

San Dieguito

Union High School District

710 Encinitas Blvd.
Encinitas, CA 92024-3357
(760) 753-6491
www.sduhsd.net

Board of Trustees:

Joyce Dalessandro
Linda Friedman
Barbara Groth
Beth Hergesheimer
Deanna Rich

Superintendent:

Peggy Lynch, Ed.D.
(760) 943-3501 FAX

Canyon Crest Academy
Carmel Valley MS
Diegueno MS
Earl Warren MS
La Costa Canyon HS
North Coast Alternative HS
Oak Crest MS
San Dieguito Adult Education
San Dieguito HS Academy
Sunset HS
Torrey Pines HS

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD OF TRUSTEES REGULAR BOARD MEETING

THURSDAY, AUGUST 23, 2007
6:30PM

DISTRICT OFFICE BOARD ROOM 101
710 ENCINITAS BLVD, ENCINITAS, CA. 92024

Welcome to the meeting of the San Dieguito Union High School District Board of Trustees.

PUBLIC COMMENTS

If you wish to speak regarding an item on the agenda, please complete a blue slip located at the sign-in desk and present it to the Secretary to the Board prior to the start of the meeting. When the Board President invites you to the podium, please state your name, address, and organization before making your presentation.

Persons wishing to address the Board on any school-related issue not elsewhere on the agenda are invited to do so under the "Public Comments" item. If you wish to speak under Public Comments, please follow the same directions (above) for speaking to agenda items. Complaints or charges against an employee are not permitted in an open meeting of the Board of Trustees.

In the interest of time and order, presentations from the public are limited to three (3) minutes per person, per topic. The total time for non-agenda items shall not exceed twenty (20) minutes. An individual speaker's allotted time may not be increased by a donation of time from others in attendance.

In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.

CONSENT CALENDAR

All matters listed under Consent are those on which the Board has previously deliberated or which 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 discussion 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.

To address an item on the consent calendar, please follow the procedure described under *Comments on Agenda Items*.

CLOSED SESSION

The Board will meet in Closed Session to consider qualified matters of litigation, employee negotiations, student discipline, employee grievances, personnel qualifications, or real estate negotiations which are timely.

CELL PHONES/PAGERS

As a courtesy to all meeting attendees, please set cellular phones and pagers to silent mode and engage in conversations outside the meeting room.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications, or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Governing Board, please FAX the office of the District Superintendent at (760) 943-3501. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with the meeting in appropriate alternative formats for persons with a disability.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING

AGENDA

THURSDAY, AUGUST 23, 2007
6:30 PM

DISTRICT OFFICE BOARD ROOM 101
710 ENCINITAS BLVD., ENCINITAS, CA. 92024

PRELIMINARY FUNCTIONS (Items 1 – 6)

- 1. Call to Order; Public Comments Regarding Closed Session Items4:00 PM
- 2. **Closed Session** **4:05 PM**
 - A. To consider personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline/release, dismissal of a public employee or to hear *complaints or charges brought against such employee by another person or employee unless the employee requests a public session.*
 - B. Conference with Labor Negotiators, pursuant to Government Code Section 54957.8.
Agency Negotiators: Superintendent and Associate Superintendents (3)
Employee Organizations: San Dieguito Faculty Association / Classified School Employees Association
 - C. Consideration and/or deliberation of student discipline matters (3 cases)
 - D. To conference with legal counsel and/or discuss current or potential litigation (1 case)
 - E. Superintendent Evaluation
- 3. **Regular Meeting / Open Session****6:30 PM**
- 4. Pledge of Allegiance
- 5. Report Out of Closed Session
- 6. Approval of Minutes of the July 19, 2007 Regular Board Meeting, as shown in the attached supplement.

NON-ACTION ITEMS (Items 7 – 10)

Communications received by the Board are available for public review at the District Office at 710 Encinitas Boulevard in Encinitas. Board correspondence is distributed to each Board Member and the Superintendent along with the agenda.

- 7. Student Board Member Reports (No reports scheduled during summer break)
- 8. Board Member Reports..... Trustees of the Board
- 9. Superintendent's Reports, Briefings and Legislative Updates Peggy Lynch, Ed.D.
- 10. School Update (no update scheduled)

CONSENT AGENDA ITEMS (Items 11 – 15)

Upon invitation by the President, anyone who wishes to discuss a Consent Item should come forward to the lectern, state his/her name and address, and the Consent Item number.

11. SUPERINTENDENT

- A. ACCEPTANCE OF GIFTS AND DONATIONS, AS SHOWN IN THE ATTACHED SUPPLEMENT.
- B. APPROVAL OF FIELD TRIP REQUESTS, AS SHOWN IN THE ATTACHED SUPPLEMENT.

12. HUMAN RESOURCES

A. APPROVAL OF PERSONNEL REPORTS

Approval of matters pertaining to employment of personnel, salaries, leaves of absence, resignations, changes in assignments, extra duty assignments, and consultant services:

1. Approval of Certificated Personnel Report, as shown in the attached supplement.
2. Approval of Classified Personnel Report, as shown in the attached supplement.

13. EDUCATIONAL SERVICES

A. APPROVAL OF INSTRUCTIONAL MATERIALS SUFFICIENCY RESOLUTION

1. Approval of the Instructional Materials Sufficiency Resolution, which declares that sufficient materials, textbooks and equipment are present in our district classrooms for use by district staff and students.

14. PUPIL SERVICES

A. APPROVAL OF RECLASSIFICATION OF RECORDS

Approve the request for reclassification of records as Class 3 Disposable, as shown in the attached supplement.

B. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL/AGENCY CONTRACTS

Approve entering into the following non-public school/non-public agency master contracts, to be funded by the General Fund/Restricted 06-00, and authorize Eric R. Dill or Stephen G. Ma to execute all pertinent documents pertaining to this contract, contingent upon receipt of the signed documents and verification of insurance coverage:

1. ACES – NPA: Comprehensive Educational Services, Inc., during the period July 1, 2007 through June 30, 2008.
2. ACES – NPS: Comprehensive Educational Services, Inc., during the period July 1, 2007 through June 30, 2008.
3. Autism Spectrum Consultants, Inc., during the period July 1, 2007 through June 30, 2008.
4. Balboa City School, during the period July 1, 2007 through June 30, 2008.
5. Banyan Tree Learning Center, during the period July 1, 2007 through June 30, 2008.
6. Devereux Texas Treatment Network, during the period July 1, 2007 through June 30, 2008.
7. Excelsior Youth Center, during the period July 1, 2007 through June 30, 2008.
8. Family Life Center, during the period July 1, 2007 through June 30, 2008.
9. Fusion Learning Center, during the period July 1, 2007 through June 30, 2008.
10. K.I.D.S. Therapy Associates, Inc., during the period July 1, 2007 through June 30, 2008.
11. Institute for Effective Education, during the period July 1, 2007 through June 30, 2008.
12. Keystone Schools, during the period July 1, 2007 through June 30, 2008.

13. Maxim Healthcare Services, Inc., during the period July 1, 2007 through June 30, 2008.
14. New Bridge School, during the period July 1, 2007 through June 30, 2008.
15. Oak Grove Institute/Jack Weaver School, during the period July 1, 2007 through June 30, 2008.
16. Provo Canyon School, during the period July 1, 2007 through June 30, 2008.
17. San Diego Center for Children, during the period July 1, 2007 through June 30, 2008.
18. Jodie K. Schuller & Associates, during the period July 1, 2007 through June 30, 2008.
19. Sierra Academy, during the period July 1, 2007 through June 30, 2008.
20. Sam & Rose Stein Education Center, during the period July 1, 2007 through June 30, 2008.
21. Winston School, during the period July 1, 2007 through June 30, 2008.
22. Yellowstone Boys & Girls Ranch, during the period July 1, 2007 through June 30, 2008.

C. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Eric R. Dill, Stephen G. Ma, or Peggy Lynch to execute the agreements:

1. Erin Berzins dba Rescribe to provide Vietnamese translation services for various educational forms and additional language translations as they become necessary for students/parents/guardians who do not read English, during the period July 25, 2007 through June 30, 2008, at the rate of \$0.30 per Vietnamese word with a minimum charge of \$150.00, to be expended from the General Fund/Restricted 06-00.
2. Reliable Home Help Nurses Registry to provide specialized physical health care services to medically fragile students with exceptional needs, during the period July 1, 2007 through June 30, 2008, at the contract rate of \$29.41 per hour, to be expended from the General Fund/Restricted 06-00.
3. Fagen Friedman & Fulfroost, LLP to provide legal services for Pupil Services and Special Education, during the period July 1, 2007 through June 30, 2008 or mutual termination, at the rate of \$175.00 per hour, to be expended from the General Fund/Restricted 06-00.

15. BUSINESS

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Eric R. Dill, Stephen G. Ma, or Peggy Lynch to execute the agreements:

1. MTGL, Inc. to provide special DSA testing and inspection services for the Torrey Pines High School Team Room Modular Building project, during the period August 13, 2007 through September 15, 2007, for an estimated amount not to exceed \$15,409.00, to be expended from the Capital Facilities Fund 25-19 and Special Reserve/Capital Projects Fund 40-00.
2. City of Carlsbad to provide a school resource officer at the La Costa Canyon High School campus, during the 2007-2008 school year including summer school, for an amount of \$47,365.00, to be expended from the General Fund/Restricted 06-00.

3. California Cold for the lease of a refrigerated trailer to be set at Carmel Valley Middle School for use by Nutrition Services, during the period August 13, 2007 through August 12, 2008, for an amount not to exceed \$8,060.00, to be expended from the Cafeteria Fund 13-00.
4. Boys & Girls Club of San Dieguito for lease of facilities for Earl Warren Middle School off-campus PE, during the period August 29, 2007 through June 6, 2008, for an amount not to exceed \$4,200.00, to be expended from the General Fund 03-00.
5. Paragon Marketing Group LLC to conduct exclusive television broadcast of the Torrey Pines High School football game on October 11, 2007, at no cost to the district.
6. Plant-Tek, Inc. to provide weed control maintenance at various district sites, during the period August 1, 2007 through June 30, 2008, for an estimated amount of \$13,425.00, to be expended from the General Fund 03-00.
7. Field Turf West, Inc. to provide synthetic field turf maintenance at Torrey Pines High School and La Costa Canyon High School, during the period September 1, 2007 through June 30, 2012, for an amount not to exceed \$2,000.00 per year per field, to be expended from the General Fund 03-00.
8. Laura D. Romano to provide legal services for the district, during the period August 24, 2007 until mutual termination, at the rate of \$175.00 per hour plus incidental charges, to be expended from the fund to which the services are charged.
9. Consulting & Inspection Services LLC to provide small project miscellaneous DSA inspection services, during the period July 1, 2007 through June 30, 2008, with a "not to exceed" written estimate of hours per project, at the rate of \$82.00 per hour, to be expended from the fund to which the project is charged.
10. Reynolds Consulting Group, Inc. to provide mandated cost reimbursement services, during the period July 1, 2007 through June 30, 2010, for an amount not to exceed \$30,000.00 per fiscal year, to be expended from the General Fund 03-00.
11. Roesling Nakamura Terada Architects, Inc. to provide small project miscellaneous architectural, engineering and construction administration services for maintenance projects as assigned, during the period July 1, 2007 through June 30, 2008, for an amount not to exceed \$30,000.00, to be expended from the fund to which the project is charged.
12. Pinnacle Innovations, LLC to provide web page maintenance for the San Dieguito Union High School District web page, during the period July 1, 2007 through June 30, 2008, at the rate of \$250.00 per month for a total amount not to exceed \$3,000.00, to be expended from the General Fund 03-00.
13. Gas Equipment Systems, Inc. to provide scheduled maintenance, service, and inspection of the Transportation Department's CNG fueling facility, during the period July 1, 2007 through June 30, 2008, for an amount not to exceed \$13,997.22, to be expended from the General Fund/Restricted 06-00.
14. St. John the Evangelist for lease of facilities for Adult Education CO-OP Pre-school program, during the period September 4, 2007 through June 13, 2008, for an amount not to exceed \$5,000.00, to be expended from the Adult Ed Fund 11-00.
15. Orness Design Group to provide food facilities design services for the Canyon Crest Academy Ravens Nest Student Cafe, during the period August 24, 2007 through December 30, 2008, for an amount not to exceed \$3,900.00, to be expended from Mello Roos Funds and to be reimbursed by the Canyon Crest Academy Foundation..

16. Ferandell Tennis Courts, Inc. to provide runway track cleaning services at Torrey Pines High School and La Costa Canyon High School, during the period July 1, 2007 through June 30, 2008, at the rate of \$550.00 per cleaning per site, to be expended from the General Fund 03-00.
17. Hawthorne Lift Systems to provide preventative maintenance to district Genie lifts as directed, during the period July 1, 2007 through June 30, 2008, at the rate of \$120.00 per hour, to be expended from the General Fund 03-00.
18. Mobil Construction Sweeping to provide construction sweeping services to all district parking lots as directed, during the period July 1, 2007 through June 30, 2008, at the rate of \$200.00 per two hours of sweeping, to be expended from the General Fund 03-00.
19. Magdalena Ecke Family YMCA for lease of facilities for Earl Warren Middle School off-campus PE classes, during the period August 27, 2007 through June 12, 2008, for an amount not to exceed \$4,400.00, to be expended from the General Fund 03-00.
20. Carmel Valley Recreation Center for lease of facilities for the San Dieguito Adult School Senior Fitness Class, during the period September 5, 2007 through November 2, 2007, for an amount not to exceed \$382.50, to be expended from the Adult Ed Fund 11-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

Approve amending the following agreements and authorize Eric R. Dill or Stephen G. Ma to execute the agreements:

1. Fredrick's Electric for district wide cabling services, increasing the prices 5% as allowed in the contract and extending the contract period from August 1, 2007 through July 31, 2008, to be expended from the fund to which the project is charged.
2. Maisano Produce for produce supplies, mutually agreeing to address potential price increases for the 2007-2008 school year, as allowed in the contract at a later date, but no later than December 31, 2007, and extending the contract period from August 1, 2007 through July 31, 2008, to be expended from the Cafeteria Fund 13-00.
3. The Bread Company for bread supplies, increasing the prices 4% as allowed in the contract and extending the contract period from August 1, 2007 through July 31, 2008, to be expended from the Cafeteria Fund 13-00.
4. S&S Bakery for bakery supplies, extending the contract period from August 1, 2007 through July 31, 2008, to be expended from the Cafeteria Fund 13-00.
5. A&R Wholesale Distributors, Inc. for snack supplies, increasing the prices 5% as allowed in the contract and extending the contract period from August 1, 2007 through July 31, 2008, to be expended from the Cafeteria Fund 13-00.

C. RATIFICATION OF CONTRACTS

Ratify the following contracts and authorize Eric R. Dill or Stephen G. Ma to execute all pertinent documents:

1. SimplexGrinnell LP for the San Dieguito Academy Relocatable Classrooms Fire Alarm project B2008-03, for an amount of \$17,800.00, to be expended from Mello Roos Funds.

D. APPROVAL OF CHANGE ORDERS

Approve Change Order Number 1 to the following projects, and authorize Eric R. Dill or Stephen G. Ma to execute the change orders:

1. Torrey Pines High School Team Room Demolition project B2007-13, contract entered into with American Wrecking, Inc., increasing the contract time by 34 calendar days and decreasing the contract amount by \$2,000.00.
2. Demolition of Buildings 130 & 140 at San Dieguito Academy project B2007-28, contract entered into with TC Construction Company, Inc., increasing the contract time by 41 days.
3. Site Improvements at San Dieguito Adult School project B2007-11, contract entered into with Healey Construction, increasing the contract amount \$6,037.67, to be expended from the Adult Education Fund 11-00 and the Capital Facilities Fund 25-18.

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

Accept the following construction projects as complete, pending the completion of a punch list, and authorize the administration to file a Notice of Completion with the County Recorders Office:

1. Torrey Pines High School Team Room Demolition project B2007-13, contract entered into with American Wrecking, Inc.
2. Demolition of Buildings 130 & 140 at San Dieguito Academy project B2007-28, contract entered into with TC Construction Company, Inc.

F. APPROVAL OF CONTRACT

Approve entering into a contract with Roesling Nakamura Terada Architects, Inc. to provide schematic design services for the Torrey Pines High School Visual and Performing Arts Center, for an amount not to exceed \$90,000.00, to be expended from the General Fund 03-00 and reimbursed by the Torrey Pines High School Foundation.

G. ADOPTION OF RESOLUTION ESTABLISHING GANN LIMIT

Adopt the resolution Establishing the Gann Limit, which identifies the estimated appropriations limit for the current year and actual appropriations for the preceding year, as shown in the attached supplement.

H. APPROVAL OF BUSINESS REPORTS

1. Purchase Orders
2. Instant Money
3. Membership Listing
4. Replacement Warrant

ROLL CALL VOTE FOR CONSENT AGENDA..... (Items 11 – 15)

- ____ Dalessandro
- ____ Friedman
- ____ Groth
- ____ Hergesheimer
- ____ Rich

DISCUSSION / ACTION ITEMS..... (Items 16 - 18)

- 16. APPROVAL OF BOARD POLICY REVISION, #7311/1333, AND NEW ADMINISTRATIVE REGULATION PROPOSAL, #7311/1333/AR-1, *NEW CONSTRUCTION, COMMUNITY RELATIONS*
Motion by _____, second by _____, to approve Board Policy Revision #7311/1333, as shown in the attached supplement.
- 17. APPROVAL OF BOARD POLICY REVISION PROPOSAL, #9321, *CLOSED SESSION PURPOSES AND AGENDAS*
Motion by _____, second by _____, to approve Board Policy Revision #9321, as shown in the attached supplement.
- 18. APPROVAL OF BOARD POLICY REVISION PROPOSALS, #4244, 4344, 4444, 4544 – 2007-08 *HOLIDAY CALENDARS*
Motion by _____, second by _____, to approve Board Policy Revision Proposals, #s 4244, 4344, 4444, 4544, *2007-08 Holiday Calendar*, as shown in the attached supplements.

INFORMATION ITEMS..... (Items 19 – 28)

- 19. Business Services/Summer Facilities Updates..... Steve Ma, Associate Superintendent
- 20. Educational Services Update Rick Schmitt, Associate Superintendent
- 21. Human Resources Update..... Terry King, Associate Superintendent
- 22. Board Policy Revision Proposal, First Read, #2121, *Superintendent’s Contract*
This item is being presented to the Board for first reading only, and will be resubmitted for approval on September 6, 2007. (See attached supplement)
- 23. New Board Policy Proposal, First Read, #4216.3-41.6, *Grounds Maintenance Worker/Applicator*, and Board Policy Revision Proposal, First Read, #4216.3-41.2, 4216.3-41.4, 4216.3-41.5, *Equipment Operator, Maintenance Worker 1 & 2*
These items are being presented to the Board for first reading only, and will be collectively resubmitted for approval on September 6, 2007. (See attached supplement)
- 24. Public Comments
In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda. (See Board Agenda Cover Sheet)
- 25. Future Agenda Items
- 26. Adjournment to Closed Session (if scheduled)

CLOSED SESSION (if required)

- A. To consider personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline/release, dismissal of a public employee or to hear *complaints or charges brought against such employee by another person or employee unless the employee requests a public session.*
- B. Conference with Labor Negotiators, pursuant to Government Code Section 54957.8.
Agency Negotiators: Superintendent and Associate Superintendents (3)
Employee Organizations: San Dieguito Faculty Association / California School Employees Association

27. Report from Closed Session (if required)

28. Adjournment of Meeting

*The next regularly scheduled Board Meeting will be held on **September 6, 2007, at 6:30 PM** in the SDUHSD District Office Board Room 101. The District Office is located at 710 Encinitas Blvd., Encinitas, CA, 92024.*

San Dieguito

Union High School District

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Canyon Crest Academy
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La Costa Canyon HS
North Coast Alternative HS
Oak Crest MS
San Dieguito Adult Education
San Dieguito HS Academy
Sunset HS
Torrey Pines HS

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT MINUTES OF THE BOARD OF TRUSTEES AT A REGULAR MEETING

THURSDAY, JULY 19, 2007

SDUHSD DISTRICT OFFICE

BOARD RM 101

PRELIMINARY FUNCTIONS..... (ITEMS 1 – 6)

1. Call to Order / Public Comments (Item 1)
There were no comments from the public presented.
2. **CLOSED SESSION**(Item 2)
President Deanna Rich called the meeting to order at 5:30 PM on Thursday, July 19, 2007, to receive public comments on the closed session agenda items. There were no public comments, and the Board convened to closed session in the small board room to discuss:
 - A. Personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline/release, dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless the employee requests a public session
 - B. Labor-related issues with Labor Negotiators, pursuant to Government Code Section 54957.8; Agency Negotiators: Superintendent and Associate Superintendents
Employee Organizations: San Dieguito Faculty Association / California School Employees Association
 - C. To conference with legal counsel to discuss current or potential litigation
 - D. Superintendent Evaluation

REGULAR MEETING / OPEN SESSION

Members in Attendance

All Board Members were in attendance.
(Student Advisory Members not present during summer break)

Administrators Present

Peggy Lynch, Ed.D., Superintendent
Steve Ma, Associate Superintendent, Business
Rick Schmitt, Associate Superintendent, Educational Services
Milan Perisic, Assistant Principal, Torrey Pines High School
Becky Banning, Executive Assistant to the Superintendent

3. Reconvene / Call to Order (Item 3)

The regular meeting of the Board of Trustees was called to order at 6:36 PM by President Deanna Rich.

4. Salute to Flag (Item 4)

Ms. Dalessandro led the salute to the flag.

5. Report Out of Closed Session..... (Item 5)

There was no report out of Closed Session presented.

6. Approval of Minutes (Item 6)

It was moved by Ms. Friedman, seconded by Ms. Dalessandro, that the Minutes of the June 26, 2007 Regular Board Meeting be approved. **Motion unanimously carried.**

NON-ACTION ITEMS (ITEMS 7 - 10)

7. Student Board Member Reports (Not provided during summer months)

8. Board Member Reports (Item 8)

Ms. Dalessandro reported attending the Meeting with Friends of the Solana Beach Library. The main topic had to do with the possibility of displaying public art at Earl Warren Middle School. More information is forthcoming.

Ms. Hergesheimer reported on attending the graduation ceremony at San Dieguito Adult School earlier this month.

Ms. Friedman attended a North City West JPA meeting.

Ms. Rich spoke about a phone conversation she had earlier this day with Congressman Brian Bilbray, who was in Washington DC to discuss and show support in favor of the No Child Left Behind revision proposal.

9. Superintendent’s Reports, Briefings and Legislative Updates (Item 9)

Dr. Lynch acknowledged some members in the audience for attending, among them three board members, the superintendent, technology director, and the superintendent’s executive assistant from Fallbrook Union Elementary School District. They were here to observe the paperless agenda process.

Mr. Milan Perisic was introduced to the board as the new Assistant Principal for Torrey Pines High School. The board congratulated and welcomed Mr. Perisic to the district.

Dr. Lynch also gave calendar updates of and reminded the Board of upcoming activities.

10. School / Department Update (Item 10)

There was no update presented at this meeting.

CONSENT AGENDA ITEMS (Items 11 – 15)

It was moved by Ms. Friedman, seconded by Ms. Hergesheimer, that all Consent Agenda Items 11 – 15 listed below be approved as written below. **Motion unanimously carried.**

11. SUPERINTENDENT

A. ACCEPTANCE OF GIFTS AND DONATIONS, AS SHOWN IN THE ATTACHED SUPPLEMENT.

B. APPROVAL OF FIELD TRIP REQUESTS, AS SHOWN IN THE ATTACHED SUPPLEMENT.

(No Donations or Field Trip Requests to report)

12. HUMAN RESOURCES

A. APPROVAL OF PERSONNEL REPORTS

Approval of matters pertaining to employment of personnel, salaries, leaves of absence, resignations, changes in assignments, extra duty assignments, and consultant services:

1. Approval of Certificated Personnel Report, as shown in the attached supplement.
2. Approval of Classified Personnel Report, as shown in the attached supplement.

B. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreement and authorize Eric R. Dill or Stephen G. Ma to execute the necessary documents:

1. Oz Court Reporting to provide court reporting services for a classified employee appeal hearing, during the period July 9, 2007 through July 30, 2007, for an amount not to exceed \$3,900.00, to be expended from the General Fund/Restricted 06-00.
2. John Calvin Jarboe to conduct an appeals hearing in the case of a classified employee, during the period July 1, 2007 through September 30, 2007, for an amount not to exceed \$7,200.00, to be expended from the General Fund/Restricted 06-00.

13. EDUCATIONAL SERVICES

A. APPROVAL OF ROP DESIGNATED RESERVES

1. Approval of the designation of ROP reserves for 2007 – 08, as shown in the attached supplement.

14. PUPIL SERVICES

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Eric R. Dill or Stephen G. Ma to execute the agreements:

1. Magdalena Ecke Family YMCA for lease of facilities for special education PE classes, during the period July 3, 2007 through August 2, 2007, for an amount not to exceed \$280.00, to be expended from the General Fund/Restricted 06-00.

15. BUSINESS

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve the following agreements and authorize Eric R. Dill or Stephen G. Ma to execute the necessary documents:

1. Siemens Building Technologies, Inc. to provide preventative maintenance and technical support for the HVAC systems at La Costa Canyon High School, Canyon Crest Academy, and Carmel Valley Middle School, during the period July 1, 2007 through June 30, 2010, for an amount not to exceed \$38,256.00, to be expended from the General Fund 03-00.
2. Magdalena Ecke Family YMCA for lease of facilities for Torrey Pines High School off campus PE classes, during the period August 27, 2007 through June 12, 2008, for an amount not to exceed \$4,400.00, to be expended from the General Fund 03-00.

3. American Appraisal Associates, Inc. to perform a fair market value appraisal of the San Dieguito Transportation Cooperative buses and minivans, during the period July 1, 2007 through August 15, 2007, for an amount not to exceed \$7,500.00, to be expended from the General Fund/Restricted 06-00.
4. County Superintendent of Schools for the District's participation and operation of Regional Occupational Program courses and services, during the period July 1, 2007 through June 30, 2008, costs not to exceed 8% of instructional program costs to be reimbursed by the County Superintendent of Schools.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS
(No Amendment to Agreements to approve/ratify)

C. RATIFICATION OF CONTRACTS

Ratify the following contracts and authorize Eric R. Dill or Stephen G. Ma to execute all pertinent documents:

1. TC Construction Company, Inc. for the Demolition of Buildings 130 & 140 at San Dieguito Academy project B2007-28, for an amount of \$27,830.00, to be expended from Mello Roos funds.
2. Bonsall Construction Services for the Relocate Modular Buildings from La Costa Canyon High School to San Dieguito Academy project B2007-29, for an amount of \$163,099.00, to be expended from Mello Roos funds.

D. APPROVAL OF CHANGE ORDERS
(No Change Orders to approve)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS
(No Construction Projects to accept)

F. APPROVAL OF 2007-08 BELL SCHEDULES

1. Approve the 2007-08 school bell schedules for Carmel Valley, Diegueno, Earl Warren, Oak Crest middle schools, and Canyon Crest Academy, La Costa Canyon, San Dieguito Academy, Sunset Continuation and Torrey Pines high schools, as shown in the attached supplements.

G. APPROVAL OF BUSINESS REPORTS

1. Purchase Orders
2. Instant Money
3. Membership Listing

DISCUSSION / ACTION ITEMS.....(Items 16 - 21)

16. APPROVAL OF PROPOSED BOARD POLICY REVISION, #9310, *DEVELOPMENT, DISTRIBUTION AND MAINTENANCE OF POLICY MANUAL*

Motion by Ms. Groth, second by Ms. Hergesheimer, to approve the proposed Board

Policy Revision, #9310, as shown in the attached supplement. **Motion unanimously carried.**

17. APPROVAL OF PROPOSED BOARD POLICY REVISION, #9323, *MEETING CONDUCT*
Motion by Ms. Groth, second by Ms. Friedman, to approve the proposed Board Policy Revision, # 9323, as shown in the attached supplement. **Motion unanimously carried.**
18. APPROVAL OF NEW BOARD POLICY PROPOSAL, #4216.3-67.11, *RISK MANAGEMENT TECHNICIAN CLASS DESCRIPTION*
Motion by Ms. Friedman, second by Ms. Dalessandro, to approve new Board Policy Proposal, #4216.3-67.11, as shown in the attached supplement. **Motion unanimously carried.**
19. APPROVAL OF NEW BOARD POLICY PROPOSAL, #4216.3-51.8, *LEAD LIBRARY TECHNICIAN CLASS DESCRIPTION*
Motion by Ms. Groth, second by Ms. Hergesheimer, to approve new Board Policy Proposal, #4216.3-51.8, as shown in the attached supplement. **Motion unanimously carried.**
20. ADOPTION OF RESOLUTIONS ESTABLISHING SPECIAL TAXES FOR 2007-2008 FISCAL YEAR
Motion by Ms. Friedman, second by Ms. Hergesheimer, to adopt the attached resolutions establishing Special Taxes Within Community Facilities District No.'s 94-2, 94-3, 95-2, 99-1, 99-2, 99-3, and 03-1, which increases the Alternate Prepayment Tax for single family, multi-family units, and commercial buildings per Lee Saylor Cost of Construction Index or Engineering News-Record Building Cost Index. **Motion unanimously carried.**
21. ADOPTION OF RESOLUTIONS LEVYING SPECIAL TAXES FOR 2007-2008 FISCAL YEAR
Motion by Ms. Groth, second by Ms. Dalessandro, to adopt the attached resolutions levying Special Taxes Within Community Facilities District No.'s 94-1, 94-2, 94-3, 95-1, 95-2, 99-1, 99-2, 99-3, and 03-1, and authorize the Auditor of San Diego County to levy taxes on all non-exempt property within each Community Facilities District. **Motion unanimously carried.**

INFORMATION ITEMS..... (Items 22 – 34)

22. Business Services Update Steve Ma, Associate Superintendent
Mr. Ma gave the Board an update on the inter-district transfer numbers, 61% of which are returning students.
23. Educational Services Update Rick Schmitt, Associate Superintendent
Mr. Schmitt presented the Board with an update about some changes in courses being offered to students in Special Education. These changes involve a nation-wide trend of giving students in Special Education an opportunity to take more college-prep courses in place of some fundamental courses (non-college prep courses). This will also allow students to be eligible to take the STAR and the California High School Exit Exams. Approximately 25% of those in Special Education programs will be transitioned into this new format beginning in 2007 – 08.

- 24. International Baccalaureate Update Rick Schmitt
Dr. Lynch and Mr. Schmitt addressed this topic, explaining that the district is moving forward with their intent to apply. Mr. Schmitt answered questions from the Board regarding cost and how the district plans to cover expenses, the training of teachers, provision of curriculum, testing procedures, requirements for implementation, and advantages and disadvantages. Staff will also research other areas from the Board's questions.

Board members suggested visiting other schools that currently have this program.

BOARD POLICY REVISION PROPOSALS.....(Items 25 – 27)

The following Board Policy Revision Proposals were presented as Information Items and will be resubmitted to the Board for approval on August 23, 2007:

- 25. Board Policy Revision Proposal, First Read, #7311/1333, and New Administrative Regulation Proposal, #7311/1333/AR-1, *New Construction, Community Relations*
- 26. Board Policy Revision Proposal, First Read, #9321, *Closed Session Purposes and Agendas*
- 27. Board Administrative Regulation Revision Proposal, First Read, # 5116.1/AR-1, *Intradistrict / Open Enrollment*

- 28. Update on Coastal Commission Hearing re: SDA Height Limit
Mr. Ma announced to the Board that on July 10th, the Coastal Commission has approved the height increase at San Dieguito Academy.
- 29. Contract Negotiations / SDFA Terry King, Associate Superintendent
Dr. Lynch addressed this topic in Ms. King's absence (as she was out of the country), reminding the Board that negotiations would begin shortly after the start of school.
- 30. Public Comments - There were no public comments presented at this meeting.
- 31. Future Agenda Items – There were no further items to discuss.
- 32. Adjournment to Closed Session (if scheduled) – There was no Closed Session held.
- 33. Report from Closed Session (if required) – There was no report out of Closed Session.
- 34. Adjournment of Meeting – The meeting was adjourned at 7:55 PM.

