 1958-1959 $65,500

Transfers recommended to:
I Administration $1000
II Certificated Salaries 9000
III Auxiliary Services 2500
VII Transportation 3000
IX Community Services 500 $16,000

Remaining balance in Undistributed Reserve, 1958-1959 $49,500

5. a Purchase Order Report: The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment, and services on purchase orders numbers 348 through 452 in conjunction with the Santa Barbara High School District.

5. b Payment of Claims: The Superintendent recommends authorization and/or
ratification of the payment of the following claims in conjunction with the Santa Barbara High School District:

General warrants numbers B-5637 through B-5988

1271 payroll warrants for May, 1959, in amount of $427,860.20

6 PUPIL PERSONNEL

6.1 Sixth Grade Promotions: The Superintendent recommends promotion of those sixth grade students recommended by the respective elementary school principals to the seventh grade of the junior high schools.

6.2 Inter-district Attendance: The Superintendent recommends approval of inter-district attendance cases as noted on 6.1 to this Agenda.

7 COMMUNITY RELATIONS

8 AUXILIARY SERVICES

9 ADJOURNMENT

S/gmb
Agenda for Regular Board Meeting

SANTA BARBARA HIGH SCHOOL DISTRICT
Thursday, June 4, 1959, 4:00 p.m.

1. GENERAL FUNCTIONS
   1.1 Call to order
   1.2 Roll call
   1.3 Minutes
   1.4 Welcome to Guests Present
   1.5 Hearing of Citizens and Petitions
   1.6 Communications

2. PERSONNEL
   2.1 Reorganization of Central Administration (please see 2.1,
       Elementary District)
   2.2 Adoption of Revised Administrative and Special Differential Salary
       Schedule Placements (please see 2.2, Elementary District)
   2.3 Proposed Changes in Certificated Personnel Policies
       (please see 2.3, Elementary District)
   2.4 Administrative Reorganization, Santa Barbara High School:
       At the request of Mr. Hardesty and following careful study, the Superintendent
       recommends approval of the following changes in the administrative organiza-
       tion of Santa Barbara High School, effective July 1, 1959 (please also see
       attached organization chart):

       Position changes:
       a Approval of position of "Assistant Principal of Pupil Services"
          (responsibility for guidance, health, and pupil attendance)
       b Approval of position of "Assistant Principal of Pupil Activities"
          (responsibility for pupil activities and boys' discipline)
       c Termination of positions of "High School Girls' Dean" (Class C,
          10 calendar months), and "High School Head Counselor" (Class D,
          11 calendar months)
Personnel reassignments:

a Assignment of Paul J. Crawford, now full-time Counselor, as Assistant Principal of Pupil Services (administrative classification of E-1, 10 calendar months). The Superintendent is recommending Mr. Crawford's assignment to this position after consultation with Mr. Hardesty, and a special selection committee appointed to evaluate the qualifications of staff members interested in this position.

b Assignment of John E. Nordenson, now Assistant Principal, as Assistant Principal of Pupil Activities at no change in classification or time assignment.

c Assignment of John S. Greene, now Head Counselor, as full-time Counselor at a special differential of $500. (10 school months).

Note: Girls' discipline will be handled by one of the women Counselors at Santa Barbara High School.

2.5 Assignment of Secondary Curriculum Assistants: After consultation with Mr. White and the secondary principals, the Superintendent recommends assignment of the following persons as Secondary Curriculum Assistants for 1959-1960, and payment of $400. "special differential" to each one:

<table>
<thead>
<tr>
<th>Henry L. Brubeck</th>
<th>Music</th>
</tr>
</thead>
<tbody>
<tr>
<td>James M. Dugan</td>
<td>Business Education</td>
</tr>
<tr>
<td>George E. Hopping</td>
<td>Foreign Languages</td>
</tr>
<tr>
<td>Lawrence P. Leslie</td>
<td>Art</td>
</tr>
<tr>
<td>William E. McLaughlin</td>
<td>Social Studies</td>
</tr>
<tr>
<td>Charles E. Peters</td>
<td>Science</td>
</tr>
<tr>
<td>E. Grant Runyan</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Robert S. Shannon</td>
<td>English</td>
</tr>
<tr>
<td>Neil E. Welling</td>
<td>Homemaking</td>
</tr>
</tbody>
</table>

Note: These persons will serve as inter-school chairmen of the staffs in their respective fields. They will work under the direction of the Superintendent, and in consultation with teachers in their subject areas, as well as secondary principals.

