



Union High School District

**BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**Board of Trustees**  
Joyce Dalessandro  
Linda Friedman  
Barbara Groth  
Beth Hergesheimer  
Deanna Rich

**Superintendent**  
Ken Noah

**THURSDAY, JUNE 3, 2010  
6:30 PM**

**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 speaker 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 agenda and 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.

**PUBLIC INSPECTION OF DOCUMENTS**

In compliance with Government Code 54957.5, agenda-related documents that have been distributed to the Board less than 72 hours prior to the Board Meeting will be available for review on the district website, [www.sduhsd.net](http://www.sduhsd.net), and/or at the district office. Please contact the [Office of the Superintendent](#) for more information.

**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.

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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 contact the [Office of the Superintendent](#). 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.

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

**AGENDA**

**THURSDAY, JUNE 3, 2010  
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 ITEMS ..... 6:00 PM
- 2. **CLOSED SESSION** ..... **6:01 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. To 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
  - C. To conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Code Sections 54956.9(b)(3)(A), (D), and (E); and 54956.75 (1 case)
  - D. Consideration and/or deliberation of student discipline matters (3 cases)

**REGULAR MEETING / OPEN SESSION..... 6:30 PM**

- 3. CALL TO ORDER
- 4. PLEDGE OF ALLEGIANCE
- 5. REPORT OUT OF CLOSED SESSION
- 6. APPROVAL OF MINUTES OF REGULAR BOARD MEETING, MAY 20, 2010, AND SPECIAL MEETING, MAY 27, 2010  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the Minutes of the May 20<sup>th</sup> and 27<sup>th</sup> Board Meetings, as shown in the attached supplements.

**NON-ACTION ITEMS..... (ITEMS 7 - 10)**

- 7. STUDENT BOARD REPORTS .....STUDENT BOARD
  - A. RECOGNITION OF OUTGOING STUDENT BOARD MEMBERS
  - B. STUDENT REPORTS AND UPDATES
- 8. BOARD REPORTS AND UPDATES ..... BOARD OF TRUSTEES
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS AND LEGISLATIVE UPDATES..... KEN NOAH
- 10. DEPARTMENT / SCHOOL UPDATES ..... (NONE 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. GIFTS AND DONATIONS  
Accept the Gifts and Donations, as shown in the attached supplement.

B. FIELD TRIP REQUESTS

Approve all Field Trip Requests submitted, as shown in the attached supplement.

**12. HUMAN RESOURCES**

A. PERSONNEL REPORTS

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

1. Certificated and/or Classified Personnel Reports, as shown in the attached supplements.

B. APPROVAL/RATIFICATION OF AGREEMENT

(None Submitted)

**13. EDUCATIONAL SERVICES**

A. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

C. APPROVAL OF MODIFIED PASSING CAHSEE SCORES FOR 2009-2010 TEST ADMINISTRATION

Approve and validate the equivalent of a passing score for eligible students who used allowable modifications outlined in their IEP, as shown in the attached supplement.

**14. PUPIL SERVICES**

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

(None Submitted)

B. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

C. APPROVAL/RATIFICATION OF PARENT SETTLEMENTS AND RELEASE AGREEMENTS

(None Submitted)

**15. BUSINESS**

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Christina M. Bennett, Eric R. Dill, Stephen G. Ma, or Ken Noah to execute the agreements:

1. San Diego County Superintendent of Schools/County Office of Education to provide credential services for Adult Education teachers, during the period July 1, 2010 through June 30, 2011, for an amount not to exceed \$286.00, to be expended from the Adult Education Fund 11-00.
2. Marilyn Pugh to provide technical writing services, during the period May 11, 2010 through May 18, 2010, for an amount not to exceed \$1,375.00 to be expended General Fund 03-00.
3. Murdoch Walrath & Holmes to provide advocacy and consulting services for the District, during the period July 1, 2010 through June 30, 2011, for an amount not to exceed \$27,000.00, to be expended from General Fund 03-00, and Capital Facilities Fund 25-18.
4. Pacific Rim Hydroseeding, Inc. to provide equipment, labor and materials to hydroseed and amend fields, as needed, during the period June 4, 2010 and continuing until terminated by

either party with thirty (30) day written prior notice, for an amount not to exceed \$40,000.00 per year, to be expended from the General Fund 03-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS  
(None Submitted)

C. AWARD/RATIFICATION OF CONTRACTS  
(None Submitted)

D. APPROVAL OF CHANGE ORDERS  
(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS  
(None Submitted)

F. APPROVAL OF BUSINESS REPORTS  
Approve the following business reports:  
1. Purchase Orders  
2. Instant Money  
3. Membership Listing

**ROLL CALL VOTE FOR CONSENT AGENDA..... (ITEMS 11 - 15)**

_____Joyce Dalessandro	_____ Taylor Bell, Sunset High School
_____Linda Friedman	_____ Jordan Bernard, La Costa Canyon High School
_____Barbara Groth	_____ Shakila Guevara, San Dieguito Academy
_____Beth Hergesheimer	_____ Nick Lawson, Canyon Crest Academy
_____Deanna Rich	_____ Allison Yamamoto, Torrey Pines High School

**DISCUSSION / ACTION ITEMS..... (ITEMS 16 - 19)**

16. CARL D. PERKINS CAREER TECHNICAL EDUCATION APPLICATION FOR FUNDING / CTE PROGRAMS, (SECONDARY, #131)

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve Career Technology Education Application for Funding, (Secondary, #131), as shown in the attached supplement. .

17. CARL D. PERKINS CAREER TECHNICAL EDUCATION APPLICATION FOR FUNDING / CTE PROGRAMS, (ADULT EDUCATION, #132)

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve Career Technology Education Application for Funding, (Adult Education, #132), as shown in the attached supplement.

18. NEW BOARD POLICY #4160.34 AND ADMINISTRATIVE REGULATION #4160.34/AR-1, JOB DESCRIPTION, LIBRARY MEDIA COORDINATOR.

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to adopt the New Board Policy #4160.34 and Administrative Regulation #4160.34/AR-1, as shown in the attached supplement.

19. SAN DIEGUITO ACADEMY VISUAL & PERFORMING ARTS CENTER

A. BID REVIEW & FUNDING OPTIONS

B. APPROVAL OF GUARANTEED MAXIMUM PRICE (GMP)

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the guaranteed maximum price for the Lease-Leaseback contract entered into with Barnhart-Balfour-Beatty for the San Dieguito Academy Visual & Performing Arts Center project, in the amount of \$7,316,595.43, and authorize Christina Bennett or Stephen G. Ma to execute any and all necessary documents.

**INFORMATION ITEMS..... (ITEMS 20 - 30)**

20. 2010 DISTRICT TENTATIVE BUDGET

This item is being submitted for review only as a first read and will be resubmitted for Board action on June 17, 2010.

- A. GENERAL FUND
- B. SPECIAL FUNDS

21. ANNUAL REPORT UPDATE

Review of Report providing accountability and progress update on Action Plans as presented on the District's Strategic Plan for 2009-10.

22. REVISION OF BOARD MEETING DATES, 2010 / MOVING THE AUGUST 17<sup>TH</sup> MEETING TO AUGUST 12<sup>TH</sup>

This item is being submitted for review only as a first read and will be resubmitted for Board action on June 17, 2010.

23. BUSINESS SERVICES UPDATE..... STEVE MA, ASSOCIATE SUPERINTENDENT

24. HUMAN RESOURCES UPDATE ..... TERRY KING, ASSOCIATE SUPERINTENDENT

25. EDUCATIONAL SERVICES UPDATE..... RICK SCHMITT, ASSOCIATE SUPERINTENDENT

26. 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)

27. FUTURE AGENDA ITEMS

28. ADJOURNMENT TO CLOSED SESSION (AS NECESSARY)

**CLOSED SESSION (if required)**

- A. 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
- C. Conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Code Sections 54956.9(b)(3)(A), (D), and (E); and 54956.75 (1 case)
- D. Consideration and/or deliberation of student discipline matters (3 cases)

29. REPORT FROM CLOSED SESSION (AS NECESSARY)

30. MEETING ADJOURNED

*The next regularly scheduled Board Meeting will be held on **Thursday, June 17, 2010, at 6:30 PM** in the SDUHSD District Office Board Room 101. The District Office is located at 710 Encinitas Blvd., Encinitas, CA, 92024.*

ITEM 6

Board of Trustees  
Joyce Dalessandro  
Linda Friedman  
Barbara Groth  
Beth Hergesheimer  
Deanna Rich  
  
Superintendent  
Ken Noah



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

MAY 20, 2010

TUESDAY, MAY 20, 2010  
6:30 PM

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

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

1. President Groth called the meeting to order at 5:00 PM to receive public comments on Closed Session agenda items. No public comments were presented.
2. CLOSED SESSION .....(ITEM 2)  
The Board convened to Closed Session at 5:01PM to:
  - A. 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 & Associate Superintendents (3); Employee Organizations: San Dieguito Faculty Association and/or California School Employees' Association.
  - C. To conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Code Sections 54956.9(b)(3)(A), (D), and 54956.75 (1 case)
  - D. Consideration and/or deliberation of student discipline matters (6 cases)

**OPEN SESSION / ATTENDANCE**

BOARD OF TRUSTEES

Joyce Dalessandro  
Linda Friedman  
Barbara Groth  
Beth Hergesheimer  
Deanna Rich

STUDENT BOARD MEMBERS

Jordan Bernard, La Costa Canyon  
Taylor Bell, Sunset  
Shakila Guevara, San Dieguito Academy  
Nick Lawson, Canyon Crest Academy  
Allison Yamamoto, Torrey Pines

DISTRICT ADMINISTRATORS / STAFF

Ken Noah, Superintendent  
Terry King, Associate Superintendent, Human Resources  
Steve Ma, Associate Superintendent, Business  
Bruce Cochrane, Executive Director, Pupil Services  
Eric Dill, Executive Director, Business Services  
Becky Banning, Recording Secretary

3. CALL TO ORDER .....(ITEM 3)  
The regular meeting of the Board of Trustees was called to order at 6:33 PM.
4. PLEDGE OF ALLEGIANCE .....(ITEM 4)  
Ms. Groth led the Pledge of Allegiance.

**ITEM 6**

5. REPORT OUT OF CLOSED SESSION ..... (ITEM 5)

The Board took action during Closed Session to approve the stipulated expulsions of the following students: #1203579, #1203590, #1203597, #557837, #640906, and #641769. Actions on all six motions were unanimously carried.

6. APPROVAL OF MINUTES OF BOARD MEETING, MAY, 4, 2010, AND REVISION TO MINUTES OF DECEMBER 10, 2009, (ITEM 19A).

It was moved by Ms. Hergesheimer, seconded Ms. Rich, to approve the Minutes of the May 4<sup>th</sup>, 2010 Board Meeting, and Revision of the December 10, 2009 Minutes, as presented. Motion unanimously carried.

**NON-ACTION ITEMS.....(ITEMS 7 - 10)**

7. STUDENT BOARD REPRESENTATIVES ..... (ITEM 7)

All Student Board Representatives gave updates on events and activities at their schools.

8. BOARD OF TRUSTEES UPDATES AND REPORTS..... (ITEM 8)

Ms. Dalessandro, Ms. Friedman, and Ms. Hergesheimer attended the District’s BTSA Colloquium event held earlier this week.

Ms. Hergesheimer also attended a General Planning Meeting with the City of Encinitas.

