Agenda for Regular Board Meeting

SANTA BARBARA SCHOOL DISTRICT
Thursday, May 5, 1960, 4:00 p.m.

1. GENERAL FUNCTIONS

1.1 Call to Order
1.2 Roll Call
1.3 Minutes of Special Board Meeting, December 10, 1959
1.4 Welcome to Guests Present
1.5 Hearing of Citizens and Petitions
1.6 Communications

2. PERSONNEL

2.1 Acceptance of Resignations: The Superintendent recommends acceptance of the resignations of the following certificated employees in the Santa Barbara School District, effective at the close of the current school year:

Joanne B. Bell
Gladys L. Chauvin
Jo-Ann Consoletti
Patricia Joan Dwyer
Clarence W. George, Jr.
Alice H. Gerety
Elsie E. Jepson
Caroline R. Johnson
Dorothy A. Jones
Ernest R. Kimbal
Terese M. Kinsey
Mary K. Leaf
Mona Livesey
Beverly Lovell
Sally Morner
Catherine O'Brien
Phyllis B. Payne
Inez Petterson
Elaine Salter
Joan Schmidt
Caroline A. Stewart
Constance E. Thompson
TheImogene Tinker
Marcella E. Tuttle
Nancy Walker

Mrs. Petterson is retiring after 30 years of service in the Santa Barbara City Schools. She began her services here as a teacher at Lincoln School and was appointed Principal of Wilson School in 1941. The Superintendent recommends that Mrs. Petterson be given a letter and the customary Certificate of Service as tokens of appreciation for her many years of outstanding service to the young people of Santa Barbara.
2.2 **Leaves of Absence:** The Superintendent recommends that the following certificated staff members be granted leaves of absence without salary for the 1960-1961 school year, excepting as otherwise noted:

- Joyce Andrews: personal
- JoAnne DuPuis: maternity
- Agnes F. Kieling: extension of leave to teach overseas
- Patricia G. Moropoulos: maternity
- Thomas C. Potter: military leave May 23 through December 2, 1960
- Loyda Solis: professional leave for study
- Ann Taylor: maternity
- Alice V. Wilcox: professional leave for study
- Rhoda Wiseberg: extension of leave to teach overseas

2.3 **Administrative Recommendations Regarding Organization for 1960-1961:** It is essential that a considerable amount of money be cut for next year from existing levels of expenditures. The defeat of the elementary district tax rate proposal in March has prompted a particularly careful scrutiny of the educational program in both school districts in an effort to reduce costs and improve organization. In every case, even though there are cutbacks, the welfare of children has been paramount in our thinking.

After a great deal of careful study, and in consultation with Mr. Browne, Mr. White, principals, and other staff members, the Superintendent presents the following administrative recommendations for approval by the Board. As you will note, several of the proposed changes are applicable to the Santa Barbara High School District. These recommendations are not intended as reflections on individual staff members. The current reevaluation of services and staff assignments is continuing, and further recommendations will be presented to the Board from time to time.

The Superintendent recommends, effective beginning 1960-1961:

**CHANGES IN POSITIONS:**

1) Discontinuance of the following positions on the administrative salary schedule:

- **a)** General Consultant in Elementary Art, classification E
- **b)** General Consultant in Physical Education and Safety, classification E
- **c)** Coordinator of Attendance and Child Welfare, classification F
- **d)** Administrative Assistant, School Planning and Construction, classification N
- **e)** Assistant Coordinator of Work Education, classification C (position established January 21, 1960; not filled for 1959-1960)
2) Reclassification of the position of Research Assistant from classification J (1 1/2 calendar months) to classification C (10 school months)

3) Discontinuance of the following special certificated positions:
   a) Chairman of the department of instrumental music
   b) Chairman of nurses

4) Establishment of the position of Work Education Counselor, 10 school months, at a flat annual differential of $500, plus transportation allowance to be determined