*The next regularly scheduled Board Meeting will be held on **August 23, 2007, at 6:30 PM** in the SDUHSD District Office Board Room 101. The District Office is located at 710 Encinitas Blvd., Encinitas, CA, 92024.*

Joyce Dalessandro, Clerk

_____/_____/_____
Date

Peggy Lynch, Ed.D., Superintendent / Secretary

_____/_____/_____
Date

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2007

BOARD MEETING DATE: August 23, 2007

**PREPARED AND
SUBMITTED BY:** Peggy Lynch, Ed.D.
Superintendent

SUBJECT: ACCEPTANCE OF GIFTS AND DONATIONS

.....

EXECUTIVE SUMMARY

The district administration is requesting acceptance of gifts and donations to the district as shown on the following report.

RECOMMENDATION:

The administration recommends that the Board accept the gifts and donations to the district as shown on the following report.

FUNDING SOURCE:

Not applicable

PL/bb

DONATIONS REPORT
SDUHSD BOARD MEETING
August 23, 2007

ITEM 11 A

Donation	Purpose	Donor	Donated To: (Teacher, Dept, Site)	
		Name / Foundation	Department	School Site
\$6,048.58	World Language Books	TPHS Foundation	World Language	TPHS
\$6,426.75	Instructional Materials for Science	TPHS Foundation	Science	TPHS
\$14,000.00	Purchase Prometheus Boards for Science	SDA Foundation	Science	SDA
\$3,000.00	Assist the music program with supplies & instruments	CVMS Music Boosters	Music Dept.	CVMS
\$2,110.00	Assist with the cost of "Orientation Day '07" & with curriculum in the classroom	CVMS ASB	In-coming students	CVMS
\$7,935.00	1/2 yearly payroll for Christy Chappell	LCC Foundation	Christy Chappell	LCC
\$145.62	Four checks from United Way for the purchase of school supplies	United Way	General	CCA
\$300,000.00	Two checks for \$150,000 each for the Athletic Team Room	TPHS Foundation	Athletics	TPHS
\$1,143.99	For custodians during Grad Nite in June '07	SDA Foundation	Grad Nite	SDA
\$1,136.00	Partial bus expense for May 07 field trip to Catalina Island	TPHS Foundation	Science	TPHS
\$877.77	Assist with copy charges throughout the school year	CVMS PTSA	Administration	CVMS
\$954.00	Class materials & supplies	SDA Foundation	Various Depts.	SDA
\$400.00	Purchase of an infrared class pack	Scripps Research Institute	Science	DNO
\$5,000.00	Assist with music supplies & instruments	CVMS Music Boosters	Music Dept.	CVMS
\$8,455.00	Technology updates & purchases as needed	EWMS PTSA	General	EWMS
\$7,070.00	8th Grade trip to the Museum of Tolerance	Jeffrey A. Busby	8th Grade	EWMS
\$115.00	Qualcomm Matching Gift Program for Math	Qualcomm Matching Gift Program	Math	EWMS
\$12.15	General use at EWMS	Albertson's	General	EWMS
\$54.00	General use at SDA	Edison Gifts	General	SDA

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 13, 2007

BOARD MEETING DATE: August 23, 2007

**PREPARED AND
SUBMITTED BY:** Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL / RATIFICATION OF
FIELD TRIPS

.....

EXECUTIVE SUMMARY

The district administration is requesting approval / ratification of the out-of-state and/or overnight field trips, as shown on the following report.

RECOMMENDATION:

The administration recommends that the Board approve / ratify the out-of-state and/or overnight field trips, as shown on the following report.

FUNDING SOURCE:

As listed on attached report.

PL/bb

ITEM 11 B

FIELD TRIP REPORT
SDUHSD BOARD MEETING
August 23, 2007

Date(s) of Field Trip	Site	Sponsor, Last Name	First Name	Team / Club	Total # Students	Total # Chaperones	Purpose / Conference Name	City	St	Loss of Class Time	* \$ Cost
11/8-11/07	SDA	Roberts	Tim	Journalism	20	2	Attend workshops & participate in competitions	Philadelphia	PA	11/8-9/07	N/A
4/18-20/08	SDA	Roberts	Tim	Journalism	20	2	Attend workshops & participate in competitions	Anaheim	CA	4/18/2008	N/A

* Dollar amounts are listed only when district/site funds are being spent. Other activities are paid for by student fees or ASB funds.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 7, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Terry King
Associate Superintendent/Human Resources

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF CERTIFICATED and
CLASSIFIED PERSONNEL

EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board Approval:

Certificated

Employment
Change in Assignment
Leave of Absence
Resignation

Classified

Employment
Change in Assignment
Resignation

RECOMMENDATION:

It is recommended that the Board approve the attached Certificated and Classified Personnel Actions.

FUNDING SOURCE:

General Fund

PERSONNEL LIST ITEM 12 / CERTIFICATED

CERTIFICATED PERSONNEL

Employment

1. **Maryanne Dittman**, 100% Temporary School Nurse for the 2007-08 school year, effective 8/20/07 through 6/12/08.
2. **Greta Erbe**, 60% Temporary Teacher for the 2007-08 school year, effective 8/20/07 through 6/12/08.
3. **Elizabeth Frieden**, 100% Temporary Teacher for the 2007-08 school year, effective 8/20/07 through 6/12/08.
4. **Jacqueline Harrigan**, 11% Temporary Retired Certificated employee (year #2) for the 2007-08 school year, effective 8/01/07 through 6/30/08.
5. **Justin Moodie**, 87% Temporary Teacher for the 2007-08 school year, effective 8/20/07 through 6/12/08.
6. **Eric Neubauer**, 67% Temporary Teacher for the 2007-08 school year, effective 8/20/07 through 6/12/08.
7. **Rachel Page**, 100% Temporary Teacher for the 2007-08 school year, effective 8/20/07 through 6/12/08.
8. **Michael Remington**, 100% Temporary Teacher for the 2007-08 school year, effective 8/20/07 through 6/12/08.
9. **Robert Zakoski**, 20% Temporary Retired Teacher (year #4) for the 2007-08 school year, effective 8/20/07 through 6/12/08.

Change in Assignment

1. **Stephen Levy**, Change in Assignment from Coordinator of Pupil Services/ROP to Interim High School Assistant Principal, in the 2007-08 school year, effective 8/01/07 through 9/29/07. Mr. Levy will resume his position as Coordinator of Pupil Services/ROP effective 10/01/07.
2. **Bryan Marcus**, Change in Assignment from Teacher to Middle School Assistant Principal in the 2007-08 school year, effective 8/07/07.

Leave of Absence

1. **Patricia Burch**, Teacher, 100% STRS Disability Leave of Absence for the 2007-08 school year, effective 8/20/07 through 6/12/08.
2. **Diana Spragg**, Teacher, 100% Unpaid Leave of Absence in the 2007-08 school year, effective 8/27/07 through 6/12/08.

Resignation

ITEM 12 / CERTIFICATED

1. **Michele Jaffee**, Teacher, resignation from employment, effective 8/07/07.
2. **Vanessa James**, Teacher, resignation from employment, effective 8/03/07.
3. **Jerry Jones**, Middle School Assistant Principal, resignation from employment, effective 8/03/07.
4. **Jennifer Munoz**, Teacher, resignation from employment, effective 7/18/07.
5. **Victoria Murphy**, Teacher, resignation from employment for retirement purposes, effective 7/01/07.
6. **Gwen Wharton**, Teacher, resignation from employment, effective 8/03/07.
7. **Jennifer Zark-Peffley**, Teacher, resignation from employment, effective 8/03/07.

PERSONNEL LIST

ITEM 12, CLASSIFIED

CLASSIFIED PERSONNEL

Employment

1. **Barrios, Ron**, Instructional Assistant, effective 8/27/07
2. **Boyer, Anne**, At Will Employee, effective 8/27/07 – 1/23/08
3. **Carlsson, Analia**, Instructional Assistant-Bilingual, effective 8/27/07
4. **Equinoss, Heather**, Job Placement Assistant, effective 8/27/07
5. **Hernandez, Yvonne**, At Will Employee, effective 8/27/07 – 1/22/08
6. **Johnson, Pandora**, Health Technician, effective 8/20/07
7. **Kaye, Sarah**, At Will Employee, effective 11/1/07 – 1/22/08
8. **Perez, J Antonio**, Bus Driver Trainer, effective 8/6/07
9. **Pierce, Rebecca**, Theater Technician, effective 8/15/07
10. **Stohl, Rayna**, At Will Employee, effective 8/27/07 – 1/24/08
11. **Wilson, Amie**, Lead Library Media Technician, effective 8/15/07

Change in Assignment

1. **Barnes, Susan**, from Payroll Assistant to Risk Management Technician, effective 7/1/07
2. **Crain, Eric**, from Warehouse Delivery Worker to Warehouse Stores Worker, effective 6/18/07 through 7/9/07
2. **Gomez, Dan**, from Custodian to School Plant Supervisor, effective 7/27/07 – 8/14/07
3. **Herring, Victoria**, from 48.75% Instructional Assistant SpEd (SH) to 19.5%, effective 8/27/07
4. **Macias, Sandy**, from 75% Instructional Assistant SpEd (SH) to 48.75% Instructional Assistant SpEd, effective 8/27/07
5. **Rey, Eduina**, from 48.75% Instructional Assistant SpEd to 75% Instructional Assistant SpEd (SH), effective 8/27/07

Resignation

1. **Arias, Troy**, School Bus Driver, effective 8/6/07
2. **Dunham, James**, School Bus Driver, effective 8/1/07
3. **Lamont, Silvia**, Nutrition Services Assistant I, effective 8/10/07
4. **Primerio, Martha**, School Bus Driver, effective 8/17/07
5. **Stroesser, Cynthia**, Campus Supervisor-Middle School, effective 8/27/07

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 8, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Rick Schmitt, Associate Superintendent/ Educational Services

SUBMITTED BY: Peggy Lynch, Superintendent

SUBJECT: SUFFICIENCY OF INSTRUCTIONAL MATERIALS

EXECUTIVE SUMMARY

Education Code §60119 requires that the district hold a public hearing and determine through a Board resolution whether each pupil in the district has sufficient textbooks and/or instructional materials. In addition to determining sufficiency of books/materials for the core academic courses of mathematics, science, history/social science and English, school Boards are also asked to determine the sufficiency of instructional materials for foreign language and health courses, and the availability of science laboratory equipment in grades 9-12.

Funding from the State continues to be inadequate. Each year, the district supplements state funds to ensure adequate instructional materials. Based on the combination of district and state funds, all students have been provided with math, science, history/social science textbooks and English/language arts instructional materials. In 2004, all students enrolled in foreign language courses were provided with newly adopted textbooks and instructional materials. In 2005, all Health textbooks were replaced. New history/social science textbooks were adopted last year. The science textbook adoption was approved in June, and all science books were replaced this summer.

The district last received state funds specifically for science equipment in the 2000-01 school year. Since that time, parent donations, district contributions and site budgets have been used to purchase, upgrade, and maintain science equipment.

RECOMMENDATION:

It is recommended that the Board declare that sufficient science laboratory equipment, up-to-date textbooks, and instructional materials are present in our district classrooms for use by district staff and students.

FUNDING SOURCE:

Not applicable.

AGENDA ITEM 13

ITEM 13

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
RESOLUTION**

**SUFFICIENCY OF INSTRUCTIONAL MATERIALS
2007-2008**

On motion of Member _____, Seconded by Member _____, the following resolution is adopted on August 23, 2007:

WHEREAS, in order to receive state instructional materials funds, the Governing Board in a public hearing is required by Education Code Section 60119 to make a determination that every pupil, including English learners, has sufficient textbooks or instructional materials in each of the following subjects that are consistent with the content and cycles of the curriculum framework and aligned to State content standards adopted by the State Board of Education: mathematics, science, history-social science, reading/language arts.

WHEREAS, as part of the required hearing, the Governing Board must also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum framework adopted by the state board for those subjects.

WHEREAS, the Governing Board shall also determine the availability of sufficient laboratory science equipment for science laboratory courses offered in grades 9 to 12 inclusive.

WHEREAS, "sufficient textbooks or instructional materials," means that each pupil, including English learners, has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments. This does not require two sets of textbooks or instructional materials for each pupil.

THEREFORE BE IT RESOLVED, that the Governing Board hereby determines, as required by Education Code Section 60119, that the school district has sufficient instructional materials for each pupil in the following areas:

1. Mathematics
2. Science
3. History-Social Science
4. Reading/language arts, including the English language development component of an adopted program
5. Health
6. Foreign Language

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 10, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Denise W. Levine
Executive Director Pupil Services
SDUHSD Custodian of Records

SUBMITTED BY: Peggy Lynch, Ed.D.,
Superintendent

SUBJECT: SPECIAL EDUCATION RECORDS

EXECUTIVE SUMMARY

Under California Statutes, special education records are classified as “class 2” or “Mandatory Interim Pupil records.” Class 2 records are those which schools are required to compile and maintain for stipulated periods of time and are then destroyed as per California Code of Regulations. Such records, as related to Special Education may include:

- Access Log
- Health Records
- Special Education – tests, forms, IEPs

Class 2 documents are maintained until their usefulness ceases. At such time, the records are classified as Class 3, disposable. Special Education records are maintained for a period of five years following the students’ date of graduation.

A letter (sample attached) is sent to each graduate student offering their original records.

RECOMMENDATION:

It is therefore recommended the Board of Trustees approve classifying such records as Class 3 disposable; at which time they may be destroyed.

FUNDING SOURCE:

Not applicable.

PL/jmo
Attachment

ITEM 14 A

DATE: _____

TO: _____

FROM: Denise W. Levine, Executive Director/Pupil Services

SUBJECT: **DESTRUCTION OF SPECIAL
EDUCATION RECORDS**

Your original special education records have been confidentially stored for 5 years since your high school graduation.

When records are no longer useful they are classified as “disposable records” and can be destroyed. Destruction of records is the best protection against improper or unauthorized disclosure, although a record of grades, attendance, name, address and phone number will be kept permanently. Your records are no longer needed to provide educational services.

San Dieguito Union High School District intends to destroy records in 30 calendar days. **Should you wish to obtain your records, a written request should be made prior to October 1, 2007.** Your records will be ready for pickup within five (5) working days of your written request. Proper identification will be required.

Requests for records may be addressed to Denise Levine, Executive Director/Pupil Services, 710 Encinitas Blvd. Suite #105, Encinitas, CA 92024.

Jmo/DWL

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Denise W. Levine, Executive Director
Pupil Services

SUBMITTED BY: Peggy Lynch, Ed.D.,
Superintendent

SUBJECT: Approval/Ratification of Agreement(s)
for Nonpublic School/Nonpublic Agency
Services

EXECUTIVE SUMMARY

The district administration has recommended that designated special education students attend nonpublic schools and/or receive nonpublic agency services for the 2007-08 school year as listed on the attached report.

RECOMMENDATION

The district administration recommends that the Board approve the attached list of agreements for nonpublic school/nonpublic agency services and authorize Eric Dill to sign the agreements and forward the appropriate documents to the County Superintendent to reflect the placement of students in nonpublic school/nonpublic agencies.

FUNDING SOURCE

General Fund 06-00/Special Education Budget: \$1,170,334.00 estimated

PL/ddb
Attachment

ITEM 14 B

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NONPUBLIC SCHOOLS/AGENCIES 2007-2008

Date: August 23, 2007

Contract Effective Dates	NonPublic School NonPublic Agency (NPS/NPA)	Description of Services	Number of Students (Estimate)	Tuition and/or Fee
7-1-07 To 6-30-08	ACES – NPA Comprehensive Educational Services, Inc.	Behavior Intervention Implementation (BII) – Tutor Behavior Intervention Development (BID) - Supervision	1	\$50.00/hour \$125.00/hour Estimate: \$42,783.00
7-1-07 To 6-30-08	ACES - NPS Comprehensive Educational Services, Inc.	Inclusive Basic Education Program	2	\$256.00/diem Estimate: \$120,176.00
7-1-07 To 6-30-08	Autism Spectrum Consultants, Inc. NPA	Behavior Intervention Implementation (BII) – Tutor Behavior Intervention Development (BID) – Supervision	1	\$46.45/hour \$110.35/hour Estimate: \$2,111.00
7-1-07 To 6-30-08	Balboa City School - NPS	Inclusive Basic Education Program	2	\$129.14/diem Estimate: \$46,490.00
7-1-07 To 6-30-08	Banyan Tree Learning Center - NPA	Educational Intervention	1	\$63.86/hour Estimate: \$40,232.00
7-1-07 To 6-30-08	Devereux Texas Treatment Network - NPS	Non-Inclusive Basic Education Program	1	\$120.38/diem Estimate: \$30,095.00
7-1-07 To 6-30-08	Excelsior Youth Center – NPS	Non-Inclusive Basic Education Program	1	\$73.73/diem Estimate: \$15,483.00
7-1-07 To 6-30-08	Family Life Center NPS	Non-Inclusive Basic Education Program	2	\$176.95 Estimate: \$83,166.00
7-1-07 To 6-30-08	Fusion Learning Center – Private School	California State Graduation (CS) Classes	1	\$65.00/Hour Estimate: \$2,340.00

ITEM 14 B

Page Two		NONPUBLIC SCHOOL/AGENCIES 2007 – 2008		August 23, 2007
7-1-07 To 6-30-08	Institute for Effective Educ. NPS	Inclusive Basic Education Program	6	\$166.39/diem Estimate: \$179,701.00
7-1-07 To 6-30-08	Keystone Schools NPS	Non-Inclusive Basic Education Program	1	\$142.77/diem Estimate: \$29,981.00
7-1-07 To 6-30-08	K.I.D.S. Therapy Associates, Inc. NPA	Physical Therapy Assessments & Direct Treatment	1	\$83.00/hour Estimate: \$3,320.00
7-1-07 To 6-30-08	Maxim Healthcare Services, Inc. NPA	Nursing/Health Care Services	1	\$36.00/hour Estimate: \$49,140.00
7-1-07 To 6-30-08	New Bridge School, NPS	Inclusive Basic Education Program	2	\$116.78 Estimate: \$49,047.00
7-1-07 To 6-30-08	Oak Grove Insitute/Jack Weaver – NPAS	Non-Inclusive Basic Education Program	3	\$141.12/diem Estimate: \$88,905.00
7-1-07 To 6-30-08	Provo Canyon School, NPS	Non-Inclusive Basic Education Program	2	\$152.00/diem Estimate: \$74,784.00
7-1-07 To 6-30-08	San Diego Center for Children NPS	Inclusive Basic Education Program	1	\$155.50/diem Estimate: \$33,277.00
7-1-07 To 6-30-08	Jodie K. Schuller & Associates NPA	Speech/Language Developmental Services Remediation & Transition Servides	1	\$82.00/hour Estimate: \$5,248.00
7-1-07 To 6-30-08	Sierra Academy NPS	Inclusive Basic Education Program	2	\$144.07 Estimate: \$60,509.00

ITEM 14 B

Page Three		NONPUBLIC SCHOOL/AGENCIES 2007-2008		August 23, 2007
7-1-07 To 6-30-08	Stein Education Center - NPS	Inclusive Basic Education Program	1	\$191.78/diem Estimate: \$42,383.00
7-1-07 To 6-30-08	Winston School NPS	Inclusive Basic Education Program	4	\$129.14 Estimate: \$108,478
7-1-07 To 6-30-08	Yellowstone Boys & Girls Ranch NPS	Inclusive Basic Education Program	3	\$99.50/diem Estimate: \$62,685.00
			TOTAL	\$1,170,334.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Denise W. Levine, Executive Director
Pupil Services

SUBMITTED BY: Peggy Lynch, Ed.D.,
Superintendent

SUBJECT: Approval/Ratification of Independent
Contractor Agreements

EXECUTIVE SUMMARY

The attached Independent Contractor Agreements Report summarizes three contracts that provide services for the Special Education Program and Special Education Students for the 2007-2008 school year.

RECOMMENDATION

Approve/ratify entering into Independent Contractor Agreements as shown on the attached report and authorize Eric Dill to execute all pertinent documents pertaining to these agreements, contingent upon receipt of the signed documents and verification of insurance coverage.

FUNDING SOURCE

General Fund 06-00/Special Education Budget: Estimated \$125,000.00

PL/ddb
Attachment

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENTS 2007-2008

Date: August 23, 2007

ITEM 14 C

Contract Effective Dates	Independent Contractor	Description of Services	Number of Students (Estimate)	Fee
7-25-07 To 6-30-07	Rescribe	Provide transcription services for special education students & parents in different foreign languages.	1	Varies Estimate \$5,000.00
7-1-07 To 6-30-07	Reliable Home Help Nurses Registry	Provide specialized physical health care services to medically fragile students with exceptional needs.	1	\$29.41/hour Estimate \$70,000.00
7-1-07 To 6-30-08	Fagen, Friedman & Fulfroost, LLP Law Firm	Legal Services for Pupil Services and Special Education	N/A	\$175.00/hour Estimate: 50,000.00
			TOTAL	\$125,000.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Superintendent/Business

SUBMITTED BY: Peggy Lynch, Ed.D.,
Superintendent

SUBJECT: APPROVAL/RATIFICATION OF
PROFESSIONAL SERVICES CONTRACTS/
BUSINESS

EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes twenty contracts totaling \$179,138.72, or as noted on the attachment.

RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the contracts, as shown in the attached Professional Services Report.

FUNDING SOURCE:

As noted on attached list.

ITEM 15 A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

BUSINESS - PROFESSIONAL SERVICES REPORT

Date: 08-23-07

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
08/13/07 – 09/15/07	MTGL, Inc.	Provide special DSA testing and inspection services for the Torrey Pines High School Team Room Modular Building project	Capital Facilities Fund 25-19 Special Reserve/Capital Projects Fund 40-00	\$15,409.00
07/01/07 – 06/30/08	City of Carlsbad	Provide school resource officer at the La Costa Canyon High School campus during the 2007-2008 school year including summer school	General Fund/Restricted 06-00	\$47,365.00
08/13/07 - 08/12/08	California Cold	Lease of a refrigerated trailer to be set at Carmel Valley Middle School for use by Nutrition Services	Cafeteria Fund 13-00	\$8,060.00
08/29/07 – 06/06/08	Boys & Girls Club of San Dieguito	Lease of facilities for Earl Warren Middle School off-campus PE	General Fund 03-00	\$4,200.00
10/11/07	Paragon Marketing Group LLC	Conduct exclusive television broadcast of the Torrey Pines High School football game	N/A	N/A
08/01/07 – 06/30/08	Plant-Tek, Inc.	Provide weed control maintenance at various district sites	General Fund 03-00	\$13,425.00
09/01/07 – 06/30/12	Field Turf West, Inc.	Provide synthetic turf maintenance at Torrey Pines High School and La Costa Canyon High school	General Fund 03-00	\$2,000.00 per year per field
08/24/07 – until mutual termination	Laura D. Romano	Provide legal services for the district	Fund to which the services are charged	\$175.00 per hour
07/01/07 – 06/30/08	Consulting & Inspection Services LLC	Provide small project miscellaneous DSA inspection services with a “not to exceed” written estimate of hours per project	Fund to which the project is charged	\$82.00 per hour
07/01/07 – 06/30/10	Reynolds Consulting Group, Inc.	Provide mandated cost reimbursement services	General Fund 03-00	\$30,000.00 per fiscal year

ITEM 15 A

07/01/07 – 06/30/08	Roesling Nakamura Terada Architects, Inc.	Provide small project miscellaneous architectural, engineering and construction administration for maintenance projects as assigned	Fund to which the project is charged	\$30,000.00
07/01/07 – 06/30/08	Pinnacle Innovations, LLC	Provide web page maintenance for the San Dieguito Union High School District web page	General Fund 03-00	\$250.00 per month
07/01/07 – 06/30/08	Gas Equipment Systems, Inc.	Provide scheduled maintenance, service, and inspection of the Transportation Department's CNG fueling facility	General Fund/Restricted 06-00	\$13,997.22
09/04/07 – 06/13/08	St. John the Evangelist	Lease of facilities for Adult Education CO-OP Pre-school program	Adult Ed Fund 11-00	\$5,000.00
08/24/07 – 12/31/07	Orness Design Group	Provide food facilities design services for the Canyon Crest Academy Ravens Nest Student Cafe	Mello Roos Funds	\$3,900.00
07/01/07 – 06/30/08	Ferandell Tennis Courts, Inc.	Provide runway track cleaning services at Torrey Pines High School and La Costa Canyon High School	General Fund 03-00	\$550.00 per cleaning per site
07/01/07 – 06/30/08	Hawthorne Lift Systems	Provide preventative maintenance to district Genie lifts as directed	General Fund 03-00	\$120.00 per hour
07/01/07 – 06/30/08	Mobil Construction Sweeping	Provide construction sweeping services to all district parking lots as directed	General Fund 03-00	\$200.00 per two hours of sweeping
08/27/07 – 06/12/08	Magdalena Ecke Family YMCA	Lease of facilities for Earl Warren Middle School off- campus PE classes	General Fund 03-00	\$4,400.00
09/05/07 – 11/02/07	Carmel Valley Recreation Center	Lease of facilities for the San Dieguito Adult School Senior Fitness Class	Adult Ed Fund 11-00	\$382.50

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL/RATIFICATION OF
AMENDMENTS TO AGREEMENTS

EXECUTIVE SUMMARY

The attached Amendment to Agreements Report summarizes five amendments to agreements totaling \$0.00, or as listed on the attached report.

RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the amendments to agreements, as shown in the attached Amendment Report.

FUNDING SOURCE:

As noted on attached list.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

ITEM 15 B

AMENDMENT TO AGREEMENTS REPORT

Date: 08-23-07

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
08/01/07 – 07/31/08	Fredricks Electric	For district wide cabling services, increasing the prices 5% as allowed in the contract and extending the contract period	Fund to which the project is charged	N/A
08/01/07 – 07/31/08	Maisano Produce	For produce supplies, mutually agreeing to address potential price increases for the 2007-2008 school year, as allowed in the contract at a later date, but no later than December 31, 2007, and extending the contract period	Cafeteria Fund 13-00	N/A
08/01/07 – 07/31/08	The Bread Company	For bread supplies increasing the prices 4% as allowed in the contract and extending the contract period	Cafeteria Fund 13-00	N/A
08/01/07 – 07/31/08	S&S Bakery	For bakery supplies extending the contract period	Cafeteria Fund 13-00	N/A
08/01/07 – 07/31/08	A&R Wholesale Distributors, Inc.	For snack supplies increasing the prices 5% as allowed in the contract and extending the contract period	Cafeteria Fund 13-00	N/A

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: RATIFICATION OF CONTRACT

EXECUTIVE SUMMARY

Along with the many projects taking place this summer, the newly placed relocatable classrooms at San Dieguito Academy need the fire alarm system relocated and re-connected as well. As a result of the short time frame for the system to be in place and ready for site use, Staff approved the work and installation started. Staff is requesting the ratification of this contract. The SimplexGrinnell LP fire alarm system has been installed at most of our schools and, therefore, has become the District's standard.

RECOMMENDATION:

It is recommended that the Board ratify the contract entered into with SimplexGrinnell LP for the San Dieguito Academy Relocatable Classrooms Fire Alarm project B2008-03, for an amount not to exceed \$17,800.00 and authorize Eric R. Dill or Stephen G. Ma to execute all pertinent documents:

FUNDING SOURCE:

Mello Roos Funds

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 13, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF CHANGE ORDERS

EXECUTIVE SUMMARY

Two projects that did not require a lot of time to finish were the Torrey Pines High School Team Room Demolition project performed by American Wrecking, Inc. and the Demolition of Buildings 130 & 140 at San Deiguito Academy project performed by TC Construction Company, Inc. Both projects are complete. The contract entered into with American Wrecking, Inc. contains a \$2,000.00 allowance for miscellaneous unforeseen conditions. Fortunately, neither of these projects incurred any additional costs and the \$2,000.00 allowance will be deducted from American Wrecking, Inc.'s contract. Additionally, for administrative purposes, the completion date needs to be extended to coincide with the Board's acceptance date.

RECOMMENDATION:

It is recommended that the Board approve Change Order Number 1 to the following projects and authorize Eric R. Dill or Stephen G. Ma to execute the change orders:

1. Torrey Pines High School Team Room Demolition project B2007-13, contract entered into with American Wrecking, Inc., increasing the contract time by 34 calendar days and decreasing the contract amount by \$2,000.00.
2. Demolition of Buildings 130 & 140 at San Dieguito Academy project B2007-28, contract entered into with TC Construction Company, Inc., increasing the contract time by 41 days.

FUNDING SOURCE:

AGENDA ITEM 15 D, 1-2

N/A

ITEM 15 D, 1-2

CHANGE ORDER

PROJECT:
Torrey Pines Team Room Demolition
B2007-13

CHANGE ORDER #1

DISTRICT:
San Dieguito Union High School District
710 Encinitas Blvd.
Encinitas, CA 92024

CONTRACTOR:
American Wrecking, Inc.
2459 Lee Avenue
South El Monte, CA 91733

The contract is changed as follows:

Subtract unused contract allowance	<\$2,000.00>
Increase number of days to coincide with Board acceptance date	34 calendar days

The contract sum was	\$17,277.00
Net change by previously approved change orders	0
The contract sum prior to this change order was	0
The contract sum will be decreased/ increased by this change order in the amount of	\$2,000.00
The new contract sum, including this change order will be	\$15,277.00

CONTRACTOR
American Wrecking, Inc.

OWNER
San Dieguito Union High
School District

ARCHITECT
RNT Architects, Inc.

By: 
Robert T. Hall, V.P.

By: _____

By: _____

Date: 08/07/07

Date: _____

Date: _____

ITEM 15 D, 1-2

CHANGE ORDER

PROJECT:

Demolition of Buildings 130 & 140 at San Dieguito Academy
B2007-28

CHANGE ORDER #1

DISTRICT:

San Dieguito Union High School District
710 Encinitas Blvd.
Encinitas, CA 92024

CONTRACTOR:

TC Construction Company, Inc.
10540 Prospect Avenue
Santee, CA 92071

The contract is changed as follows:

Increase number of days to coincide with Board acceptance date 41 calendar days

The contract sum was	\$27,830.00
Net change by previously approved change orders	0
The contract sum prior to this change order was	0
The contract sum will be unchanged by this change order	0
The new contract sum, including this change order will be	\$27,830.00

CONTRACTOR
TC Construction Company, Inc.

OWNER
San Dieguito Union High
School District

ARCHITECT
RNT Architects, Inc.

By: W. W. W.

By: _____

By: Joe M. [Signature]

Date: 8-8-07

Date: _____

Date: 8-10-07

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF CHANGE ORDER/HEALEY
CONSTRUCTION

EXECUTIVE SUMMARY

The contract entered into with Healey Construction called for preparing the site for the placement of the Adult School relocatable modular building. Some changes to improve the work at the site were recommended such as electrical revisions, steel posts for the handrail, and relocating a 3" water main among some other minor items. A credit regarding a concrete ramp was issued as well. The cost of the changes does not exceed ten percent and will be applied toward the allowance built into the contract amount and the balance will be applied toward the total amount of the contract.