9. SUPERINTENDENT’S REPORTS, BRIEFINGS AND LEGISLATIVE UPDATES (ITEM 9)

Superintendent Noah addressed the superintendent evaluation process. He provided the Board with a summary of Performance Standards and Objectives for 2009-10, and worksheets for comments by the Board. Mr. Noah also presented a first draft of the Annual Report for 2009-10, which is based on the nine Action Plans from the District’s Strategic Plan. President Groth addressed timelines for the evaluation process, which should be completed by August.

10. DEPARTMENT / SCHOOL UPDATES .....(NONE SCHEDULED)

**CONSENT ITEMS.....(ITEMS 11 - 15)**

It was moved by Ms. Rich, seconded by Ms. Friedman, all consent agenda items listed below be approved as presented. Motion unanimously carried.

**11. SUPERINTENDENT**

A. GIFTS AND DONATIONS

Accept the Gifts and Donations, as presented.

B. FIELD TRIP REQUESTS

Approve all Field Trip Requests submitted, as presented.

C. APPROVAL OF CALIFORNIA INTERSCHOLASTIC FEDERATION (CIF) SAN DIEGO SECTION CONTINUATION OF MEMBERSHIP AGREEMENT, 2010-11

Approval of CIF Continuation of Membership Agreement for 2010-11 School Year for annual renewal purposes; required by State of California Interscholastic Federation Bylaws as presented.

D. AUTHORIZATION OF SCHOOLS’ ATHLETIC LEAGUE REPRESENTATIVES, (CIF) 2010-11

Approval of authorization of Schools’ Athletic League Representatives for 2010-11 School Year; required by State of California Interscholastic Federation Bylaws, (CIF), as presented.

**12. HUMAN RESOURCES**

A. PERSONNEL REPORTS

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

- 1. Certificated, (see revised list), and Classified Personnel Reports, as presented.

B. APPROVAL/RATIFICATION OF AGREEMENT

Approve/ratify entering into the following agreement and authorize the Board President and Ken Noah to execute the agreement:

1. Alliant International University for student teachers and intern school psychologists, during the period July 1, 2010 through June 30, 2012.

**13. EDUCATIONAL SERVICES**

A. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

**14. PUPIL SERVICES**

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

(None Submitted)

B. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

C. APPROVAL/RATIFICATION OF PARENT SETTLEMENTS AND RELEASE AGREEMENTS

Approve the following Parent Settlement and Release Agreements, to be funded by the General Fund 06-00/Special Education, and authorize the Executive Director of Pupil Services to execute the agreements:

1. Student ID. No. 672196, in the amount of \$19,500.00.

**15. BUSINESS**

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Christina M. Bennett, Eric R. Dill, Stephen G. Ma, or Ken Noah to execute the agreements:

1. "G" Force to provide DSA Specialty Inspection Services and Materials Conformance Testing for the Parking Structure Solar Panel Installation at La Costa Canyon High School and Canyon Crest Academy project, during the period May 21, 2010 through March 31, 2011, for an estimated amount of \$17,650.00, to be expended from the Capital Facilities Fund 25-19 and reimbursed by future bond proceeds.
2. Consulting & Inspection Services, LLC to provide DSA Resident Inspection Services for the Parking Structure Solar Panel Installation at La Costa Canyon High School and Canyon Crest Academy project, during the period May 21, 2010 through March 31, 2011, at the hourly rate of \$88.00 per hour for an estimated total amount of \$8,976.00, to be expended from the Capital Facilities Fund 25-19 and reimbursed by future bond proceeds.
3. Carlsbad Unified School District for field/activity trips, vehicle maintenance, driver training, and fuel supply from the SDUHSD Transportation Department, during the period June 4, 2010 through June 4, 2015, in an amount billed quarterly and reimbursed by Carlsbad Unified School District.
4. Elite Show Services, Inc. to provide security services for the Canyon Crest Academy graduation ceremony on June 18, 2010, for an amount not to exceed \$650.00, to be expended from the General Fund 03-00.

B. AUTHORIZATION TO ENTER INTO AGREEMENT / AMERICAN EXPRESS

Authorize entering into an agreement with American Express to establish an accounts payable corporate credit card account with established limits and purposes in the name of the San Dieguito Union High School District, during the period May 21, 2010 until terminated by either



ITEM 6

party with thirty (30) day written prior notice, with an annual \$75.00 fee to be expended from the General Fund 03-00, and authorize Christina M. Bennett, Eric R. Dill, or Stephen G. Ma to sign all pertinent documents.

C. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

Approve/ratify amending the following agreements and authorize Christina M. Bennett, Eric R. Dill or Stephen G. Ma to execute the agreements:

1. Chevron Energy Solutions Company, a Division of Chevron U.S.A. Inc. (Chevron ES), for the implementation of Solar Improvements, to extend the final completion date of the contract to February 28, 2011 or each day thereafter in the event that Chevron ES does not receive all the required solar panels prior to November 1, 2010.
2. John Sergio Fisher & Associates, Inc. to provide additional DSA drawing updates and value engineering services for the San Dieguito Academy Visual & Performing Arts Center project, for an amount not to exceed \$12,000.00, to be expended from Capital Facilities Fund 25-19 and the School Facility Fund 35-00.

D. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

E. APPROVAL OF CHANGE ORDERS

(None Submitted)

F. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

G. ADOPTION OF RESOLUTION / COOPERATIVE BID

Adopt the attached resolution authorizing contracting pursuant to cooperative bid and award documents from National Intergovernmental Purchasing Alliance Company (National IPA), State of Tennessee, for the purchase of various supplies and services such as but not limited to maintenance, operational, and repair supplies, office supplies, information technology solutions, and furniture per the pricing structure, terms, and conditions stated in the bid documents, to be expended from the fund to which the supplies are charged, and authorize Christina M. Bennett, Eric R. Dill, or Stephen G. Ma to execute any necessary documents.

H. ADOPTION OF RESOLUTIONS / AUTHORIZED SIGNATURES FOR MAIL/WARRANTS, PAYROLL, CREDENTIALS RELEASE, SCHOOL ORDERS

Adopt the following resolutions:

1. RESOLUTION DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL AND PICK UP WARRANTS AT COUNTY OFFICE OF EDUCATION  
Designating Stephen G. Ma to receive mail and Ken Noah, Terry King, Eric R. Dill, Delores Perley, Donna Corder, Dawn Pearson, Courtney Rock, and Carol Clemons to pick up warrants at the County Office of Education.
2. RESOLUTION FOR PAYROLL ORDER CERTIFICATION  
Designating Ken Noah or Terry King or Frederick Labib-Wood to ascertain and certify that each employee has taken an oath of allegiance and designating Frederic Labib-Wood to certify classified service assignment.
3. RESOLUTION AUTHORIZING THE COUNTY OFFICE OF EDUCATION CREDENTIALS DEPARTMENT TO RELEASE CREDENTIAL HELD WARRANTS TO EMPLOYEES  
Authorizing the County Office of Education Credentials Department to release credentials held warrants to employees who have provided the required credential paper work.
4. RESOLUTION DESIGNATING AUTHORIZED AGENT TO SIGN SCHOOL ORDERS  
Designating Ken Noah or Eric R. Dill or Stephen G. Ma to sign school orders.

ITEM 6

I. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

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

**DISCUSSION / ACTION ITEMS .....(ITEMS 16 - 20)**

16. APPROVAL OF PROPOSED NEW BOARD POLICY 3111 & 3111/AR-1, "BUDGET RESERVE FUNDS"

It was moved by Ms. Dalessandro, seconded by Ms. Rich, to approve the proposed New Board Policy #3111 & 3111/AR-1, as presented. Motion unanimously carried.

17. APPROVAL OF PROPOSED REVISION TO BOARD POLICY 3250/AR-1, "TRANSPORTATION FEES/HOME-TO-SCHOOL"

It was moved by Ms. Friedman, seconded by Ms. Hergesheimer, to approve the proposed Revision to Board Policy 3250/AR-1, as presented. Motion unanimously carried.

18. ADOPTION OF RESOLUTION, LAYOFF AND/OR REDUCTION OF HOURS AND/OR MONTHS OF CLASSIFIED EMPLOYEES/POSITIONS FOR FISCAL YEAR 2010-2011.

It was moved by Ms. Hergesheimer, seconded by Ms. Dalessandro, to adopt the attached Resolution approving the Layoff and/or Reduction of Hours and/or Months of Classified Employees/Positions for Fiscal Year 2010-2011. Motion unanimously carried.

19. SAN DIEGUITO ACADEMY VISUAL & PERFORMING ARTS CENTER

A. BID REVIEW & FUNDING OPTIONS

B. APPROVAL OF GUARANTEED MAXIMUM PRICE (GMP)

It was moved by Ms. Dalessandro, seconded by Ms. Friedman, to have open discussion before taking action on this item. Superintendent Noah stated that this item contained the recommendation that the District enter into this contract subject to receipt of acceptable collateral from the San Dieguito Academy Foundation. However, as of the date of this meeting, the District had not been able to secure these funds. The Board therefore, unanimously agreed to not take further action until other options are considered. Mr. Noah submitted a memorandum (attached) outlining some options. Based on Board input and discussion, staff will revise this action item and resubmit for Board consideration on June 3, 2010.

20. ADOPTION OF RESOLUTION / FINAL NEGATIVE DECLARATION / SOLAR PANEL PROJECTS AT LA COSTA CANYON HIGH SCHOOL AND CANYON CREST ACADEMY

It was moved by Ms. Dalessandro, seconded by Ms. Hergesheimer, to adopt the attached resolution certifying the Final Negative Declaration for the Solar Panel Project at La Costa Canyon High School and Canyon Crest Academy and findings and certification thereto. Ayes: Ms. Dalessandro, Ms. Hergesheimer, Ms. Friedman, Ms. Groth; Abstained: Ms. Rich. Motion carried.

**INFORMATION ITEMS ..... (ITEMS 21 - 32)**

21. CARL D. PERKINS CAREER TECHNICAL EDUCATION APPLICATION FOR FUNDING / CTE PROGRAMS, (SECONDARY, #131)

This item was submitted for first reading and will be resubmitted for approval on June 3, 2010.

22. CARL D. PERKINS CAREER TECHNICAL EDUCATION APPLICATION FOR FUNDING / CTE PROGRAMS, (ADULT EDUCATION, #132)

This item was submitted for first reading and will be resubmitted for approval on June 3, 2010.

23. UNIFORM COMPLAINT QUARTERLY REPORT, 2010

This item was submitted as information, for the third quarter through March, 2010, as presented.

24. NEW BOARD POLICY #4160.34 AND ADMINISTRATIVE REGULATION #4160.34/AR-1, JOB DESCRIPTION, LIBRARY MEDIA COORDINATOR

ITEM 6

This item was submitted for first reading and will be resubmitted for approval on June 3, 2010.