5) Reduction of elementary district guidance, counseling, and testing program (details of services and staff assignments in this area are still under consideration; and final recommendations are not ready for presentation to the Board at this time)

6) Reduction of the nurse staff by 2 full-time positions in the elementary district (we now have a total of 11 1/2 positions in both districts)

7) Elimination of piano instruction and special physical education instruction in the elementary schools

8) Reduction of elementary instrumental music instruction by one full-time teaching position

9) Reduction of elementary health instruction by one full-time teaching position

10) Elimination of elementary district services by assistant school physicians on an hourly basis (excepting for consulting psychiatrist)

11) Elimination of 7 elementary teaching positions from the preliminary schedule of teacher needs for next year (this will increase average class sizes in grades 1 through 6 from approximately 28.5 students to between 31 and 32 students; average size of kindergarten classes to continue at approximately 25 students)

12) Reduction of clerical positions in administration offices by total of at least 2 1/2 positions (Health Department, Music Office, Child Welfare and Attendance, School Planning and Construction)

13) Note: Where possible, incumbents in positions being eliminated will be assigned elsewhere if there are openings
Santa Barbara School District ~ May 5, 1960

CHANGES IN ASSIGNMENTS

1) Assignment of John V. Boettner, now Assistant Principal of Pupil Activities at San Marcos High School, as Principal of Wilson School, classification G-2 on the administrative salary schedule.

2) Assignment of Dr. Leonard L. Bowman to the position of Research Assistant, classification C-5 on the administrative salary schedule, 10 school months.

   Note: Dr. Bowman will be assigned to the Guidance Office under the direction of Dr. Robert E. Barry, Director of Pupil Personnel Services.

3) Assignment of Otis G. Powell, now Coordinator of Attendance and Child Welfare, as Assistant Principal at La Cumbre Junior High School to succeed Mr. Pierce, with Mr. Powell’s classification to be C-5 (10 calendar months) on the administrative salary schedule.

4) Reassignment of Patrick L. Rojas, now full-time assistant principal at Franklin School, to half-time teacher and half-time assistant principal at Franklin School.

   Note: This will mean that we will have two part-time assistant principals among our 13 elementary schools.

5) Assignment of Donald L. Stillman, now Principal at San Marcos High School, as Work Education Counselor at a flat annual differential of $500 plus transportation allowance to be determined (10 school months).

6) Assignment of Robert E. Welling, now Administrative Assistant, School Planning and Construction, as Assistant Principal of Pupil Activities, San Marcos High School, (classification E-5, 10 calendar months); and employment of Mr. Welling for 6 weeks this summer at a salary of $245.17/week, plus a total of $37.50 for transportation allowance (total of $1508.52).

7) Assignment of Ruth Q. Bradsberry as full-time nurse (now special teacher of health).

8) Continuance of L. Muriel Henriksen as special teacher of health provided full salary and expenses are paid by Cornelia Moore Dental Foundation.

   Note: The Superintendent has had verbal assurance that these funds will be forthcoming from the Foundation.

9) Assignment of Frederick H. Koek, now special teacher of elementary orchestra, as full-time teacher at Santa Barbara High School.

10) Assignment of Suzie Tamura, now special teacher of piano in elementary schools, as full-time junior high school teacher.

12) Assignment of L. Helen Strain, now special teacher of elementary physical education, as full-time junior high school teacher.

OTHER RECOMMENDATIONS

1) Curtail to greatest degree possible present level of program for maintenance projects, replacement of equipment, and purchase of new equipment.

2) Standardize to greater extent supply and equipment items available from warehouse stock, thus eliminating majority of "non-catalogue supplies," particularly in the elementary district.

The Superintendent plans to continue his direct responsibility for curriculum in the secondary schools. He will be assisted to a greater extent by Dr. J. Roy Barron, Supervisor of Instructional Materials.