RECOMMENDATION:

It is recommended that the Board approve Change Order Number 1 to the Site Improvements at San Dieguito Adult School project B2007-11, contract entered into with Healey Construction, increasing the contract amount by \$6,037.67, and authorize Eric R. Dill or Stephen G. Ma to execute the change order.

FUNDING SOURCE:

Adult Ed Fund 11-00
Capital Facilities Fund 25-18

ITEM 15 D, 3



Change Order

ROESLING
NAKAMURA
Architects, Inc.

RNP SD
363 FIFTH AVENUE
SAN DIEGO
CALIFORNIA 92101
619 233-1023
FAX 619 233-0016
mail@mparch.com

- Owner
- Construction Manager
- Architect
- Contractor
- Field
- Other

Project:	SITE IMPROVEMENTS AT SAN DIEGUITO ADULT SCHOOL B2007-11	CO No:	01
To Contractor:	Healey Construction Co. 1545 Tidelands Avenue NATION CITY, CA 91950	Initiation Date:	Aug. 14, 2007
		Project No:	403
		Contract For:	
		Contract Date:	April 5, 2007

The Contract is changed as follows:
Increase contract amount by \$6037.67 as described in Attachment A

Not valid until signed by the Owner, Construction Manager, Architect, and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was	\$ 206,606.00
Net change by previously authorized Change Orders	\$ 0
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ 206,606.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order	6,037.67
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$ 212,643.67
The Contract Time will be (increased) (decreased) (unchanged) by	() days
The date of Substantial Completion as of the date of this Change Order therefore is	

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT Roesling Nakamura Architect, Inc.

ADDRESS 363 5th Avenue, #202, San Diego, CA 92101

BY Joe Mansfield DATE 7/13/05

CONTRACTOR Healey Construction Co.

ADDRESS 1545 Tidelands Ave., National City, CA 91950

BY _____ DATE _____

OWNER San Dieguito Union High School District

ADDRESS 710 Encinitas Blvd. Encinitas, CA 92024

BY Russell Thornton DATE _____

**CHANGE ORDER
ATTACHMENT A**

#01

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Page 1

Construction Estimate	Qty	Craft@Hours	Unit	Material	Labor	Equipment	Total
Site Improvements at San Dieguito Adult School							

San Dieguito Union High School District-Purchasing
684 Requeza St.-Director of Purchasing/WHS Services
Encinitas, CA
92024

Project Num: B2007-11

Joseph Mansfield. Tel: 619 233-1023
Fax: 619 233-0016

Totals.

=====							
Change Order Request No. 1							
Electrical							
1.00	--@.0000	--		0.00	0.00	0.00	12,327.14
							11,741.91
Change Order Request No. 2							
Additional Earthwork.							
1.00	--@.0000	--		0.00	0.00	0.00	4,915.34
							2450.53
Change Order Request No. 3							
Steel Posts for Handrail							
1.00	--@.0000	--		0.00	0.00	0.00	2,263.01
							2179.45
Change Order Request No. 4							
Moving 3" Water Main for Sprinkler System)							
1.00	--@.0000	--		0.00	0.00	0.00	3,601.87
							3430.31
Change Order Request No. 5							
Additional 25 ft. of Sewer & Water Lines, Trenching for Electrical.							
1.00	--@.0000	--		0.00	0.00	0.00	2,587.12
							2435.32
Change Order Request No. 6							
Remove & Replace Chain-Link Fencing.							
1.00	--@.0000	--		0.00	0.00	0.00	4,555.65
							2901.60
Change Order Request No. 7							
Additional Asphalt Paving.							
1.00	--@.0000	--		0.00	0.00	0.00	2,133.47
							2022.85
Change Order Request No. 8							
Concrete Ramp (Credit)							
1.00	--@.0000	--		0.00	0.00	0.00	8,200.00 OK

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Construction Estimate

Qty	Craft@Hours	Unit	Material	Labor	Equipment	Total
Change Order Request No. 9						
Additional Concrete Walkway (at top of pathway)						
1.00	--@.0000	--	0.00	0.00	0.00	4,160.00 1121.35
Total Only (Subcontract) Costs:						16,037.6
						21,046.64
Subtotal:						21,046.64
Estimate Total:						21,046.64

ALLOWANCE NO. 1

16,037.67
<u>10,000.00</u>
6,037.67 = C.O

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: ACCEPTANCE OF CONSTRUCTION PROJECTS

EXECUTIVE SUMMARY

The Torrey Pines High School Team Room Demolition project B2007-13 and the Demolition of Buildings 130 & 140 at San Dieguito Academy project B2007-28 are complete. The contractors, American Wrecking, Inc. and TC Construction Company, Inc., respectively, have completed their work on time and there are no outstanding issues with them. It is recommended that the Board of Trustees accept the projects as complete.

RECOMMENDATION:

It is recommended that the Board accept the following construction projects as complete, pending the completion of a punch list, and authorize the administration to file a Notice of Completion with the County Recorders Office:

1. Torrey Pines High School Team Room Demolition project B2007-13, contract entered into with American Wrecking, Inc.
2. Demolition of Buildings 130 & 140 at San Dieguito Academy project B2007-28, contract entered into with TC Construction Company, Inc.

FUNDING SOURCE:

N/A

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Stephen G. Ma
Associate Superintendent, Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF CONTRACT / RNT

EXECUTIVE SUMMARY

Staff has been working with a committee of the Torrey Pines Foundation to select a design team to develop plans for a Visual and Performing Arts (VPA) complex. A Request for Proposal was sent to five architecture firms of which two responded. The committee reviewed the proposals and is recommending the district enter into a contract with the RNT / John Fisher partnership. RNT will be the architect of record and John Fisher will subcontract with RNT for theater design services.

This is a limited scope contract. The design team will be developing a schematic design based on the revised master plan, building a scale model / presentation graphics, and developing a cost estimate. These deliverables are intended to be used for fund raising.

The foundation will be making a \$90,000 donation to the district to pay for these design services.

RECOMMENDATION:

It is recommended that the Board approve entering into a contract with Roesling Nakamura Terada Architects, Inc. to provide schematic design services for the Torrey Pines High School Visual and Performing Arts Center, for an amount not to exceed \$90,000.00.

FUNDING SOURCE:

General Fund 03-00 with reimbursement by the Torrey Pines High School Foundation

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SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

CONTRACT FOR ARCHITECTURAL SERVICES
#A2008-30

THIS AGREEMENT is entered into this _____ day of _____, 2007, between the SAN DIEGUITO UNION HIGH SCHOOL DISTRICT, of San Diego County, California, hereinafter referred to as the "District," and Roesling Nakamura Terada Architects, Inc. (RNT), an architect licensed to practice in the State of California, hereinafter called the "Architect."

WHEREAS, the District intends to construct the Project ("Project") described as follows:

Schematic Design: Torrey Pines High School Performing Arts Center
and,

WHEREAS, The Architect represents that he/she is fully licensed, qualified and willing perform the services required by this Agreement.

NOW, THEREFORE, the parties hereto mutually agree as follows:

Article 1. Employment of Architect. The District hereby employs the Architect pursuant to Government Code section 53060 to perform the necessary professional services, including but not limited to those hereinafter set forth in connection with the above-described Project. Architect shall name a specific person as Project Architect, subject to approval of District. The Project Architect shall maintain personal oversight of the Project, and act as principal contact with the District, Architect's consultants, engineers and inspectors on the Project. Any change by Architect of the Project Architect shall be subject to approval by District.

Article 2. Architect's Services. The Architect hereby accepts said employment and agrees to perform all the necessary professional architectural and engineering services in a professional manner, consistent with the standards of the industry, including but not limited to the following:

(a) Communication with District. Participation in all consultations and conferences with authorized representatives of the District, and/or other local, regional, or state agencies concerned with the Project necessary for the development of the

ITEM 15 F

drawings, specifications, and documents in accordance with the applicable standards and requirements of law and the District. The Architect and District shall collaborate in achieving mutually agreed-upon Project budget requirements and other design parameters, as well as provide the District with cost evaluations of alternative materials and systems. Architect shall only take direction from staff specifically designated by District (the "District Representative"). The District Representative for the Project shall be Steve Ma, Associate Superintendent/Business Services. The District hereby certifies that the District Representative has been duly authorized by the Governing Board of the District to represent the District on Project.

(b) Hiring of Consultants and Personnel.

(i) Architect shall have the option, unless given written objection of the District, to employ at his expense architects, engineers, or other persons, qualified and licensed, to render services in connection with the planning and/or administration of the Project, and to delegate to them such duties as he may delegate without relieving himself from administrative or other responsibility under this Agreement. Architect shall be responsible for the coordination and cooperation of Architect's consultants. Architect shall notify District of the identity of all consultants prior to their commencement of work.

(ii) All engineers, experts and consultants retained by Architect in performance of this Agreement shall be licensed to practice in their respective professions, where required by law.

(iii) Engineers and consultants hired by Architect shall be required to show evidence of a policy of professional liability or project insurance, if applicable, in such amounts as set forth on Exhibit A attached hereto and incorporated herein by reference, and meeting the same requirements set forth in Article 12 hereof. All insurance required herein shall be with an insurance carrier satisfactory to District. This insurance requirement may be waived at the discretion of the parties in such cases in which the contractor's work does not justify high premiums. Any such waiver shall be indicated on Exhibit A hereto.

(iv) Architect shall promptly obtain written District approval of assignment and/or reassignment or replacement of such engineers or consultants or of other staff changes of key personnel working on the Project. Any changes in Architect's consultants and staff shall be

ITEM 15 F

subject to approval by District.

(iv) Draftsmen and other clerical personnel shall be retained by Architect at Architect's sole expense.

(c) Initial Planning Phase of Project.

(i) Perform on-site evaluation of existing site conditions and proposed design criteria focusing on the creation of a new freestanding theater and creatively reusing existing buildings to house other visual and performing art disciplines for the Visual and Performing Arts Center project.

(ii) Meet with required District Personnel and/or committees as required to establish design parameters and district standards and priorities related to the Project.

(iii) Provide advice and assistance to District in determining the feasibility of the Project, the type and quality of materials and construction to be selected, the site location and other initial planning matters.

(iv) Architect shall notify District in writing of potential complications, cost overruns, unusual conditions, and general needs that potentially impact the Project budget.

(v) Architect shall assist and advise District in securing easements, encroachment permits, coordination with utilities, rights of way, dedications, coordination with adjacent property owners, infrastructure, and road improvements.

(vi) If so required by the District, Architect shall assist in the conducting of the "initial study" necessary to determine the application of the provisions of the California Environmental Quality Act of 1970.

(d) Schematic Plan Phase of Project.

(i) Upon specific written approval by the District of the plans described in subdivision (c) of this Article, the Architect shall provide a site plan and other Project related information necessary and required for an application by the District to any local, regional, State, or Federal agency for funds to finance the construction Project.

(ii) In cooperation with District planners and

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educational committees, the Architect shall prepare preliminary plans and studies, schematic drawings and site utilization plans, showing the scale and relationship of the components of the Project and the plot plan development at the site and the proposed architectural concept of the buildings, incorporating the educational, program, and functional requirements of the District. The schematic design will include, but not be limited to: site plan, floor plan, elevations, cross sections, typical wall section, and conceptual landscape plan. Such drawings and plans shall meet the requirements of the State Department of Education Regulations (title 5 California Code of Regulations section 14000 et seq.) and guidelines and shall be prepared in such form as may be submitted to the State Department of Education for approval. Such drawings and plans shall show in single line drawings all rooms incorporated in each building in the Project, and shall include all revisions required by the District or by any State, federal, local, or regional agency having jurisdiction over the Project. All architectural representation drawings for the Project shall be suitable for reproduction.

(iii) The Architect shall provide a third party construction cost estimate to include, but not be limited to: furniture, fixtures, and equipment. The purpose of the cost estimate is to show probable cost in relation to the District's budget, which has been estimated at Eleven Million Three Hundred Thousand and no/100 Dollars (\$11,300,000.00). If Architect perceives site considerations that render the Project expensive or cost prohibitive, Architect shall disclose such conditions in writing to District immediately.

(iv) The Architect shall provide five (5) complete sets of the schematic plans described in section (d)(ii) for District review and approval. The Architect will develop a model depicting existing and proposed buildings and outdoor space. The Architect will develop at least six (6) color presentation graphics boards (30" x 40") to show various perspectives of the plan. Additionally, at District expense, the Architect shall provide copies of such documents as required by any State, federal, local, or regional agencies concerned with the Project, including, but not limited to the State Department of Education, the Division of State Architect, the Department of General Services and any other appropriate federal, State, local, or regional regulatory bodies. Any additional copies required shall be provided at cost to District.

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(e) Building Permits and Conformity To Legal Requirements.

(i) The Architect shall identify all governmental agencies having jurisdiction over construction of Project. The Architect shall cause drawings and specifications to conform to applicable requirements of law, local, regional, and State, and to requirements of public authorities and bodies formed under local, regional or State law, including, but not limited to, the Division of State Architect (structural safety, fire/life safety, and access compliance section), the State Department of Education, Department of Environmental Health, local or regional planning agencies, and environmental agencies (Coastal Commission, U.S. Fish and Wildlife Service, etc.), whose approval of the drawings and specifications must be obtained, and shall cause the necessary copies of such drawings and specifications to be filed with these bodies for approval in accordance with paragraph (d)(ii) of this Article.

(ii) Architect will use its best professional efforts to interpret applicable ADA requirements and California accessibility regulations as they apply to the Project and to inform District of any inconsistencies between federal and state accessibility regulations and of requirements which are subject to conflicting interpretations of the law. Interpretation of inconsistencies and areas subject to conflicting interpretations shall be the responsibility of District.

(f) Additional Services of Architect. At District request, Architect may be asked to perform services not otherwise included in this Agreement and/or services not customarily furnished in accordance with generally accepted architectural practice. District may agree to pay Architect for such services, pursuant to Article 4 subdivision (b) hereof, if such services cause Architect additional expense and are necessitated due to unusual circumstances and through no fault or neglect on the part of Architect. No additional compensation shall be paid to Architect for performing such services unless District and Architect agree in writing as to the amount of compensation for such services prior to such services being rendered. Such services may include, but shall not be limited to (i) assistance to District, if requested for the selection of moveable furniture, equipment or articles which are not included in schematic design; (ii) revisions in drawings, specifications or other documents when such revisions are inconsistent with written approvals or instructions previously given and due to causes beyond the control of Architect; (iv) serving as an expert witness on District's behalf.

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Article 3. District Responsibilities. The District's responsibilities shall include the following:

(a) Make available to the Architect all necessary data and information concerning the purpose and requirements of the Project, including realistic scheduling and budget limitations.

(b) Depending upon the scope of the Project, furnish Architect with, or direct Architect to procure at District expense, a survey of the Project site prepared by a registered surveyor or civil engineer and any other record documents which shall indicate existing structures, land features, improvements, sewer, water, gas, electrical and utility lines, topographical information and boundary dimensions of the site and any other such pertinent information. District shall also provide a soils investigation report and a geological report, if required by law.

(e) Conduct chemical, mechanical, or other tests required for proper design of the Project. Furnish such surveys, borings, test pits and other tests as may be necessary to reveal conditions of the site which must be known for the proper development of the required drawings and specifications and to determine soil condition.

(f) Retain a testing service for materials testing and inspection as required by Title 21 of the California Code of Regulations.

(g) Direct pay or reimburse the payment of all fees required by any reviewing or licensing agency.

(h) Designate a representative authorized to act as liaison between Architect and District in the administration of this Agreement.

Article 4. Architect's Fee. (a) The District shall pay the Architect for the performance of all services rendered herein **a fixed fee in** the amount of: Ninety Thousand and no/100 Dollars (\$90,00.00)

This amount is based upon the following:

1. Schematic Design \$65,000.00
2. Model \$10,000.00
3. Presentation Graphics \$10,000.00
4. Cost Estimate \$5,000.00

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which constitutes complete payment for the Architect's services under this Agreement.

(b) Payment for Additional Services. The Architect shall be paid for additional services not originally contemplated by the parties to this Agreement as follows, provided the additional services have received advance written approval by the District's Governing Board:

(i) For services in addition to the basic services of Architect set forth in Article 2 hereof, a fee to be agreed upon by the parties in writing prior to performance of such services by Architect, which fee may be a flat amount or Architect's standard hourly rates.

(ii) Special consultants, except those hired pursuant to Article 2, subdivision (b) shall be paid at a multiple of 1.10 times the amount billed to the Architect for services.

Article 5. Payments to Architect. (a) Architect's compensation shall be paid by District to Architect monthly in arrears incrementally within the following phases as follows based upon the percentage of work completed:

	<u>Percentage of Total Fees</u>
a. Schematic Design Phase	73%
b. Model Phase	11%
c. Presentation Graphics Phase	11%
d. Cost Estimate Phase	5%

Architect shall not receive final payment until completion of all Architect's required duties.

(b) In order to receive payment, Architect shall present to District a claim for payment for approval by District's authorized representative designating services performed, method of computation of amount payable, and amount to be paid.

(c) Payments made for extra work or special services shall be made in installments, not more often than monthly, proportionate to the degree of completion of such services or in such other manner as the parties shall specify when such services are agreed upon.

(d) Upon cancellation or termination of this Agreement, Architect shall be compensated as set forth in Article 8 hereof.

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Article 6. Instructions to Proceed. The Architect is not to proceed with performance of any services under this Agreement without first securing written authorization from the District to do so.

Article 7. Time Schedule. (a) Architect shall perform all services hereunder as expeditiously as is consistent with professional skill and care and the orderly progress of the work. Upon request of District, Architect shall prepare an estimated time schedule for the performance of Architect's services to be adjusted as the Project proceeds. Such schedule shall include allowances for periods of time required for District's review and approval of submissions and for approvals of authorities having jurisdiction over Project approval and for funding. The schedule shall not be exceeded by Architect, without the prior written approval of District.

(b) Any delays in Architect's work because of the actions of the District or its employees, those in direct contractual relationship with District, by a governmental agency having jurisdiction over the Project, or by an act of God or other unforeseen occurrence, not due to any fault or negligence on the part of Architect, shall be added to the time for completion of any obligations of Architect. District shall not be liable for damage to Architect on account of such delays.

(c) Should Architect make an application for an extension of time, Architect shall submit evidence that the insurance policies required by Article 12, section (a) remain in effect during the requested additional period of time.

Article 8. Suspension, Abandonment, Termination. (a) The District hereby reserves the right to suspend or abandon at any time all or any of the work on the Project or to terminate this Agreement at any time. In the event of such suspension, abandonment or termination, the Architect shall be paid pursuant to the schedule of payments set forth in Articles 4 and 5 of this Agreement for services rendered up to the date of such suspension, abandonment, or termination. If the date of suspension, abandonment or termination occurs prior to the date of approval of schematic design phase or prior to the date of approval of the other phases, such payments shall be the reasonable value of the services rendered up to the date of such suspension, abandonment, or termination less any payments theretofore made, as determined by the District, and the Architect hereby expressly waives any and all claims for damages

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or compensation arising under this contract, except as set forth herein, in the event of such suspension, abandonment, or termination.

(b) If the Architect's services are suspended by the District, the District may require the Architect to resume services within ninety (90) days after written notice from the District. Upon payment of the amount required to be paid under this Article following the termination of this Agreement, the District shall have the right to use any completed contract documents or other work product prepared by Architect under this Agreement. Architect shall make such documents available to the District upon request and without additional compensation.

Article 9. Ownership of Documents. (a) Pursuant to Education Code section 17316, all documents, including drawings, specifications, and estimates, prepared pursuant to this Agreement shall be and remain the property of the District for the purposes only as they relate to the Project for which the Architect was retained. Nothing in this Section shall preclude the District from using the plans, record drawings, specifications, or estimates related to the Project for the purposes of additions, alignments, or other development on the Project site. This Section shall not be construed to transfer or waive the Architect's copyrights over these documents, including but not limited to, all common law, statutory, and other reserved rights. The Architect shall furnish to the District such copies of all drawings and specifications as are necessary for study by the District and its representatives; shall supply the copies of said drawings and specifications required under Article 2, subdivision (g) hereof, and shall supply five (5) additional copies to the District.

(b) The District reserves the right to reuse all or part of the aforementioned documents at its sole discretion for the construction of all or part of another Project constructed for District. The District is not bound by this Agreement to employ the services of Architect in the event such documents are reused. Any reuse by the District of documents prepared under this agreement, without employing the services of Architect, shall be at District's own risk. District shall indemnify, hold harmless and defend Architect and its officers, directors, agents and employees from all claims of any kind arising out of such use, re-use or modification of said documents prepared by Architect.

Article 10. Indemnity. Architect shall assume the defense

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of, indemnify, and hold harmless District, the Governing Board of District, each member of the Board, and the District's officers, agents and employees from any and all claims of any kind arising out of the intentional or negligent acts, errors or omissions of the Architect, his subcontractors, or employees in the performance of its responsibilities pursuant to this contract.

Article 11. Errors and Omissions. In addition to any other remedy which may be available to District under this Agreement or under the laws of the State of California, District may require Architect to pay all cost made necessary by any negligence, errors, or omissions of Architect, including but not limited to litigation costs, diminution or loss of State funding, and any cost related to the necessary removal or and/or replacement of materials. Architect shall not receive any fee for any of his work performed in correcting said errors or omissions (regardless of whether such errors or omissions result in damages to District).

Article 12. Insurance. (a) Architect shall maintain in full force and effect at its sole cost and expense from the time this Agreement is entered into until the date of acceptance of the work by District, insurance as set forth in this Article. All insurance provided for under this Article shall be with a carrier satisfactory to District. Prior to commencement of work, the Architect shall furnish to the District a certificate of insurance evidencing the above coverages. The District shall not be obligated to make any payment to Architect until after its receipt and acceptance of said certificate.

- (i) Workers' compensation insurance as required by applicable laws, and employers liability insurance, with a limit of not less than \$1,000,000.
- (ii) Commercial general liability insurance for bodily injury and property damage liability, the limits of which shall not be less than \$1,000,000 per occurrence and \$1,000,000 aggregate. Commercial general liability policies obtained and maintained by the Architect shall contain endorsements naming the District and other interested parties designated by the District as additional insured and shall include products completed operation coverage as well as contractual liability coverage for liability assumed by Architect under this agreement.

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- (iii) Business automobile liability insurance for bodily injury and property damage. Such insurance shall extend to non-owned, and hired automobiles used in the performance of this agreement. The limits of liability shall not be less than \$1,000,000 per occurrence and shall name the District and other interested parties designated by the District as additional insured.
- (iv) Professional liability insurance covering Architect's negligent acts, errors or omissions. The limit of liability shall not be less than \$1,000,000 each claim.
- (v) In addition to items (i) through (iv) above, District may require Architect to obtain a non-cancelable policy of Project insurance for a duration of five years after completion of the Project. If District requires Architect to obtain Project insurance, such insurance shall begin when construction begins at which time Architect shall provide evidence of the existence of such policy to District. The cost of such insurance shall be borne by the District.

Article 13. Records. Architect shall maintain records of direct personnel pertaining to the extra and special services of this Project that are compensable by other than a flat rate. Architect shall maintain all records of accounts between District on a generally recognized accounting basis. Such records shall be available to the District or its authorized representative for inspection or audit at any reasonable time. Architect shall maintain all records concerning the Project for a period of three years after its completion.

Article 14. Standardized Manufactured Items. Architect shall cooperate and consult with District in use and selection of manufactured items on the Project, including but not limited to, paint, hardware, plumbing, mechanical and electrical equipment and fixtures, roofing materials and floor covering. All such manufactured items shall be standardized to the District's criteria to the extent such criteria do not interfere with building design.

Article 15. Limitations of Agreement. This Agreement is limited to and includes only the work included in the Project described above and as determined at the time the schematic drawings are approved. Any subsequent construction at the site of this Project or at any other site in the District will be

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covered by and be the subject to a separate Agreement for architectural services by and between the District and the Architect chosen therefore by the District.

Article 16. Mediation. Disputes arising from this Agreement may be submitted to mediation if mutually agreeable to the parties hereto. The mediation process shall provide that both parties select a disinterested third person mediator within a reasonable period of time, mutually agreed to by the parties. The mediation shall be commenced within thirty (30) days of the selection of the mediator. If the parties fail to select a mediator within the 15-day period, any party may petition the superior court of San Diego County to appoint the mediator.

Article 17. Compliance with the Laws. Architect's work shall comply with and meet applicable requirements of federal, state, and local law, including, but not limited to the Uniform Building Code, the Education Code, Title 19 and Title 24 of the California Code of Regulations, and all applicable requirements prescribed by the California Department of General Services.

Article 18. Independent Contractor. Architect is, for all purposes arising out of this Agreement, an independent contractor, and neither Architect nor its employees shall be deemed an employee of the District for any purpose. It is expressly understood and agreed that Architect shall in no event be entitled to any benefits to which District employees are entitled, including, but not limited to, overtime, retirement benefits, insurance, vacation, worker's compensation benefits, sick or injury leave or other benefits.

Article 19. Successors in Interest and Assigns. This Agreement is binding upon and inures to the benefit of the successors in interest, executors, administrators and assigns of each party to this Agreement, provided, however that Architect shall not assign or transfer by operation of law or otherwise any or all of his rights, burdens, duties or obligations without the prior written consent of the Governing Board of the District. Any attempted assignment without such consent shall be invalid.

Article 20. Asbestos Certification. Architect shall certify pursuant to 40 CFR section 763.99 (a)(7) that no asbestos containing material was specified as a building material in any construction document for the Project, and will ensure that contractors provide the District with certification that all materials used in the construction of any school building are

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free from any asbestos containing building materials ("ACBMs"). This certification shall be part of the final Project submittal.

Article 21. Miscellaneous. The following terms and conditions shall be applied to this Agreement:

(a) Governing Law. This Agreement shall be construed in accordance with, and governed by the laws of the State of California.

(b) Entire Agreement. This Agreement with its exhibits supersedes any and all other prior or contemporaneous oral or written agreements between the parties hereto. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. Furthermore, any modification of this Agreement shall only be effective if in writing signed by all parties hereto.

(c) Severability. Should any provision in this Agreement be held by a court of competent jurisdiction to be invalid, void of unenforceable, the remaining provisions shall continue in full force and effect.

(d) Non-Waiver. None of the provisions of this Agreement shall be considered waived by either party unless such waiver is specifically specified in writing.

(c) Supplemental Conditions. Any supplemental conditions shall be attached as an exhibit to this Agreement and incorporated herein by reference.

IN WITNESS WHEREOF, the parties have caused this instrument to be duly executed this _____ day of _____, 2007.

ARCHITECT

DISTRICT

**ROESLING NAKAMURA TERADA
ARCHITECTS, INC.**

**SAN DIEGUITO UNION HIGH SCHOOL
DISTRICT**

By: _____

By: _____

Title: _____

Title: _____

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EXHIBIT A

LIABILITY INSURANCE LIMITS REQUIRED
FOR ENGINEERS AND CONSULTANTS HIRED BY ARCHITECT

<u>TRADE</u>	<u>REQUIRED INSURANCE LIMIT</u>	<u>CHECK HERE IF INSURANCE WAIVED</u>
Electrical	\$1,000,000.00	_____
Mechanical	\$1,000,000.00	_____
Structural	\$1,000,000.00	_____
Civil	\$1,000,000.00	_____
Landscape	\$ 500,000.00	_____
Other:		
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 15, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Steve Ma, Assoc. Superintendent, Business
David R. Bevilaqua, Executive Director of
Finance

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: ADOPT RESOLUTION ESTABLISHING
GANN LIMIT

EXECUTIVE SUMMARY

Article XIII B of the California Constitution requires each school district to establish an actual and a projected appropriation limit, commonly referred to as "Gann Limit". The San Dieguito Union High School district does not exceed the calculated limit for 2006-2007 nor is it expected that the District will exceed the limit in 2007-2008.

RECOMMENDATION:

It is recommended that the Board adopt the resolution establishing the Gann Limit, which identifies the estimated appropriations limit for the current year and the actual appropriations for the preceding year.

FUNDING SOURCE: Not applicable

RESOLUTION FOR ADOPTING THE "GANN" LIMIT **ITEM 15 G**

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2006-07 fiscal year and a projected Gann Limit for the 2007-08 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2006-07 and 2007-08 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2006-07 and 2007-08 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, Peggy Lynch, Ed.D., Secretary of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution passed and adopted by said Board at a regularly called an conducted meeting held on said date.