- 25. BUSINESS SERVICES UPDATE ..... STEVE MA, ASSOCIATE SUPERINTENDENT  
Mr. Ma attended a California School Services Budget workshop and stated that the Governor’s May Revision confirms cuts to education in the amount of \$1.5B for 2010/11. For San Dieguito, this equates to a \$3M loss of categorical grant funding on top of the \$5M “fair share” reduction applied to basic aid districts for the 2010/11 budget year. Total loss in District revenues for 2010-11 will be approximately \$7.5M.
- 26. HUMAN RESOURCES UPDATE ..... TERRY KING, ASSOCIATE SUPERINTENDENT  
Ms. King reported that Oceanside and San Marcos School Districts are considering contracting with San Dieguito in order to receive support for new teachers through the district’s BTSA program.
- 27. EDUCATIONAL SERVICES UPDATE ..... RICK SCHMITT, ASSOCIATE SUPERINTENDENT  
Mr. Schmitt gave an update on Achievement Summit Planning discussions, which were held with Academic Coordinators and Principals, on May 13<sup>th</sup> and 14<sup>th</sup>. Both progress and challenges in the formative process were addressed. The next Summit meeting is scheduled for June 23<sup>rd</sup>.
- 28. PUBLIC COMMENTS (No comments were made)
- 29. FUTURE AGENDA Items (None discussed)
- 30. ADJOURNMENT TO CLOSED SESSION (Not required)
- 31. REPORT OUT OF CLOSED SESSION - (Nothing further to report)
- 32. ADJOURNMENT OF MEETING - Meeting adjourned at 7:28 PM.

\_\_\_\_\_  
Joyce Dalessandro, Board Clerk

\_\_\_\_\_ / \_\_\_\_\_ / 2010  
Date

\_\_\_\_\_  
Ken Noah, Superintendent

\_\_\_\_\_ / \_\_\_\_\_ / 2010  
Date



**Union High School District**

710 Encinitas Boulevard, Encinitas, CA 92024  
Telephone (760) 753-6491  
www.sduhsd.net

**ACTION ITEM 19 / ATTACHMENT  
(MINUTES, MAY 20, 2010)**

**Board of Trustees**  
Joyce Dalessandro  
Linda Friedman  
Barbara Groth  
Beth Hergesheimer  
Deanna Rich

**Superintendent**  
Ken Noah

**Office of the Superintendent**  
Fax (760) 943-3501

**MEMORANDUM**

**DATE:** May 20, 2010

**TO:** Board of Trustees

**FROM:** Ken Noah

**SUBJECT:** Board Agenda Item 19 (May 20, 2010)  
San Dieguito Academy Visual and Performing Arts Center/Bid Review  
and Funding Options/Approval of Guaranteed Maximum Price (GMP)

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The recommendation for action on this item asks the Board to approve the guaranteed maximum price for the Lease-Leaseback contract entered into with Barnhart-Balfour-Beatty for the San Dieguito Performing Arts Center project in the amount of \$7,567,887.38 *subject to the District's receipt of acceptable collateral from the San Dieguito Academy Foundation . . . (italics mine)*. We have been informed by the Executive Director and the President of the Foundation that they have been unable to obtain acceptable collateral to date.

Absent acceptable collateral, I am recommending that the Board take no action on Item 19 this evening, but instead discuss options for project funding. Options for consideration/discussion follow:

- Option 1 Do not move forward with the project and delay until sufficient funding has been identified;
- Option 2 Go forward, but identify \$500,000 in costs that can be pulled from the project, but added back when monies have been fundraised; or,
- Option 3 Other

Based on Board input and discussion staff, will revise this agenda action item and bring it for Board consideration on June 3, 2010.



Union High School District

ITEM 6

Board of Trustees  
Joyce Dalessandro  
Linda Friedman  
Barbara Groth  
Beth Hergesheimer  
Deanna Rich

Superintendent  
Ken Noah

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING / CLOSED SESSION  
MINUTES**

**THURSDAY, MAY 27, 2010  
2:00 PM**

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

The Governing Board of the San Dieguito Union High School District held a Special Meeting for Thursday, May 27, 2010, at the above location, in the Board Room.

ATTENDANCE/ BOARD

All Board Members were present.

DISTRICT ADMINISTRATORS / STAFF

- Ken Noah, Superintendent
- Terry King, Associate Superintendent, Human Resources
- Steve Ma, Associate Superintendent, Business
- Rick Schmitt, Associate Superintendent, Educational Services
- Eric Dill, Executive Director, Business Services
- Becky Banning, Recording Secretary

**PRELIMINARY FUNCTIONS..... (Items 1 – 4)**

1. CALL TO ORDER; PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS  
President Groth called the meeting to order at 2:00 PM. No public comments were presented.
2. CLOSED SESSION  
The Board convened to Closed Session at 2:01 PM to discuss the following:
  - A. To conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Code Sections 54956.9(b)(3)(A), (D), and (E); and 54956.75 (1 case)
3. REPORT OUT OF CLOSED SESSION  
There was no action taken during Closed Session.
4. ADJOURNMENT  
The meeting was adjourned at 3:35 PM.

\_\_\_\_\_  
Joyce Dalessandro , Board Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ken Noah, Superintendent

\_\_\_\_\_  
Date

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 24, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED AND  
SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** ACCEPTANCE OF GIFTS AND DONATIONS

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### EXECUTIVE SUMMARY

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

### RECOMMENDATION:

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

### FUNDING SOURCE:

Not applicable

KN/bb

**GIFTS AND DONATIONS  
SDUHSD BOARD MEETING  
JUNE 3, 2010**

ITEM 11A

<b>Donation</b>	<b>Purpose</b>	<b>Donor</b>	<b>Department</b>	<b>School Site</b>
Hoist Leg Press/Hack Squat Machine	For use by students/staff/athletes	David Dayan	Physical Education	SDA
\$5,453.36	To purchase supplies for Science & P.E. classes	Canyon Crest Academy Foundation , Inc.	Science & P.E.	CCA
\$197.01	\$47.62/TP, \$14.96/CV, \$59.54/SS, \$74.89.DO	United Way of San Diego County	N/A	Multiple
\$175.00	Dance Program	City of Carlsbad	Dance	LCC
\$18,307.55	Various school needs, PTSA has the break down	CVMS PTSA	School needs	CV
\$34.36	Miscellaneous	Johnson & Johnson	Misc. accounts	CCA
\$1,000.00	To purchase clay and glazes	San Dieguito Academy Foundation	Art	SDA
\$2,500.00	To be used by the Math Department	William Miller	Math	SDA
\$774.95 / \$10,310.92	To purchase towels & butcher paper for Science / Artist's salaries	Canyon Crest Academy Foundation , Inc.	Science & Art	CCA
\$5,295.00	Miscellaneous	Project Lead The Way	School needs	CCA
\$400.00	Replacement computer monitors	CCA Foundation	CCA Misc. account	CCA
\$850.00	To purchase clay through OPEN PO (Free Form Clay)	CCA Foundation	Art	CCA

**\$34,212.28 Monetary Donations**

**\$0.00 Value of Donated Items**

**\$34,212.28 TOTAL VALUE**

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 24, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED AND  
SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** APPROVAL / RATIFICATION OF  
FIELD TRIPS

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### EXECUTIVE SUMMARY

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

### RECOMMENDATION:

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

### FUNDING SOURCE:

As listed on attached reports.

KN/bb



**FIELD TRIP REQUESTS**  
**SDUHSD BOARD MEETING**  
**JUNE 3, 2010**

ITEM 11B

Date(s) of Field Trip	Site	Sponsor, Last Name	First Name	Team/Club	Total # Students	Total # Chaperones	Purpose/Conference Name	City	State	Loss of Class Time	\$ Cost
May 28-30, 2010	Torrey Pines	Zakowski	Robert	Computer Programming	3	1	Amer. Comp. Sci. League National Programming Finals	Robesonia	PA	1 day	ASB funded
August 9-11, 2010	San Dieguito Academy	Keillor	Rod	ASB Leadership Retreat	35	7	Develop Leadership Skills, Planning for School Year	Cathedral City	CA	0 days	ASB funded
September 23-24, 2010	Torrey Pines	Thorne	Brent	Cross Country	20	5	Cross Country Competition	Palo Alto	CA	2 days	Fundraising
September 24-25, 2010	Torrey Pines	Harrah	James	Girls Volleyball	16	6	Varsity Tournament	Henderson	NV	1 day	Fundraising
October 30-31, 2010	Torrey Pines	Harrah	James	Girls Volleyball	16	6	Varsity Tournament	Santa Barbara	CA	1	Fundraising

\* Dollar amounts are listed only whe 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:** May 26, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED BY:** Terry King  
Associate Superintendent/Human Resources

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL OF CERTIFICATED and  
CLASSIFIED PERSONNEL

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### EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board Approval:

#### Certificated

Employment  
Change in Assignment  
Leave of Absence

#### Classified

Employment  
Change in Assignment  
Resignation

#### RECOMMENDATION:

It is recommended that the Board approve the attached Personnel actions.

#### FUNDING SOURCE:

General Fund

## PERSONNEL LIST

### CERTIFICATED PERSONNEL

#### Employment

1. **Aura Beck**, 60% Temporary Teacher (Art) at Earl Warren for the 2010-11 school year, effective 8/24/10 through 6/17/11.
2. **Masayo Isogai**, 73% Temporary Teacher (Japanese Language), 40% at La Costa Canyon and 33% at San Dieguito Academy for the 2010-11 school year, effective 8/24/10 through 6/17/11.
3. **Scott Jordon**, 80% Temporary ROP Teacher (Photo Imaging/Digital Media) at La Costa Canyon for the 2010-11 school year, effective 8/24/10 through 6/17/11.
4. **Jessica Matthes**, 100% Temporary Teacher (Art) at Canyon Crest Academy for the 2010-11 school year, effective 8/24/10 through 6/17/11.
5. **Michael Remington**, 67% Temporary Teacher (Computers) for Semester I at Canyon Crest Academy, effective 8/24/10 through 1/28/11; temporary contract increased to 100% Semester II (Computers & ROP Computer Game Design) at Canyon Crest Academy, effective 1/31/11 through 6/17/11.
6. **Steve Saylor**, 40% Temporary Teacher (PE) at Earl Warren for the 2010-11 school year, effective 8/24/10 through 6/17/11.
7. **Stephanie Siers**, 100% Temporary Teacher (Drama/English) at San Dieguito Academy for the 2010-11 school year, effective 8/24/10 through 6/17/11.
8. **Vikas Srivastava**, 100% Temporary ROP Teacher (Recording/MIDI) for Semester I at Canyon Crest Academy, effective 8/24/10 through 1/28/11; temporary contract reduced to 67% Semester II (MIDI) at Canyon Crest Academy, effective 1/31/11 through 6/17/11.
9. **Rosanne Valenzuela**, 60% Permanent Teacher, and additional 20% Temporary Assignment (Music) at Carmel Valley for the 2010-11 school year, effective 8/24/10 through 6/17/11.
10. **Alyssa Vallecorsa**, 100% Temporary Teacher (Art) at Canyon Crest Academy for the 2010-11 school year, effective 8/24/10 through 6/17/11.

#### Change in Assignment

1. **Brian Baum**, Teacher (Computers) at Canyon Crest Academy, Change in assignment to Teacher/Athletic Director at Canyon Crest Academy beginning in the 2010-11 school year, effective 8/24/10.
2. **Matthew McCullough**, Change in Assignment from Teacher/Athletic Director at Canyon Crest Academy to Special Education Teacher (Mild/Moderate) at Diegueno beginning in the 2010-11 school year, effective 8/24/10.

ITEM 12A

3. **Nathan Molina**, Change in Assignment from Special Education Program Specialist at Torrey Pines to Special Ed. Teacher (Mild/Moderate) at Canyon Crest Academy beginning in the 2010-11 school year, effective 8/24/10.
4. **Rayna Stohl**, 67% Temporary Teacher (Dance/PE) at Canyon Crest Academy, increase Temporary Contract to 100% for Semester I, effective 8/24/10 through 1/28/11; assignment reduced to 67% Semester II, effective 1/31/11 through 6/17/11.
5. **Marisa Tirri**, Change in Assignment from Speech/Language Specialist at Canyon Crest Academy to Special Education Program Specialist at Torrey Pines beginning in the 2010-11 school year, effective 8/24/10.