A complete list of the new Secondary Curriculum Council for 1959-1960 is attached for your information. The other persons listed will receive no additional remuneration for this assignment.

2.6 Miscellaneous Reassignments of Certificated Personnel for 1959-1960: The Superintendent recommends approval of the following reassignments of certificated staff members for the next school year:
Transfers from Elementary District:
Mary Helen Blinn
Marian D. Chalberg
Jennie T. Dearmin
Betty B. Duffey
Jean P. Johnson
Kathleen M. Scherer
Marilyn Von Bieberstein

Counseling assignments:
Helen E. Barry Counselor $500.
Ernest H. Berg Counselor 500.
Lisle Bresslin Counselor 500.
Gerald L. Floyd Counselor 500.
Robert W. Hager Counselor 500.
Frank N. Priester Pupil Personnel
Richard T. Taylor Consultant 500.
Irene M. Wilton Teacher-counselor 300.

Extended time assignments (75% of basic salary for periods noted)
C. James Anderson 4 weeks
Cynthia G. Barnes 2 calendar months
Helen E. Barry 2 weeks
Ernest H. Berg 4 weeks
John V. Boettner 1 calendar month
Lisle Bresslin 1 week
Lambert L. Gilles 4 weeks
Earl F. Glahn 3 weeks
Carl M. Henschke 3 weeks
Dolores High 1 week
Ida M. Meier 2 calendar months
Helen R. Miller 4 weeks
Imogene R. Nair 5/21 calendar month
Frank N. Priester 1 week
Dee Vona Richardson 3 weeks
Linton Roberts 1 calendar month
Alice T. Torkelsen 5 weeks
Lloyd A. Wilson 2 weeks

Basic Time Assignments:
Dorothy M. Bury Increase from 1/2 to full-time
Margrete K. Eddy Increase from 1/2 to 2/3 time
June Anne Lane Increase from 2/3 to full-time
Ruth R. Davis Increase from 1/2 to full-time (in conjunction with Santa Barbara School District)
Registrar, Santa Barbara City College:
The Superintendent recommends that George W. Kelley be assigned as Registrar at the Santa Barbara City College at a classification of I-6 P-1 plus 8 weeks of extended time. This will be an 11-months' time assignment. This position is being reclassified from classified to certificated.

Election at probationary status (substitute status 1958-1959):  
James A. Bottoms  
Constance Delbrook  
Joan H. Strople

2.7 Leaves of Absence: The Superintendent recommends that the following persons be granted leaves of absence in accordance with details noted:

Balance of 1958-1959:  
John E. Nordenson June 5 - 19 (absence without loss of salary; time to be made up this summer)  
Virginia L. Rowley June 8 - 12 (leave without salary)

1959-1960 (leaves without salary)  
Virginia Branch  
Marilyn McMahon  
Patricia K. Russell  
Florence F. Wenz (2/5-time leave)

2.8 Elections of New Teachers: The Superintendent recommends election of the following teachers for 1959-1960:

William H. Blanchard III-5 P-1 $6000  
Elma Stuart-Findlay II-1 P-1 4800  
Luther O. Shennum II-4 P-1 or 5445 or (depending on evaluation II-5 P-1 5660 of military service)

2.9 Authorization to Attend Meeting: The Superintendent recommends that Cedric Boeseke be granted leave June 8 through 12 to attend meetings in Washington, D.C., on youth employment problems. There will be no expense to the district.

2.10 Additional High School Summer School Teacher: The Superintendent recommends approval of Mrs. Else Thomas as teacher of reading at the High School Summer School for 4 hours/day during the 7-week period.

2.11 Reclassification of Certain Positions on Classified Salary Schedule: (please see 2.8, Elementary District Agenda)

2.2 Classified Personnel Changes (please see 2.a, Elementary District Agenda)
3 CURRICULUM AND INSTRUCTION

3. 1 Adoption of Textbooks: Proposed textbooks and supplementary books included on the attached list have been on public display for the last two weeks. The Superintendent recommends that they be adopted for use beginning 1959-1960.