2.4 Certified Employees Recommended for Tenure Status, 1960-1961: The Superintendent recommends that the following certificated personnel be reemployed for 1960-1961, and thereby placed on permanent classification as teachers in the Santa Barbara School District; and that the Assistant Superintendent of Personnel and Special Services be authorized and directed to verify their dates of birth with the State Teachers' Retirement System:

#Dr. J. Roy Barron
Spencer Blickenstaff
Dorothy J. Bridger
Ruth Q. Bradsberry
Kathleen V. Caldwell
Robert N. Christian
*Veree C. Dunne
Carl A. Fuchs
Katherine E. Gibson
**John Gilchrist
Margaret B. Heichberger
Phyllis J. Holbik
Gloria Iwanicki
Ethleen F. Jenkins
Jeanne A. Kahre
Frederick H. Koek
Lavar D. Lamb
Jean V. Mangini
Patricia R. O'Reilly
Ruth J. Phillips
Donna Y. Robinson
Barbara A. Runge
Marilyn I. Shadford
Mary Ellen Solin
Madeline C. Taylor

# employed in conjunction with the Santa Barbara High School District
* one year of substitute service and two years of probationary service
** tenure basis to be in accordance with time assignment for 1960-1961, but not to exceed 6/10 time
2.5 Substitute and/or Home Teachers: The Superintendent recommends approval of the following substitute and/or home teachers for the balance of the current school year:

   Roberta C. Coss
   Zanita A. Marvin
   Nancy Y. Tabb

2.6 Election of New Teachers for 1960-1961: The Superintendent recommends election of the following new teachers for 1960-1961 in accordance with details noted:

   Helen E. Lien       I-1 P-1       $4600.00
   Esther M. Turner    I-1 P-1       $4600.00

2.7 California School Employees' Association Salary Committee: The Superintendent has received a letter from Howard Self, Chairman of the California School Employees' Association Salary Committee, requesting a meeting with a member of the Board, Mr. White, and the Superintendent to discuss salaries of classified employees. The Superintendent recommends that Mr. O'Neal and he be authorized to meet with this group.

2.8 Classified Personnel Changes: The Superintendent recommends approval of changes in classified personnel assignments in accordance with details of Attachment 2.8 to this Agenda. As noted on this list, Mr. Joseph E. Scanlon, Utilityman in the Service Department, passed away May 2, 1960. He was employed by the City Schools in October, 1945. The Superintendent recommends that an appropriate letter of sympathy be sent to Mr. Scanlon's family.

3 CURRICULUM AND INSTRUCTION

4 SCHOOL PLANTS AND PROPERTY

5 BUSINESS AND FINANCE

5.1 Tabulation of Bids on Warehouse Stock: Attached is a tabulation of the lowest and best bids received on the remainder of items of warehouse stock included in advertised bids opened March 29. The Superintendent recommends acceptance of the lowest and best bids as noted on Attachment 5.1 to this Agenda. The total estimated cost of the warehouse supplies was $75,000. The total actual cost will be $73,914.68.

5.2 Amendments to Transportation Contract, Tanner Motor Livery, Ltd.: The Superintendent recommends amendments to the contract with Tanner Motor Livery, Ltd., in accordance with the following details:

   Trip #7 - cancellation of transportation, one student to and from Roosevelt School Physically Handicapped Class and home, reflecting a decrease in rate of $1.00 per day (50¢ each way), retroactive to May 3, 1960. (New total daily rate for Trip #7, $3.60)
Santa Barbara School District - May 5, 1960

*Trip #15 - cancellation of transportation, three students to and from Harding Special Training Class and home, reflecting a decrease in rate of $1.80 per day, effective May 5, 1960. (New total daily rate for Trip #15, $3.60)

*Trip #16 - establishment of additional Trip #16, for the transportation of four students to and from Harding Special Training Class and home, at a daily rate of $3.40 ($1.70 each way), effective May 5, 1960

*(The addition of a seventh student to the currently combined Harding-Monroe Trip #15, necessitates splitting #15 into two separate trips: #15-three students to Monroe, and #16-four students to Harding)

5.3 Transfer of Undistributed Reserve for 1959-1960 to Budgetary Classifications:
The Superintendent recommends that the County Superintendent of Schools and the County Auditor be requested to make the following transfers from the undistributed reserve of the Santa Barbara School District for 1959-1960 to budgetary classifications as noted:

From: Undistributed Reserve $64,000.