Secretary of the Governing Board

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Stephen G. Ma
Associate Superintendent, Business

SUBMITTED BY: Peggy Lynch, Ed.D., Superintendent

SUBJECT: APPROVAL OF BUSINESS REPORTS

EXECUTIVE SUMMARY

Please find the following business reports submitted for your approval:

- a) Purchase Orders
- b) Instant Money
- c) Membership Listing
- d) Replacement Warrant

RECOMMENDATION:

It is recommended that the Board approve the following business reports: a) Purchase Orders, b) Instant Money, c) Membership Listing., and d) Replacement Warrant

FUNDING SOURCE:

Not applicable

jr
Attachments

AGENDA ITEM 15 H

SAN DIEGUITO UNION HIGH
FROM 07/07/07 THRU 08/13/07

ITEM 15 H

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
280113	07/09/07	11	RALPHS GROCERY COMPA	009	MATERIALS AND SUPPLI	\$800.00
280114	07/09/07	11	RALPHS GROCERY COMPA	009	MATERIALS AND SUPPLI	\$4,500.00
280115	07/09/07	11	RALPHS GROCERY COMPA	009	MATERIALS AND SUPPLI	\$1,500.00
280116	07/09/07	03	VIRCO MANUFACTURING	012	MATERIALS AND SUPPLI	\$5,005.12
280117	07/09/07	03	SAN DIEGUITO UHSD CA	020	MATERIALS AND SUPPLI	\$3,000.00
280118	07/09/07	03	SAN DIEGO CO SCHOOL	020	DUES AND MEMBERSHIPS	\$389.63
280119	07/09/07	03	ED SOURCE	020	MATERIALS AND SUPPLI	\$290.00
280120	07/09/07	03	C S B A	020	DUES AND MEMBERSHIPS	\$13,023.00
280121	07/09/07	03	EDUCATION WEEK	020	MATERIALS AND SUPPLI	\$49.94
280122	07/09/07	03	NORTH COUNTY TIMES	026	ADVERTISING	\$800.00
280123	07/09/07	03	C M C PUBLISHING/CLA	026	ADVERTISING	\$300.00
280124	07/09/07	03	UNION TRIBUNE	026	ADVERTISING	\$800.00
280125	07/09/07	03	C O D E S P	026	DUES AND MEMBERSHIPS	\$1,750.00
280126	07/10/07	11	FREE FORM CLAY & SUP	009	MATERIALS AND SUPPLI	\$3,300.00
280127	07/10/07	11	FOX POINT FARMS	009	MATERIALS AND SUPPLI	\$1,800.00
280128	07/10/07	11	TROXELL COMMUNICATIO	009	MATERIALS AND SUPPLI	\$117.59
280129	07/10/07	03	ONE STOP TONER AND I	024	MATERIALS AND SUPPLI	\$50.21
280130	07/10/07	03	BLICK, DICK (DICK BL	005	MATERIALS AND SUPPLI	\$861.18
280131	07/10/07	03	UNITED PARCEL SERVIC	001	COMMUNICATIONS-POSTA	\$3,000.00
280132	07/10/07	03	CAROLINA BIOLOGICAL	010	MATERIALS AND SUPPLI	\$204.73
280133	07/10/07	03	CAL ED OPTICAL	010	REPAIRS BY VENDORS	\$1,239.13
280134	07/10/07	03	SARGENT WELCH SCIENT	010	MATERIALS AND SUPPLI	\$1,410.16
280135	07/10/07	03	R C P BLOCK AND BRIC	025	GROUNDS-REPAIR MATER	\$3,000.00
280136	07/10/07	03	EVERGREEN NURSERY	025	GROUNDS-REPAIR MATER	\$1,000.00
280137	07/10/07	03	A D T	025	OTHER SERV.& OPER.EX	\$902.00
280138	07/10/07	03	SAN DIEGUITO TROPHY	025	BLDG.-REPAIR MATERIA	\$100.00
280139	07/10/07	03	AIR GAS WEST	025	OTHER SERV.& OPER.EX	\$835.00
280140	07/10/07	03	ARROWHEAD	025	MATERIALS AND SUPPLI	\$400.00
280141	07/10/07	03/06	AFFORDABLE DRAIN SER	025	REPAIRS BY VENDORS	\$5,000.00
280142	07/10/07	03	SIMPLEX-GRINNELL	025	REPAIRS BY VENDORS	\$4,000.00
280143	07/10/07	03	STANDARD ELECTRONICS	025	BLDG.-REPAIR MATERIA	\$1,000.00
280144	07/10/07	03	ATLAS PUMPING SERVIC	025	REPAIRS BY VENDORS	\$1,200.00
280145	07/10/07	03	WHITE CAP CONSTRUCTI	025	BLDG.-REPAIR MATERIA	\$2,500.00
280146	07/10/07	03	TURFSTAR INC	025	EQUIPMENT REPAIR PA	\$4,000.00
280147	07/10/07	03	INITIAL TROPICAL PLA	025	OTHER SERV.& OPER.EX	\$1,020.00
280148	07/10/07	03	SUNSHINE GARDENS	025	GROUNDS-REPAIR MATER	\$1,000.00
280149	07/10/07	03	LEES LOCK & SAFE	025	REPAIRS BY VENDORS	\$800.00
280150	07/10/07	03	SPANKY'S PORTABLE SE	025	RENTS & LEASES	\$1,440.00
280151	07/10/07	03	TRANE PARTS	025	BLDG.-REPAIR MATERIA	\$7,000.00
280152	07/10/07	03	CA AIR COMPRESSOR CO	025	REPAIRS BY VENDORS	\$1,880.00
280153	07/11/07	03	SPECIALTY DOORS & AU	025	REPAIRS BY VENDORS	\$6,210.00
280154	07/11/07	03	STATE INDUSTRIAL PRO	025	BLDG.-REPAIR MATERIA	\$5,340.00
280155	07/11/07	03	CART MART INC	025	REPAIRS BY VENDORS	\$3,500.00
280156	07/11/07	03	CINTAS	025	OTHER SERV.& OPER.EX	\$1,090.96
280157	07/11/07	03	ENCINITAS GLASS COMP	025	REPAIRS BY VENDORS	\$5,000.00
280158	07/11/07	03	CLARK SECURITY PRODU	025	BLDG.-REPAIR MATERIA	\$7,000.00
280159	07/11/07	03	FORERUNNER TELECOM	025	BLDG.-REPAIR MATERIA	\$2,000.00
280160	07/11/07	03	FRONTIER FENCE COMPA	025	REPAIRS BY VENDORS	\$2,000.00
280161	07/11/07	03	MISSION JANITORIAL S	025	CUSTODIAL SUPPLIES	\$2,500.00
280162	07/11/07	03	J J J ENTERPRISES	025	BLDG.-REPAIR MATERIA	\$1,400.00
280163	07/11/07	03	GRANGETTO'S AGRICULT	025	GARDENING SUPPLIES	\$8,000.00
280164	07/11/07	03	GRAYBAR ELECTRIC CO	025	BLDG.-REPAIR MATERIA	\$5,000.00
280165	07/11/07	03	HANSON AGGREGATES	025	GROUNDS-REPAIR MATER	\$5,000.00
280166	07/11/07	03	NEXTEL COMMUNICATION	025	MATERIALS AND SUPPLI	\$950.00
280167	07/11/07	03	NORTH COUNTY EQUIPME	025	GROUNDS-REPAIR MATER	\$7,000.00

SAN DIEGUITO UNION HIGH
FROM 07/07/07 THRU 08/13/07

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
280168	07/11/07	03	PALOMAR REPROGRAPHIC	025	OFFICE SUPPLIES	\$1,000.00
280169	07/11/07	03	R J SAFETY COMPANY I	025	GARDENING SUPPLIES	\$4,700.00
280170	07/11/07	03	PIONEER MANUFACTURIN	025	GARDENING SUPPLIES	\$12,000.00
280171	07/11/07	06	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$98.59
280172	07/11/07	25-18	VIRCO MANUFACTURING	010	MATERIALS AND SUPPLI	\$2,907.89
280173	07/11/07	03	EXPRESS PRINT	005	PRINTING	\$894.33
280174	07/11/07	03	TARGET	010	MATERIALS AND SUPPLI	\$100.00
280175	07/11/07	11	C C S PRESENTATION S	009	NON CAPITALIZED EQUI	\$1,947.93
280176	07/11/07	06	LOGICAL CHOICE TECHN	013	NON CAPITALIZED EQUI	\$2,551.36
280177	07/11/07	06	SIGN WORLD OF CALIFO	010	MATERIALS AND SUPPLI	\$4,481.24
280178	07/11/07	03	EXPRESS PRINT	024	PRINTING	\$237.05
280179	07/11/07	06	WEEKLY READER CORPOR	024	MATERIALS AND SUPPLI	\$37.26
280180	07/11/07	03	FREDRICKS ELECTRIC I	035	MATERIALS AND SUPPLI	\$5,000.00
280181	07/11/07	03	CA SCHOOL PERSONNEL	026	DUES AND MEMBERSHIPS	\$776.00
280182	07/11/07	03	C A S T O	026	ADVERTISING	\$50.00
280183	07/11/07	03	DELL COMPUTER CORPOR	035	MAT/SUP/EQUIP TECHNO	\$2,220.07
280184	07/11/07	03	SPINITAR PRESENTATIO	010	MATERIALS AND SUPPLI	\$496.88
280185	07/11/07	03	Y M C A CAMPING SERV	010	MATERIALS AND SUPPLI	\$500.00
280186	07/11/07	03	ONE STOP TONER AND I	010	MATERIALS AND SUPPLI	\$447.11
280187	07/11/07	03	J AND R KEY HARDWARE	010	MATERIALS AND SUPPLI	\$252.05
280188	07/11/07	03	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$343.68
280190	07/11/07	03/06	PREMIER AGENDAS INC	010	MATERIALS AND SUPPLI	\$8,561.99
280191	07/11/07	03	EDUCATIONAL SYSTEMS	010	MATERIALS AND SUPPLI	\$560.23
280192	07/11/07	03	DELL COMPUTER CORPOR	035	SOFTWARE/DP SUPPLIES	\$319.05
280193	07/11/07	03	DELL COMPUTER CORPOR	035	MATERIALS AND SUPPLI	\$268.86
280194	07/11/07	11	INLAND INSPECTIONS &	009	IMPROVEMENT	\$480.00
280195	07/11/07	25-19	BLAIR RASMUSSEN CONS	025	IMPROVEMENT	\$183,060.00
280196	07/11/07	25-19	CALIFORNIA BANK & TR	025	IMPROVEMENT	\$20,340.00
280197	07/11/07	14	BLAIR RASMUSSEN CONS	025	REPAIRS BY VENDORS	\$125,261.00
280198	07/11/07	03	P T M DOCUMENT SYSTE	035	REPAIRS BY VENDORS	\$279.00
280199	07/11/07	14	CALIFORNIA BANK & TR	025	REPAIRS BY VENDORS	\$9,370.00
280200	07/11/07	25-19	BLAIR RASMUSSEN CONS	025	IMPROVEMENT	\$187,200.00
280201	07/11/07	25-19	CALIFORNIA BANK & TR	025	IMPROVEMENT	\$20,800.00
280202	07/12/07	25-19	HYDROSCAPE PRODUCTS	025	LAND IMPROVEMENTS	\$7,880.18
280203	07/12/07	25-19	COLLINS & AIKMAN FLO	025	OTHER SERV.& OPER.EX	\$9,562.17
280204	07/12/07	03	ONE STOP TONER AND I	026	OFFICE SUPPLIES	\$84.01
280205	07/12/07	03	PREMIER AGENDAS INC	003	MATERIALS AND SUPPLI	\$3,713.68
280206	07/12/07	11	TROXELL COMMUNICATIO	009	MATERIALS AND SUPPLI	\$117.59
280207	07/12/07	03	COLLEGE BOARD - AP	013	MATERIALS AND SUPPLI	\$77,684.00
280208	07/12/07	03	FERGUSON ENTERPRISES	025	BLDG.-REPAIR MATERIA	\$13,500.00
280210	07/12/07	03	RANCHO SANTA FE SEC	025	SECURITY GUARD CONTR	\$13,500.00
280211	07/12/07	03	SIMPLEX-GRINNELL	025	OTHER SERV.& OPER.EX	\$46,630.08
280212	07/12/07	03	THYSSENKRUPP ELEVATO	025	REPAIRS BY VENDORS	\$19,250.96
280213	07/12/07	03	SEXAUER, J A INC	025	BLDG.-REPAIR MATERIA	\$20,000.00
280214	07/12/07	03	SIEMENS BLDG TECHNOL	025	OTHER SERV.& OPER.EX	\$29,825.00
280215	07/12/07	03	ANTIMITE ASSOCIATES	025	PEST CONTROL	\$11,540.00
280216	07/12/07	03	TOMARK SPORTS	025	REPAIRS BY VENDORS	\$13,075.00
280217	07/12/07	03	CA AGRI CONTROL INC	025	PEST CONTROL	\$13,992.00
280218	07/12/07	03	OPTIMUM FLOOR CARE	025	CUSTODIAL SUPPLIES	\$16,000.00
280219	07/12/07	03	NEXTEL COMMUNICATION	025	COMMUNICATIONS-TELEP	\$23,250.00
280220	07/12/07	03	WAXIE SANITARY SUPPL	025	CUSTODIAL SUPPLIES	\$85,000.00
280221	07/12/07	03	C E D	025	BLDG.-REPAIR MATERIA	\$21,000.00
280222	07/13/07	03	SAN DIEGUITO UHSD CA	037	MATERIALS AND SUPPLI	\$500.00
280223	07/13/07	03	SPECTRUM ENVIRONMENT	037	HAZARDOUS WASTE DISP	\$10,000.00
280224	07/13/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$39,035.10

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
280225	07/13/07	06	PRENTICE HALL/REGENT	010	TEXTBOOKS	\$66,735.64
280226	07/13/07	06	PRENTICE HALL/REGENT	006	TEXTBOOKS	\$4,943.38
280227	07/13/07	06	PRENTICE HALL/REGENT	005	TEXTBOOKS	\$68,383.43
280228	07/13/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$14,479.01
280229	07/13/07	06	PRENTICE HALL/REGENT	010	TEXTBOOKS	\$13,875.72
280230	07/13/07	06	PRENTICE HALL/REGENT	013	TEXTBOOKS	\$9,049.39
280231	07/13/07	06	PRENTICE HALL/REGENT	005	TEXTBOOKS	\$18,702.06
280232	07/13/07	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$16,643.96
280233	07/13/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$13,531.48
280234	07/13/07	06	PRENTICE HALL/REGENT	010	TEXTBOOKS	\$12,916.41
280235	07/13/07	06	PRENTICE HALL/REGENT	005	TEXTBOOKS	\$44,284.83
280236	07/13/07	06	GLENCOE-MACMILLAN/MC	010	TEXTBOOKS	\$9,308.14
280237	07/13/07	06	GLENCOE-MACMILLAN/MC	013	TEXTBOOKS	\$11,498.29
280238	07/13/07	06	GLENCOE-MACMILLAN/MC	007	TEXTBOOKS	\$1,642.61
280239	07/13/07	06	GLENCOE-MACMILLAN/MC	005	TEXTBOOKS	\$8,213.06
280240	07/13/07	06	FOLLETT EDUCATIONAL	004	TEXTBOOKS	\$14,820.42
280241	07/13/07	06	FOLLETT EDUCATIONAL	008	TEXTBOOKS	\$132.53
280242	07/13/07	06	FOLLETT EDUCATIONAL	014	TEXTBOOKS	\$31,212.71
280243	07/13/07	06	PRENTICE HALL/REGENT	013	TEXTBOOKS	\$25,540.80
280244	07/13/07	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$24,013.94
280245	07/13/07	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$21,424.61
280246	07/13/07	06	MCDUGAL LITTEL	014	TEXTBOOKS	\$18,230.35
280247	07/13/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$12,303.09
280248	07/13/07	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$9,935.16
280249	07/13/07	06	FOLLETT EDUCATIONAL	012	TEXTBOOKS	\$10,365.66
280250	07/13/07	06	FOLLETT EDUCATIONAL	005	TEXTBOOKS	\$689.60
280251	07/13/07	06	HOLT RINEHART & WINS	003	TEXTBOOKS	\$9,812.11
280252	07/13/07	06	E M C PARADIGM	003	TEXTBOOKS	\$2,882.82
280253	07/13/07	06	DAWN SIGN PRESS	013	TEXTBOOKS	\$1,176.32
280254	07/13/07	06	DAWN SIGN PRESS	005	TEXTBOOKS	\$478.27
280255	07/13/07	03	COMPANION CORPORATIO	035	LIC/SOFTWARE	\$8,538.36
280256	07/13/07	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$9,568.37
280257	07/13/07	06	MCDUGAL LITTEL	014	TEXTBOOKS	\$9,551.91
280258	07/13/07	06	MCDUGAL LITTEL	014	TEXTBOOKS	\$5,360.22
280259	07/13/07	06	MCDUGAL LITTEL	014	TEXTBOOKS	\$3,133.79
280260	07/13/07	06	GLENCOE-MACMILLAN/MC	024	TEXTBOOKS	\$3,035.31
280261	07/13/07	06	PRENTICE HALL/REGENT	005	TEXTBOOKS	\$8,787.92
280262	07/13/07	06	PRENTICE HALL/REGENT	003	TEXTBOOKS	\$3,274.81
280263	07/13/07	06	PRENTICE HALL/REGENT	004	TEXTBOOKS	\$3,257.15
280264	07/13/07	06	PRENTICE HALL/REGENT	013	TEXTBOOKS	\$2,012.47
280265	07/13/07	06	PRENTICE HALL/REGENT	006	TEXTBOOKS	\$1,429.96
280266	07/13/07	06	PRENTICE HALL/REGENT	013	TEXTBOOKS	\$307.11
280267	07/13/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$77.05
280268	07/13/07	06	FOLLETT EDUCATIONAL	006	TEXTBOOKS	\$10,519.00
280269	07/13/07	06	FOLLETT EDUCATIONAL	013	TEXTBOOKS	\$9,307.08
280270	07/13/07	03	CORE TECHNOLOGY CORP	035	LIC/SOFTWARE	\$1,250.00
280271	07/13/07	06	FOLLETT EDUCATIONAL	006	TEXTBOOKS	\$1,154.00
280272	07/13/07	06	FOLLETT EDUCATIONAL	007	TEXTBOOKS	\$597.37
280273	07/13/07	03	P T M DOCUMENT SYSTE	035	NON CAPITALIZED EQUI	\$4,134.36
280274	07/13/07	03	FARONICS TECHNOLOGIE	035	LIC/SOFTWARE	\$2,280.00
280275	07/13/07	03	SCANTRON CORPORATION	035	MATERIALS AND SUPPLI	\$3,811.00
280276	07/13/07	06	AMAZON.COM	010	MATERIALS AND SUPPLI	\$639.07
280277	07/14/07	11	MODULAR STRUCTURES	009	IMPROVEMENT	\$129,729.17
280278	07/14/07	25-18	MODULAR STRUCTURES	009	NEW CONSTRUCTION	\$100,437.83
280279	07/14/07	14	MEAR CONSTRUCTION, I	025	REPAIRS BY VENDORS	\$70,000.00

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280280	07/16/07	03	DAWN BREAKER SYSTEMS	022	CONSULTANTS-COMPUTER	\$31,344.00
280281	07/17/07	25-19	COLLINS & AIKMAN FLO	025	IMPROVEMENT	\$3,862.57
280282	07/17/07	25-19	COLLINS & AIKMAN FLO	025	IMPROVEMENT	\$7,307.42
280283	07/17/07	25-19	COLLINS & AIKMAN FLO	025	IMPROVEMENT	\$6,011.20
280284	07/17/07	03	SWAIM BROS FIELD PAI	025	GROUNDS-REPAIR MATER	\$519.88
280285	07/17/07	03	YOUNGS	025	BLDG.-REPAIR MATERIA	\$364.41
280286	07/17/07	03	G E POLYMER SHAPES	025	BLDG.-REPAIR MATERIA	\$1,816.02
280287	07/17/07	03	LEUCADIA WASTEWATER	025	SEWER CHARGES	\$16,509.40
280288	07/17/07	03	D A D ASPHALT	025	REPAIRS BY VENDORS	\$6,849.00
280289	07/17/07	03	EMERGENCY SERVICES R	025	REPAIRS BY VENDORS	\$6,157.40
280290	07/17/07	03	SEASIDE HEATING AND	025	REPAIRS BY VENDORS	\$6,572.00
280291	07/17/07	25-19	L B CONCRETE	025	IMPROVEMENT	\$8,160.00
280292	07/17/07	25-19	MILLENNIUM BUILDING	025	IMPROVEMENT	\$13,937.00
280293	07/17/07	25-18	A O REED	025	IMPROVEMENT	\$758.76
280294	07/17/07	25-18	A O REED	025	NEW CONSTRUCTION	\$4,874.00
280295	07/17/07	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$3,900.00
280296	07/17/07	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$8,500.00
280297	07/17/07	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$6,700.00
280298	07/17/07	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$5,900.00
280299	07/17/07	03	JOHNSON FLOORING INC	025	REPAIRS BY VENDORS	\$6,500.00
280300	07/17/07	03	OFFICE DEPOT	006	MATERIALS AND SUPPLI	\$382.33
280301	07/17/07	03	FLAGSHIP FLAGS	025	BLDG.-REPAIR MATERIA	\$125.92
280302	07/17/07	06	EDUCATIONALLY DEVELO	010	MATERIALS AND SUPPLI	\$266.25
280303	07/17/07	25-19	WESTERN ENVIRONMENTA	025	OTHER SERV.& OPER.EX	\$1,175.00
280304	07/17/07	06	GLENCOE-MACMILLAN/MC	012	TEXTBOOKS	\$2,718.04
280305	07/17/07	06	HOLT RINEHART & WINS	012	TEXTBOOKS	\$6,118.29
280306	07/17/07	06	TEACHERS' CURRICULUM	012	TEXTBOOKS	\$734.76
280307	07/17/07	06	HOLT RINEHART & WINS	008	TEXTBOOKS	\$4,588.72
280308	07/17/07	06	THOMSON LEARNING	005	TEXTBOOKS	\$3,603.15
280309	07/17/07	06	THOMSON LEARNING	005	TEXTBOOKS	\$1,053.86
280310	07/17/07	06	PERMA BOUND	013	TEXTBOOKS	\$1,834.77
280311	07/17/07	06	HOLT RINEHART & WINS	013	TEXTBOOKS	\$3,650.25
280312	07/17/07	06	KEY CURRICULUM PRESS	013	TEXTBOOKS	\$1,429.08
280313	07/17/07	06	HOUGHTON MIFFLIN COM	006	TEXTBOOKS	\$341.42
280314	07/17/07	06	HOLT RINEHART & WINS	006	TEXTBOOKS	\$171.92
280315	07/17/07	06	MCDUGAL LITTEL	006	TEXTBOOKS	\$119.86
280316	07/17/07	06	AMAZON.COM	013	TEXTBOOKS	\$1,408.94
280317	07/17/07	06	HOLT RINEHART & WINS	010	TEXTBOOKS	\$3,050.67
280318	07/17/07	06	THOMSON LEARNING	010	TEXTBOOKS	\$574.03
280319	07/17/07	06	V H P S	013	TEXTBOOKS	\$4,930.90
280320	07/17/07	06	PRENTICE HALL/REGENT	010	TEXTBOOKS	\$2,541.99
280321	07/17/07	06	BARNES & NOBLE BOOKS	010	MATERIALS AND SUPPLI	\$200.00
280322	07/17/07	06	SIGN WORLD OF CALIFO	010	NON CAPITALIZED EQUI	\$2,632.45
280323	07/17/07	03	J AND R KEY HARDWARE	010	MATERIALS AND SUPPLI	\$1,422.30
280324	07/17/07	25-18	FLINN SCIENTIFIC INC	010	NON CAPITALIZED EQUI	\$9,600.00
280325	07/17/07	06	SIGN WORLD OF CALIFO	010	MATERIALS AND SUPPLI	\$781.18
280326	07/17/07	06	KEN'S SPORTING GOODS	010	MATERIALS AND SUPPLI	\$3,636.56
280327	07/17/07	06	CFASST PROGRAM	010	MATERIALS AND SUPPLI	\$1,616.25
280328	07/17/07	03	EDUCATIONAL RESEARCH	004	MATERIALS AND SUPPLI	\$790.00
280329	07/17/07	11	ARROWHEAD	009	MATERIALS AND SUPPLI	\$300.00
280330	07/17/07	06	JAPAN SHOP	014	TEXTBOOKS	\$1,366.84
280331	07/17/07	06	THOMSON LEARNING	014	TEXTBOOKS	\$2,745.05
280332	07/17/07	06	V H P S	014	TEXTBOOKS	\$10,850.90
280333	07/17/07	06	AMAZON.COM	014	TEXTBOOKS	\$805.86
280334	07/17/07	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$1,321.08

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
280335	07/17/07	06	LIBRARY VIDEO COMPAN	013	MATERIALS AND SUPPLI	\$1,126.28
280336	07/17/07	06	HUMAN RELATIONS MEDI	010	MATERIALS AND SUPPLI	\$14,501.62
280337	07/17/07	06	LIBRARY VIDEO COMPAN	010	MATERIALS AND SUPPLI	\$9,222.42
280339	07/17/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$7,706.74
280340	07/17/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$802.49
280341	07/17/07	06	SAXON PUBLISHING COM	006	TEXTBOOKS	\$887.84
280342	07/17/07	06	THOMSON LEARNING	010	TEXTBOOKS	\$10,438.54
280343	07/17/07	06	THOMSON LEARNING	014	TEXTBOOKS	\$4,804.20
280344	07/17/07	06	PEOPLE'S EDUCATION	014	TEXTBOOKS	\$6,415.94
280345	07/17/07	06	AMAZON.COM	024	TEXTBOOKS	\$108.80
280346	07/17/07	06	AMAZON.COM	006	TEXTBOOKS	\$802.09
280347	07/17/07	06	OCE FINANCIAL SERVIC	030	RENTS & LEASES	\$7,602.84
280348	07/17/07	06	AMAZON.COM	006	TEXTBOOKS	\$217.02
280349	07/17/07	06	PERMA BOUND	014	TEXTBOOKS	\$7,298.77
280350	07/17/07	06	MCDUGAL LITTEL	014	TEXTBOOKS	\$1,251.99
280351	07/17/07	06	GLENCOE-MACMILLAN/MC	005	TEXTBOOKS	\$23,734.70
280352	07/17/07	06	MCDUGAL LITTEL	014	TEXTBOOKS	\$15,034.77
280353	07/17/07	03	OCE FINANCIAL SERVIC	012	RENTS & LEASES	\$1,046.30
280354	07/17/07	03	OCE FINANCIAL SERVIC	004	RENTS & LEASES	\$10,085.40
280355	07/17/07	03	OCE IMAGISTICS INC.	004	RENTS & LEASES	\$5,603.00
280356	07/18/07	06	INGRAM	010	TEXTBOOKS	\$3,491.10
280357	07/18/07	06	GLENCOE-MACMILLAN/MC	006	TEXTBOOKS	\$1,582.31
280358	07/18/07	06	GLENCOE-MACMILLAN/MC	006	TEXTBOOKS	\$165.53
280359	07/18/07	06	GLENCOE-MACMILLAN/MC	010	TEXTBOOKS	\$1,061.52
280360	07/18/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$362.55
280361	07/18/07	03	CORPORATE EXPRESS	008	MATERIALS AND SUPPLI	\$106.67
280362	07/18/07	03	GOPHER SPORT	008	MATERIALS AND SUPPLI	\$231.77
280363	07/18/07	03	B AND H PHOTO-VIDEO-	008	MATERIALS AND SUPPLI	\$646.39
280364	07/18/07	03	SOUTHWEST SCHOOL/OFF	008	MATERIALS AND SUPPLI	\$61.87
280365	07/18/07	03	BARNES & NOBLE BOOKS	008	MATERIALS AND SUPPLI	\$1,000.00
280366	07/18/07	03	H AND C WEIGHING SYS	008	MATERIALS AND SUPPLI	\$54.49
280367	07/18/07	03	BLICK, DICK (DICK BL	008	MATERIALS AND SUPPLI	\$219.75
280368	07/18/07	03	SCIENCE KIT INC	008	MATERIALS AND SUPPLI	\$732.67
280369	07/18/07	03	WARD'S NATURAL SCIEN	008	MATERIALS AND SUPPLI	\$1,906.09
280370	07/18/07	03	HOME DEPOT	008	MATERIALS AND SUPPLI	\$200.00
280371	07/18/07	03	RALPHS GROCERY COMPA	008	MATERIALS AND SUPPLI	\$200.00
280372	07/18/07	03	D AND D SECURITY RES	008	MATERIALS AND SUPPLI	\$173.47
280373	07/18/07	03	ONE STOP TONER AND I	008	MATERIALS AND SUPPLI	\$96.96
280374	07/18/07	03	C L M S/C L H S	008	DUES AND MEMBERSHIPS	\$295.00
280375	07/18/07	03	GOPHER SPORT	008	MATERIALS AND SUPPLI	\$193.84
280376	07/18/07	03	CLMS REGION U PARTNE	008	DUES AND MEMBERSHIPS	\$500.00
280377	07/18/07	03	EDUCATIONAL RESEARCH	008	MATERIALS AND SUPPLI	\$779.25
280378	07/18/07	03	ONE STOP TONER AND I	008	MATERIALS AND SUPPLI	\$43.08
280379	07/18/07	03	TRI BEST VISUAL DISP	008	MATERIALS AND SUPPLI	\$749.94
280380	07/18/07	13	JOSEPH WEBB FOODS	031	PURCHASES FOOD	\$385,000.00
280381	07/18/07	13	A AND R WHOLESALE	031	PURCHASES FOOD	\$125,000.00
280382	07/18/07	13	DOMINO'S PIZZA OF SA	031	PURCHASES FOOD	\$110,000.00
280383	07/18/07	13	ALL AMERICAN PLASTIC	031	PURCHASES SUPPLIES	\$67,000.00
280384	07/18/07	13	PIZZA HUT (NORTH)	031	PURCHASES FOOD	\$67,000.00
280385	07/18/07	13	HOLLANDIA DAIRY	031	PURCHASES FOOD	\$65,000.00
280386	07/18/07	13	DOMINO'S PIZZA (NORT	031	PURCHASES FOOD	\$54,000.00
280387	07/18/07	13	ROUND TABLE PIZZA-SO	031	PURCHASES FOOD	\$42,000.00
280388	07/18/07	13	MAISANO PRODUCE DIST	031	PURCHASES FOOD	\$38,000.00
280389	07/18/07	03	PLUMBERS WAREHOUSE	025	BLDG.-REPAIR MATERIA	\$375.29
280390	07/18/07	03	DOWNSTREAM SERVICES	025	BLDG.-REPAIR MATERIA	\$334.33

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
280391	07/18/07	03	SINCERUS COMPANY	025	CUSTODIAL SUPPLIES	\$381.92
280392	07/18/07	06	CHRISTIE AUTOMOTIVE	033	REPAIRS BY VENDORS	\$263.69
280393	07/18/07	03	ESCHOOL SOLUTIONS	035	REPAIRS BY VENDORS	\$1,000.00
280394	07/18/07	03	SMART AND FINAL CORP	006	MATERIALS AND SUPPLI	\$15.09
280395	07/18/07	06	PREMIUM RESOURCES	010	MATERIALS AND SUPPLI	\$575.92
280396	07/18/07	03	B AND H PHOTO-VIDEO-	012	MATERIALS AND SUPPLI	\$3,564.91
280397	07/18/07	03	UNION TRIBUNE PUBLIS	012	MATERIALS AND SUPPLI	\$160.00
280398	07/18/07	03	BACH COMPANY	012	MATERIALS AND SUPPLI	\$378.11
280399	07/18/07	06	DELL COMPUTER CORPOR	008	MAT/SUP/EQUIP TECHNO	\$19,980.62
280400	07/18/07	06	DELL COMPUTER CORPOR	004	MAT/SUP/EQUIP TECHNO	\$19,980.62
280401	07/18/07	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$3,900.00
280402	07/18/07	25-19	JANUS CORPORATION	025	OTHER SERV.& OPER.EX	\$5,524.00
280403	07/18/07	06	D AND D TOOL SUPPLY	033	REPAIRS BY VENDORS	\$750.00
280404	07/18/07	06	AMERICAN WELDING SOC	033	DUES AND MEMBERSHIPS	\$80.00
280405	07/18/07	06	MITCHELL INFO SERVIC	005	LIC/SOFTWARE	\$975.00
280406	07/18/07	06	BAY SYSTEMS INC	033	REPAIRS BY VENDORS	\$98.81
280407	07/18/07	06	BAY SYSTEMS INC	033	REPAIRS BY VENDORS	\$175.86
280408	07/18/07	06	SNAP ON TOOLS CORPOR	033	MATERIALS AND SUPPLI	\$275.46
280409	07/18/07	06	ONE STOP TONER AND I	010	MATERIALS AND SUPPLI	\$582.04
280410	07/18/07	06	PRENTICE HALL/REGENT	010	MATERIALS AND SUPPLI	\$3,301.69
280411	07/18/07	06	BEST BUY GOVT AND ED	010	MATERIALS AND SUPPLI	\$2,509.67
280412	07/18/07	03	NASCO MODESTO	012	MATERIALS AND SUPPLI	\$280.21
280413	07/18/07	06	THOMSON LEARNING	010	MATERIALS AND SUPPLI	\$4,361.81
280414	07/18/07	11	VIANNA, ANTONIO	009	MATERIALS AND SUPPLI	\$500.00
280415	07/18/07	11	KNOWLEDGE CORE SOFTW	009	LIC/SOFTWARE	\$3,137.00
280416	07/18/07	03	ROBINSON, GERRY AND	013	OFFICE SUPPLIES	\$267.09
280417	07/18/07	03	FREE FORM CLAY & SUP	013	MATERIALS AND SUPPLI	\$1,200.00
280418	07/18/07	03	AMAZON.COM	013	MATERIALS AND SUPPLI	\$33.94
280419	07/18/07	03	KEY CURRICULUM PRESS	013	MATERIALS AND SUPPLI	\$3,285.23
280420	07/18/07	03	QUIZCO INC	008	NON CAPITALIZED EQUI	\$1,691.68
280421	07/18/07	03	NASCO MODESTO	012	MATERIALS AND SUPPLI	\$1,042.22
280422	07/18/07	13	R AND M YOUNG INC	031	PURCHASES FOOD	\$36,000.00
280423	07/18/07	13	S AND S BAKERY INC	031	PURCHASES FOOD	\$15,000.00
280424	07/18/07	13	BREAD COMPANY, THE	031	PURCHASES FOOD	\$13,000.00
280425	07/18/07	13	CIRCLE FOOD PRODUCTS	031	PURCHASES FOOD	\$10,000.00
280426	07/18/07	03	EDCO DISPOSAL CORPOR	025	RUBBISH DISPOSAL	\$79,777.00
280428	07/19/07	06	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$31.68
280429	07/19/07	06	COSTCO CARLSBAD	010	MATERIALS AND SUPPLI	\$400.00
280430	07/19/07	03	FREY SCIENTIFIC CO	004	MATERIALS AND SUPPLI	\$1,262.88
280431	07/19/07	03	WARD'S NATURAL SCIEN	004	MATERIALS AND SUPPLI	\$224.89
280432	07/19/07	03	CLASSROOM DIRECT.COM	004	MATERIALS AND SUPPLI	\$131.53
280433	07/19/07	03	TARGET	004	MATERIALS AND SUPPLI	\$300.00
280434	07/19/07	03	STATER BROS MARKETS	004	MATERIALS AND SUPPLI	\$150.00
280435	07/19/07	03	VON'S GROCERY COMPAN	004	MATERIALS AND SUPPLI	\$125.00
280436	07/19/07	03	COSTCO CARLSBAD	004	MATERIALS AND SUPPLI	\$100.00
280437	07/19/07	03	WARD'S NATURAL SCIEN	004	MATERIALS AND SUPPLI	\$227.41
280438	07/19/07	03	CLASSROOM PRODUCTS W	004	MATERIALS AND SUPPLI	\$65.48
280439	07/19/07	03	FISHER SCIENTIFIC EM	004	MATERIALS AND SUPPLI	\$230.91
280440	07/19/07	03	SCIENCE KIT INC	004	MATERIALS AND SUPPLI	\$141.53
280441	07/19/07	14	M T G L, INC	025	IMPROVEMENT	\$3,001.00
280442	07/19/07	03	FREY SCIENTIFIC CO	004	MATERIALS AND SUPPLI	\$497.59
280443	07/19/07	06	BARNES & NOBLE BOOKS	014	TEXTBOOKS	\$1,357.65
280444	07/19/07	06	BARNES & NOBLE BOOKS	005	TEXTBOOKS	\$2,413.60
280445	07/19/07	06	LIBRARY VIDEO COMPAN	014	MATERIALS AND SUPPLI	\$1,126.28
280446	07/19/07	11	SURF AND TURF GOLF	009	FEES - ADMISSIONS, T	\$12,000.00