4 SCHOOL PLANTS AND PROPERTY

4. 1 Preliminary Plans, Modernization of Santa Barbara High School: Mr. Mosher, Mr. Hardesty, and Mr. Welling will report to the Board this Thursday on preliminary plans for modernization of Santa Barbara High School. Specific plans will be submitted on renovating the chemistry laboratory damaged by the recent fire. It is recommended that the Board approve plans for this laboratory renovation in order that the work can be initiated immediately following the close of the school term on June 12.

4. 2 Connection of School Alarm Systems to City Fire Alarm System: The Superintendent recommends that the Business Office be authorized to investigate the cost of connecting all alarm systems of schools within the City of Santa Barbara to the City Fire Department Alarm System. (Please see attached copy of Fire Marshal’s letter dated May 21, 1959, concerning the recent fire at the High School)

4. 3 Rehabilitation of Portions of Mesa Campus: Attached for your consideration is a list of jobs proposed for rehabilitating portions of the Mesa Campus for use by the Junior College. It is recommended that these jobs be paid for from the special reserve fund of junior college tuition revenues which was authorized earlier this year.

4. 4 Change Order #5, La Colina Junior High School: The Superintendent recommends approval of the following Change Order #5 to the contract with Kenneth C. Urton for La Colina Junior High School:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 1</td>
<td>Modifications to steel framing and masonry work</td>
<td>Add $119.66</td>
</tr>
<tr>
<td>Item 2</td>
<td>Eliminate electrical and plumbing hook up and materials, one homemaking room</td>
<td>Deduct $26.40</td>
</tr>
<tr>
<td>Item 3</td>
<td>Modify main entrance road connection to Foothill Road according to State Division of Highways Standards</td>
<td>Add $1000.00</td>
</tr>
<tr>
<td>Item 4</td>
<td>Modifications of pressure reducing stations, Music &amp; Ind. Arts Bldg.</td>
<td>Add $135.51</td>
</tr>
</tbody>
</table>
Santa Barbara High School District - June 4, 1959

Item 5 Modifications in gas pressure reducing stations

DEDUCT $89.25
ADD $339.52

5 BUSINESS AND FINANCE

5.1 Proposed Budget Calendar (please see 5.1, Elementary District)

5.2 Transfers from Undistributed Reserve, 1958-1959: The Superintendent recommends that the County Superintendent of Schools and the County Additor be requested to transfer the following sums from the Undistributed Reserve of the Santa Barbara High School for 1958-1959:

Balance in Undistributed Reserve, 1958-1959 $70,000

Transfers to:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>II-B</td>
<td>Salaries of Instruction</td>
<td>$5000</td>
</tr>
<tr>
<td>V</td>
<td>Maintenance</td>
<td>15000</td>
</tr>
<tr>
<td>VI</td>
<td>Fixed Charges</td>
<td>8000</td>
</tr>
<tr>
<td>VII</td>
<td>Transportation</td>
<td>25000</td>
</tr>
<tr>
<td>IX</td>
<td>Community Services</td>
<td>1000</td>
</tr>
</tbody>
</table>

Remaining balance in Undistributed Reserve $16,000

5.4 Purchase Order Report (please see 5.4, Elementary District)

5.5 Payment of Claims (please see 5.5, Elementary District)

6 PUPIL PERSONNEL

6.1 Promotions and Graduations: The Superintendent recommends that those 9th grade students recommended by the junior high school principals be promoted to the 10th grade of the senior high school; that those 12th grade pupils recommended by the high school principal and evening high school principal be graduated and granted diplomas of graduation or certificates of completion; and that those junior college students recommended by the junior college principal be granted Associate in Arts Degrees or certificates of training, all of said promotions and/or graduations to be effected as of June, 1958.

7 COMMUNITY RELATIONS

7.1 Appointment of Members of Adult Education Advisory Council:
Santa Barbara High School District - June 4, 1959

The Superintendent recommends appointment of persons noted on the attached list as members of the Adult Education Advisory Council for two-year terms beginning 1959-1960. Also listed for your information are persons who are completing the second year of their current terms of membership on the Council.

8 AUXILIARY SERVICES

9 ADJOURNMENT

S/ gmb