**Leave of Absence**

1. **Janet Berend**, Teacher (English) at La Costa Canyon, revise leave of absence request for the 2010-11 school year to 40% Unpaid Leave (60% assignment), effective 8/24/10 through 6/17/11.
2. **Jeffrey Germano**, Teacher (Industrial Arts) at San Dieguito Academy, 33% Unpaid Leave of Absence (67% assignment) for Semester II of the 2010-11 school year, effective 1/31/11 through 6/17/11.

ITEM 12A

PERSONNEL LIST

**CLASSIFIED PERSONNEL**

**Employment**

1. **Rowley, Phil**, At Will Employee, effective 4/5/10 – 6/1/10,
2. **Tadeo, Enrique**, Instructional Assistant SpEd Non Severe, effective 5/19/10

**Change in Assignment**

1. **Lopez, Javier**, from Grounds/Custodial Supervisor to Executive Director of Operations, effective 6/4/10 – 6/11/10

mh  
06/03/10  
classbdagenda

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 24, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED BY:** David Jaffe  
Executive Director, Curriculum & Assessment

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL OF MODIFIED PASSING  
CAHSEE SCORES FOR 2009-2010 TEST  
ADMINISTRATION

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### EXECUTIVE SUMMARY

All students must pass the California High School Exit Exam (CAHSEE) as a condition of receiving a high school diploma. If specified in the student's Individualized Educational Plan (IEP), students with disabilities may use modifications on one or both parts of the CAHSEE. If the student uses the modification and receives a passing score, the score is not valid.

However, at the request of a parent/guardian, a school principal may submit a request for a waiver to the District Board of Trustees for students with disabilities who took the CAHSEE with modifications **and** received the equivalent of a passing score on one or both parts of the CAHSEE.

The students listed below took the CAHSEE 2009-2010 with an allowable modification and received a **passing 'MODIFIED' score**.

### RECOMMENDATION:

It is recommended that the Board validate the equivalent of a passing score for eligible students who used allowable modifications outlined in their IEP and ratify, that for these eligible students, the CAHSEE requirement has been satisfied.

ITEM 13C

Students who took the CAHSEE during the 2009-2010 school year with allowable modifications and received the equivalent of a passing score:

**Student ID#**

850914
551014
851643
1203616
850888
850614
801943
587584
851996

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 26, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED BY:** Christina M. Bennett, Director of Purchasing  
Eric R. Dill, Executive Director, Business Services  
Steve Ma, Associate Superintendent/Business

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF  
PROFESSIONAL SERVICES CONTRACTS/  
BUSINESS

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### EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes four contracts totaling \$28,661.00, 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 15A

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**BUSINESS - PROFESSIONAL SERVICES REPORT**

**Date: 06-03-10**

<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>
07/01/10 – 06/30/11	San Diego Superintendent of Schools/County Office of Education	Provide credential services for Adult Education teachers	Adult Education Fund 11-00	\$286.00
05/11/10 – 05/18/10	Marilyn Pugh	Provide technical writing services	General Fund 03-00	\$1,375.00
07/01/10 – 06/30/11	Murdoch Walrath & Holmes	Provide advocacy and consulting services for the District	General Fund 03-00, and Capital Facilities Fund 25-18	\$27,000.00
06/04/10 – until terminated by either party with 30 day written notice	Pacific Rim Hydroseeding, Inc.	Provide equipment, labor, and materials to hydroseed and amend fields as needed	General Fund 03-00	\$40,000.00 per year

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 26, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED BY:** Stephen G. Ma  
Associate Superintendent, Business

**SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** APPROVAL OF BUSINESS REPORTS

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### EXECUTIVE SUMMARY

Please find the following business reports submitted for your approval:

- a) Purchase Orders
- b) Instant Money
- c) Membership Listing

### RECOMMENDATION:

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

### FUNDING SOURCE:

Not applicable

js  
Attachments

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 05/11/10 THRU 05/24/10

1

ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
202945	05/11/10	06	LA COSTA COFFEE ROAS	030	MATERIALS AND SUPPLI	\$462.50
202946	05/11/10	03	GALE - A CENGAGE LEA	005		\$2,911.19
202947	05/11/10	03	BLACKBOARD INC	035	A/V CONTRACT	\$16,300.00
202948	05/11/10	03	GOPHER SPORT	014	MATERIALS AND SUPPLI	\$1,389.93
202949	05/11/10	03	GOPHER SPORT	014	MATERIALS AND SUPPLI	\$1,167.27
202950	05/12/10	03	EDLINE	005	A/V CONTRACT	\$4,280.40
202951	05/12/10	03	JOSTENS, INC.	014	MATERIALS AND SUPPLI	\$2,097.78
202952	05/12/10	03	SIEMENS INDUSTRY, IN	025	BLDG.-REPAIR MATERIA	\$294.84
202953	05/12/10	06	NEWS-2-YOU	030	A/V CONTRACT	\$66.00
202954	05/12/10	03	JONES SCHOOL SUPPLY	005	MATERIALS AND SUPPLI	\$2,826.69
202955	05/13/10	03	FREE FORM CLAY & SUP	004	REPAIRS BY VENDORS	\$217.50
202956	05/13/10	03	NEFF COMPANY	013	MATERIALS AND SUPPLI	\$4,418.54
202957	05/13/10	11	DAN LEVINE PRODUCTIO	009	OTHER SERV.& OPER.EX	\$68.90
202958	05/13/10	06	FOURNIER, KERRY & GA	030	OTHER SERV.& OPER.EX	\$1,000.00
202959	05/13/10	03	RASIX COMPUTER CENTE	005	AERIES SUPPLIES	\$728.33
202960	05/13/10	06	DELL COMPUTER CORPOR	035	MAT/SUP/EQUIP TECHNO	\$17,996.17
202961	05/13/10	25-18	WESTERN STATES AWNIN	025	NON-CAPITALIZED IMPR	\$7,000.00
202962	05/13/10	03	CAROLINA BIOLOGICAL	013	MATERIALS AND SUPPLI	\$1,039.57
202963	05/13/10	03	FISHER SCIENTIFIC EM	013	MATERIALS AND SUPPLI	\$869.22
202964	05/13/10	03	BIO RAD LIFE SCIENCE	013	NON CAPITALIZED EQUI	\$2,563.20
202965	05/13/10	03	AMAZON.COM	013	MATERIALS AND SUPPLI	\$158.27
202966	05/13/10	03	INVITROGEN	013	MATERIALS AND SUPPLI	\$725.31
202968	05/13/10	03	SAN DIEGUITO ACADEMY	013	SCHOLARSHIPS	\$500.00
202970	05/13/10	06	BIO RAD LIFE SCIENCE	013	NON CAPITALIZED EQUI	\$4,661.05
202971	05/13/10	03	SEHI-PROCOMP COMPUTE	013	MATERIALS AND SUPPLI	\$490.18
202972	05/13/10	06	DELL COMPUTER CORPOR	013	MATERIALS AND SUPPLI	\$269.15
202973	05/13/10	03	SAN DIEGUITO UHSD CA	025	MATERIALS AND SUPPLI	\$106.03
202974	05/13/10	03	MICRO IMAGE SYSTEMS	010	REPAIRS BY VENDORS	\$289.96
202975	05/13/10	06	SAN DIEGO COUNTY OFF	024	DUES AND MEMBERSHIPS	\$8,300.76
202976	05/13/10	06	SAN DIEGO COUNTY OFF	010	MATERIALS AND SUPPLI	\$100.00
202977	05/13/10	06	BAUDVILLE INC	010	MATERIALS AND SUPPLI	\$41.07
202978	05/13/10	03	WEST COAST TECHNOLOG	035	REPAIRS BY VENDORS	\$2,841.00
202979	05/13/10	03	SCANTRON CORPORATION	005	MATERIALS AND SUPPLI	\$149.25
202980	05/13/10	03	SCANTRON CORPORATION	005	MATERIALS AND SUPPLI	\$216.30
202981	05/13/10	06	HANNAMAN, DR. JOHN S	030	MATERIALS AND SUPPLI	\$1,128.60
202982	05/13/10	06	AMAZON.COM	012	MATERIALS AND SUPPLI	\$93.59
202983	05/14/10	03	FREDRICKS ELECTRIC I	035	MATERIALS AND SUPPLI	\$86.00
202985	05/14/10	13	STAPLES ADVANTAGE	031	NON CAPITALIZED EQUI	\$4,038.71
202986	05/14/10	25-18	DOOR SERVICE & REPAI	025	REPAIRS BY VENDORS	\$1,607.00
202987	05/17/10	06	YOCKEY, PATTY	014	OTHER SERV.& OPER.EX	\$315.00
202988	05/17/10	03	RANCHO SANTA FE PROT	025	SECURITY GUARD CONTR	\$70.00
202989	05/17/10	06	N C L B	032	TRAVEL AND CONFERENC	\$590.50
202990	05/17/10	06	N C L B	032	TRAVEL AND CONFERENC	\$590.50
202991	05/17/10	06	SOPRIS WEST	030	LIC/SOFTWARE	\$294.59
202992	05/17/10	06	N C L B	032	TRAVEL AND CONFERENC	\$590.50
202993	05/17/10	06	N C L B	032	TRAVEL AND CONFERENC	\$590.50
202994	05/17/10	06	N C L B	032	TRAVEL AND CONFERENC	\$590.50
202995	05/17/10	06	N C L B	032	TRAVEL AND CONFERENC	\$414.50
202996	05/17/10	03	WESCO DISTRIBUTION	010	MATERIALS AND SUPPLI	\$90.96
202997	05/17/10	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$4,836.00
202998	05/17/10	25-18	FREDRICKS ELECTRIC I	025	LAND IMPROVEMENTS	\$24,960.00
202999	05/18/10	03	LEUCADIA PIZZERIA	026	MATERIALS AND SUPPLI	\$51.34
203000	05/18/10	06	APPLE COMPUTER INC	030	MAT/SUP/EQUIP TECHNO	\$767.08
203001	05/18/10	03	A C T	024	TEST SCORING	\$7,905.90
203002	05/18/10	25-19	SOUNDAWAY CORPORATIO	025	MATERIALS AND SUPPLI	\$2,479.71