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
280447	07/19/07	11	PACIFIC SALES	009	MATERIALS AND SUPPLI	\$457.94
280448	07/19/07	03	RUBY'S EMBROIDERY	013	MATERIALS AND SUPPLI	\$2,400.00
280449	07/19/07	03	PSAT/NMSQT	005	MATERIALS AND SUPPLI	\$80.00
280450	07/19/07	03	CORPORATE EXPRESS	026	MATERIALS AND SUPPLI	\$289.46
280451	07/19/07	03	CAROLINA BIOLOGICAL	005	MATERIALS AND SUPPLI	\$2,728.67
280452	07/19/07	03	SPANISH SHOPPER, THE	026	ADVERTISING	\$80.00
280453	07/19/07	06	STATE BOARD OF EQUAL	028	FEES - ADMISSIONS, T	\$1,000.00
280454	07/19/07	06	STATE BOARD OF EQUAL	028	FEES - ADMISSIONS, T	\$2,500.00
280455	07/19/07	03	FREY SCIENTIFIC CO	005	MATERIALS AND SUPPLI	\$687.79
280456	07/19/07	03	SCANTRON CORPORATION	005	MATERIALS AND SUPPLI	\$92.18
280457	07/19/07	03	FISHER SCIENTIFIC EM	005	MATERIALS AND SUPPLI	\$2,451.74
280458	07/20/07	25-19	DELL COMPUTER CORPOR	025	TECHNOLOGY EQUIPMENT	\$1,479.40
280459	07/18/07	03	PIONEER STATIONERS I	008	MATERIALS AND SUPPLI	\$38.08
280460	07/20/07	11	ALPINE STAINED GLASS	009	MATERIALS AND SUPPLI	\$500.00
280461	07/20/07	11	ENCINITAS COMMUNITY	009	RENTS & LEASES	\$10,000.00
280462	07/20/07	11	EDUCATION TO GO	009	PROF/CONSULT./OPER E	\$7,000.00
280463	07/20/07	11	POSTMASTER	009	COMMUNICATIONS-POSTA	\$42,000.00
280464	07/20/07	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$9,031.43
280465	07/20/07	06	GLENCOE-MACMILLAN/MC	005	TEXTBOOKS	\$5,905.16
280466	07/20/07	06	GLENCOE-MACMILLAN/MC	013	TEXTBOOKS	\$3,820.99
280467	07/20/07	06	GLENCOE-MACMILLAN/MC	010	TEXTBOOKS	\$3,126.26
280468	07/20/07	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$7,326.99
280469	07/20/07	06	GLENCOE-MACMILLAN/MC	005	TEXTBOOKS	\$3,105.66
280470	07/20/07	06	PRENTICE HALL/REGENT	013	TEXTBOOKS	\$3,471.86
280471	07/20/07	06	PRENTICE HALL/REGENT	010	TEXTBOOKS	\$2,777.49
280472	07/20/07	06	THOMSON LEARNING	005	TEXTBOOKS	\$3,226.35
280473	07/20/07	06	THOMSON LEARNING	010	TEXTBOOKS	\$3,226.35
280474	07/20/07	06	THOMSON LEARNING	014	TEXTBOOKS	\$8,213.06
280475	07/20/07	06	THOMSON LEARNING	005	TEXTBOOKS	\$7,300.50
280476	07/20/07	06	THOMSON LEARNING	010	TEXTBOOKS	\$3,650.25
280477	07/20/07	06	THOMSON LEARNING	014	TEXTBOOKS	\$6,452.70
280478	07/20/07	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$5,279.62
280479	07/20/07	06	GLENCOE-MACMILLAN/MC	013	TEXTBOOKS	\$7,143.01
280480	07/20/07	06	GLENCOE-MACMILLAN/MC	010	TEXTBOOKS	\$2,795.10
280481	07/20/07	06	GLENCOE-MACMILLAN/MC	005	TEXTBOOKS	\$6,941.36
280482	07/20/07	06	GLENCOE-MACMILLAN/MC	010	TEXTBOOKS	\$3,856.31
280483	07/20/07	06	GLENCOE-MACMILLAN/MC	010	TEXTBOOKS	\$3,638.48
280484	07/20/07	06	GLENCOE-MACMILLAN/MC	005	TEXTBOOKS	\$3,683.52
280485	07/20/07	06	GLENCOE-MACMILLAN/MC	013	TEXTBOOKS	\$4,593.14
280486	07/20/07	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$2,319.09
280487	07/20/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$9,269.63
280488	07/20/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$1,505.79
280489	07/20/07	06	PRENTICE HALL/REGENT	010	TEXTBOOKS	\$3,154.29
280490	07/20/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$9,462.86
280491	07/20/07	06	PRENTICE HALL/REGENT	005	TEXTBOOKS	\$8,239.67
280492	07/20/07	06	PRENTICE HALL/REGENT	010	TEXTBOOKS	\$4,634.82
280493	07/20/07	06	PRENTICE HALL/REGENT	005	TEXTBOOKS	\$1,505.79
280494	07/20/07	06	PRENTICE HALL/REGENT	013	TEXTBOOKS	\$1,882.23
280495	07/20/07	06	PRENTICE HALL/REGENT	024	TEXTBOOKS	\$1,505.79
280496	07/20/07	06	PRENTICE HALL/REGENT	013	TEXTBOOKS	\$3,177.48
280497	07/20/07	06	PRENTICE HALL/REGENT	024	TEXTBOOKS	\$2,541.99
280498	07/20/07	06	PRENTICE HALL/REGENT	005	TEXTBOOKS	\$5,083.97
280499	07/20/07	06	PRENTICE HALL/REGENT	005	TEXTBOOKS	\$3,154.29
280500	07/20/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$3,177.48
280501	07/20/07	06	FOCAL PRESS	010	TEXTBOOKS	\$1,294.55

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280502	07/20/07	06	HUMAN KINETICS	014	TEXTBOOKS	\$1,324.69
280503	07/20/07	06	HUMAN KINETICS	005	TEXTBOOKS	\$1,177.50
280504	07/20/07	06	HUMAN KINETICS	010	TEXTBOOKS	\$1,177.50
280505	07/20/07	06	HUMAN KINETICS	014	TEXTBOOKS	\$1,324.69
280506	07/20/07	06	HUMAN KINETICS	010	TEXTBOOKS	\$1,177.50
280507	07/20/07	06	PRENTICE HALL/REGENT	013	TEXTBOOKS	\$1,764.48
280508	07/20/07	06	PRENTICE HALL/REGENT	010	TEXTBOOKS	\$1,411.59
280509	07/20/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$1,411.59
280510	07/20/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$6,943.72
280511	07/20/07	11	ONE STOP TONER AND I	009	SOFTWARE/DP SUPPLIES	\$323.19
280512	07/20/07	06	HUMAN KINETICS	005	TEXTBOOKS	\$1,177.50
280513	07/20/07	06	FOCAL PRESS	014	TEXTBOOKS	\$2,427.28
280514	07/20/07	06	FOCAL PRESS	013	TEXTBOOKS	\$1,618.19
280515	07/20/07	06	PRENTICE HALL/REGENT	013	TEXTBOOKS	\$4,060.61
280516	07/20/07	06	PRENTICE HALL/REGENT	010	TEXTBOOKS	\$3,248.49
280517	07/20/07	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$3,248.49
280518	07/20/07	03	RYDIN DECAL	022	PRINTING	\$1,305.00
280519	07/23/07	06	GO ENGINEER	013	LIC/SOFTWARE	\$1,528.61
280520	07/23/07	06	C P R SAVERS & FIRST	033	OTHER SERV.& OPER.EX	\$950.00
280521	07/23/07	03	ASSOCIATION OF LOW W	021	DUES AND MEMBERSHIPS	\$2,500.00
280522	07/23/07	03	CAL FOR SCHOOL FACIL	021	DUES AND MEMBERSHIPS	\$2,500.00
280523	07/23/07	03	NORTH COUNTY EDUCATI	037	DUES AND MEMBERSHIPS	\$102.85
280524	07/23/07	03	WAXIE SANITARY SUPPL	021	CUSTODIAL SUPPLIES	\$249.55
280525	07/23/07	03	EDUCATION MANDATE CO	021	LEGAL EXP-BUSINESS	\$1,500.00
280526	07/23/07	25-18	MURDOCH, WALRATH & H	021	LEGAL EXPENSE	\$13,500.00
280527	07/23/07	03	A S C D	013	DUES AND MEMBERSHIPS	\$89.00
280528	07/23/07	03	CORPORATE EXPRESS	021	MATERIALS AND SUPPLI	\$538.75
280529	07/23/07	13	CORPORATE EXPRESS	031	MATERIALS AND SUPPLI	\$28.03
280530	07/23/07	13	OFFICE DEPOT	031	MATERIALS AND SUPPLI	\$26.93
280531	07/23/07	13	WAXIE SANITARY SUPPL	031	MATERIALS AND SUPPLI	\$100.00
280532	07/23/07	13	POSITIVE PROMOTIONS,	031	MATERIALS AND SUPPLI	\$89.30
280533	07/23/07	03	AMAZON.COM	020	CLASSIF.EMPL.RECOGNI	\$1,033.50
280534	07/23/07	13	DIVERSIFIED KITCHEN	012	REPAIRS BY VENDORS	\$259.30
280535	07/23/07	13	EXPRESS PRINT	031	PRINTING	\$2,155.00
280536	07/23/07	03	DEMCO INC	005	MATERIALS AND SUPPLI	\$1,800.84
280537	07/23/07	03	ADDISON SHEET METAL	025	BLDG.-REPAIR MATERIA	\$702.00
280538	07/23/07	03	CORPORATE EXPRESS	037	OFFICE SUPPLIES	\$53.40
280539	07/23/07	03	DATA MANAGEMENT INC	004	OFFICE SUPPLIES	\$186.56
280540	07/23/07	03	A T D AMERICAN COMPA	004	MATERIALS AND SUPPLI	\$1,031.49
280541	07/23/07	03	SMART AND FINAL CORP	004	MATERIALS AND SUPPLI	\$825.00
280542	07/23/07	03	WAXIE SANITARY SUPPL	004	MATERIALS AND SUPPLI	\$800.00
280543	07/23/07	03	ONE STOP TONER AND I	013	MATERIALS AND SUPPLI	\$280.13
280544	07/23/07	13	HI-WEST FOODS INC	031	PURCHASES FOOD	\$1,000.00
280545	07/23/07	13	LAND O' LAKES INC	031	PURCHASES FOOD	\$6,000.00
280546	07/23/07	13	SMART AND FINAL CORP	031	PURCHASES FOOD	\$1,000.00
280547	07/23/07	13	CA DEPT OF ED-FOOD D	031	PURCHASES FOOD	\$2,700.00
280548	07/23/07	13	LLOYD PEST CONTROL	031	OTHER SERV.& OPER.EX	\$3,100.00
280549	07/23/07	13	P C S REVENUE CONTRO	031	OTHER SERV.& OPER.EX	\$3,900.00
280550	07/23/07	13	SHELL OIL (TEXACO)	031	FUEL	\$2,500.00
280551	07/23/07	13	OAK CREST MIDDLE SCH	031	OTHER SERV.& OPER.EX	\$600.00
280552	07/23/07	13	DIEGUENO MIDDLE SCHO	031	OTHER SERV.& OPER.EX	\$600.00
280553	07/23/07	13	AMERIGAS	031	MATERIALS AND SUPPLI	\$100.00
280554	07/23/07	13	COUNTY OF SAN DIEGO	031	OTHER SERV.& OPER.EX	\$2,800.00
280555	07/23/07	13	C S N A	031	DUES AND MEMBERSHIPS	\$37.00
280556	07/23/07	03	ONE STOP TONER AND I	013	OFFICE SUPPLIES	\$43.09

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280557	07/23/07	03	FERANDELL TENNIS COU	025	OTHER SERV.& OPER.EX	\$2,200.00
280558	07/23/07	06	ALPHA GRAPHICS	010	PRINTING	\$500.00
280559	07/23/07	03	C S B A	020	LIC/SOFTWARE	\$3,000.00
280560	07/23/07	03	C S B A	020	MATERIALS AND SUPPLI	\$750.00
280561	07/23/07	03	P T M DOCUMENT SYSTE	035	MATERIALS AND SUPPLI	\$6,052.73
280562	07/23/07	03	M J'S DELI & CAFE	026	MATERIALS AND SUPPLI	\$112.27
280563	07/23/07	03	K L M BIOSCIENTIFIC	012	MATERIALS AND SUPPLI	\$100.00
280564	07/23/07	03	RALPHS GROCERY COMPA	012	MATERIALS AND SUPPLI	\$600.00
280565	07/23/07	03	SAN DIEGUITO TROPHY	012	MATERIALS AND SUPPLI	\$150.00
280566	07/23/07	03	SAN DIEGUITO UHSD CA	012	MATERIALS AND SUPPLI	\$800.00
280567	07/23/07	03	XEROX CORPORATION	012	OFFICE SUPPLIES	\$350.00
280568	07/23/07	03	M J'S DELI & CAFE	026	MATERIALS AND SUPPLI	\$300.00
280569	07/23/07	03	SAN DIEGO DIGITAL SO	012	MATERIALS AND SUPPLI	\$800.00
280570	07/23/07	06	CHIPS WINDSHEILD REP	028	REPAIRS BY VENDORS	\$500.00
280571	07/23/07	06	CLARENCE OCHS INC.	028	OIL & LUBRICATION	\$5,000.00
280572	07/23/07	06	EFR ENVIRONMENTAL SE	028	HAZARDOUS WASTE DISP	\$800.00
280573	07/23/07	06	CHEVRON U S A, INC	028	FUEL	\$4,000.00
280574	07/23/07	06	HOME DEPOT	028	OTHER TRANSPORT.SUPP	\$1,500.00
280575	07/23/07	06	BUSWEST	028	MATERIALS-REPAIRS	\$2,000.00
280576	07/23/07	06	C R J INC	028	FEES - ADMISSIONS, T	\$500.00
280577	07/23/07	06	CART MART INC	028	MATERIALS-REPAIRS	\$500.00
280578	07/23/07	06	D-3 EQUIPMENT	028	MATERIALS-REPAIRS	\$300.00
280579	07/23/07	06	ADVANCED RADIATOR, I	028	MATERIALS-REPAIRS	\$2,600.00
280580	07/23/07	03	COACH USA	028	FLD. TRIPS BY PRV. C	\$5,000.00
280581	07/23/07	03	PEPPER OF LOS ANGELE	012	MATERIALS AND SUPPLI	\$3,000.00
280582	07/23/07	03	NICK RAIL MUSIC	012	NON CAPITALIZED EQUI	\$500.00
280583	07/24/07	03	WAXIE SANITARY SUPPL	014	MATERIALS AND SUPPLI	\$300.00
280584	07/24/07	13	OFFICE DEPOT	031	MATERIALS AND SUPPLI	\$122.63
280585	07/24/07	03	PLUMBERS WAREHOUSE	025	BLDG.-REPAIR MATERIA	\$157.95
280586	07/24/07	03	KIWI CLEANING SERVIC	025	OTHER SERV.& OPER.EX	\$1,286.00
280587	07/24/07	25-18	CART MART INC	025	REPAIRS BY VENDORS	\$4,000.00
280588	07/24/07	25-18	MISSION JANITORIAL S	025	EQUIPMENT	\$10,812.71
280589	07/24/07	03	PROMO ONLY	010	MATERIALS AND SUPPLI	\$150.00
280590	07/24/07	03	SMART AND FINAL CORP	004	MATERIALS AND SUPPLI	\$200.00
280591	07/24/07	03	C L M S/C L H S	004	DUES AND MEMBERSHIPS	\$295.00
280592	07/24/07	03	NATL ASSOC OF SECOND	013	DUES AND MEMBERSHIPS	\$218.00
280593	07/24/07	03	CERTIFIED TRANSPORTA	028	FLD. TRIPS BY PRV. C	\$15,000.00
280594	07/24/07	06	HOSE PROS	028	MATERIALS-REPAIRS	\$500.00
280595	07/24/07	06	INTERSTATE BATTERY	028	MATERIALS-REPAIRS	\$5,300.00
280596	07/24/07	06	LAWSON PRODUCTS INC	028	MATERIALS-REPAIRS	\$2,000.00
280597	07/24/07	06	A Z BUS SALES INC	028	MATERIALS-REPAIRS	\$10,000.00
280598	07/24/07	06	NAPA AUTO PARTS	028	MATERIALS-REPAIRS	\$15,000.00
280599	07/24/07	06	CINTAS	028	OTHER SERV.& OPER.EX	\$18,000.00
280600	07/24/07	06	WAYNE GOSSETT FORD I	028	MATERIALS-REPAIRS	\$5,600.00
280601	07/24/07	06	PARKHOUSE TIRE INC	028	TIRES	\$42,000.00
280602	07/24/07	06	P G AUTO PARTS INC	028	MATERIALS-REPAIRS	\$7,500.00
280603	07/24/07	06	IMPERIAL WELDING	033	NON CAPITALIZED EQUI	\$1,310.22
280604	07/24/07	06	MAX INDUSTRIAL	013	NON CAPITALIZED EQUI	\$1,822.30
280605	07/24/07	06	C S A AMERICA	028	FEES - ADMISSIONS, T	\$115.00
280606	07/24/07	03	TURNITIN.COM	005	LIC/SOFTWARE	\$2,687.00
280607	07/24/07	03	CLMS REGION U PARTNE	003	DUES AND MEMBERSHIPS	\$500.00
280608	07/24/07	06	TRANS TRAKS	028	CONSULTANTS-COMPUTER	\$1,200.00
280609	07/24/07	03	EDCO DISPOSAL CORPOR	012	RENTS & LEASES	\$196.33
280610	07/24/07	03	ALPHA GRAPHICS	005	PRINTING	\$52.52
280611	07/24/07	25-19	VIRCO MANUFACTURING	008	MATERIALS AND SUPPLI	\$4,561.42

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280613	07/25/07	03	CASTREY, BONNIE PROU	021	LEGAL EXPENSE	\$1,858.93
280614	07/25/07	03	INTEGRATED OFFICE SY	021	REPAIRS BY VENDORS	\$39.00
280615	07/25/07	03	INTEGRATED OFFICE SY	020	REPAIRS BY VENDORS	\$39.00
280616	07/25/07	06	INTEGRATED OFFICE SY	028	REPAIRS BY VENDORS	\$39.00
280617	07/25/07	06	DIRECT ACCESS SOLUTI	033	MATERIALS AND SUPPLI	\$401.74
280618	07/25/07	06	COMPUTER ENGINEERING	033	LIC/SOFTWARE	\$950.36
280619	07/25/07	03	INTEGRATED OFFICE SY	026	REPAIRS BY VENDORS	\$78.00
280620	07/25/07	03	OFFICE DEPOT	008	MATERIALS AND SUPPLI	\$53.88
280621	07/25/07	03	INTEGRATED OFFICE SY	004	REPAIRS BY VENDORS	\$39.00
280622	07/25/07	03	INTEGRATED OFFICE SY	001	REPAIRS BY VENDORS	\$39.00
280623	07/25/07	13	INTEGRATED OFFICE SY	031	REPAIRS BY VENDORS	\$39.00
280624	07/25/07	03	U S POSTAL SERVICE	001	COMMUNICATIONS-POSTA	\$70,000.00
280625	07/25/07	03	SAN DIEGO POSTAL	001	MATERIALS AND SUPPLI	\$1,600.00
280626	07/25/07	03	HARLAND TECHNOLOGY S	012	REPAIRS BY VENDORS	\$381.00
280627	07/25/07	06	DELL COMPUTER CORPOR	010	MAT/SUP/EQUIP TECHNO	\$27,580.34
280628	07/25/07	03	XEROX CORPORATION	013	MATERIALS AND SUPPLI	\$113.44
280630	07/25/07	06	ORANGE COUNTY DEPT O	024	TEST SCORING	\$100.00
280631	07/25/07	06	PERMA BOUND	012	MATERIALS AND SUPPLI	\$607.45
280632	07/25/07	06	THOMSON LEARNING DIS	004	MATERIALS AND SUPPLI	\$746.17
280633	07/25/07	06	ORANGE COUNTY DEPT O	024	TEST SCORING	\$8,400.00
280634	07/25/07	06	HEALTH EDCO	013	MATERIALS AND SUPPLI	\$62.27
280635	07/25/07	06	AMAZON.COM	003	MATERIALS AND SUPPLI	\$200.37
280636	07/25/07	03	OFFICE DEPOT	024	MATERIALS AND SUPPLI	\$433.70
280637	07/25/07	06	AMAZON.COM	004	MATERIALS AND SUPPLI	\$135.44
280638	07/25/07	06	AMAZON.COM	003	MATERIALS AND SUPPLI	\$121.93
280639	07/25/07	03	CA DEPT OF EDUCATION	014	MATERIALS AND SUPPLI	\$207.42
280640	07/25/07	03	NASCO MODESTO	024	MATERIALS AND SUPPLI	\$332.95
280641	07/25/07	03	OFFICE DEPOT	024	MATERIALS AND SUPPLI	\$76.10
280642	07/25/07	03	BLICK, DICK (DICK BL	004	MATERIALS AND SUPPLI	\$569.30
280643	07/25/07	03	RHINO ART COMPANY IN	004	MATERIALS AND SUPPLI	\$200.00
280644	07/25/07	03	VON'S GROCERY COMPAN	004	MATERIALS AND SUPPLI	\$200.00
280645	07/25/07	03	HOME DEPOT	004	MATERIALS AND SUPPLI	\$200.00
280646	07/25/07	03	BLICK, DICK (DICK BL	004	MATERIALS AND SUPPLI	\$631.51
280647	07/25/07	03	BLICK, DICK (DICK BL	004	MATERIALS AND SUPPLI	\$477.25
280648	07/25/07	03	BLICK, DICK (DICK BL	004	MATERIALS AND SUPPLI	\$654.24
280649	07/25/07	03	ONE STOP TONER AND I	008	MATERIALS AND SUPPLI	\$140.06
280650	07/25/07	03	PAX BUSINESS SYSTEMS	012	MATERIALS AND SUPPLI	\$200.00
280651	07/25/07	03	PAX BUSINESS SYSTEMS	012	REPAIRS BY VENDORS	\$84.54
280652	07/25/07	03	PAX BUSINESS SYSTEMS	020	REPAIRS BY VENDORS	\$84.54
280653	07/25/07	13	PAX BUSINESS SYSTEMS	031	REPAIRS BY VENDORS	\$91.09
280654	07/25/07	03	PAX BUSINESS SYSTEMS	004	REPAIRS BY VENDORS	\$169.30
280655	07/26/07	03	SAN DIEGUITO UHSD CA	010	MATERIALS AND SUPPLI	\$1,500.00
280656	07/26/07	03	HERFF JONES	013	MATERIALS AND SUPPLI	\$1,400.00
280658	07/26/07	06	STATER BROS MARKETS	033	MATERIALS AND SUPPLI	\$1,000.00
280659	07/26/07	06	E&J METAL SUPPLY LLC	033	MATERIALS AND SUPPLI	\$3,000.00
280660	07/26/07	06	IMPERIAL WELDING	033	MATERIALS AND SUPPLI	\$10,000.00
280661	07/26/07	06	GOODHEART-WILLCOX	010	MATERIALS AND SUPPLI	\$1,685.54
280662	07/26/07	06	NORTH COUNTY TOOL &	033	MATERIALS AND SUPPLI	\$1,000.00
280663	07/26/07	06	MCLOGAN	033	MATERIALS AND SUPPLI	\$3,000.00
280664	07/26/07	06	VON'S GROCERY COMPAN	033	MATERIALS AND SUPPLI	\$1,000.00
280665	07/26/07	06	CA DEPT OF GENERAL S	033	MATERIALS AND SUPPLI	\$500.00
280666	07/26/07	06	SAN DIEGUITO UHSD CA	033	MATERIALS AND SUPPLI	\$250.00
280667	07/26/07	06	ARROWHEAD	033	MATERIALS AND SUPPLI	\$150.00
280668	07/26/07	03	ONE STOP TONER AND I	025	OFFICE SUPPLIES	\$91.58
280669	07/26/07	03	SHIFFLER EQUIPMENT S	025	BLDG.-REPAIR MATERIA	\$203.18

SAN DIEGUITO UNION HIGH
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280670	07/26/07	03	NORTH COUNTY EQUIPME	025	GARDENING SUPPLIES	\$665.90
280671	07/26/07	03	AZTEC TECHNOLOGY COR	025	NON CAPITALIZED EQUI	\$4,680.66
280672	07/26/07	03	GRAINGER, WW INC	025	NON CAPITALIZED EQUI	\$3,070.92
280673	07/26/07	06	MCLOGAN	010	NON CAPITALIZED EQUI	\$694.99
280674	07/26/07	11	UNION TRIBUNE	009	ADVERTISING	\$549.20
280675	07/26/07	06	MCLOGAN	010	MATERIALS AND SUPPLI	\$1,032.74
280676	07/26/07	03	SUNDOWN LIGHTING INC	025	REPAIRS BY VENDORS	\$1,839.51
280677	07/26/07	14	SIMPLEX-GRINNELL	025	IMPROVEMENT	\$14,050.00
280678	07/26/07	03	RANCHO SANTA FE SEC	025	OTHER SERV. & OPER.EX	\$1,195.00
280679	07/26/07	25-19	AZTEC TECHNOLOGY COR	025	IMPROVEMENT	\$625.00
280680	07/25/07	03	G S T, INC	008	MAT/SUP/EQUIP TECHNO	\$1,490.43
280681	07/26/07	25-19	FREDRICKS ELECTRIC I	035	MATERIALS AND SUPPLI	\$8,949.75
280682	07/26/07	25-19	FREDRICKS ELECTRIC I	035	IMPROVEMENT	\$11,865.00
280683	07/26/07	03	FREDRICKS ELECTRIC I	035	MATERIALS AND SUPPLI	\$1,860.00
280684	07/26/07	25-19	FREDRICKS ELECTRIC I	035	IMPROVEMENT	\$6,690.00
280685	07/26/07	03	FREDRICKS ELECTRIC I	035	MATERIALS AND SUPPLI	\$8,337.50
280686	07/26/07	03/06	PREMIER AGENDAS INC	012	MATERIALS AND SUPPLI	\$8,127.58
280687	07/26/07	03	SCIENCE KIT INC	005	MATERIALS AND SUPPLI	\$386.86
280688	07/26/07	03	SMART TECHNOLOGIES I	035	LIC/SOFTWARE	\$3,274.00
280689	07/26/07	03	G S T, INC	014	SOFTWARE/DP SUPPLIES	\$1,391.27
280690	07/26/07	03	OFFICE DEPOT	014	MATERIALS AND SUPPLI	\$58.09
280691	07/26/07	03	CORPORATE EXPRESS	014	MATERIALS AND SUPPLI	\$27.84
280692	07/27/07	06	NEW HILL SERVICES	024	MATERIALS AND SUPPLI	\$302.00
280693	07/27/07	03	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$47.78
280694	07/27/07	11	E T S - GED ESSAY SC	009	TEST SCORING	\$2,000.00
280695	07/27/07	11	AMERICAN COUNCIL ON	009	MATERIALS AND SUPPLI	\$2,000.00
280696	07/27/07	06	C H K S REGIONAL CEN	024	MATERIALS AND SUPPLI	\$450.00
280698	07/27/07	03	CORPORATE EXPRESS	021	MATERIALS AND SUPPLI	\$696.52
280699	07/27/07	03	FREDRICKS ELECTRIC I	025	OTHER SERV. & OPER.EX	\$4,973.75
280700	07/27/07	40	AMERICAN WRECKING, I	025	IMPROVEMENT	\$17,277.00
280701	07/27/07	06	CADCIM TECHNOLOGIES	010	LIC/SOFTWARE	\$1,896.40
280702	07/27/07	11	PENN/HEAD RACQUET SP	009	MATERIALS AND SUPPLI	\$1,200.00
280703	07/27/07	40	MODULAR BUILDING CON	025	IMPROVEMENT	\$1,659.41
280704	07/27/07	11	FREE FORM CLAY & SUP	009	MATERIALS AND SUPPLI	\$600.00
280705	07/27/07	11	NORTHWEST TEXTBOOK D	009	BOOKS OTHER THAN TEX	\$4,118.31
280706	07/27/07	11	NEXTEL COMMUNICATION	009	COMMUNICATIONS-TELEP	\$432.00
280707	07/27/07	03	H-ITT	008	MATERIALS AND SUPPLI	\$681.11
280708	07/27/07	03	MAGNATAG	005	NON CAPITALIZED EQUI	\$2,122.70
280709	07/27/07	06	EDUCATIONAL RESOURCE	003	LIC/SOFTWARE	\$11,758.35
280710	07/27/07	06	C V I S	010	LIC/SOFTWARE	\$4,339.61
280711	07/27/07	06	DELL COMPUTER CORPOR	003	MAT/SUP/EQUIP TECHNO	\$48,283.31
280712	07/27/07	03	BEST COMPUTER SUPPLI	014	MATERIALS AND SUPPLI	\$222.35
280713	07/27/07	03	TIME CLOCK SALES & S	012	REPAIRS BY VENDORS	\$300.00
280714	07/27/07	06	TERRCO INC	013	NON CAPITALIZED EQUI	\$1,047.37
280715	07/27/07	06	BRIGGS & STRATTON CO	013	NON CAPITALIZED EQUI	\$5,071.65
280716	07/27/07	06	COLLEGE BOARD PUBLIC	005	MATERIALS AND SUPPLI	\$287.66
280717	07/27/07	03	DELL COMPUTER CORPOR	014	MAT/SUP/EQUIP TECHNO	\$13,544.67
280718	07/27/07	03	DELL COMPUTER CORPOR	035	SOFTWARE/DP SUPPLIES	\$1,613.18
280719	07/27/07	03	DELL COMPUTER CORPOR	008	MAT/SUP/EQUIP TECHNO	\$1,189.68
280720	07/27/07	03/06	DELL COMPUTER CORPOR	014	MAT/SUP/EQUIP TECHNO	\$35,637.65
280721	07/30/07	03	BEST COMPUTER SUPPLI	014	MATERIALS AND SUPPLI	\$1,029.44
280722	07/30/07	06	BARNES & NOBLE BOOKS	003	MATERIALS AND SUPPLI	\$36.97
280723	07/30/07	06	BARNES & NOBLE BOOKS	003	MATERIALS AND SUPPLI	\$101.46
280724	07/30/07	06	BARNES & NOBLE BOOKS	004	MATERIALS AND SUPPLI	\$43.00
280725	07/30/07	03	STUTZ, ARTIANO, SHI	021	LEGAL EXP-BUSINESS	\$30,000.00