To:
- Administration $1,000
- Auxiliary Services 2,500
- Maintenance of School Plant 5,000
- Transportation 5,000
- Community Service 500
- Tuition Transfers 50,000

TOTAL $64,000

5.a Purchase Order Report: The Superintendent recommends authorization and/or ratification of the purchase of supplies, equipment and services on purchase orders numbers 451 through 1,149 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 claims on warrants numbers B-4793 through B-5010
Payroll warrants for April, 1960, in the amount of $495,304.56

5.c Financial Statements: Attached are financial statements covering the General Funds and Cafeteria Funds in each of the School Districts and Warehouse Revolving Funds in both Districts. The Superintendent recommends that these be received and ordered filed.
6  PUPIL PERSONNEL

6.1 Inter-District Attendance Agreements: The Superintendent recommends approval of inter-district attendance agreements to cover the following students for the balance of the current school year:

Santa Barbara School District:

From: Goleta Union School District

Alliano, David, Harding Special Tr. Class, 5922 Payaro Rd. (special
Alliano, Toni, Harding Special Tr. Class, 5922 Payaro Rd. class)
Campbell, Linda, Monroe 6th grade, 409 El Sueno (to finish the year)
Dafoe, Diane, Garfield Sev. Ment. Ret., 6794 Del Playa Dr. (ment. ret.)
Olver, Arthur, Peabody 4th grade, 21 Turnpike Rd. (to finish the year)

From: Hope School District

Greene, Thomas, Adams 1st grade, 3835 Sterrett (to finish the year)

7  COMMUNITY RELATIONS

8  AUXILIARY SERVICES

9  ADJOURNMENT

S/B/g
Agenda for Regular Board Meeting

SANTA BARBARA HIGH SCHOOL DISTRICT
Thursday, May 5, 1960, 4:00 p.m.

1 GENERAL FUNCTIONS

1.1 Call to Order

1.2 Roll Call

1.3 Minutes of the Special Meeting of December 10, 1960

1.4 Welcome to Guests Present

1.5 Hearing of Citizens and Petitions

1.6 Communications

Santa Barbara High School P.T.A.: Attached is a copy of a letter dated April 29, 1960, from the Santa Barbara High School P.T.A. Board expressing appreciation for the beginning of the work on the building program at Santa Barbara High School. The Superintendent recommends that this letter be received and ordered filed.

2 PERSONNEL

2.1 Acceptance of Resignations: The Superintendent recommends acceptance of the resignations of the following certificated staff members, effective as of the close of the current school year:

   Jo-Anne Bancroft
   MaryEllen Boxberger
   Carolyn Carlton
   Betty Dreyer
   *Mary Lee Erwin
   James E. Fox
   Dorothy E. Gorman
   Donald C. Hildreth

   Bernice F. Jacobson
   Mary K. Kilbourne
   Elnathan S. Kimbel
   Theodore F. Patchen
   Barbara F. Scruggs
   George Shiers
   Ila R. Walker

   * - on leave of absence since September, 1958

2.2 Retirement of Certificated Personnel: The following staff members are retiring from service with the Santa Barbara City Schools at the close of the current school year. The Superintendent recommends that their resignations be accepted, and that they be given appropriate letters and the customary certificates of service in recognition of their many years of outstanding service to the young people of Santa Barbara:
Claude Baker  
Teacher of Mathematics and Typing,  
La Cumbre Junior High School (31 years as teacher at La Cumbre)

Ardis M. Carter  
Teacher of Vocal Music,  
Santa Barbara High School (33 years in this position)

Fred H. Pierce  
Assistant Principal, La Cumbre Junior High School (39 years in Santa Barbara as junior high school teacher and assistant principal)