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 05/11/10 THRU 05/24/10

2

ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
203003	05/18/10	03	PITSCO	035	MATERIALS AND SUPPLI	\$41.89
203004	05/18/10	13	STAPLES ADVANTAGE	031	NON CAPITALIZED EQUI	\$926.37
203005	05/18/10	03	FAULKNER, DEAN	024	PROF/CONSULT./OPER E	\$1,500.00
203006	05/18/10	06	P A S SYSTEMS INTL	005	NON CAPITALIZED EQUI	\$713.74
203007	05/19/10	03	RASIX COMPUTER CENTE	005	AERIES SUPPLIES	\$141.97
203008	05/19/10	06	APPLE COMPUTER INC	035	MAT/SUP/EQUIP TECHNO	\$17,669.12
203009	05/19/10	03	NORTH COUNTY TIMES	021	ADVERTISING	\$72.45
203010	05/19/10	06	AREY JONES EDUCATION	013	MATERIALS AND SUPPLI	\$3,974.70
203011	05/19/10	03	WOLVERINE SPORTS	003	MATERIALS AND SUPPLI	\$548.59
203012	05/19/10	03	A C T	024	MATERIALS AND SUPPLI	\$3,617.22
203013	05/19/10	03	PERMA BOUND	012	MATERIALS AND SUPPLI	\$302.27
203014	05/20/10	06	PRESTWICK HOUSE INC	012	MATERIALS AND SUPPLI	\$112.90
203015	05/20/10	03	BLICK, DICK (DICK BL	014	MATERIALS AND SUPPLI	\$1,324.98
203016	05/20/10	03	SAN DIEGO COUNTY OFF	024	DUES AND MEMBERSHIPS	\$8,300.76
203017	05/20/10	13	F S E INC	004	NON CAPITALIZED EQUI	\$2,167.76
203018	05/20/10	13	F S E INC	031	NON CAPITALIZED EQUI	\$2,167.76
203019	05/20/10	13	F S E INC	031	NON CAPITALIZED EQUI	\$2,167.76
203020	05/20/10	03	AMAZON.COM	008	MATERIALS AND SUPPLI	\$39.25
203022	05/21/10	06	OCEANSIDE TRANSMISSI	028	REPAIRS BY VENDORS	\$2,773.58
203023	05/21/10	03	AREY JONES EDUCATION	035	MAT/SUP/EQUIP TECHNO	\$2,142.06
203024	05/21/10	03	AMERICAN FENCE & SEC	025	RENTS & LEASES	\$1,532.72
203025	05/21/10	03	CHAOS WORLD OF MOTIO	005	MATERIALS AND SUPPLI	\$902.37
203026	05/21/10	03	CAROLINA BIOLOGICAL	014	MATERIALS AND SUPPLI	\$340.42
203027	05/24/10	03	CAROLINA BIOLOGICAL	014	MATERIALS AND SUPPLI	\$312.05
203028	05/24/10	03	WARD'S NATURAL SCIEN	014	MATERIALS AND SUPPLI	\$339.82
203029	05/24/10	03	BIO RAD LIFE SCIENCE	014	MATERIALS AND SUPPLI	\$148.38
203030	05/24/10	03	PAXTON/PATTERSON	035	MATERIALS AND SUPPLI	\$308.19
203031	05/24/10	06	MOORE MEDICAL, LLC	030	MATERIALS AND SUPPLI	\$32.63
203032	05/24/10	03	FLINN SCIENTIFIC INC	012	MATERIALS AND SUPPLI	\$1,501.89
203033	05/24/10	25-18	RANCHO SANTA FE SEC	025	REPAIRS BY VENDORS	\$1,625.00
203034	05/24/10	03	FLINN SCIENTIFIC INC	005	MATERIALS AND SUPPLI	\$249.72
203035	05/24/10	03	FLINN SCIENTIFIC INC	014	MATERIALS AND SUPPLI	\$2,646.25
203036	05/24/10	03	COLLEGE-BOUND SENIOR	024	MATERIALS AND SUPPLI	\$1,670.00
203037	05/24/10	11	HARLAND TECHNOLOGY S	009	REPAIRS BY VENDORS	\$819.98
203038	05/24/10	11	HARLAND TECHNOLOGY S	009	REPAIRS BY VENDORS	\$632.93
203041	05/24/10	06	TROXELL COMMUNICATIO	008	NON CAPITALIZED EQUI	\$4,476.24
203043	05/24/10	06	TROXELL COMMUNICATIO	008	NON CAPITALIZED EQUI	\$3,265.89
203044	05/24/10	06	AREY JONES EDUCATION	008	MATERIALS AND SUPPLI	\$397.47
203045	05/24/10	03	AREY JONES EDUCATION	008	MATERIALS AND SUPPLI	\$2,782.29
203046	05/24/10	03	SAN DIEGO POLICE DEP	005	OTHER SERV.& OPER.EX	\$768.00
203047	05/24/10	03	ELITE SECURITY	014	SECURITY GUARD CONTR	\$650.00
700060	05/12/10	03	AFFORDABLE PRINTER C	035	REPAIRS BY VENDORS	\$152.43
REPORT TOTAL						\$214,897.64

ITEM 15F

**INSTANT MONEY REPORT FOR THE PERIOD 05/11/10 THROUGH 05/24/10**

<b>Check #</b>	<b>Vendor</b>	<b>Amount</b>
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**No checks this period**

	<b>Total</b>	<b><u>0</u></b>
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ITEM 15F

Individual Membership Listings  
For the Period of May 11, 2010 through May 24, 2010

<u>Staff Member Name</u>	<u>Organization Name</u>	<u>Amount</u>
District	San Diego County Office of Education/ North County Professional Development Federation	\$8,300.76

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 27, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED BY:** Rick Schmitt, Associate Superintendent/Educational Services

**SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** Approval of Carl D. Perkins Career Technical Education Application for Funding

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### EXECUTIVE SUMMARY

Attached is the 2010-11 Career Technical Education Application for Funding. This item was submitted for first reading on May 20, 2010 and is now being resubmitted for approval. The San Dieguito Union High School District will use funds allocated from the Carl D. Perkins Career and Technical Education Improvement Act of 2006, section 131 (\$88,745.00), to supplement CTE Programs in the areas of Instruction, Professional Development, Curriculum Development, Research and Special Populations. Expenditures will include:

- the purchase of technical equipment in the areas of:
  - Arts, Media, and Entertainment – additional computers for SDA and CCA Photo Imaging and Audio Technology programs
  - Engineering and Design – Addition of a network printer for engineering design classes
  - Hospitality, Tourism and Recreation – addition of Culinary Arts Equipment at San Dieguito Academy
- The cost of substitute teachers for district workshops and professional development.
- The purchase of accountability software (yearly renewal)
- The purchase of software and supplies for district CTE programs.

### RECOMMENDATION:

That the Board approve the Career Technology Education Application for Funding, section 131, as shown in the attached supplement.

### FUNDING SOURCE:

Not applicable.

CALIFORNIA DEPARTMENT OF EDUCATION  
Secondary, Career, and Adult Learning Division  
CDE 100 (12/09)

**DUE DATE: May 1, 2010**

**Carl D. Perkins Career and Technical Education Improvement Act of 2006  
APPLICATION FOR 2010–11 FUNDING**

Local Educational Agency (LEA): <b>San Dieguito Union High School District</b>	County-District (CD) Code: 37-68346
Address of LEA: 710 Encinitas Blvd., Encinitas, CA 92024	Check Appropriate Box: <input type="checkbox"/> Sec. 112 - State Institutions <input checked="" type="checkbox"/> Sec. 131 - Secondary <input type="checkbox"/> Sec. 132 - Adult/ROCP
Name of LEA Superintendent or Chief Administrator: Ken Noah	
Allocation Amount: \$88,745	Board Approval Date: May 20, 2010
Name of Perkins Coordinator: Juan Manuel Zapata Title: CTE/ROP Coordinator	Telephone Number:(760) 753-7073 Extension: 5105 Fax Number:(760)436-8376 E-mail Address:manuel.zapata@sduhsd.net
Perkins Coordinator's Address (If different from LEA address above):	

**CERTIFICATION:** I hereby certify that all state and federal rules and regulations will be observed and that the assurances and certifications related to this program are accepted as the conditions in the operation of this program. The funds associated with this application will support the implementation of our 2008–2012 local Career Technical Education (CTE) Plan and provide a program that is of sufficient size, scope, and quality to effectively address the career preparation needs of our students. This funding will supplement state and local CTE funds and improve, enhance, or expand our CTE programs in the 2010–11 school year. I certify that, to the best of my knowledge, the information contained in this application is correct and complete.

Printed Name of Superintendent or Designee: <b>Ken Noah</b>	Title (If not superintendent):
Signature of Superintendent or Designee:	Date:

<b>CALIFORNIA DEPARTMENT OF EDUCATION USE ONLY</b>	
Reviewed and Recommending Approval:	Date:
Final Approval:	Date:



**SECTION I**  
**SIGN-OFF FORM FOR FEDERAL AND STATE ASSURANCES AND  
CERTIFICATIONS**

This application is a commitment to comply with the following assurances, certifications, terms, and conditions associated with the Carl D. Perkins Career and Technical Education Improvement Act of 2006. A signature on this page confirms that the documents listed below are complete and on file in the agency and that the superintendent or an authorized designee has reviewed the documents and agrees to comply with the assurances, certifications, terms, and conditions.

The general assurances and certification are available on the CDE Web site. See page 12 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application* for the specific link to each assurance and certification. The complete text of program specific assurance, certification, terms and conditions can be found on pages 25–32 in the *Request for Application*.

- California Department of Education General Assurances (CDE-100A)
- Drug Free Workplace Certification (CDE-100DF)
- U.S. Department of Education Debarment and Suspension (ED 80-0014)
- U.S. Department of Education Lobbying (ED80-0013)
- Perkins IV Assurances and Certifications (CDE 100)
- 2010–11 Grant Conditions

**CERTIFICATION:** As the duly authorized representative of the local educational agency applying for Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 funding, I have read the assurances, certifications, terms and conditions associated with this grant and I agree to comply with all requirements as a condition of funding.

Printed Name Juan Manuel Zapata

Title CTE/ROP Coordinator

Signature \_\_\_\_\_

Date \_\_\_\_\_

CALIFORNIA DEPARTMENT OF EDUCATION  
Secondary, Career, and Adult Learning Division  
CDE 100-SP (12/09)

CAREER TECHNICAL EDUCATION APPLICATION  
Carl D. Perkins Career and Technical  
Education Improvement Act of 2006

**SECTION II**  
**SIGN-OFF FORM FOR REPRESENTATIVES OF SPECIAL POPULATIONS**

The Carl D. Perkins Career and Technical Education Improvement Act of 2006 requires local educational agencies (LEAs) to implement strategies to overcome barriers that may be lowering special population students' rates of access to or success in career technical education (CTE) programs assisted with the funds. CTE programs must be designed to enable special population students to meet the performance level targets established for the programs. These programs must also provide the activities needed to prepare these students for high-skill, high-wage, or high-demand occupations that lead to self-sufficiency.

This form confirms that the LEA coordinators or administrators responsible for each of the programs associated with special population groups have reviewed and approved the 2010–11 Perkins IV application for funds. Each special population category **must** be signed by the LEA's designated administrator or the certificated representative responsible for that program.

**Economically Disadvantaged** (Title I Coordinator/Administrator)

Printed Name David Jaffe Title Ex. Director Curric/Instr.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Limited English Proficiency** (English Learner Coordinator/Administrator)

Printed Name David Jaffe Title Ex. Director Curric/Instr.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Disabled (Handicapped)** (Special Education Coordinator/Administrator)

Printed Name Cara Schukoske Title Coordinator Special Ed.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Single Parent or Single Pregnant Women** (Title IX Coordinator/Administrator)

Printed Name Denise Stanley Title Principal, Adult School

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Gender Equity or Nontraditional Training** (Title IX Coordinator/Administrator)

Printed Name Rick Schmitt Title Assoc. Sup. Ed. Services

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Displaced Homemaker** (Title IX Coordinator/Administrator)

Note: Required only on Section 132 (Adult) applications

Printed Name Denise Stanley Title Principal, Adult School

Signature \_\_\_\_\_ Date \_\_\_\_\_

**SECTION III: ASSESSMENT OF CAREER TECHNICAL EDUCATION PROGRAMS (CORE INDICATORS)  
SECONDARY**

Instructions are on page 19 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*.