SAN DIEGUITO UNION HIGH
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280726	07/30/07	03	PARHAM & ASSOCIATES	021	LEGAL EXP-PERSONNEL	\$20,000.00
280727	07/30/07	03	ATKINSON, ANDELSON,	021	LEGAL EXP-PERSONNEL	\$34,000.00
280728	07/30/07	03	SAN DIEGUITO UHSD CA	013	MATERIALS AND SUPPLI	\$1,500.00
280729	07/30/07	03	ENCINITAS COMMUNITY	013	RENTS & LEASES	\$25.00
280730	07/30/07	06	SAN DIEGUITO BOYS &	024	RENTS & LEASES	\$8,000.00
280731	07/30/07	06	LEUCADIA PIZZERIA	010	MATERIALS AND SUPPLI	\$399.38
280732	07/30/07	11	SINGER'S WORKSHOP	009	MATERIALS AND SUPPLI	\$1,200.00
280733	07/30/07	03	SAN DIEGUITO UHSD CA	024	MATERIALS AND SUPPLI	\$12,000.00
280734	07/30/07	03	ENGRAVING PLACE, THE	010	MATERIALS AND SUPPLI	\$32.33
280735	07/30/07	06	SCHOLASTIC INC	004	MATERIALS AND SUPPLI	\$1,397.50
280736	07/30/07	03	AREY JONES EDUCATION	013	MATERIALS AND SUPPLI	\$1,588.89
280737	07/30/07	03	FEDERAL WAGE & LABOR	026	MATERIALS AND SUPPLI	\$269.05
280738	07/30/07	03	NORTH COUNTY TIMES	003	OFFICE SUPPLIES	\$150.00
280739	07/30/07	03	WEST COAST NETTING	003	MATERIALS AND SUPPLI	\$347.22
280740	07/30/07	03	B S N/SPORT SUPPLY G	003	MATERIALS AND SUPPLI	\$1,231.11
280741	07/31/07	03	TEACHER'S DISCOVERY	012	MATERIALS AND SUPPLI	\$131.64
280742	07/31/07	03	LAB AIDS	012	MATERIALS AND SUPPLI	\$1,224.25
280743	07/31/07	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$1,600.00
280744	07/31/07	03	OFFICE DEPOT	025	OFFICE SUPPLIES	\$261.83
280745	07/31/07	11	THOMSON LEARNING DIS	009	BOOKS OTHER THAN TEX	\$2,119.50
280746	07/31/07	25-18	VIRCO MANUFACTURING	010	MATERIALS AND SUPPLI	\$4,980.29
280747	07/31/07	06	VIRCO MANUFACTURING	010	MATERIALS AND SUPPLI	\$5,619.90
280748	07/31/07	03	OFFICE DEPOT	012	MATERIALS AND SUPPLI	\$285.67
280749	07/31/07	03	NASCO MODESTO	012	MATERIALS AND SUPPLI	\$375.88
280750	07/31/07	06	AMAZON.COM	013	TEXTBOOKS	\$1,223.50
280751	07/31/07	06	AMAZON.COM	010	TEXTBOOKS	\$978.80
280752	07/31/07	06	AMAZON.COM	005	TEXTBOOKS	\$1,585.97
280753	07/31/07	06	AMAZON.COM	013	TEXTBOOKS	\$947.72
280754	07/31/07	06	AMAZON.COM	010	TEXTBOOKS	\$792.99
280755	07/31/07	06	AMAZON.COM	014	TEXTBOOKS	\$1,585.97
280756	07/31/07	06	AMAZON.COM	014	TEXTBOOKS	\$1,777.34
280757	07/31/07	06	AMAZON.COM	005	TEXTBOOKS	\$1,421.87
280758	07/31/07	06	AMAZON.COM	010	TEXTBOOKS	\$1,421.87
280759	07/31/07	06	AMAZON.COM	024	TEXTBOOKS	\$1,315.95
280760	07/31/07	06	AMAZON.COM	008	TEXTBOOKS	\$657.98
280761	07/31/07	06	AMAZON.COM	004	TEXTBOOKS	\$657.98
280762	07/31/07	06	AMAZON.COM	003	TEXTBOOKS	\$657.98
280763	07/31/07	03	OFFICE DEPOT	012	MATERIALS AND SUPPLI	\$125.96
280764	08/01/07	03	CORPORATE EXPRESS	003	MATERIALS AND SUPPLI	\$663.55
280765	08/01/07	03	OFFICE DEPOT	014	MATERIALS AND SUPPLI	\$368.25
280766	08/01/07	03	AUDIOMETRICS	030	REPAIRS BY VENDORS	\$736.00
280767	08/01/07	03/06	DELL COMPUTER CORPOR	012	MAT/SUP/EQUIP TECHNO	\$46,773.18
280768	08/02/07	03	PLANT-TEK, INC	025	OTHER SERV.& OPER.EX	\$13,425.00
280769	08/02/07	03	AROUND TOWN PRESSURE	025	OTHER SERV.& OPER.EX	\$6,672.00
280770	08/02/07	06	APPLE COMPUTER INC	006	MAT/SUP/EQUIP TECHNO	\$35,507.04
280771	08/02/07	06	SUPPLY MASTER INC	006	MAT/SUP/EQUIP TECHNO	\$578.61
280772	08/02/07	03	PRO PERFORMANCE SPOR	003	MATERIALS AND SUPPLI	\$647.45
280773	08/02/07	03	OFFICE DEPOT	026	OFFICE SUPPLIES	\$53.82
280774	08/02/07	03	CORPORATE EXPRESS	026	MATERIALS AND SUPPLI	\$50.37
280775	08/02/07	03	OFFICE DEPOT	003	MEDICAL SUPPLIES	\$25.84
280776	08/02/07	03	CORPORATE EXPRESS	003	OFFICE SUPPLIES	\$102.18
280777	08/02/07	06	AMAZON.COM	010	BOOKS OTHER THAN TEX	\$320.56
280778	08/03/07	03	AREY JONES EDUCATION	024	MAT/SUP/EQUIP TECHNO	\$1,588.27
280779	08/03/07	03	ROYAL BUSINESS GROUP	030	PRINTING	\$140.08
280780	08/03/07	03	EDUCATIONAL RESOURCE	012	LIC/SOFTWARE	\$3,640.10

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280781	08/03/07	06	SCHOLASTIC INC	012	MATERIALS AND SUPPLI	\$2,685.25
280782	08/03/07	06	PERMA BOUND	010	TEXTBOOKS	\$4,295.99
280783	08/03/07	06	PRENTICE HALL/REGENT	012	TEXTBOOKS	\$6,128.34
280784	08/03/07	06	DEMCO INC	010	MATERIALS AND SUPPLI	\$1,774.64
280785	08/03/07	03	COMPANION CORPORATIO	008	NON CAPITALIZED EQUI	\$1,020.00
280786	08/03/07	25-18	FREDRICKS ELECTRIC I	035	NEW CONSTRUCTION	\$10,350.00
280787	08/03/07	25-18	FREDRICKS ELECTRIC I	025	NEW CONSTRUCTION	\$13,575.00
280788	08/03/07	03	SAN DIEGO DIGITAL SO	012	REPAIRS BY VENDORS	\$1,645.38
280789	08/03/07	06	ENCINITAS, CITY OF	037	SECURITY GUARD CONTR	\$156,041.00
280790	08/03/07	03	SAX ARTS & CRAFTS	024	MATERIALS AND SUPPLI	\$377.62
280791	08/03/07	11	CONSULTING & INSPECT	009	IMPROVEMENT	\$3,790.00
280792	08/03/07	03	XEROX CORPORATION	013	DUPLICATING SUPPLIES	\$1,500.00
280793	08/03/07	03	OFFICE DEPOT	024	MATERIALS AND SUPPLI	\$219.77
280794	08/03/07	03	CORPORATE EXPRESS	020	OFFICE SUPPLIES	\$270.28
280795	08/03/07	03	POSITIVE PROMOTIONS,	008	MATERIALS AND SUPPLI	\$468.10
280796	08/03/07	03	NOVEL IDEAS	008	MATERIALS AND SUPPLI	\$104.95
280797	08/03/07	03	CORPORATE EXPRESS	035	OFFICE SUPPLIES	\$100.93
280798	08/03/07	06	TRAINER'S WAREHOUSE	005	MATERIALS AND SUPPLI	\$138.09
280799	08/03/07	03	CORPORATE EXPRESS	014	MATERIALS AND SUPPLI	\$40.84
280800	08/03/07	03	CAROLINA BIOLOGICAL	014	MATERIALS AND SUPPLI	\$883.13
280801	08/03/07	06	SUBWAY #27567	010	MATERIALS AND SUPPLI	\$217.00
280802	08/03/07	03	SAN DIEGUITO UHSD CA	008	MATERIALS AND SUPPLI	\$500.00
280803	08/03/07	11	SIGNS ON TIME	009	ADVERTISING	\$141.42
280804	08/03/07	03	RYDIN DECAL	003	OFFICE SUPPLIES	\$235.89
280805	08/03/07	03	SCIENCE KIT INC	014	MATERIALS AND SUPPLI	\$156.10
280806	08/03/07	06	DAY WIRELESS SYSTEMS	005	MATERIALS AND SUPPLI	\$4,310.69
280807	08/03/07	03	SCHOOL NURSE SUPPLY	012	MEDICAL SUPPLIES	\$151.95
280808	08/03/07	03	PROMOTE MARKETING CO	012	MATERIALS AND SUPPLI	\$200.18
280809	08/03/07	06	DAY WIRELESS SYSTEMS	010	MATERIALS AND SUPPLI	\$4,002.78
280810	08/03/07	03	ROYAL LINES	028	FLD. TRIPS BY PRV. C	\$2,000.00
280811	08/03/07	06	S AND R TOWING INC	028	OTHER SERV.& OPER.EX	\$1,500.00
280812	08/03/07	06	TURFSTAR INC	028	MATERIALS-REPAIRS	\$3,000.00
280813	08/03/07	06	WESELOH CHEVROLET CO	028	MATERIALS-REPAIRS	\$4,500.00
280814	08/03/07	06	ARROWHEAD	028	OTHER TRANSPORT.SUPP	\$1,200.00
280815	08/03/07	06	SAFETY KLEEN CORP	028	HAZARDOUS WASTE DISP	\$1,700.00
280816	08/03/07	06	SAN DIEGO WELDERS SU	028	RENTS & LEASES	\$800.00
280817	08/03/07	06	R D O EQUIPMENT CO	028	MATERIALS-REPAIRS	\$7,000.00
280818	08/03/07	06	SOCO GROUP, INC.	028	FUEL	\$330,000.00
280819	08/03/07	06	WETMORE'S	028	MATERIALS-REPAIRS	\$18,000.00
280820	08/03/07	06	RELIABLE HOME HELP N	030	PROF/CONSULT./OPER E	\$70,000.00
280821	08/03/07	03	SAN DIEGO CO SUPERIN	030	PRINTING	\$337.26
280822	08/03/07	06	STEPHENSON, JEFF	030	MEDIATION SETTLEMENT	\$7,237.50
280823	08/03/07	03	OFFICE DEPOT	030	OFFICE SUPPLIES	\$118.29
280824	08/03/07	03	CORPORATE EXPRESS	030	OFFICE SUPPLIES	\$620.23
280825	08/03/07	03	OFFICE DEPOT	030	OFFICE SUPPLIES	\$182.77
280826	08/03/07	03	DELL COMPUTER CORPOR	035	MAT/SUP/EQUIP TECHNO	\$4,927.46
280827	08/03/07	03	XEROX CORPORATION	036	RENTS & LEASES	\$6,544.83
280828	08/03/07	03	ARENSON OFFICE FURNI	030	OFFICE SUPPLIES	\$379.28
280829	08/03/07	03	FLINN SCIENTIFIC INC	005	MATERIALS AND SUPPLI	\$2,035.33
280830	08/03/07	06	HERTZ FURNITURE SYST	003	MATERIALS AND SUPPLI	\$6,540.31
280831	08/03/07	06	VIRCO MANUFACTURING	003	MATERIALS AND SUPPLI	\$2,642.03
280832	08/06/07	06	GOPHER SPORT	013	MATERIALS AND SUPPLI	\$7,670.04
280833	08/06/07	06	OFFICE DEPOT	033	MATERIALS AND SUPPLI	\$32.29
280834	08/06/07	11	COSTCO SAN MARCOS	009	MATERIALS AND SUPPLI	\$64.65
280835	08/06/07	06	GLENCOE-MACMILLAN/MC	009	TEXTBOOKS	\$1,494.87

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
280836	08/06/07	06	PERMA BOUND	009	TEXTBOOKS	\$601.78
280837	08/06/07	06	PRENTICE HALL/REGENT	009	TEXTBOOKS	\$1,930.50
280838	08/06/07	06	HOLT RINEHART & WINS	009	TEXTBOOKS	\$2,601.04
280839	08/06/07	06	CANNON SPORTS INC	006	MATERIALS AND SUPPLI	\$212.75
280840	08/06/07	06	POWER SYSTEMS INC	013	MATERIALS AND SUPPLI	\$3,932.14
280841	08/06/07	06	NASCO MODESTO	005	MATERIALS AND SUPPLI	\$550.19
280842	08/06/07	06	MCDUGAL LITTEL	009	TEXTBOOKS	\$1,328.54
280843	08/06/07	06	MCGRAW HILL ORDER SE	005	BOOKS OTHER THAN TEX	\$2,467.75
280844	08/06/07	03	GRAINGER, WW INC	025	NON CAPITALIZED EQUI	\$2,400.71
280845	08/06/07	06	WELBOURN GOURD FARM	004	MATERIALS AND SUPPLI	\$914.32
280846	08/06/07	06	SEARS COMMERCIAL SAL	033	MATERIALS AND SUPPLI	\$200.00
280847	08/06/07	06	HARBOR FREIGHT TOOLS	033	MATERIALS AND SUPPLI	\$250.00
280848	08/06/07	06	MARSHALL'S IND HARDW	033	MATERIALS AND SUPPLI	\$200.00
280850	08/06/07	03	MC MASTER-CARR SUPPL	025	BLDG.-REPAIR MATERIA	\$489.36
280852	08/06/07	06	PALOS SPORTS, INC.	006	MATERIALS AND SUPPLI	\$359.67
280853	08/06/07	06	GOPHER SPORT	006	MATERIALS AND SUPPLI	\$240.17
280854	08/06/07	06	MCLOGAN	010	MATERIALS AND SUPPLI	\$1,314.75
280855	08/06/07	03	EXPRESS PRINT	008	PRINTING	\$452.55
280856	08/06/07	06	MISSSION EQUIPMENT &	005	MATERIALS AND SUPPLI	\$261.52
280857	08/06/07	03/06	PRENTICE HALL/REGENT	003	TEXTBOOKS	\$13,811.60
280858	08/07/07	03	JARBOE, JOHN CALVIN	026	LEGAL EXPENSE	\$3,107.67
280859	08/07/07	14	COMMERCIAL & INDUSTR	025	IMPROVEMENT	\$253,771.00
280860	08/06/07	06	ONE STOP TONER AND I	033	MATERIALS AND SUPPLI	\$43.09
280861	08/07/07	06	STAPLES STORES	033	MATERIALS AND SUPPLI	\$51.59
280862	08/07/07	06	CORPORATE EXPRESS	033	MATERIALS AND SUPPLI	\$133.98
280863	08/07/07	06	LIBERTY PAPER	033	MATERIALS AND SUPPLI	\$39.60
280864	08/07/07	06	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$116.97
280865	08/07/07	03	TECHNOLOGY INTEGRATI	035	LIC/SOFTWARE	\$6,360.40
280866	08/07/07	03/06	HOLT RINEHART & WINS	003	TEXTBOOKS	\$18,124.97
280867	08/07/07	03	RHINO ART COMPANY IN	013	MATERIALS AND SUPPLI	\$431.00
280868	08/07/07	03	TREETOP PUBLISHING	013	MATERIALS AND SUPPLI	\$186.63
280869	08/07/07	03	BLICK, DICK (DICK BL	013	MATERIALS AND SUPPLI	\$3,244.14
280870	08/07/07	03	FRONTIER FENCE COMPA	025	REPAIRS BY VENDORS	\$1,652.00
280871	08/07/07	06	BLICK, DICK (DICK BL	004	MATERIALS AND SUPPLI	\$698.79
280872	08/07/07	03/06	MAGDALENA ECKE FAMIL	005	RENTS & LEASES	\$4,400.00
280873	08/08/07	06	B AND H PHOTO-VIDEO-	006	NON CAPITALIZED EQUI	\$11,473.76
280874	08/08/07	03	INGOLD TRACTOR SERVI	025	OTHER SERV.& OPER.EX	\$3,500.00
280875	08/08/07	06	HIGHSMITH CO INC	008	MATERIALS AND SUPPLI	\$3,358.61
280876	08/08/07	06	MUD IN MIND	024	MATERIALS AND SUPPLI	\$91.78
280877	08/08/07	03	OZ COURT REPORTING	026	LEGAL EXPENSE	\$2,500.00
280878	08/09/07	03	EXPRESS PRINT	012	PRINTING	\$2,000.00
280879	08/09/07	03	FEDERAL WAGE & LABOR	026	OFFICE SUPPLIES	\$192.37
280880	08/09/07	03	C A S H	025	DUES AND MEMBERSHIPS	\$209.00
280881	08/09/07	25-18	RANCHO SANTA FE SEC	025	NEW CONSTRUCTION	\$999.95
280882	08/09/07	03	WESTERN STATES AWNIN	025	OTHER SERV.& OPER.EX	\$700.00
280883	08/09/07	06	EDUCATIONAL RESOURCE	010	LIC/SOFTWARE	\$4,802.57
280884	08/09/07	03	C A S H	021	DUES AND MEMBERSHIPS	\$754.00
280885	08/09/07	06	SAN DIEGO STAGE/LIGH	008	MATERIALS AND SUPPLI	\$5,383.73
280886	08/09/07	06	IMPERIAL WELDING	033	NON CAPITALIZED EQUI	\$3,714.96
280887	08/09/07	03	WESELOH CHEVROLET CO	025	REPAIRS BY VENDORS	\$96.89
280888	08/09/07	14	JANUS CORPORATION	025	REPAIRS BY VENDORS	\$6,787.00
280889	08/08/07	06	B AND H PHOTO-VIDEO-	006	MATERIALS AND SUPPLI	\$834.26
280890	08/09/07	03	VERIZON CELLULAR - S	001	COMMUNICATIONS-TELEP	\$45,000.00
280891	08/10/07	06	RANESCO	033	MATERIALS AND SUPPLI	\$6,904.62
280893	08/10/07	25-19	OFFICE DEPOT	004	MATERIALS AND SUPPLI	\$2,888.51

SAN DIEGUITO UNION HIGH
FROM 07/07/07 THRU 08/13/07

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
280894	08/10/07	03	TEACHERS COLLEGE PRE	013	MATERIALS AND SUPPLI	\$69.26
280895	08/10/07	03	ROYAL BUSINESS GROUP	004	PRINTING	\$37.71
280896	08/10/07	03	EXPRESS PRINT	024	PRINTING	\$2,618.33
280897	08/10/07	06	D AND D TOOL SUPPLY	010	NON CAPITALIZED EQUI	\$798.86
280898	08/10/07	03	COMM ONE INC	025	NON CAPITALIZED EQUI	\$1,610.86
280899	08/10/07	06	D AND D TOOL SUPPLY	010	MATERIALS AND SUPPLI	\$368.00
280900	08/10/07	06	MC MASTER-CARR SUPPL	033	MATERIALS AND SUPPLI	\$702.86
280901	08/10/07	03	WAXIE SANITARY SUPPL	012	MATERIALS AND SUPPLI	\$300.00
280902	08/10/07	13	CALIFORNIA GOLD	031	RENTS & LEASES	\$7,800.00
280903	08/10/07	13	ECONOMY RESTAURANT S	031	MATERIALS AND SUPPLI	\$139.00
280904	08/10/07	03	THYSSENKRUPP ELEVATO	025	REPAIRS BY VENDORS	\$136.00
280905	08/13/07	25-19	NEWMAN REPLACEMENT W	025	IMPROVEMENT	\$5,968.00
680000	07/23/07	03	ELGIN SCHOOL SUPPLY	001	STORES	\$1,227.94
680001	07/23/07	03	SOUTHWEST PLASTIC BI	001	STORES	\$1,734.78
680002	07/23/07	03	SOUTHWEST SCHOOL/OFF	001	STORES	\$484.71
680003	07/23/07	03	SUPPLY MASTER INC	001	STORES	\$62.06
680004	07/23/07	03	WAXIE SANITARY SUPPL	001	STORES	\$360.53
680005	07/25/07	03	SCANTRON CORPORATION	001	STORES	\$9,309.60
680006	07/24/07	03	CORPORATE EXPRESS	001	STORES	\$304.09
680007	07/24/07	03	PIONEER STATIONERS I	001	STORES	\$408.59
680008	07/24/07	03	OFFICE DEPOT	001	STORES	\$2,332.68
680009	07/25/07	03	ONE STOP TONER AND I	001	STORES	\$623.87
680010	07/26/07	03	UNITED HEALTH SUPPLI	001	STORES	\$196.73
680011	08/06/07	03	PIONEER STATIONERS I	001	STORES	\$356.76
680012	08/06/07	03	ELGIN SCHOOL SUPPLY	001	STORES	\$687.98
780000	08/02/07	03	SHREDFORCE INC	029	OTHER SERV.& OPER.EX	\$746.35
780001	07/17/07	25-19	WESTERN ENVIRONMENTA	025	IMPROVEMENT	\$1,680.00
780005	08/09/07	03	COUNTY BURNER & MACH	025	REPAIRS BY VENDORS	\$997.46
780007	08/09/07	03	B AND C CRANE SERVIC	025	RENTS & LEASES	\$800.00
880001	07/23/07	06	SAN DIEGO CO SUPERIN	022	CONFERENCE,WORKSHOP,	\$1,380.00
880002	07/23/07	06	U C IRVINE	022	CONFERENCE,WORKSHOP,	\$420.00
880004	07/23/07	06	RIVERSIDE SHERIFF AS	022	CONFERENCE,WORKSHOP,	\$885.00
880005	07/23/07	03	C S B A	022	CONFERENCE,WORKSHOP,	\$3,050.00
880006	07/23/07	06	SAN DIEGO CO SUPERIN	022	CONFERENCE,WORKSHOP,	\$2,800.00
880007	08/03/07	06	SAN DIEGO CO SUPERIN	022	CONFERENCE,WORKSHOP,	\$275.00
880008	07/27/07	03	SUBURBAN SCHOOL SUPE	022	CONFERENCE,WORKSHOP,	\$1,330.00
980002	07/26/07	25-18	FREDRICKS ELECTRIC I	035	MATERIALS AND SUPPLI	\$10,391.00
980003	07/11/07	25-18	BLAIR RASMUSSEN CONS	025	IMPROVEMENT	\$252,270.00
980004	07/17/07	25-18	D A D ASPHALT	025	NEW CONSTRUCTION	\$13,600.00
980005	07/11/07	25-18	CALIFORNIA BANK & TR	025	IMPROVEMENT	\$28,030.00
980008	07/26/07	25-18	BONSALL CONSTRUCTION	025	IMPROVEMENT	\$163,099.00
980009	07/26/07	25-18	T C CONSTRUCTION CO.	025	IMPROVEMENT	\$27,830.00
980010	08/03/07	25-18	FRONTIER FENCE COMPA	025	IMPROVEMENT	\$3,190.00
980011	08/08/07	25-18	VIRCO MANUFACTURING	033	MATERIALS AND SUPPLI	\$1,472.04
980012	08/08/07	25-18	NORTH COUNTY TIMES	036	IMPROVEMENT	\$351.62
98011A	08/08/07	25-18	CORPORATE EXPRESS	033	MATERIALS AND SUPPLI	\$571.77
98011B	08/08/07	25-18	CORPORATE EXPRESS	006	MATERIALS AND SUPPLI	\$1,647.46
98011C	08/08/07	25-18	CULVER NEWLIN INC	006	MATERIALS AND SUPPLI	\$506.58
98011D	08/08/07	25-18	ARENSON OFFICE FURNI	006	MATERIALS AND SUPPLI	\$261.46

REPORT TOTAL \$6,540,594.80

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INSTANT MONEY REPORT FOR THE PERIOD 07/10/07 THROUGH 08/13/07

<i>Check #</i>	<i>Vendor</i>	<i>Amount</i>
10310	FEDEX	\$66.29
	<i>Total</i>	<u>\$66.29</u>

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Individual Membership Listings
For the Period of July 7, 2007 through August 13, 2007

<u>Staff Member Name</u>	<u>Organization Name</u>	<u>Amount</u>
Rick Labib-Wood	California School Personnel Commissioners Association	\$776.00
Marilyn Pugh	California League of Middle Schools	500.00
Roger Taylor	American Welding Society	80.00
Barbara Gauthier	Association for Supervision and Curriculum Development	89.00
Alicia Pitrone	California School Nutrition Association	37.00
Barbara Gauthier	National Association of Secondary School Principals	218.00
Anna Pedroza	California League of Middle Schools	500.00
Russell Thornton	California's Coalition for Adequate School Housing	209.00
Steve Ma	California's Coalition for Adequate School Housing	584.00

ITEM 15 H

San Diego County Office of Education

PETITION FOR ISSUANCE OF NEW WARRANT IN LIEU OF VOID WARRANT
(Government Code Section 29802, Warrants
Becoming Void After September 20, 1963)

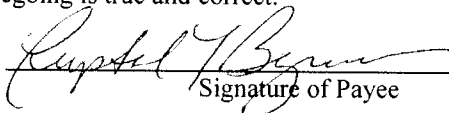
1. TO THE BOARD OF EDUCATION OF THE **San Dieguito Union High School District**: I, the undersigned, declare that I am the payee of original warrant number **10-184219** dated **11/30/2006**, in the amount of **Three Hundred Sixty-One And 41/100 dollars (\$361.41)** attached hereto and presented to your Board pursuant to Section 29802 of the Government Code. I hereby request that you adopt an order instructing the County Auditor to draw a new warrant in favor of me for the same amount as the original warrant.

Executed at San Clemente, CA on July 21 2007.

I certify under penalty of perjury that the foregoing is true and correct.

CRYSTAL F BEJARANO

Name of Payee


Signature of Payee

22 Via Soria San Clemente CA 92673
Address of Payee

2. ORDER OF THE BOARD OF San Dieguito Union High TO DRAW WARRANT:

It is ORDERED by the Board of Education of the San Dieguito Union High School District that the County Auditor of the County of San Diego draw a new warrant in favor of the same payee and in the same amount of the above described warrant.

_____ Clerk of the Board

Date _____ 20____ By _____ Deputy

3. DISTRICT'S REISSUE OF PAYROLL WARRANT:

On _____ 20____, the district issued commercial warrant number _____ to **CRYSTAL F BEJARANO**, payee, for **Three Hundred Sixty-One And 41/100 dollars** to replace void warrant number **10-184219** described above.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Stephen G. Ma
Associate Superintendent, Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF BOARD POLICY REVISION
PROPOSAL, #7311/1333 & NEW
ADMINISTRATIVE REGULATION,
#7311/1333/AR-1, *NEW CONSTRUCTION,*
COMMUNITY RELATIONS

EXECUTIVE SUMMARY

On December 6, 2006, staff made a presentation to the Board of Trustees on "Enrollment Policy and Alternatives". Board Policy #7311/1333 (Local Goals and Policies pursuant to the Mello-Roos Community Facility Act of 1982) was reviewed in light of the growing use of Mello-Roos funding of facilities. Staff examined a number of options on meeting the "priority attendance" goal of the policy.

At the July 19, 2007 the Board reviewed the proposed Board policy and new administration regulation. Staff is recommending some minor changes to the policy and the creation of an AR for implementation purposes. This item is being presented for approval.

RECOMMENDATION:

It is recommended that the Board approve Board Policy revision #7311 and new Administrative Regulation proposal, #7311/1333/AR-1, *New Construction, Community Relations*, as shown in the attached supplements.

FUNDING SOURCE:

Not applicable.

AGENDA ITEM 16

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NEW CONSTRUCTION
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LOCAL GOALS AND POLICIES PURSUANT TO THE MELLO-ROOS COMMUNITY FACILITIES ACT OF 1982

Introduction

San Dieguito Union High School District (the "District") has created these Local Goals and Policies (the "Policies") as guidelines to assist all concerned parties in determining the District's approach to financing projects pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Mello-Roos Act"). These Policies are also intended to comply with Section 53312.7 of the Mello-Roos Act.

School Facilities to be Financed

It is the District's intention to support projects which address the greatest public need and provide the greatest public benefit: first, to the residents of ~~the proposed new and existing Mello-Roos Act~~ community facilities districts ("**CFDs**"); and, second, to the residents of the District at large. Therefore, it shall be the policy of the District to give priority attendance access to students residing in ~~a community facilities district~~ **CFDs** whose residents have paid special taxes which have, in whole or in part, financed the construction of school facilities. The degree of **CFD** priority shall reflect the proportion of each school's financing by **CFDs** under the Mello-Roos Act. ~~The District hereby incorporates by reference its attendance policy including criteria for student assignment such as goals to achieve ethnic, racial, or socioeconomic diversity; federal, state, or court mandates; transportation needs, safe pedestrian routes; grade levels for which facilities were designed; and ensuring students continuity of schooling within any single school year.~~ **The Superintendent shall develop regulations to determine the manner in which the CFD priority shall be determined for District schools. Those regulations shall incorporate this policy, other considerations allowed by law, and other applicable board policies such as the District's attendance policies (including criteria for student assignment such as goals to achieve ethnic, racial, or socioeconomic diversity, to the extent allowable by law); federal, state, or court mandates; transportation needs, safe pedestrian routes; grade levels for which facilities were designed; and ensuring students continuity of schooling within any single school**

POLICY ADOPTED: June 8, 1994
Policy revision DRAFT: August 23, 2007

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year.**

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Credit Quality

Prior to the District considering any resolution authorizing the sale and issuance of bonds secured by special taxes collected under the Mello-Roos Act, the District shall require the following items:

1. To the extent the assessed value of real property in the District is not sufficient to enable the District to comply with Section 53345.8 of the Mello Act, a current appraisal prepared consistent with the "Criteria for Appraisals" of these Policies that demonstrates that satisfactory value-to-lien ratios exist.
2. Financial statements (preferably audited) for the current and prior two fiscal years from each property owner responsible for twenty-five percent (25%) or more of the debt service on the bonded indebtedness to be incurred. The property owner shall also provide all other financial information related to the proposed project that may be requested by the District.
3. Any credit enhancement ~~that the District, in its sole discretion, may require.~~
4. Evidence that the rate and method of apportionment of the special tax is in compliance with "Special Tax Formula" of these Policies.