2.3 Leaves of Absence: The Superintendent recommends that leaves of absence for the reasons noted and without salary be granted to the following certificated staff members. These leaves are to be for the 1960-1961 school year excepting as otherwise noted:

Cynthia G. Barnes  
Professional leave for study,  
Sept. 1, 1960 - Sept. 1, 1961

Paula Ballantyne  
Professional leave for travel

Virginia Branch  
Extension of maternity leave

Robert S. Burton  
Maternity leave

Evelyn M. Dahlberg  
Leave to teach overseas

Mary Ellen Deutermann  
Professional leave for travel

Helen Goodfield  
Maternity leave

Josephine Q. Lennon  
Extension of maternity leave

Marilyn J. McMahon  
Extension of maternity leave

2.4 Administrative Recommendations re. Organization for 1960-1961  
(Please see details noted under 2.3, Elementary District Agenda, as applicable to the Santa Barbara High School District)

2.5 Certificated Employees Recommended for Tenure Status, 1960-1961:  
The Superintendent recommends that the following certificated personnel be reemployed for the 1960-1961 school year, and thereby placed on permanent classification as teachers in the Santa Barbara High School District; and that the Assistant Superintendent of Personnel and Special Services be authorized and directed to verify their dates of birth with the State Teachers' Retirement System:

Cynthia G. Barnes  
*Dr. J. Roy Barron  
Ruth M. Biddulph  
Dorothy M. Bury (1/2 time)  
Ruth R. Davis (1/2 time)  
Orlando Fedaleo  
Dr. Timothy Fetler  
Donald W. Flint  
Margie R. Giles  
John F. Hickok  
Thora G. Hodge  
Leo P. Kennedy  
William J. Koart  
Guillermo Lopez  
Ida M. Meier  
Virginia M. Murphy  
Alice G. Newland  
Alfonso Ordaz
2.6 Election of New Teachers for 1960-1961: The Superintendent recommends election of the following new teachers for 1960-1961 at the classification, salary, and tentative assignment set opposite their respective names:

William B. Hatcher
II-3 P-1 $5370.
(Teacher of vocal music, Santa Barbara High School)

Arlo June Johnson
II-6 P-1 6075.
(Librarian, Central Library)

Leo M. Johnson
III-6 P-1 6450.
(Librarian, San Marcos High School)

Dwayne Gene Schramm
II-6 P-1 or III-6 P-1 6075. or 6450. depending upon evaluation of graduate transcripts
(Junior high school business education)

David H. Weber
II-2 P-1 5135.
(High school math teacher)

2.7 Substitute and/or Home Teachers: The Superintendent recommends approval of the following substitute and/or home teachers for the balance of the current school year:

Alexander V. Alm
Retroactive to May 2, 1960

Robert C. Coss
Kingsley Douthwaite
Retroactive to May 2, 1960
James R. Duke
Retroactive to April 26, 1960
John X. Evans
Dr. Robert W. Webb
Retroactive to May 2, 1960

2.8 Adult Education Division Hourly Teachers: The Superintendent recommends approval of the following hourly teachers in the Adult Division of the City College:

Dr. Joseph J. Sayovitz
4 hours/week beginning April 21, 1960
(replaces Harry Dobson, Apprenticeship Electricity)

Dr. Henry D. Wild
2-1/2 hours/week beginning May 9, 1960
(replaces Dr. Elsa Chapin, English Literature)

2.9 C.S.E.A. Salary Committee (please see 2.7, Elementary District)
2.10 Approval of Graduation Speakers: The Superintendent recommends approval of the following graduation speakers, and authorization to pay them honorarium as noted:

Santa Barbara City College: Mr. Victor Azgapatian
Chief System Engineer
Servomechanisms, Inc.
Honorarium of $50.00

Santa Barbara High School: Dr. E. W. Lyon
President, Pomona College
at Claremont
Honorarium of $125.00

2. a Classified Personnel Changes (Please see 2.a, Elementary District Agenda)

3 CURRICULUM AND INSTRUCTION

3.1 Additional Class Offerings, High School Summer School: The Superintendent recommends approval of the following additional class offerings for the 1960 High School Summer School:

- Algebra Review (Make-up)
- Engine Lab (Auto Shop)

3.2 Progress Report re. Master Plan for Higher Education in California: This report was continued from the last regular Board meeting, in order that Mr. Licker could be present.