**Secondary** (continues on page 5)

Core Indicator	Definition	LEA Level 2007/08	LEA Level 2008/09	State Level 2008/09	90% or more of the State level
<b>1S1 Academic Attainment- Reading/ Language Arts</b>	<b>Numerator:</b> Number of 12 <sup>th</sup> grade CTE concentrators who have met the proficient or advanced level on the <b>English-language arts</b> portion of the California High School Exit Examination (CAHSEE).	<u>67.78%</u>	<u>84.07%</u>	<b>23.0%</b>	20.7%
	<b>Denominator:</b> Number of 12 <sup>th</sup> grade CTE concentrators.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>1S2 Academic Attainment- Mathematics</b>	<b>Numerator:</b> Number of 12 <sup>th</sup> grade CTE concentrators who have met the proficient or advanced level on the <b>mathematics</b> portion of the CAHSEE.	<u>81.18%</u>	<u>81.86%</u>	<b>22.0%</b>	19.8%
	<b>Denominator:</b> Number of 12 <sup>th</sup> grade CTE concentrators.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>2S1 Technical Skill Attainment</b>	<b>Numerator:</b> Number of CTE concentrators enrolled in a capstone CTE course who received an “A”, “B”, or “C” grade in the course, or received an industry-recognized certification, or passed an end of program assessment aligned with industry-recognized standards.	<u>57.19%</u>	<u>83.33%</u>	<b>53.0%</b>	47.7%
	<b>Denominator:</b> Number of CTE concentrators enrolled in capstone CTE courses during the reporting year.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>3S1 Secondary School Completion</b>	<b>Numerator:</b> Number of 12 <sup>th</sup> grade CTE concentrators who earned a high school diploma, or other state-recognized equivalent (including recognized alternative standards for individuals with disabilities).	<u>92.5%</u>	<u>99.29%</u>	<b>85.5%</b>	76.95%
	<b>Denominator:</b> Number of 12 <sup>th</sup> grade CTE concentrators who left secondary education during the reporting year.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

ITEM 16

Core Indicator	Definition	LEA Level 2007/08	LEA Level 2008/09	State Level 2008/09	90% or more of the State level
<p><b>4S1 Student Graduation Rate</b></p>	<p><b>Numerator:</b> Number of 12<sup>th</sup> grade CTE concentrators who, in the reporting year, were included as graduated in the states computation of its graduation rate. <b>Denominator:</b> Number of 12<sup>th</sup> grade CTE concentrators.</p>	<p><u>N/A</u></p>	<p><u>99.29%</u></p>	<p><b>83.2%</b></p>	<p>74.88%</p>
					<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>5S1 Secondary Placement</b></p>	<p><b>Numerator:</b> Number of 12<sup>th</sup> grade CTE concentrators who left secondary education during the reporting year and entered postsecondary education or advanced training, military service, or employment, as reported on a survey six months following graduation. <b>Denominator:</b> Number of 12<sup>th</sup> grade CTE concentrators who left secondary education during the reporting year and responded to a follow-up survey.</p>	<p><u>100%</u></p>	<p><u>99.29%</u></p>	<p><b>78.0%</b></p>	<p>70.2%</p>
					<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>6S1 Non-traditional Participation</b></p>	<p><b>Numerator:</b> Number of CTE participants from underrepresented gender groups who were enrolled in a program sequence that leads to employment in nontraditional fields. <b>Denominator:</b> Number of all CTE participants enrolled in a program sequence that leads to employment in nontraditional fields.</p>	<p><u>76.55%</u></p>	<p><u>39.20%</u></p>	<p><b>23.0%</b></p>	<p>20.7%</p>
					<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>6S2 Non-traditional Completion</b></p>	<p><b>Numerator:</b> Number of CTE concentrators from underrepresented gender groups enrolled in a capstone CTE course that leads to employment in a nontraditional field who received an “A”, “B”, or “C” grade in the course, or received an industry-recognized certification, or passed an end of program assessment aligned with industry-recognized standards. <b>Denominator:</b> Number of all CTE concentrators enrolled in a capstone CTE course that leads to employment in nontraditional fields.</p>	<p><u>76.44%</u></p>	<p><u>20.72%</u></p>	<p><b>18.0%</b></p>	<p>16.2%</p>
					<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

**SECTION III: ASSESSMENT OF CAREER TECHNICAL EDUCATION PROGRAMS (CORE INDICATORS)  
ADULT**

Instructions are on page 19 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*.

Core Indicator	Definition	LEA Level 2007/08	LEA Level 2008/09	State Level 2008/09	90% or more of the State level
1A1 Technical Skill Attainment	<b>Numerator:</b> Number of adult CTE concentrators enrolled in a CTE capstone course who passed an end-of-program assessment or earned a competency certificate during the reporting year.	<u>91.13%</u>	<u>74.54%</u>	<b>70.0%</b>	63.0%
	<b>Denominator:</b> Number of adult CTE concentrators enrolled in a CTE capstone course who took an end of program assessment or who were eligible to earn a competency certificate in a CTE program.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2A1 Credential, Certificate, or Degree	<b>Numerator:</b> Number of adult CTE concentrators enrolled in a CTE capstone course who earned an industry-recognized credential, certificate, degree, or completed a transfer program.	<u>42.17%</u>	<u>61.57%</u>	<b>47.5%</b>	42.75%
	<b>Denominator:</b> Number of adult CTE concentrators who were enrolled in a CTE capstone course.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4A1 Student Placement	<b>Numerator:</b> Number of adult CTE concentrators who left adult education and enrolled in postsecondary education or advanced training, entered military service, or employment as reported on a survey six months following the program year.	<u>99.00%</u>	<u>99.00%</u>	<b>65.3%</b>	58.73%
	<b>Denominator:</b> Number of adult CTE capstone concentrators who left adult education during the reporting year and responded to a follow-up survey.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5A1 Non-traditional Participation	<b>Numerator:</b> Number of adult CTE participants from underrepresented gender groups enrolled in a program sequence that leads to employment in nontraditional fields.	<u>30.28%</u>	<u>26.55%</u>	<b>23.0%</b>	20.7%
	<b>Denominator:</b> Number of all adult CTE participants enrolled in a program sequence that leads to the employment in nontraditional fields.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5A2 Non-traditional Completion	<b>Numerator:</b> Number of adult CTE concentrators from underrepresented gender groups enrolled in a capstone CTE course that leads to employment in nontraditional fields who passed an end-of-program assessment or earned a competency certificate.	<u>25.29%</u>	<u>19.21%</u>	<b>18.0%</b>	16.2%
	<b>Denominator:</b> Number of adult CTE concentrators enrolled in a capstone CTE course that leads to employment in nontraditional fields who took an end of program assessment or who were eligible to earn a competency certificate.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### Program Improvement Form

An LEA that does not reach 90 percent of the state-established performance level for any core indicator must submit this form. Instructions are on page 21 of the *Carl D. Perkins Career and Technical Education Improvement Act 2006, 2010–11 Request for Application*.

EXAMPLE				
Core Indicator: (not meeting 90% level)  6S1	<b>Explanation (Why did the LEA not meet the state-established performance level for this core indicator?):</b> Low numbers of female students enrolled in automotive and building trades programs.		<b>Funding Source to be used to cover expenses:</b>  Perkins IV	<b>Amount of funding:</b>  \$200
	<b>Strategy to improve performance level (Describe the strategy that will be used to improve the performance level for this core indicator.):</b> Raise awareness among students and staff about non-traditional student participation.	<b>Planned activities (Describe the specific activities that will be employed to achieve the improvement strategy.):</b> 1. Meet with school counselors about non-traditional careers and student enrollment. 2. Produce handouts/brochures for students.		
Core Indicator	<b>Explanation:</b>		<b>Funding source to be used to cover expenses:</b>	<b>Amount of funding:</b>
	<b>Strategy to improve performance level:</b>	<b>Planned activities:</b>		
Core Indicator	<b>Explanation:</b>		<b>Funding source to be used to cover expenses:</b>	<b>Amount of funding:</b>
	<b>Strategy to improve performance level:</b>	<b>Planned activities:</b>		

## SECTION IV: PROGRESS REPORT TOWARD IMPLEMENTING THE LOCAL CTE PLAN

The implementation of every LEA's local CTE plan directly affects the implementation of the State CTE Plan. Through the five-year duration of Perkins IV, 2008–2013, LEAs will report on the progress they have made toward implementation of their local CTE plan. This progress report is an opportunity to reflect on the goals outlined in the local CTE plan as well as noting the successes and challenges that occurred during the 2009–10 school year.

Additionally, the LEA should set measurable CTE outcomes for the 2010–11 school year based on what has been learned and the core indicator data reported in Section III.

LEA personnel must respond to the following prompts or questions:

1. In the 2009–10 application (Section IV, question 3), the LEA identified three goals from the local CTE plan on which it would focus during the 2009–10 school year. What progress has the LEA made toward achieving those specific goals? How has the LEA improved, enhanced, or expanded CTE for students during 2009–10?

The following district CTE goals were established for the 2009-10 school year:

1. Develop a district-wide plan for CTE marketing and outreach with a specialist employed on either a volunteer or paid basis.
2. Complete the reconstruction of the district CTE web page.
3. Develop a CTE survey instrument to assess the needs, desires, and outcomes of students enrolled in CTE programs of study.

Progress to date:

1. This goal was completed early during the current school year. We had a marketing specialist both under contract and on a volunteer basis and the following promotional instruments were created:
  - a. District wide CTE brochure (attached to application).
  - b. Digital Media (Flash Drive) capsule of the district CTE programs and opportunities available to all students (attached).
  - c. PowerPoint Presentations outlining district CTE history, present status and future goals.
2. This goal was completed during the current school year. The district website is maintained by the district technology department with input from all the different school site administrators, teachers and the CTE/ROP coordinator. See web page address: [http://www.sduhsd.net/parents\\_students/career-tech-ed.htm](http://www.sduhsd.net/parents_students/career-tech-ed.htm).

ITEM 16

3. The district has been engaged in preliminary discussions with the University of San Diego to develop the professional CTE survey document. However, current budget limitations have put this activity on hold. We hope to implement the survey as soon as funds become available.
  
2. During the 2009–10 school year, how has the LEA's CTE Advisory Committee been involved in the ongoing development, implementation, and evaluation of CTE programs?

On December 2<sup>nd</sup>, 2009 we had our district wide CTE/ROP advisory committee meeting. This event followed the May, 2009 CTE strategic planning event. The December 2<sup>nd</sup> meeting was a district CTE meeting with break out sections of all of the different industry sectors that we teach in this district. The district CTE/ROP advisory meeting was attended by over 120 people including all district stakeholders and business industry representatives. During this meeting, instructors and business industry representatives evaluated all district CTE/ROP courses and offered their expertise and guidance to ensure that all of our courses meet industry standards and expectations.

The district participated in the county wide perkins 132 advisory meeting held on the Spring of 2009 and will participate in the forthcoming perkins 132 meeting on April 28, 2010. In that meeting students from the targeted programs participate with staff in the development of the goals for student achievement, specially for the special population students.

3. What is the status of Career Technical Student Organizations (CTSOs) in the LEA's CTE programs? How has the LEA embedded leadership development in all CTE courses?