Any variation from these Policies is to be noted and a recommendation made to the Board of Trustees of the District with regard thereto.

Notice to Future Property Owners

The Mello-Roos Act requires that certain disclosure certificates regarding the existence of a community facilities district and the special tax obligation be provided to those individuals purchasing property within the community facilities district. The District will require statutorily prescribed disclosure be made to the initial purchaser of property within a community facilities district, and it will make available the information necessary to

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complete the disclosure certificate required for secondary transfers. In its sole discretion, the District may require additional disclosure if to do so will allow subsequent purchasers to be aware of the existence of the community facilities district and the lien obligations created by the special tax.

Special Tax Formula

While bond proceeds provide the immediate source for financing improvements, it is the annual levy of special taxes servicing this debt which serve as the ultimate source of financing. The special tax lien must be sufficient to adequately secure the debt so that the risk of default is reasonably low. But the special tax lien must also be fair to the taxpayer. The following criteria will be applied in evaluating special tax formulas:

1. The rate and method of apportionment of the special tax must be both reasonable and equitable in apportioning the costs of the public facilities to be financed to each of the parcels within the boundaries of the proposed district.
2. The rate and method of apportionment of the special tax is to provide for the administrative expenses of the proposed district, including, but not limited to, those expenses necessary for the enrollment and collection of the special tax and bond administration.
3. All property not otherwise exempted by the Mello-Roos Act from taxation shall be subject to the special tax. The rate and method of apportionment may provide for exemptions to be extended to parcels that are to be dedicated at a future date to public entities, held by a homeowner's association or designated open space.
4. A formula to provide for the prepayment of the special tax may be provided.

Criteria for Appraisals

An appraisal is a written statement independently and impartially prepared by a qualified appraiser setting forth an opinion of defined value of an adequately described property as of a specific date, supported by the presentation and analysis of relevant market information.

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The format and level of documentation for an appraisal depend on the complexity of the appraisal problem. A detailed appraisal shall be prepared for complex appraisal problems. A detailed appraisal shall reflect nationally recognized appraisal standards, including, to the extent appropriate, the Uniform Appraisal Standards for Federal Land Acquisition. An appraisal must contain sufficient documentation, including data and appraiser's analysis

of the data, to support his or her opinion of value. At a minimum, the appraisal shall contain the following items.

1. The purpose and/or the function of the appraisal, a definition of the estate being appraised, and a statement of the assumptions and limiting conditions affecting the appraisal.
2. An adequate description of the physical characteristics of the property being appraised, location, zoning, present use, and an analysis of highest and best use.
3. All relevant and reliable approaches to value consistent with commonly accepted professional appraisal practices.
4. A statement of the value of the real property.
5. The effective value of valuation, date of appraisal, signature and certification of the appraiser.

References:

~~Attendance Policy #5112/AR-1~~

Admission Requirements - Policy #5111

District Residency - Policy #5111.1 and #5111.1/AR-1

Intra-District Open Enrollment - Policy #5116.1/AR-1

Attendance Boundaries - Policy #5116.2 and #5116.2/AR-1

POLICY ADOPTED: June 8, 1994

Policy revision DRAFT: August 23, 2007

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LOCAL GOALS AND POLICIES PURSUANT TO THE MELLO-ROOS COMMUNITY FACILITIES ACT OF 1982

Introduction

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School Facilities to be Financed

It is the District's intention to support projects which address the greatest public need and provide the greatest public benefit: first, to the residents of the proposed community facilities district; and, second, to the residents of the District at large. Therefore, it shall be the policy of the District to give priority attendance access to students residing in a community facilities district whose residents have paid special taxes which have, in whole or in part, financed the construction of school facilities. The degree of priority shall reflect the proportion of each school's financing under the Mello-Roos Act. The District hereby incorporates by reference its attendance policy including criteria for student assignment such as goals to achieve ethnic, racial, or socioeconomic diversity; federal, state, or court mandates; transportation needs, safe pedestrian routes; grade levels for which facilities were designed; and ensuring students continuity of schooling within any single school year.

Credit Quality

Prior to the District considering any resolution authorizing the sale and issuance of bonds secured by special taxes collected under the Mello-Roos Act, the District shall require the following items:

1. To the extent the assessed value of real property in the District is not sufficient to enable the District to comply with Section 53345.8 of the Mello Act, a current appraisal prepared consistent with the "Criteria for Appraisals" of these Policies that demonstrates that satisfactory value-to-lien ratios exist.
2. Financial statements (preferably audited) for the current and prior two fiscal years from each property owner responsible for twenty-five percent (25%) or more of the debt service on the bonded indebtedness to be incurred. The property owner

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shall also provide all other financial information related to the proposed project that may be requested by the District.

3. Any credit enhancement that the District, in its sole discretion, may require.
4. Evidence that the rate and method of apportionment of the special tax is in compliance with "Special Tax Formula" of these Policies.

Any variation from these Policies is to be noted and a recommendation made to the Board of Trustees of the District with regard thereto.

Notice to Future Property Owners

The Mello-Roos Act requires that certain disclosure certificates regarding the existence of a community facilities district and the special tax obligation be provided to those individuals purchasing property within the community facilities district. The District will require statutorily prescribed disclosure be made to the initial purchaser of property within a community facilities district, and it will make available the information necessary to complete the disclosure certificate required for secondary transfers. In its sole discretion, the District may require additional disclosure if to do so will allow subsequent purchasers to be aware of the existence of the community facilities district and the lien obligations created by the special tax.

Special Tax Formula

While bond proceeds provide the immediate source for financing improvements, it is the annual levy of special taxes servicing this debt which serve as the ultimate source of financing. The special tax lien must be sufficient to adequately secure the debt so that the risk of default is reasonably low. But the special tax lien must also be fair to the taxpayer. The following criteria will be applied in evaluating special tax formulas:

1. The rate and method of apportionment of the special tax must be both reasonable and equitable in apportioning the costs of the public facilities to be financed to each of the parcels within the boundaries of the proposed district.
2. The rate and method of apportionment of the special tax is to provide for the administrative expenses of the proposed district, including, but not limited to, those expenses necessary for the enrollment and collection of the special tax and bond administration.
3. All property not otherwise exempted by the Mello-Roos Act from

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taxation shall be subject to the special tax. The rate and method of apportionment may provide for exemptions to be extended to parcels that are to be dedicated at a future date to public entities, held by a homeowner's association or designated open space.

4. A formula to provide for the prepayment of the special tax may be provided.

Criteria for Appraisals

An appraisal is a written statement independently and impartially prepared by a qualified appraiser setting forth an opinion of defined value of an adequately described property as of a specific date, supported by the presentation and analysis of relevant market information.

The format and level of documentation for an appraisal depend on the complexity of the appraisal problem. A detailed appraisal shall be prepared for complex appraisal problems. A detailed appraisal shall reflect nationally recognized appraisal standards, including, to the extent appropriate, the Uniform Appraisal Standards for Federal Land Acquisition. An appraisal must contain sufficient documentation, including data and appraiser's analysis of the data, to support his or her opinion of value. At a minimum, the appraisal shall contain the following items.

1. The purpose and/or the function of the appraisal, a definition of the estate being appraised, and a statement of the assumptions and limiting conditions affecting the appraisal.
2. An adequate description of the physical characteristics of the property being appraised, location, zoning, present use, and an analysis of highest and best use.
3. All relevant and reliable approaches to value consistent with commonly accepted professional appraisal practices.
4. A statement of the value of the real property.
5. The effective value of valuation, date of appraisal, signature and certification of the appraiser.

References: Attendance Policy #5112/AR-1
Intra-District Policy #5116.1/AR-1

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This regulation implements the District's policy to give priority attendance access to students residing in a Mello-Roos community facilities district ("CFD") whose residents have paid special taxes which have, in whole or in part, financed the construction of school facilities. Priority attendance procedures as set forth in this regulation shall be applicable in situations in which there is insufficient space to accommodate all students wishing to attend a particular school. Consideration in determining priority attendance shall be as articulated in the District's attendance policies and Board Policy 7311 and shall be based on a grade-by-grade basis rather than a school-wide basis in order to maintain proportionate representation of persons residing within CFDs. Priority attendance procedures shall be designed to ensure ethnic, racial, or socioeconomic diversity, to the extent allowable by law; and shall take into consideration federal, state, or court mandates, if applicable; transportation needs, safe pedestrian routes; grade levels for which facilities were designed; and ensuring students continuity of schooling within any single school year. The Board shall review and approve the means by which priority attendance is determined prior to implementation.

When first implemented at a school site, priority attendance for CFDs shall be phased in incrementally so that there is not a disproportionate number of CFD priority students in a given grade. For example, if there are 400 priority attendance seats at a four year school, 100 students will be given priority attendance the first year and each year thereafter until all 400 priority seats have been allocated throughout all four grades at the school. In this way, no one grade contains all the priority attendance students.

In order to create the most efficient financing structure possible for the construction of school facilities, the District has funded the construction of multiple school facilities with funding from multiple CFDs through the use of bonds issued by pooling CFDs or by other means. In cases in which multiple CFDs have funded all or a portion of the cost of construction of multiple school facilities, the District may exercise discretion in the apportionment of priority attendance at each such school facility, so long as the total seats to which the students residing within each participating CFD are given priority is proportionate to the total amount of funding CFDs have

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contributed to such school facilities.

Canyon Crest Academy and San Dieguito Academy are open to all students ("non-boundary schools") within the District, generally have more applicants than available seats at the sites, and are funded by multiple CFDs. Attendance priority at the non-boundary schools shall not be tied to the exact proportion of funds contributed by individual CFDs, but rather by the proportion of funds contributed by all CFDs. For example, if fifty percent (50%) of a school were financed by CFDs, the priority shall be given to CFD applicants for admission for no more than fifty percent (50%) of the seats at that school. This is suited to non-boundary schools because it ensures that CFD priorities are maintained while ensuring district-wide (as opposed to neighborhood) enrollment.

On an annual basis, the superintendent or designee will review student enrollment at each school whose construction or reconstruction was financed in whole or part by CFDs, to verify that student enrollment is consistent with the proportion of construction or reconstruction financed by CFDs.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 13, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Becky Banning, Executive Assistant to
the Superintendent

SUBMITTED BY: Peggy Lynch, Ed.D.,
Superintendent

SUBJECT: BOARD POLICY REVISION #9321 –
CLOSED SESSION PURPOSES AND AGENDAS,
(FIRST READING)

EXECUTIVE SUMMARY

The attached Board Policy Revision comes as a result of a recommendation by CSBA's Board Policies updating services. The proposed changes may be to update language or meet new / revised state guidelines.

RECOMMENDATION:

This item is being presented to the Board for first reading only, and will be resubmitted for approval on September 6, 2007.

FUNDING SOURCE:

N/A

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BYLAWS OF THE BOARD

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CLOSED SESSION PURPOSES AND AGENDAS

The Governing Board may hold closed sessions only for purposes identified in law. The Board may hold a closed session at any time during a regular or special meeting and during emergency meetings in accordance with law. (Government Code 54956.5, 54957.7, 54962)

The agenda shall contain a brief general description of all closed session items to be discussed. (Government Code 54954.2)

The Board shall disclose in open meeting the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. (Government Code 54957.7)

No agenda, notice, announcement or report required by the Brown Act need identify any victim or alleged victim of tortuous sexual conduct or child abuse unless the identity of the person has been publicly disclosed.

In accordance with law, a Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

Personnel Matters

The Board may hold closed sessions to consider the appointment, employment, evaluation of performance, discipline or dismissal of an employee. ~~or to hear complaints or charges against an employee unless the employee requests an open session.~~ These sessions shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline.

The Board may also hold closed sessions to hear complaints or charges brought against an employee by another person, unless the

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Bylaw Revised: September 6, 1990

Bylaw Revised: December 15, 1994

Bylaw Revised: September 18, 1997

Bylaw Revised: January 14, 1999

Bylaw Revised: January 18, 2001

Bylaw Revised: February 27, 2003

Bylaw Revision DRAFT: July 19, 2007

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BYLAWS OF THE BOARD

9321

employee requests an open session.

Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of his/her right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session.

The Board may hold closed sessions to discuss a district employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code 54957.10)

Agenda items related to public employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal or release require no additional information.

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act:

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization.
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process.
3. Any hearing, meeting or investigation conducted by a fact-finder or arbitrator.
4. Any executive session of the district or between the district and its designated representative for the purpose of

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discussing its position regarding any matter within the scope of representation and instructing its designated representatives.

The Board may meet in closed session with the Board's designated representative regarding employee salaries, salary schedules or compensation paid in the form of fringe benefits of its represented and unrepresented employees. These closed sessions may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the district's designated representative

Closed sessions shall be for the purpose of reviewing the Board's position and instructing the Board's designated representative. Closed session meetings may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees.

For represented employees, the Board may also meet in closed session to hear any other matter within the statutorily-provided scope of representation.

For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees.

The Board also may meet in closed session with a state conciliator or a mediator who has intervened in these proceedings.

Agenda items related to negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative so long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations.

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Matters Related to Students

The Board shall meet in closed session to consider a suspension, disciplinary action, or any other action, except expulsion, against a student when a public hearing on the matter would violate student privacy rights. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student.

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing," "grade change appeal" or "interdistrict attendance request," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

Security Matters

The Board may meet in closed session with the Attorney General, district attorney, sheriff or chief of police, or their respective deputies, on matters posing a threat to the security of public buildings or to the public's right of access to public services or public facilities.

The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

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Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of members present. (Government Code 54956.5)

Agenda items related to security matters shall specify the name of the law enforcement agency and the title of the officer with whom the Board will consult.

Conference with Real Property Negotiator

The Board may meet in closed session with the Board's real property negotiator prior to the purchase, sale, exchange or lease of real property by or for the district in order to grant its negotiator the authority regarding the price and terms of the property.

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s), the property under negotiation and specify the person(s) with whom the negotiator may negotiate.

For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator so long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference to the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both.

Pending Litigation

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Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding pending litigation when a discussion of the matter in open session would prejudice the Board's position in the case. For this purpose, "litigation" includes any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator.

Litigation shall be considered pending when any of the following circumstances exist:

1. Litigation to which the Board is a party has been initiated formally.
2. A point has been reached where, in the Board's opinion based on the advice of legal counsel and on the existing facts and circumstances, there is a significant exposure to litigation against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9(c))
3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation.

"Existing facts and circumstances" authorizing a closed session pursuant to Government Code 54956.9(b) as described in #2 above are limited to the following:

1. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiffs and which do not need to be disclosed.
2. Facts and circumstances including, but not limited to, an accident, incident, a disasters, or a transactional occurrences which might result in litigation against the

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district, which are already known to potential plaintiffs, and which must be publicly disclosed before the closed session or specified on the agenda.

3. The receipt of a claim pursuant to the Tort Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.
4. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.
5. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection.

The above record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on their behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.

Before holding a closed session pursuant to this section, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(a), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage.

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding "Existing Litigation" or "Anticipated Litigation."

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"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties and case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9© and shall specify the potential number of cases. The agenda or an oral statement before the closed session may also be required to provide information pursuant to Items 2-5 above:

JPA/Self-Insurance Liability Claims

The Board may meet in closed session to discuss a claim against a joint powers authority or self-insurance authority of which it is a member, for the payment of tort liability losses, public liability losses or workers' compensation liability.

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made.

When the board of the joint powers agency has so authorized and upon advice of district legal counsel, the Board may meet in closed session in order to receive, discuss and take action concerning information obtained in a closed session of the joint powers agency. During the district's closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the

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matter has direct financial or liability implications for the district. (Government Code 54956.96)

Review of Audit Report from Bureau of State Audits

Upon receipt of a confidential final draft audit report from the Bureau of State Audits, the Board may meet in closed session to discuss its response to that report. After public release of the report from the Bureau of State Audits, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the Bureau of State Audits shall state "Audit by Bureau of State Audits." (Government Code 54954.5)

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review.

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that the Education Code requires closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Legal Reference:

EDUCATION CODE

35145	Public meetings
35146	Closed session (re student suspension)
44929.21	Districts with ADA of 250 or more
48918	Rules governing expulsion procedures;

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49073 hearings and notice
49073 Release of directory information
49076 Access to records by persons without written
parental consent (re invasion of privacy)
49079 Notification to teacher re: students whose
actions are grounds for suspension or
expulsion
60617 Meetings of governing board

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3540-3549.3 Educational Employment Relations Act
6250-6268 California Public Records Act
54950-54962 The Ralph M. Brown Act, especially

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California Attorney General's Office: <http://www.caag.state.ca.us>

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CLOSED SESSION PURPOSES AND AGENDAS

The Governing Board may hold closed sessions only for purposes identified in law. The Board may hold a closed session at any time during a regular or special meeting and during emergency meetings in accordance with law. (Government Code 54956.5, 54957.7, 54962)

The agenda shall contain a brief general description of all closed session items to be discussed. (Government Code 54954.2)

The Board shall disclose in open meeting the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. (Government Code 54957.7)

No agenda, notice, announcement or report required by the Brown Act need identify any victim or alleged victim of tortuous sexual conduct or child abuse unless the identity of the person has been publicly disclosed.

In accordance with law, a Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

Personnel Matters

The Board may hold closed sessions to consider the appointment, employment, evaluation of performance, discipline or dismissal of an employee, or to hear complaints or charges against an employee unless the employee requests an open session. These sessions shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline.

Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of his/her right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session.

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Agenda items related to public employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal or release require no additional information.

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act:

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization.
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process.
3. Any hearing, meeting or investigation conducted by a fact-finder or arbitrator.
4. Any executive session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives.

Closed sessions shall be for the purpose of reviewing the Board's position and instructing the Board's designated representative. Closed session meetings may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees.

The Board may meet in closed session with the Board's designated representative regarding employee salaries, salary schedules or compensation paid in the form of fringe benefits of its represented and unrepresented employees. These closed sessions may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the district's designated representative.

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For represented employees, the Board may also meet in closed session to hear any other matter within the statutorily-provided scope of representation.

For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees.

The Board also may meet in closed session with a state conciliator or a mediator who has intervened in these proceedings.

Agenda items related to negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative so long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations.

Matters Related to Students

The Board shall meet in closed session to consider a suspension, disciplinary action, or any other action, except expulsion, against a student when a public hearing on the matter would violate student privacy rights. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student.

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing," "grade change appeal" or "interdistrict attendance request,"

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without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

Security Matters

The Board may meet in closed session with the Attorney General, district attorney, sheriff or chief of police, or their respective deputies, on matters posing a threat to the security of public buildings or to the public's right of access to public services or public facilities.

The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of members present. (Government Code 54956.5)

Agenda items related to security matters shall specify the name of the law enforcement agency and the title of the officer with whom the Board will consult.

Conference with Real Property Negotiator

The Board may meet in closed session with the Board's real property negotiator prior to the purchase, sale, exchange or lease of real property by or for the district in order to grant its negotiator the authority regarding the price and terms of the property.

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s), the property under negotiation and specify the person(s) with whom the negotiator may negotiate.

For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)

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Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator so long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference to the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both.

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding pending litigation when a discussion of the matter in open session would prejudice the Board's position in the case. For this purpose, "litigation" includes any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator.

Litigation shall be considered pending when any of the following circumstances exist:

1. Litigation to which the Board is a party has been initiated formally.
2. A point has been reached where, in the Board's opinion based on the advice of legal counsel and on the existing facts and circumstances, there is a significant exposure to litigation against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9(c))
3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation.

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"Existing facts and circumstances" authorizing a closed session pursuant to Government Code 54956.9(b) as described in #2 above are limited to the following:

1. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiffs and which do not need to be disclosed.
2. Facts and circumstances including, but not limited to, an accident, incident, a disasters, or a transactional occurrences which might result in litigation against the district, which are already known to potential plaintiffs, and which must be publicly disclosed before the closed session or specified on the agenda.
3. The receipt of a claim pursuant to the Tort Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.
4. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.
5. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection.

The above record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on their behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.

Before holding a closed session pursuant to this section, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(a), the

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Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage.

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding "Existing Litigation" or "Anticipated Litigation."

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties and case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9© and shall specify the potential number of cases. The agenda or an oral statement before the closed session may also be required to provide information pursuant to Items 2-5 above:

JPA/Self-Insurance Liability Claims

The Board may meet in closed session to discuss a claim against a joint powers authority or self-insurance authority of which it is a member, for the payment of tort liability losses, public liability losses or workers' compensation liability.

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made.

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by

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resolution to accept any terms or conditions established by the State Board of Education for this review.

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that the Education Code requires closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Legal Reference:

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35145 Public meetings
35146 Closed session (re student suspension)
44929.21 Districts with ADA of 250 or more
48918 Rules governing expulsion procedures;
hearings and notice
49073 Release of directory information
49076 Access to records by persons without written
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49079 Notification to teacher re: students whose
actions are grounds for suspension or
expulsion
60617 Meetings of governing board

GOVERNMENT CODE

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Bylaw Revised: September 6, 1990

Bylaw Revised: December 15, 1994

Bylaw Revised: September 18, 1997

Bylaw Revised: January 14, 1999

Bylaw Revised: January 18, 2001

Bylaw Revised: February 27, 2003

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 13, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Becky Banning, Executive Assistant to
the Superintendent

SUBMITTED BY: Peggy Lynch, Ed.D.,
Superintendent

SUBJECT: BOARD POLICY REVISIONS
#4244, 4344, 4444, 4544 –
2007 – 2008 HOLIDAY CALENDAR

EXECUTIVE SUMMARY

The attached Board Policy Revisions come as a result of the recent Board-Approved Instructional Calendar updates for 2007 – 2008.

RECOMMENDATION:

This Board Policy revision is being submitted for first reading and will be resubmitted for Board approval on September 6, 2007.

FUNDING SOURCE:

N/A

ITEM 18 / PROPOSED

PERSONNEL	4244
	4344
	4444
	4544

20067-20078 HOLIDAY CALENDAR

The School Calendar for the 20067-20078 school year is as follows:

Beginning Date of School for Teachers - August ~~2021~~, 20067
Beginning Date of School for Students - August ~~2728~~, 20067
Ending Date of School - June ~~1215~~, 20078-

The Holiday Schedule for Classified, Management, Confidential and Supervisory employees shall be:

Independence Day July 4, 20067
Labor Day September 34, 20067
Veteran's Day November 1210, 20067
Thanksgiving Recess November 22-2323-24, 20067
Christmas Day December 25, 20067
Christmas Eve December 2426, 20067
New Year's Day. January 1, 20078
New Year's Eve ~~December 31~~ January 2, 20078
Martin Luther King, Jr. Day January 2115, 20078
Lincoln's Day February 1516, 20078
Washington's Day February 1819, 20078
Spring Holiday April 79, 20078
Memorial Day May 2628, 20078

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 18, 1989
Policy Revised: May 7, 1998
Policy Revised: January 4, 1999
Policy Revised: May 25, 1999
Policy Revised: December 2, 1999
Policy Revised: April 6, 2000
Policy Revised: August 19, 2000
Policy Revised: April 18, 2001
Policy Revised: May 2, 2002
Policy Revised: April 2, 2003
Policy Revised: September 15, 2004
Policy Revised: June 10, 2005
Policy Revised: May 17, 2006
Policy Revised: August 17, 2006
Policy Revised: September 12, 2006
Policy Revised: October 12, 2006
Policy DRAFT: June 26, 2007

ITEM 18 / CURRENT

PERSONNEL	4244
	4344
	4444
	4544

2006-2007 HOLIDAY CALENDAR

The School Calendar for the 2006-2007 school year is as follows:

Beginning Date of School for Teachers - August 21, 2006
Beginning Date of School for Students - August 28, 2006
Ending Date of School - June 15, 2007-

The Holiday Schedule for Classified, Management, Confidential and Supervisory employees shall be:

Independence Day July 4, 2006
Labor Day September 4, 2006
Veteran's Day November 10, 2006
Thanksgiving Recess November 23-24, 2006
Christmas Day December 25, 2006
Christmas Eve December 26, 2006
New Year's Day. January 1, 2007
New Year's Eve January 2, 2007
Martin Luther King, Jr. Day January 15, 2007
Lincoln's Day February 16, 2007
Washington's Day February 19, 2007
Spring Holiday April 9, 2007
Memorial Day May 28, 2007

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 18, 1989
Policy Revised: May 7, 1998
Policy Revised: January 4, 1999
Policy Revised: May 25, 1999
Policy Revised: December 2, 1999
Policy Revised: April 6, 2000
Policy Revised: August 19, 2000
Policy Revised: April 18, 2001
Policy Revised: May 2, 2002
Policy Revised: April 2, 2003
Policy Revised: September 15, 2004
Policy Revised: June 10, 2005
Policy Revised: May 17, 2006
Policy Revised: August 17, 2006
Policy Revised: September 12, 2006
Policy Revised: October 11, 2006

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 20, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Becky Banning, Executive Assistant to
the Superintendent

SUBMITTED BY: Peggy Lynch, Ed.D.,
Superintendent

SUBJECT: BOARD POLICY REVISION #2121 –
SUPERINTENDENT’S CONTRACT,
(FIRST READING)

EXECUTIVE SUMMARY

The attached Board Policy Revision comes as a result of a recommendation by CSBA’s Board Policies updating services. The proposed changes may be to update language or meet new / revised state guidelines.

RECOMMENDATION:

This item is being presented to the Board for first reading only, and will be resubmitted for approval on September 6, 2007.

FUNDING SOURCE:

N/A

ITEM 22 / PROPOSED

ADMINISTRATION

2121

SUPERINTENDENT'S CONTRACT

The Governing Board shall employ a Superintendent for a term of not more than four years.

The Board shall designate a representative to negotiate with the Superintendent on its behalf and shall consult legal counsel to draft the contract document.

The Board shall deliberate in closed session about the terms of the contract. (Government Code 54957)

Terms of the contract shall remain confidential until the ratification process commences.

The Board shall ratify the Superintendent's contract in an open meeting, which shall be reflected in the Board's minutes. Copies of the contract shall be available to the public upon request. (Government Code 53262)

The contract shall include, but not be limited to, provisions for salary and benefits, annual evaluations, term of the contract, and conditions for termination of the contract. The contract should also include general responsibilities and duties of the Superintendent.

The Superintendent's contract shall be extended only by Board action and subsequent to a satisfactory evaluation of the Superintendent's performance.

Termination of Contract

The Board shall notify the Superintendent no less than 45 days before his/her current contract expires of its intention not to renew the contract. If the above notice has not been given, the Superintendent shall be re-elected for a term of the same length as the one completed, under the same terms, and with the same compensation.

The Board shall evaluate the Superintendent's performance early enough to ensure compliance with this notice requirement and any requirements of the existing contract.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: September 19, 1991

Policy Revision DRAFT: July 19, 2007

1/2

ITEM 22 / PROPOSED

ADMINISTRATION

2121

If the Board enters into a rollover or evergreen contract, the contract's extension shall be contingent upon a satisfactory evaluation of the Superintendent's performance.

The Superintendent's contract shall include a provision specifying the maximum cash settlement that the Superintendent may receive upon termination of the contract. However, if the unexpired term of the contract is greater than 18 months, the maximum cash settlement shall be no more than the Superintendent's monthly salary multiplied by 18. The cash settlement shall not include any non-cash items other than health benefits, which may be continued for the unexpired term of the contract up to 18 months or until the Superintendent finds other employment, whichever occurs first. (Government Code 53260, 53261)

If the Board terminates the Superintendent's contract upon its belief and subsequent confirmation pursuant to an independent audit that the Superintendent has engaged in fraud, misappropriation of funds, or other illegal practices, the maximum settlement shall be within the limits prescribed by law, as determined by an administrative law judge. (Government Code 53260)

Legal Reference:

EDUCATION CODE

35031 Term of employment

ADMINISTRATION

ITEM 22 / CURRENT 2121

SUPERINTENDENT'S CONTRACT

The Governing Board shall employ a Superintendent for a term of not more than four years.

Termination of Contract

The Board shall notify the Superintendent no less than 45 days before his/her current contract expires of its intention not to renew the contract. If the above notice has not been given, the Superintendent shall be re-elected for a term of the same length as the one completed, under the same terms, and with the same compensation.

The Board shall evaluate the Superintendent's performance early enough to ensure compliance with this notice requirement and any requirements of the existing contract.

If the Board enters into a rollover or evergreen contract, the contract's extension shall be contingent upon a satisfactory evaluation of the Superintendent's performance.

Legal Reference:

EDUCATION CODE

35031 Term of employment

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 13, 2007

BOARD MEETING DATE: August 23, 2007

PREPARED BY: Frederick Labib-Wood
Director Classified Personnel

SUBMITTED BY: Peggy Lynch, Ed.D., Superintendent

SUBJECT: Proposed New Board Policy 4216.3-41.6
Class Description, *Grounds Maintenance
Worker/Applicator SR 40*; Revisions for
Class Descriptions 4216.3-41.2, 4216.3-41.4,
4216.3-41.5, *Equipment Operator, Maintenance
Worker 1 & 2*

EXECUTIVE SUMMARY

This item is on the Agenda for information and first reading.

The District has reviewed its program for applying pesticides and herbicides as part of maintaining grounds at each school site. The Facilities Department is proposing a reorganization of the grounds crew teams that maintain the sites, including the refilling of a vacant position to improve delivery of services and solve workload issues related to the pesticide and herbicide spraying program.

State regulations now require a 72-hour notice that has a limiting effect on the times that spraying can occur. This has reduced flexibility for the department and has significantly shifted the majority of spray activities away from Monday – Friday. The proposed new classification and revisions to the existing grounds classifications reflect the changes in how the crews are organized and will assist the department in complying with State regulations while maintaining efficiency in its spray applicator operations.

Attached is a draft job description with the title Grounds Maintenance Worker/Applicator, which emphasizes the role this position will play in the pesticide spraying program. Updated draft class descriptions to reflect the dropping of the requirement for an applicator's certificate for Grounds Maintenance Worker II, and Grounds Maintenance Equipment Operator are also attached, as well as a revised class description for Grounds Maintenance Worker I to reflect the relationship of this class to

the rest of the Grounds Maintenance job classes.

In view of the responsibility the proposed new class will have for orienting and training any staff without applicator license in preparing them to spray under the umbrella of this position's license, it is recommended to allocate Grounds Maintenance Worker/Applicator at SR 40, one range above the Grounds Maintenance Worker II at SR 39, and below the Grounds Maintenance Equipment Operator at SR 41.

These recommendations were reviewed and approved for the classification plan by the Personnel Commission at its regular meeting on July 31, 2007. CSEA is aware of the proposed new classification and the proposed revisions to existing classifications they represent.

RECOMMENDATION:

That the Board review the proposed classification recommendation and draft policy for the new classification Grounds Maintenance Worker/Applicator and the revised class descriptions for Grounds Maintenance Worker I, II and Equipment Operator.

FUNDING SOURCE:

District General Fund. No increase to budgeted expenditures is projected as a result of these proposed changes.

Attachment

ITEM 23 / PROPOSED (NEW)

CLASSIFIED PERSONNEL

4216.3-41.6

GROUNDS MAINTENANCE WORKER/APPLICATOR

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

OVERALL JOB PURPOSE STATEMENT:

Under the day-to-day coordination of a Lead Grounds Maintenance Worker, the job of Grounds Maintenance Worker/Applicator is done for the purposes of applying herbicides and pesticides in accordance with state regulations; overseeing the activities of other grounds personnel as assigned during spraying operations; performing the full range of journey level general and varied grounds maintenance and gardening duties at District sites; scheduling work assignments; and overseeing the activities of a grounds crew as assigned.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Grounds Maintenance Worker/Applicator is primarily responsible for carrying out the District's pesticide and herbicide application program, including overseeing the spraying activities of assigned grounds personnel conducting chemical application under this classification's certificate. Incumbents perform the full range of journey-level general and specialized grounds maintenance and gardening duties and are responsible for receiving instructions, scheduling work, carrying out assignments and providing information about work in progress. Positions in this class apply knowledge of horticultural practices and techniques for maintenance of plants and/or beautification of grounds and use a variety of small and medium-sized power and hand tools such as mowers, clippers, hedgers, edgers, string trimmers, blowers, brooms, rakes, shovels, hoes, sprayers and calibration equipment; and may oversee the activities of a crew on a larger grounds maintenance project over a period of several days. This class differs from the Grounds Maintenance Worker II which is the journey-level class in the series and is not required to obtain and maintain an applicator's certificate.