3.3 Further Report re. Mathematics Program at Santa Barbara High School: This report was also postponed to this meeting from the last regular meeting of the Board. As requested at the Board meeting on March 10, The Superintendent will report further concerning present 12 grade students at Santa Barbara High School who have not taken mathematics in their high school years (please also see attachment 3.3 to this Agenda).

3.4 Preliminary Presentation of Recommended Textbooks: Attached is a list of City College, junior high school, and senior high school textbooks recommended for use in the Santa Barbara City Schools for 1960-1961. Each of these books has been carefully evaluated by the subject area teachers concerned. The books will be available for inspection by interested persons for the next two weeks in the Instructional Materials Building, corner of De la Vina and Victoria Streets. It is the Superintendent's intent to recommend their adoption by the Board at the next regular Board meeting on May 19, 1960.
5 BUSINESS AND FINANCE

5.1 Authorization to Advertise for Bids on Classroom Cabinets:
Plans and specifications on classroom cabinets for the following locations will be available at the Board meeting. The Superintendent recommends that they be approved, and that the Business Office be authorized to advertise for bids thereon for two successive weeks, with the bid opening Thursday, May 24, at 2:00 p.m.:

- Modernized classrooms and new classroom wing, Santa Barbara High School
- Additional science classroom, La Colina Junior High School
- Biological science classroom, Santa Barbara City College

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<thead>
<tr>
<th>Location</th>
<th>Source Fund</th>
<th>Estimated Cost</th>
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<tbody>
<tr>
<td>High School Bond</td>
<td>$4550 est.</td>
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<tr>
<td>High School District Special Reserve Fund (College)</td>
<td>$1700 estimated</td>
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(Total estimated cost, $6250.)

5.2 Balance of Bid Acceptances on Warehouse Stock
(Please see 5.1, Elementary District Agenda)

5.3 Transfers of Funds from Undistributed Reserve: The Superintendent recommends that the County Superintendent of Schools and County Auditor be requested to transfer the following sums from the Undistributed Reserve of the Santa Barbara High School District for 1959-1960 to the budgetary accounts as noted:

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<tbody>
<tr>
<td>To: Administration</td>
<td>$7,500.</td>
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<tr>
<td>Auxiliary Services</td>
<td>3,500.</td>
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<td>Maintenance of School Plant</td>
<td>19,000.</td>
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<tr>
<td>Fixed Charges</td>
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<td>Transportation</td>
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<td>Food Service</td>
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<td>Capital Outlay</td>
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<td>Tuition Transfers</td>
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5.4 Purchase Order Report (Please see 5.4, Elementary District Agenda)

5.5 Payment of Claims (Please see 5.5, Elementary District Agenda)
5. c  Financial Statements as of March 31, 1960  (Please see 5. c, Elementary District Agenda)

6  PUPIL PERSONNEL

6.1  1960 Graduation, Santa Barbara High School: Due to the unusually large number of students in the present senior class at Santa Barbara High School, a number of problems have arisen in connection with planning for the graduation program, etc. The Superintendent and Mr. Browne would like to discuss these problems with the Board this Thursday evening.

6.2  Plans for High School Baccalaureate Service: The Superintendent recommends that Mr. Browne be authorized to arrange for the use of the County Bowl for Santa Barbara High School Baccalaureate Services on Sunday afternoon, June 12, 1960, from 6:15 - 7:15 p.m.

7  COMMUNITY RELATIONS

8  AUXILIARY SERVICES

9  ADJOURNMENT

S/gmb