At the secondary level, there is an active HOSA (Health Occupation Students of America ) and Skills USA chapter. Additionally the district supports a FIRST robotics team that participates in local and national competitions. Adult welding students work with the FIRST robotics team as mentors and many participate in the AWS (American Welding Society) San Diego Chapter activities. At the adult level, the ROP competencies contain a leadership component and leadership activities are embeded in the course outline of each program offered. In addition, students operate the student TV media productions at each of the high school site CTE programs. Students also perform the technical aspects of the Drama, Visual & Performing Arts Industry sectors, including Digital Music and Recording Arts.



4. Identify at least three measurable outcomes from the local CTE plan on which the LEA will focus in 2010–11.
  1. Complete the process in which all CTE programs of study have one or more of the following attributes:
    - A. Community college articulation agreements
    - B. University of California A-G credit
    - C. Industry certification for students completing the program
  2. Complete the first phase of the district Health Science and Medical Technology career sequence (Bio Tech Research). Begin phase two of the district Health Science and Medical Technology career sequence planning (Bio Tech Manufacturing).
  3. Begin planning for a Professional Culinary Arts Facility at San Dieguito Academy. This was a recommendation from the December 2<sup>nd</sup> district CTE/ROP Advisory meeting. In the future, we would like to open this facility as an evening adult program serving the local hospitality industry sector.

**SECTION V: SEQUENCE OF COURSES TO BE FUNDED WITH PERKINS IV IN 2010–11**

Instructions are on page 22 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*

**Only sequences of courses identified in the LEA's approved Local CTE Plan, added or modified in the 2009–10 application, or submitted in Section VII (Local CTE Plan Update) of this application can be supported by Perkins IV funds.**

<b>Industry Sector</b>	<b>Career Pathway</b>	<b>School Site Where the Sequence Is Offered</b>	<b>Amount of Perkins Funding Allocated to this Sequence</b>	<b>Page # in Local CTE Plan</b>
<b>Arts Media and Entertainment</b>	<b>Media and Design Arts</b>	<b>Canyon Crest Academy and San Dieguito Academy</b>	<b>\$23,000</b>	28-29
<b>Engineering and Design</b>	<b>Engineering Technology</b>	<b>La Costa Canyon High School and Canyon Crest Academy</b>	<b>\$14,000</b>	30-31
<b>Arts, Media and Entertainment</b>	<b>Performing Arts Media and Design Arts</b>	<b>Canyon Crest Academy</b>	<b>\$7,500</b>	28-29
<b>Hospitality, Tourism and Recreation</b>	<b>Food Service &amp; Hospitality</b>	<b>San Dieguito Academy</b>	<b>\$27,000</b>	38-39

ITEM 16

CALIFORNIA DEPARTMENT OF EDUCATION  
Secondary, Career, and Adult Learning Division  
CDE 101-A (10/09)

**SECTION VI**  
**BUDGET AND EXPENDITURE SCHEDULE**  
**2010–11**

CAREER TECHNICAL EDUCATION APPLICATION  
Carl D. Perkins Career and Technical  
Education Improvement Act of 2006

Local Educational Agency (LEA): San Dieguito Union High School District

CD Code: 37-68346

Authorized Signature: \_\_\_\_\_

**Total Allocation:**  **Select One**  
**Indirect Cost Rate (percent):**   ORIGINAL BUDGET  
 END-OF-YEAR CLAIM

**Funding Source and Purpose:**  
 Section 112 State Institutions  
 Section 131 Secondary  
 Section 132 ROCP and Adult

Object Code and Budget Category	(A) Instruction (Including Career Technical Student Organizations)	(B) Professional Development	(C) Curriculum Development	(D) Transportation and Child Care for Economically Disadvantaged Participants	(E) Special Populations Services	(F) Research Evaluation and Data Development	(G) Career and Academic Guidance and Counseling for Students Participating in CTE Programs	(H) Administration or Indirect Costs	(I) Total
Percentage of grant expenditures allowed	At least 85% of the grant must be spent in these areas						Not to exceed 10% of total expenditure	Not to exceed 5% of total expenditure	
1000	Certificated Salaries	\$10,500	\$2,883					\$13,383	
2000	Classified Salaries								
3000	Employee Benefits								
4000	Books/Supplies	\$64,700						\$64,700	
5000	Services/ Operating Expenses					\$1,000		\$1,000	
6000	Capital Outlay	\$7,000						\$7000	
7000	Indirect Costs						\$2,662	\$2662	
	<b>Total</b>	\$71,700	\$10,500	\$2,883		\$1,000	\$2,662	\$88,745	

Instructions are on page 22 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*.

**SECTION VI: Budget Narrative**

Instructions are on page 24 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*. See Appendix B, Sample Perkins IV Budget Narrative, to comprehend the level of detail required in the budget narrative.

OBJECT #	EXPENDITURE DESCRIPTION	AMOUNT
1000 B (Professional Development)	Certificated Salaries Substitutes for teacher conference attendance and CTE curriculum alignment stipends	\$10,500
C (Curriculum Development)	Substitutes for teacher curriculum development workshops such as standards alignment	\$2,883
Subtotal for 1000 category		<b>\$13,383</b>
2000	Classified Salaries	
Subtotal for 2000 category		
3000	Benefits ▪	
Subtotal for 3000 category		
4000 A (Instruction)	Books and Supplies ▪ Software and supplies for programs targeted to improve core indicators such as Auto Technology, Digital Photography, Engineering Design, Culinary Arts and Audio Technology CTE courses at 4 school sites	\$16,700
Non-capitalized Equipment		
Non-capitalized Equipment for CTE programs as indicated in Section III of this application. ▪ Addition of 10 workstations in Audio Technology Program at Canyon Crest Academy (\$1,900 ea). Includes PC, keyboard, mouse and monitor		\$21,000
▪ Addition of Culinary Arts equipment at San Dieguito Academy.		\$27,000
Subtotal for 4000 category		<b>\$64,700</b>
5000 F (Research Evaluation and Data Development)	Services and other operating expenditures:  Grant link data collection software, 4 sites  Travel and Conferences	\$1,000

ITEM 16

	Subtotal for 5000 category	\$1,000
6000 A (Instruction)	Capital Outlay (list items below):	
	Single Deck Oven for Culinary Arts Program at San Dieguito	\$7,000
	Subtotal for 6000 category	\$7,000
7000	Indirect Costs @ 3% (minus capital outlay )	\$2,662
	<b>GRAND TOTAL</b>	<b>\$88,745</b>

## SECTION VII: LOCAL CTE PLAN UPDATE

Applicants may update their local CTE plans annually, if necessary. This is a good time to review local CTE plan benchmarks and make adjustments to reflect progress or additions to the CTE program. This is particularly important if:

- New courses have been added to an existing program sequence.
- New sequences of courses have been developed for an existing industry sector.
- A new industry sector and the corresponding sequences of courses have been developed.

If Perkins IV funds will be used to support any new industry sectors or courses not included in the original Local CTE Plan, or submitted with the 2009–10 application and approved by the CDE, a new sequence of courses worksheet must be completed. Go to the CDE Perkins Forms and Files Web page at <http://www.cde.ca.gov/ci/ct/pk/forms.asp> and download the Sequence of Courses Worksheet from the Local CTE Plan Forms.

Other updates to the local CTE plan can be submitted in narrative form with a reference to the Local CTE Plan chapter, section, and question.

During the December 2<sup>nd</sup> CTE/ROP advisory meeting, advisory members suggested to combine goals 2 & 3 in the local CTE plan (2010-11 school year) and add the goal of planning a new Culinary Arts facility for the 2010-11 school year. The new goal added to the 2010-11 local CTE plan is the following:

- Begin planning for a Professional Culinary Arts Facility at SDA. This was a recommendation from the Dec. 2<sup>nd</sup> district wide CTE/ROP meeting. In the future we would like to open this facility as an evening adult program serving the local hospitality industry sector.

Outcome: Show 3-5% percent growth in the number of students completing the capstone course and entering the job market and/or community college culinary arts program.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 27, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED BY:** Rick Schmitt, Associate Superintendent/Educational Services

**SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** **Approval of Carl D. Perkins Career Technical Education Application for Funding**

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### EXECUTIVE SUMMARY

Attached is the 2010-11 Career Technical Education Application for Funding. This item was submitted for first reading on May 20, 2010, and is now being resubmitted for approval. The San Dieguito Union High School District will use funds allocated from the Carl D. Perkins Career and Technical Education Improvement Act of 2006, section 132 (\$6,162.00), to supplement CTE Programs in the areas of Instruction, Professional Development, Curriculum Development, Research and Special Populations. Expenditures will include:

- The cost of two evening ROP instructional assistants for the following programs:
  - Computer Applications VESL (Vocational ESL)
  - Welding and Metals Fabrication

### RECOMMENDATION:

That the Board approve the Career Technology Education Application for Funding, section 132, as shown in the attached supplement.

### FUNDING SOURCE:

Not applicable.

CALIFORNIA DEPARTMENT OF EDUCATION  
Secondary, Career, and Adult Learning Division  
CDE 100 (12/09)

**DUE DATE: May 1, 2010**

**Carl D. Perkins Career and Technical Education Improvement Act of 2006  
APPLICATION FOR 2010–11 FUNDING**

Local Educational Agency (LEA): <b>San Dieguito Union High School District</b>	County-District (CD) Code: 37-68346
Address of LEA: 710 Encinitas Blvd., Encinitas, CA 92024	Check Appropriate Box: <input type="checkbox"/> Sec. 112 - State Institutions <input checked="" type="checkbox"/> Sec. 131 - Secondary <input type="checkbox"/> Sec. 132 - Adult/ROCP
Name of LEA Superintendent or Chief Administrator: Ken Noah	
Allocation Amount: \$88,745	Board Approval Date: May 20, 2010
Name of Perkins Coordinator: Juan Manuel Zapata Title: CTE/ROP Coordinator	Telephone Number:(760) 753-7073 Extension: 5105 Fax Number:(760)436-8376 E-mail Address:manuel.zapata@sduhsd.net
Perkins Coordinator's Address (If different from LEA address above):	

**CERTIFICATION:** I hereby certify that all state and federal rules and regulations will be observed and that the assurances and certifications related to this program are accepted as the conditions in the operation of this program. The funds associated with this application will support the implementation of our 2008–2012 local Career Technical Education (CTE) Plan and provide a program that is of sufficient size, scope, and quality to effectively address the career preparation needs of our students. This funding will supplement state and local CTE funds and improve, enhance, or expand our CTE programs in the 2010–11 school year. I certify that, to the best of my knowledge, the information contained in this application is correct and complete.

Printed Name of Superintendent or Designee: <b>Ken Noah</b>	Title (If not superintendent):
Signature of Superintendent or Designee:	Date:

<b>CALIFORNIA DEPARTMENT OF EDUCATION USE ONLY</b>	
Reviewed and Recommending Approval:	Date:
Final Approval:	Date:



**SECTION I**  
**SIGN-OFF FORM FOR FEDERAL AND STATE ASSURANCES AND  
CERTIFICATIONS**

This application is a commitment to comply with the following assurances, certifications, terms, and conditions associated with the Carl D. Perkins Career and Technical Education Improvement Act of 2006. A signature on this page confirms that the documents listed below are complete and on file in the agency and that the superintendent or an authorized designee has reviewed the documents and agrees to comply with the assurances, certifications, terms, and conditions.

The general assurances and certification are available on the CDE Web site. See page 12 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application* for the specific link to each assurance and certification. The complete text of program specific assurance, certification, terms and conditions can be found on pages 25–32 in the *Request for Application*.