ESSENTIAL FUNCTIONS

ITEM 23 / PROPOSED (NEW)

CLASSIFIED PERSONNEL

4216.3-41.6

GROUNDS MAINTENANCE WORKER/APPLICATOR

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

- * Applies pesticides for the purpose of controlling insects and weeds in accordance with the department's annual published schedule.
- * Oversees spraying activity of other grounds personnel as assigned for the purpose of ensuring that they perform in accordance with applicable regulations of pesticide and herbicide application.
- * Provides recommendations to the development of the departments' annual spraying schedule for the purpose of improving the schedule and ensuring efficient, safe and timely application of chemicals.
- * Provides training to other grounds personnel in safe and required application of pesticides and herbicides to ensure conformance to current state and/or federal regulations.
- * Cleans grounds and landscaped areas and related spaces for the purpose of preventing flooding, removing hazards.
- * Maintains/installs landscaping and sprinkler heads, etc. (e.g. lawns, shrubbery, flowers, ground cover, etc.) for the purpose of reducing erosion and preserving and presenting grounds in a healthy, attractive and safe condition.
- * Prepares documentation (e.g. work orders, etc.) for the purpose of providing written record of work assigned and completed, and/or conveying information.
- * Maintains grounds keeping equipment (e.g. hedgers, chain saws, blowers, mixers, etc.) for the purpose of ensuring availability of equipment in a safe operating condition.
- * Prepares grounds (e.g. ball fields, courtyards, lawns, flower-beds, lining fields for athletic events, etc.) for the purpose of providing adequate, attractive and/or safe areas for competitive athletics, assemblies, and/or recreational activities.

ITEM 23 / PROPOSED (NEW)

CLASSIFIED PERSONNEL

4216.3-41.6

GROUNDS MAINTENANCE WORKER/APPLICATOR

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

- * Communicates/coordinates with principals, coaches, athletic directors, students and public for the purpose of scheduling work, carrying out assignments, answering questions and providing information about work in progress.
- * Applies asphalt sealer and cold patch asphalt (asphylic concrete material) for the purpose of repairing parking lots and on campus roads.
- * Assists in the performance of other related duties as directed.

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, non-technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in grounds maintenance; adhering to safety practices; handling hazardous materials; preparing and maintaining accurate records; and providing basic training and orientation to other grounds personnel in the proper use, application, and handling of pesticides and herbicides.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: methods of shrub, tree and lawn planting and care; herbicides, pesticides and other chemicals used in grounds maintenance and the proper techniques and methods for mixing, handling, and applying these substances; proper use and maintenance of tools and power equipment used in grounds maintenance; and health and safety regulations.

ABILITY is required to schedule activities; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing specific, defined processes; and

ITEM 23 / PROPOSED (NEW)

CLASSIFIED PERSONNEL

4216.3-41.6

GROUNDS MAINTENANCE WORKER/APPLICATOR

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

operate equipment using a variety of processes. Ability is also required to work with a wide diversity of individuals; work with specific, job-related data; and utilize a variety of job-related equipment. In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: providing work direction and guidance to assigned grounds maintenance personnel; provide training in the proper use, mixing, handling and application of herbicides, pesticides and other chemicals used in grounds maintenance; adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; working as part of a team; and working with frequent interruptions.

Responsibility

Responsibilities include: working under direct supervision using standardized routines; leading, guiding, and/or coordinating others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is some opportunity to impact the Organization's services.

Working Environment

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; significant stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally, the job requires 10% sitting, 80% walking and 10% standing. The job is performed under some temperature extremes, some hazardous conditions, and in varying atmospheric conditions and includes the handling, use and application of hazardous chemicals including pesticides and herbicides. This class works a Tuesday through Saturday schedule to ensure that application activities can regularly occur when school sites do not have students present.

ITEM 23 / PROPOSED (NEW)

CLASSIFIED PERSONNEL

4216.3-41.6

GROUND MAINTENANCE WORKER/APPLICATOR

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

Experience

Job related experience is required.

Education

High School diploma or equivalent

Required Testing

Pre-employment Proficiency Test

Certificates

Valid California Class C driver's license

Qualified Applicator's Certificate when applying for position

Continuing Education/Training

Maintain Qualified Applicator's Certificate

Clearances

Completion of County Recycled Water Certificate

Criminal Justice Fingerprint/Background Clearance

TB Clearance

ITEM 23 / PROPOSED
GM Equip Opr
4216.3-41.2

CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE EQUIPMENT OPERATOR

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

OVERALL JOB PURPOSE STATEMENT:

Under the ~~direction of the Operations Supervisor~~ day-to-day work coordination of a Lead Grounds Worker, the job of Grounds Maintenance Equipment Operator is done for the purposes of constructing and maintaining landscaped areas, parking lots, building pads and service roads; demolishing existing structures, clearing an area in preparation for additional work; ensuring availability of items to complete projects on time; coordinating work flow and ensuring safety of workers. Positions in this class apply knowledge of the operation and maintenance equipment used for the beautification, construction and maintenance of grounds and properties.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Grounds/Maintenance Equipment Operator operates grounds maintenance equipment such as graders, Bobcats, gang mowers, tractors, dump trucks, etc. in constructing and maintaining landscaped areas, parking lots and pads and service roads. They are responsible for receiving instructions, scheduling work, carrying out assignments, directing the work of a crew of grounds maintenance workers on a project and providing information about work in progress.

ESSENTIAL FUNCTIONS

- * Operates grounds maintenance equipment (e.g. skip loader, Bob Cat, fork lifts, backhoe, gang mowers, tractors, dump trucks) for the purpose of constructing and maintaining landscaped areas, fences, parking lots, building pads and service roads.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 2, 1993

Policy Revised: May 21, 1998

Policy Revised: July 1, 2003

Policy Revised: _____, 2007

ITEM 23 / PROPOSED
GM Equip Opr
4216.3-41.2

CLASSIFIED PERSONNEL

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

GROUNDS MAINTENANCE EQUIPMENT OPERATOR

- * Excavates/moves earth, asphalt, concrete, heavy debris for the purpose of demolishing existing structures, clearing an area in preparation for additional work.
- * Cuts/digs drain ditches, back fills, sprinkler trenches, fence post holes for the purpose of installing, repairing, improving and maintaining landscaped areas and fields in a safe and clean condition.
- * Drives/transportes mowers and other loaded equipment to/from work site for the purpose of ensuring their availability for performing and completing work schedules.
- * Assists the Operations Supervisor for the purpose of estimating quantity and type of materials (e.g. sod, fertilizer, pesticides) needed for grounds maintenance projects.
- * Prepares work order forms and other records for the purpose of documenting work completed or to be scheduled and materials used.
- * Oversees/organizes grounds work crews as assigned, including mentoring less experienced crew members, for the purpose of coordinating work flow and ensuring safety of workers.
- * Applies pesticides for the purpose of controlling insects and weeds.
- * Estimates quantity and type of materials (e.g. sod, fertilizer, pesticides, etc.) for the purpose of ensuring availability of items to complete projects on time while avoiding costly waste from excess materials.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 2, 1993

Policy Revised: May 21, 1998

Policy Revised: July 1, 2003

Policy Revised: _____, 2007

ITEM 23 / PROPOSED
GM Equip Opr
4216.3-41.2

CLASSIFIED PERSONNEL

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

GROUNDS MAINTENANCE EQUIPMENT OPERATOR

- * Performs a variety of concrete work (e.g. setting forms, pouring, finishing, etc.) for the purpose of completing assigned work orders.
- * Performs other related duties as assigned.

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, non-technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating a variety of equipment including dump truck, backhoe, skip loader, power mowers, forklifts, jackhammers and other related equipment; and operating, maintaining and making minor repairs to power grounds equipment and tools.

KNOWLEDGE is required to perform algebra and/or geometry; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: methods, materials, tools and operation of large power equipment used in grounds construction and maintenance work; health and safety regulations; methods used in caring for plants, shrubs, flowers, trees and lawns; lawn planting and cutting procedures.

ABILITY is required to schedule activities and/or meetings; collate data; and consider a variety of factors when using equipment. Flexibility is required to work with others in a

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 2, 1993

Policy Revised: May 21, 1998

Policy Revised: July 1, 2003

Policy Revised: _____, 2007

ITEM 23 / PROPOSED
GM Equip Opr
4216.3-41.2

CLASSIFIED PERSONNEL

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

GROUNDS MAINTENANCE EQUIPMENT OPERATOR

variety of circumstances; work with data utilizing defined and similar processes; and utilize equipment under a variety of conditions for multiple purposes. Ability is also required to work with a wide diversity of individuals; work with similar types of data; and utilize a wide variety of types of job-related equipment. In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is significant. Specific abilities required to satisfactorily perform the functions of the job include: understanding and following oral and written directions; working independently with little direction; planning and organizing work; establishing and maintaining effective working relationships with others; and preparing accurate records.

Responsibility

Responsibilities include: working under limited supervision following standardized practices and/or methods; leading, guiding, and/or coordinating others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is a continual opportunity to impact the Organization's services.

Working Environment

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing, and/or pulling; frequent climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 90% sitting, 5% walking and 5% standing. The job is performed under some temperature extremes, some hazardous conditions, and in varying atmospheric conditions.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 2, 1993

Policy Revised: May 21, 1998

Policy Revised: July 1, 2003

Policy Revised: _____, 2007

ITEM 23 / PROPOSED
GM Equip Opr
4216.3-41.2

CLASSIFIED PERSONNEL

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

GROUND MAINTENANCE EQUIPMENT OPERATOR

Experience

Job related experience with increasing levels of responsibility is desired.

Education

High School diploma or equivalent.

Required Testing

Pre-employment Proficiency Test

Certificates

Valid Commercial California Driver's License; DMV Air Brake Endorsement; ~~Qualified Applicator's Certificate~~

Continuing Education/Training

Maintain ~~Qualified Applicator's Certificate~~ and DMV Air Brake Endorsement.

Clearances

Criminal Justice Fingerprint/Background Clearance; TB Clearance

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 2, 1993

Policy Revised: May 21, 1998

Policy Revised: July 1, 2003

Policy Revised: _____, 2007

ITEM 23 / CURRENT
GM Equip Opr
4216.3-41.2

CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE EQUIPMENT OPERATOR

OVERALL JOB PURPOSE STATEMENT:

Under the direction of the Operations Supervisor, the job of Grounds Maintenance Equipment Operator is done for the purposes of constructing and maintaining landscaped areas, parking lots, building pads and service roads; demolishing existing structures, clearing an area in preparation for additional work; ensuring availability of items to complete projects on time; coordinating work flow and ensuring safety of workers. Positions in this class apply knowledge of the operation and maintenance equipment used for the beautification, construction and maintenance of grounds and properties.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Grounds/Maintenance Equipment Operator operates grounds maintenance equipment such as graders, Bobcats, gang mowers, tractors, dump trucks, etc. in constructing and maintaining landscaped areas, parking lots and pads and service roads. They are responsible for receiving instructions, scheduling work, carrying out assignments, directing the work of a crew of grounds maintenance workers on a project and providing information about work in progress.

ESSENTIAL FUNCTIONS

- * Operates grounds maintenance equipment (e.g. skip loader, Bob Cat, fork lifts, backhoe, gang mowers, tractors, dump trucks) for the purpose of constructing and maintaining landscaped areas, fences, parking lots, building pads and service roads.
- * Excavates/moves earth, asphalt, concrete, heavy debris for the purpose of demolishing existing structures, clearing an area in preparation for additional work.

SAN DIGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 2, 1993

Policy Revised: May 21, 1998

Policy Revised: July 1, 2003

ITEM 23 / CURRENT
GM Equip Opr
4216.3-41.2

CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE EQUIPMENT OPERATOR

- * Cuts/digs drain ditches, back fills, sprinkler trenches, fence post holes for the purpose of installing, repairing, improving and maintaining landscaped areas and fields in a safe and clean condition.
- * Drives/transporters mowers and other loaded equipment to/from work site for the purpose of ensuring their availability for performing and completing work schedules.
- * Assists the Operations Supervisor for the purpose of estimating quantity and type of materials (e.g. sod, fertilizer, pesticides) needed for grounds maintenance projects.
- * Prepares work order forms and other records for the purpose of documenting work completed or to be scheduled and materials used.
- * Oversees/organizes grounds work crews as assigned, including mentoring less experienced crew members, for the purpose of coordinating work flow and ensuring safety of workers.
- * Applies pesticides for the purpose of controlling insects and weeds.
- * Estimates quantity and type of materials (e.g. sod, fertilizer, pesticides, etc.) for the purpose of ensuring availability of items to complete projects on time while avoiding costly waste from excess materials.
- * Performs a variety of concrete work (e.g. setting forms, pouring, finishing, etc.) for the purpose of completing assigned work orders.
- * Assists in the performance of other related duties as assigned for the purpose of accomplishing organizational goals.

SAN DIGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987
Policy Revised: September 2, 1993
Policy Revised: May 21, 1998
Policy Revised: July 1, 2003

ITEM 23 / CURRENT
GM Equip Opr
4216.3-41.2

CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE EQUIPMENT OPERATOR

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, non-technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating a variety of equipment including dump truck, backhoe, skip loader, power mowers, forklifts, jackhammers and other related equipment; and operating, maintaining and making minor repairs to power grounds equipment and tools.

KNOWLEDGE is required to perform algebra and/or geometry; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: methods, materials, tools and operation of large power equipment used in grounds construction and maintenance work; health and safety regulations; methods used in caring for plants, shrubs, flowers, trees and lawns; lawn planting and cutting procedures.

ABILITY is required to schedule activities and/or meetings; collate data; and consider a variety of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing defined and similar processes; and utilize equipment under a variety of conditions for multiple purposes. Ability is also required to work with a wide diversity of individuals; work with similar

SAN DIGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987
Policy Revised: September 2, 1993
Policy Revised: May 21, 1998
Policy Revised: July 1, 2003

ITEM 23 / CURRENT
GM Equip Opr
4216.3-41.2

CLASSIFIED PERSONNEL

GROUPS MAINTENANCE EQUIPMENT OPERATOR

types of data; and utilize a wide variety of types of job-related equipment. In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is significant. Specific abilities required to satisfactorily perform the functions of the job include: understanding and following oral and written directions; working independently with little direction; planning and organizing work; establishing and maintaining effective working relationships with others; and preparing accurate records.

Responsibility

Responsibilities include: working under limited supervision following standardized practices and/or methods; leading, guiding, and/or coordinating others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is a continual opportunity to impact the Organization's services.

Working Environment

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing, and/or pulling; frequent climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 90% sitting, 5% walking and 5% standing. The job is performed under some temperature extremes, some hazardous conditions, and in varying atmospheric conditions.

Experience

Job related experience with increasing levels of responsibility is desired.

Education

High School diploma or equivalent.

SAN DIGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 2, 1993

Policy Revised: May 21, 1998

Policy Revised: July 1, 2003

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CLASSIFIED PERSONNEL

GROUND'S MAINTENANCE EQUIPMENT OPERATOR

Required Testing

Pre-employment Proficiency Test

Certificates

Valid Commercial California Driver's License; DMV Air Brake
Endorsement; Qualified Applicator's Certificate

Continuing Education/Training

Maintain Qualified Applicator's Certificate and DMV Air Brake
Endorsement.

Clearances

Criminal Justice Fingerprint/Background Clearance; TB Clearance

SAN DIGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 2, 1993

Policy Revised: May 21, 1998

Policy Revised: July 1, 2003

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CLASSIFIED PERSONNEL

4216.3-41.5

GROUNDS MAINTENANCE WORKER I

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

OVERALL JOB PURPOSE STATEMENT:

~~Under the direction of the Operations Supervisor and the day-to-day supervision work coordination~~ of a Lead Grounds Maintenance Worker, the job of Grounds Maintenance Worker I is done for the purposes of performing entry-level general grounds maintenance and gardening duties at District sites; and applying horticultural practices and techniques for maintenance of plants and/or beautification of grounds.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Grounds Maintenance Worker I performs entry-level general grounds maintenance and gardening duties. ~~They Incumbents~~ are responsible for receiving instructions and carrying out assignments. They are usually assigned to a work crews or to assist a Grounds Maintenance Worker II or Grounds Maintenance Worker/Applicator. ~~Incumbents in this class are promoted to the Grounds Maintenance Worker II level after two years of satisfactory performance, obtaining a pesticide applicator's license and demonstration of the knowledge and skills of the higher class through an examination process. Promotion to Grounds Maintenance Worker II is competitive and contingent on vacant positions in the higher class.~~

ESSENTIAL FUNCTIONS

- * Cleans grounds and landscaped areas and related spaces (e.g. storm drains, rain gutters) for the purpose of preventing flooding, removing hazards.
- * Maintains/installs various types of landscaping (e.g. lawns, shrubbery, flowers, ground cover, etc.) for the purpose of

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 4, 1997

Policy Revised: July 1, 2003

Policy Revised: August __, 2007

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CLASSIFIED PERSONNEL

4216.3-41.5

GROUNDS MAINTENANCE WORKER I

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

reducing erosion and preserving and presenting grounds in a healthy, attractive and safe condition.

- * Maintains grounds keeping equipment (e.g. hedgers, chain saws, blowers, mixers, etc.) for the purpose of ensuring availability of equipment in a safe operating condition.
- * Assists Grounds Maintenance Worker II for the purpose of accomplishing a variety of tasks as assigned such as applying asphalt sealer, repairing/pouring concrete, or installing and maintaining fences.
- * Communicates with supervisor, principals, coaches, athletic directors, students and public for the purpose of scheduling work, carrying out assignments, answering questions and providing information about work in progress.
- * Prepares documentation (e.g. work orders, etc.) as needed for the purpose of providing written record of work assigned and completed, and for conveying information.
- * Assists in the performance of other related duties as assigned for the purpose of accomplishing organizational goals.

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, non-technical tasks using existing skills. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in grounds maintenance; adhering to safety practices; handling hazardous materials; and preparing and maintaining accurate records.

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Policy Adopted: May 7, 1987

Policy Revised: September 4, 1997

Policy Revised: July 1, 2003

Policy Revised: August __, 2007

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CLASSIFIED PERSONNEL

4216.3-41.5

GROUNDS MAINTENANCE WORKER I

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: methods of shrub, tree and lawn planting and care; proper use and maintenance of tools and power equipment used in grounds maintenance; and health and safety regulations.

ABILITY is required to schedule activities; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others; work with data utilizing specific, defined processes; and operate equipment using standardized methods. Ability is also required to work with a wide diversity of individuals; work with specific, job-related data; and utilize specific, job-related equipment. In working with others, problem solving with data requires following prescribed guidelines; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; working as part of a team; and working with frequent interruptions.

Responsibility

Responsibilities include: working under direct supervision using standardized procedures; providing information and/or advising others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is some opportunity to impact the Organization's services.

Working Environment

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Policy Adopted: May 7, 1987

Policy Revised: September 4, 1997

Policy Revised: July 1, 2003

Policy Revised: August __, 2007

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CLASSIFIED PERSONNEL

4216.3-41.5

GROUNDS MAINTENANCE WORKER I

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; significant stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 10% sitting, 80% walking and 10% standing. The job is performed under some temperature extremes, some hazardous conditions, and in varying atmospheric conditions.

Experience

Job related experience is required.

Education

High School diploma or equivalent.

Required Testing

Pre-employment Proficiency Test

Certificates

Valid California Class C Driver's License.

Continuing Education/Training

None Specified

Clearances

Criminal Justice Fingerprint/Background Clearance; TB Clearance

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

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Policy Revised: August __, 2007

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CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE WORKER I

OVERALL JOB PURPOSE STATEMENT:

Under the direction of the Operations Supervisor and the day-to-day supervision of a Lead Grounds Maintenance Worker, the job of Grounds Maintenance Worker I is done for the purposes of performing entry-level general grounds maintenance and gardening duties at District sites; and applying horticultural practices and techniques for maintenance of plants and/or beautification of grounds.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Grounds Maintenance Worker I performs entry-level general grounds maintenance and gardening duties. They are responsible for receiving instructions and carrying out assignments. They are usually assigned to a work crews or to assist a Grounds Maintenance Worker II. Incumbents in this class are promoted to the Grounds Maintenance Worker II level after two years of satisfactory performance, obtaining a pesticide applicator's license and demonstration of the knowledge and skills of the higher class through an examination process.

ESSENTIAL FUNCTIONS

- * Cleans grounds and landscaped areas and related spaces (e.g. storm drains, rain gutters) for the purpose of preventing flooding, removing hazards.
- * Maintains/installs various types of landscaping (e.g. lawns, shrubbery, flowers, ground cover, etc.) for the purpose of reducing erosion and preserving and presenting grounds in a healthy, attractive and safe condition.

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Policy Adopted: May 7, 1987

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Policy Revised: July 1, 2003

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CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE WORKER I

- * Maintains grounds keeping equipment (e.g. hedgers, chain saws, blowers, mixers, etc.) for the purpose of ensuring availability of equipment in a safe operating condition.
- * Assists Grounds Maintenance Worker II for the purpose of accomplishing a variety of tasks as assigned such as applying asphalt sealer, repairing/pouring concrete, or installing and maintaining fences.
- * Communicates with supervisor, principals, coaches, athletic directors, students and public for the purpose of scheduling work, carrying out assignments, answering questions and providing information about work in progress.
- * Prepares documentation (e.g. work orders, etc.) as needed for the purpose of providing written record of work assigned and completed, and for conveying information.
- * Assists in the performance of other related duties as assigned for the purpose of accomplishing organizational goals.

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, non-technical tasks using existing skills. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in grounds maintenance; adhering to safety practices; handling hazardous materials; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific

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CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE WORKER I

knowledge required to satisfactorily perform the functions of the job includes: methods of shrub, tree and lawn planting and care; proper use and maintenance of tools and power equipment used in grounds maintenance; and health and safety regulations.

ABILITY is required to schedule activities; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others; work with data utilizing specific, defined processes; and operate equipment using standardized methods. Ability is also required to work with a wide diversity of individuals; work with specific, job-related data; and utilize specific, job-related equipment. In working with others, problem solving with data requires following prescribed guidelines; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; working as part of a team; and working with frequent interruptions.

Responsibility

Responsibilities include: working under direct supervision using standardized procedures; providing information and/or advising others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is some opportunity to impact the Organization's services.

Working Environment

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; significant stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 10% sitting, 80% walking and 10% standing. The job

SAN DIGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

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GROUND MAINTENANCE WORKER I

is performed under some temperature extremes, some hazardous conditions, and in varying atmospheric conditions.

Experience

Job related experience is required.

Education

High School diploma or equivalent.

Required Testing

Pre-employment Proficiency Test

Certificates

Valid California Class C Driver's License.

Continuing Education/Training

None Specified

Clearances

Criminal Justice Fingerprint/Background Clearance; TB Clearance

SAN DIGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

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Policy Revised: July 1, 2003

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CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE WORKER II

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

OVERALL JOB PURPOSE STATEMENT:

Under the ~~direction of the Operations Supervisor and the day-to-day supervision~~ work coordination of a Lead Grounds Maintenance Worker, the job of Grounds Maintenance Worker II is done for the purposes of, performing the full range of general and varied grounds maintenance and gardening duties at District sites; scheduling work assignments; and overseeing the activities of a grounds crew as assigned.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Grounds Maintenance Worker II performs the full range of journey-level general and specialized grounds maintenance and gardening duties. ~~They~~ Incumbents are responsible for receiving instructions, scheduling work, carrying out assignments and providing information about work in progress. Positions in this class apply knowledge of horticultural practices and techniques for maintenance of plants and/or beautification of grounds and use a variety of small and medium-sized power and hand tools such as mowers, clippers, hedgers, edgers, string trimmers, blowers, brooms, rakes, shovels, hoes, sprayers and calibration equipment; and oversee the activities of a crew on a larger grounds maintenance project over a period of several days

ESSENTIAL FUNCTIONS

- * Cleans grounds and landscaped areas and related spaces for the purpose of preventing flooding, removing hazards.
- * Maintains/installs landscaping and sprinkler heads, etc. (e.g. lawns, shrubbery, flowers, ground cover, etc.) for the purpose of reducing erosion and preserving and presenting grounds in a healthy, attractive and safe condition.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

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Policy Revised: July 1, 2003

Policy Revised: August __, 2007

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CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE WORKER II

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

- * Prepares documentation (e.g. work orders, etc.) for the purpose of providing written record of work assigned and completed, and/or conveying information.
- * Maintains grounds keeping equipment (e.g. hedgers, chain saws, blowers, mixers, etc.) for the purpose of ensuring availability of equipment in a safe operating condition.
- * Applies as directed, and under the auspices of a licensed applicator, pesticides for the purpose of controlling insects and weeds.
- * Prepares grounds (e.g. ball fields, courtyards, lawns, flowerbeds, lining fields for athletic events, etc.) for the purpose of providing adequate, attractive and/or safe areas for competitive athletics, assemblies, and/or recreational activities.
- * Communicates/coordinates with principals, coaches, athletic directors, students and public for the purpose of scheduling work, carrying out assignments, answering questions and providing information about work in progress.
- * Applies asphalt sealer and cold patch asphalt (asphylic concrete material) for the purpose of repairing parking lots and on campus roads.
- * Assists in the performance of other related duties as assigned ~~for the purpose of accomplishing organizational goals.~~

**JOB REQUIREMENTS: Minimum Qualifications
Skills, Knowledge and Abilities**

SKILLS are required to perform multiple, non-technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in grounds maintenance; adhering to safety practices; handling hazardous materials; and preparing and maintaining accurate records.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 4, 1997

Policy Revised: July 1, 2003

Policy Revised: August __, 2007

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CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE WORKER II

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: methods of shrub, tree and lawn planting and care; herbicides, pesticides and other chemicals used in grounds maintenance; proper use and maintenance of tools and power equipment used in grounds maintenance; and health and safety regulations.

ABILITY is required to schedule activities; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing specific, defined processes; and operate equipment using a variety of processes. Ability is also required to work with a wide diversity of individuals; work with specific, job-related data; and utilize a variety of job-related equipment. In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: providing work direction and guidance to assigned grounds maintenance personnel; adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; working as part of a team; and working with frequent interruptions.

Responsibility

Responsibilities include: working under direct supervision using standardized routines; leading, guiding, and/or coordinating others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is some opportunity to impact the Organization's services.

Working Environment

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 4, 1997

Policy Revised: July 1, 2003

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CLASSIFIED PERSONNEL

GROUND'S MAINTENANCE WORKER II

**DRAFT FOR BOARD AGENDA
OF 08/23/07**

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; significant stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally, the job requires 10% sitting, 80% walking and 10% standing. The job is performed under some temperature extremes, some hazardous conditions, and in varying atmospheric conditions.

Experience

Job related experience is required.

Education

High School diploma or equivalent

Required Testing

Pre-employment Proficiency Test

Certificates

Valid California Class C driver's license

~~Qualified Applicator's Certificate~~

Continuing Education/Training

~~Maintain Qualified Applicator's Certification~~ None specified

Clearances

Completion of County Recycled Water Certificate

Criminal Justice Fingerprint/Background Clearance

TB Clearance

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 4, 1997

Policy Revised: July 1, 2003

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CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE WORKER II

OVERALL JOB PURPOSE STATEMENT:

Under the direction of the Operations Supervisor and the day-to-day supervision of a Lead Grounds Maintenance Worker, the job of Grounds Maintenance Worker II is done for the purposes of, perform the full range of general and varied grounds maintenance and gardening duties at District sites; scheduling work assignments; and overseeing the activities of a grounds crew as assigned.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Grounds Maintenance Worker II performs the full range of journey-level general and specialized grounds maintenance and gardening duties. They are responsible for receiving instructions, scheduling work, carrying out assignments and providing information about work in progress. Positions in this class apply knowledge of horticultural practices and techniques for maintenance of plants and/or beautification of grounds and use a variety of small and medium-sized power and hand tools such as mowers, clippers, hedgers, edgers, string trimmers, blowers, brooms, rakes, shovels, hoes, sprayers and calibration equipment; and oversee the activities of a crew on a larger grounds maintenance project over a period of several days

ESSENTIAL FUNCTIONS

- * Cleans grounds and landscaped areas and related spaces for the purpose of preventing flooding, removing hazards.
- * Maintains/installs landscaping and sprinkler heads, etc. (e.g. lawns, shrubbery, flowers, ground cover, etc.) for the purpose of reducing erosion and preserving and presenting grounds in a healthy, attractive and safe condition.

SAN DIGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 4, 1997

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CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE WORKER II

- * Prepares documentation (e.g. work orders, etc.) for the purpose of providing written record of work assigned and completed, and/or conveying information.
- * Maintains grounds keeping equipment (e.g. hedgers, chain saws, blowers, mixers, etc.) for the purpose of ensuring availability of equipment in a safe operating condition.
- * Applies pesticides for the purpose of controlling insects and weeds.
- * Prepares grounds (e.g. ball fields, courtyards, lawns, flower-beds, lining fields for athletic events, etc.) for the purpose of providing adequate, attractive and/or safe areas for competitive athletics, assemblies, and/or recreational activities.
- * Communicates/coordinates with principals, coaches, athletic directors, students and public for the purpose of scheduling work, carrying out assignments, answering questions and providing information about work in progress.
- * Applies asphalt sealer and cold patch asphalt (asphylic concrete material) for the purpose of repairing parking lots and on campus roads.
- * Assists in the performance of other related duties as assigned for the purpose of accomplishing organizational goals.

JOB REQUIREMENTS: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, non-technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in grounds maintenance; adhering to safety practices; handling hazardous materials; and preparing and maintaining accurate records.

SAN DIGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 4, 1997

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CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE WORKER II

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: methods of shrub, tree and lawn planting and care; herbicides, pesticides and other chemicals used in grounds maintenance; proper use and maintenance of tools and power equipment used in grounds maintenance; and health and safety regulations.

ABILITY is required to schedule activities; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing specific, defined processes; and operate equipment using a variety of processes. Ability is also required to work with a wide diversity of individuals; work with specific, job-related data; and utilize a variety of job-related equipment. In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: providing work direction and guidance to assigned grounds maintenance personnel; adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; working as part of a team; and working with frequent interruptions.

Responsibility

Responsibilities include: working under direct supervision using standardized routines; leading, guiding, and/or coordinating others; and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is some opportunity to impact the Organization's services.

Working Environment

SAN DIGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: May 7, 1987

Policy Revised: September 4, 1997

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CLASSIFIED PERSONNEL

GROUNDS MAINTENANCE WORKER II

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; significant stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally, the job requires 10% sitting, 80% walking and 10% standing. The job is performed under some temperature extremes, some hazardous conditions, and in varying atmospheric conditions.

Experience

Job related experience is required.

Education

High School diploma or equivalent

Required Testing

Pre-employment Proficiency Test

Certificates

Valid California Class C driver's license

Qualified Applicator's Certificate

Continuing Education/Training

Maintain Qualified Applicator's Certification

Clearances

Completion of County Recycled Water Certificate

Criminal Justice Fingerprint/Background Clearance

TB Clearance

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Policy Adopted: May 7, 1987

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Policy Revised: July 1, 2003