- California Department of Education General Assurances (CDE-100A)
- Drug Free Workplace Certification (CDE-100DF)
- U.S. Department of Education Debarment and Suspension (ED 80-0014)
- U.S. Department of Education Lobbying (ED80-0013)
- Perkins IV Assurances and Certifications (CDE 100)
- 2010–11 Grant Conditions

**CERTIFICATION:** As the duly authorized representative of the local educational agency applying for Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 funding, I have read the assurances, certifications, terms and conditions associated with this grant and I agree to comply with all requirements as a condition of funding.

Printed Name Juan Manuel Zapata

Title CTE/ROP Coordinator

Signature \_\_\_\_\_

Date \_\_\_\_\_

CALIFORNIA DEPARTMENT OF EDUCATION  
Secondary, Career, and Adult Learning Division  
CDE 100-SP (12/09)

CAREER TECHNICAL EDUCATION APPLICATION  
Carl D. Perkins Career and Technical  
Education Improvement Act of 2006

**SECTION II**  
**SIGN-OFF FORM FOR REPRESENTATIVES OF SPECIAL POPULATIONS**

The Carl D. Perkins Career and Technical Education Improvement Act of 2006 requires local educational agencies (LEAs) to implement strategies to overcome barriers that may be lowering special population students' rates of access to or success in career technical education (CTE) programs assisted with the funds. CTE programs must be designed to enable special population students to meet the performance level targets established for the programs. These programs must also provide the activities needed to prepare these students for high-skill, high-wage, or high-demand occupations that lead to self-sufficiency.

This form confirms that the LEA coordinators or administrators responsible for each of the programs associated with special population groups have reviewed and approved the 2010–11 Perkins IV application for funds. Each special population category **must** be signed by the LEA's designated administrator or the certificated representative responsible for that program.

**Economically Disadvantaged** (Title I Coordinator/Administrator)

Printed Name David Jaffe Title Ex. Director Curric/Instr.  
Signature \_\_\_\_\_ Date \_\_\_\_\_

**Limited English Proficiency** (English Learner Coordinator/Administrator)

Printed Name David Jaffe Title Ex. Director Curric/Instr.  
Signature \_\_\_\_\_ Date \_\_\_\_\_

**Disabled (Handicapped)** (Special Education Coordinator/Administrator)

Printed Name Cara Schukoske Title Coordinator Special Ed.  
Signature \_\_\_\_\_ Date \_\_\_\_\_

**Single Parent or Single Pregnant Women** (Title IX Coordinator/Administrator)

Printed Name Denise Stanley Title Principal, Adult School  
Signature \_\_\_\_\_ Date \_\_\_\_\_

**Gender Equity or Nontraditional Training** (Title IX Coordinator/Administrator)

Printed Name Rick Schmitt Title Assoc. Sup. Ed. Services  
Signature \_\_\_\_\_ Date \_\_\_\_\_

**Displaced Homemaker** (Title IX Coordinator/Administrator)

Note: Required only on Section 132 (Adult) applications

Printed Name Denise Stanley Title Principal, Adult School  
Signature \_\_\_\_\_ Date \_\_\_\_\_

**SECTION III: ASSESSMENT OF CAREER TECHNICAL EDUCATION PROGRAMS (CORE INDICATORS)  
SECONDARY**

Instructions are on page 19 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*.

**Secondary** (continues on page 5)

Core Indicator	Definition	LEA Level 2007/08	LEA Level 2008/09	State Level 2008/09	90% or more of the State level
<b>1S1 Academic Attainment- Reading/ Language Arts</b>	<b>Numerator:</b> Number of 12 <sup>th</sup> grade CTE concentrators who have met the proficient or advanced level on the <b>English-language arts</b> portion of the California High School Exit Examination (CAHSEE).  <b>Denominator:</b> Number of 12 <sup>th</sup> grade CTE concentrators.	<u>67.78%</u>	<u>84.07%</u>	<b>23.0%</b>	20.7%
					<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>1S2 Academic Attainment- Mathematics</b>	<b>Numerator:</b> Number of 12 <sup>th</sup> grade CTE concentrators who have met the proficient or advanced level on the <b>mathematics</b> portion of the CAHSEE.  <b>Denominator:</b> Number of 12 <sup>th</sup> grade CTE concentrators.	<u>81.18%</u>	<u>81.86%</u>	<b>22.0%</b>	19.8%
					<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>2S1 Technical Skill Attainment</b>	<b>Numerator:</b> Number of CTE concentrators enrolled in a capstone CTE course who received an “A”, “B”, or “C” grade in the course, or received an industry-recognized certification, or passed an end of program assessment aligned with industry-recognized standards.  <b>Denominator:</b> Number of CTE concentrators enrolled in capstone CTE courses during the reporting year.	<u>57.19%</u>	<u>83.33%</u>	<b>53.0%</b>	47.7%
					<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>3S1 Secondary School Completion</b>	<b>Numerator:</b> Number of 12 <sup>th</sup> grade CTE concentrators who earned a high school diploma, or other state-recognized equivalent (including recognized alternative standards for individuals with disabilities).  <b>Denominator:</b> Number of 12 <sup>th</sup> grade CTE concentrators who left secondary education during the reporting year.	<u>92.5%</u>	<u>99.29%</u>	<b>85.5%</b>	76.95%
					<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

ITEM 17

Core Indicator	Definition	LEA Level 2007/08	LEA Level 2008/09	State Level 2008/09	90% or more of the State level
<p><b>4S1 Student Graduation Rate</b></p>	<p><b>Numerator:</b> Number of 12<sup>th</sup> grade CTE concentrators who, in the reporting year, were included as graduated in the states computation of its graduation rate. <b>Denominator:</b> Number of 12<sup>th</sup> grade CTE concentrators.</p>	<p><u>N/A</u></p>	<p><u>99.29%</u></p>	<p><b>83.2%</b></p>	<p>74.88%</p>
					<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>5S1 Secondary Placement</b></p>	<p><b>Numerator:</b> Number of 12<sup>th</sup> grade CTE concentrators who left secondary education during the reporting year and entered postsecondary education or advanced training, military service, or employment, as reported on a survey six months following graduation. <b>Denominator:</b> Number of 12<sup>th</sup> grade CTE concentrators who left secondary education during the reporting year and responded to a follow-up survey.</p>	<p><u>100%</u></p>	<p><u>99.29%</u></p>	<p><b>78.0%</b></p>	<p>70.2%</p>
					<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>6S1 Non-traditional Participation</b></p>	<p><b>Numerator:</b> Number of CTE participants from underrepresented gender groups who were enrolled in a program sequence that leads to employment in nontraditional fields. <b>Denominator:</b> Number of all CTE participants enrolled in a program sequence that leads to employment in nontraditional fields.</p>	<p><u>76.55%</u></p>	<p><u>39.20%</u></p>	<p><b>23.0%</b></p>	<p>20.7%</p>
					<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>6S2 Non-traditional Completion</b></p>	<p><b>Numerator:</b> Number of CTE concentrators from underrepresented gender groups enrolled in a capstone CTE course that leads to employment in a nontraditional field who received an “A”, “B”, or “C” grade in the course, or received an industry-recognized certification, or passed an end of program assessment aligned with industry-recognized standards. <b>Denominator:</b> Number of all CTE concentrators enrolled in a capstone CTE course that leads to employment in nontraditional fields.</p>	<p><u>76.44%</u></p>	<p><u>20.72%</u></p>	<p><b>18.0%</b></p>	<p>16.2%</p>
					<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

**SECTION III: ASSESSMENT OF CAREER TECHNICAL EDUCATION PROGRAMS (CORE INDICATORS)  
ADULT**

Instructions are on page 19 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*.

Core Indicator	Definition	LEA Level 2007/08	LEA Level 2008/09	State Level 2008/09	90% or more of the State level
1A1 Technical Skill Attainment	<b>Numerator:</b> Number of adult CTE concentrators enrolled in a CTE capstone course who passed an end-of-program assessment or earned a competency certificate during the reporting year.	91.13%	74.54%	70.0%	63.0%
	<b>Denominator:</b> Number of adult CTE concentrators enrolled in a CTE capstone course who took an end of program assessment or who were eligible to earn a competency certificate in a CTE program.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2A1 Credential, Certificate, or Degree	<b>Numerator:</b> Number of adult CTE concentrators enrolled in a CTE capstone course who earned an industry-recognized credential, certificate, degree, or completed a transfer program.	42.17%	61.57%	47.5%	42.75%
	<b>Denominator:</b> Number of adult CTE concentrators who were enrolled in a CTE capstone course.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4A1 Student Placement	<b>Numerator:</b> Number of adult CTE concentrators who left adult education and enrolled in postsecondary education or advanced training, entered military service, or employment as reported on a survey six months following the program year.	99.00%	99.00%	65.3%	58.73%
	<b>Denominator:</b> Number of adult CTE capstone concentrators who left adult education during the reporting year and responded to a follow-up survey.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5A1 Non-traditional Participation	<b>Numerator:</b> Number of adult CTE participants from underrepresented gender groups enrolled in a program sequence that leads to employment in nontraditional fields.	30.28%	26.55%	23.0%	20.7%
	<b>Denominator:</b> Number of all adult CTE participants enrolled in a program sequence that leads to the employment in nontraditional fields.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5A2 Non-traditional Completion	<b>Numerator:</b> Number of adult CTE concentrators from underrepresented gender groups enrolled in a capstone CTE course that leads to employment in nontraditional fields who passed an end-of-program assessment or earned a competency certificate.	25.29%	19.21%	18.0%	16.2%
	<b>Denominator:</b> Number of adult CTE concentrators enrolled in a capstone CTE course that leads to employment in nontraditional fields who took an end of program assessment or who were eligible to earn a competency certificate.				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### Program Improvement Form

An LEA that does not reach 90 percent of the state-established performance level for any core indicator must submit this form. Instructions are on page 21 of the *Carl D. Perkins Career and Technical Education Improvement Act 2006, 2010–11 Request for Application*.

EXAMPLE				
Core Indicator: (not meeting 90% level)  6S1	<b>Explanation (Why did the LEA not meet the state-established performance level for this core indicator?):</b> Low numbers of female students enrolled in automotive and building trades programs.		<b>Funding Source to be used to cover expenses:</b>  Perkins IV	<b>Amount of funding:</b>  \$200
	<b>Strategy to improve performance level (Describe the strategy that will be used to improve the performance level for this core indicator.):</b> Raise awareness among students and staff about non-traditional student participation.	<b>Planned activities (Describe the specific activities that will be employed to achieve the improvement strategy.):</b> 1. Meet with school counselors about non-traditional careers and student enrollment. 2. Produce handouts/brochures for students.		
Core Indicator	<b>Explanation:</b>		<b>Funding source to be used to cover expenses:</b>	<b>Amount of funding:</b>
	<b>Strategy to improve performance level:</b>	<b>Planned activities:</b>		
Core Indicator	<b>Explanation:</b>		<b>Funding source to be used to cover expenses:</b>	<b>Amount of funding:</b>
	<b>Strategy to improve performance level:</b>	<b>Planned activities:</b>		

## SECTION IV: PROGRESS REPORT TOWARD IMPLEMENTING THE LOCAL CTE PLAN

The implementation of every LEA's local CTE plan directly affects the implementation of the State CTE Plan. Through the five-year duration of Perkins IV, 2008–2013, LEAs will report on the progress they have made toward implementation of their local CTE plan. This progress report is an opportunity to reflect on the goals outlined in the local CTE plan as well as noting the successes and challenges that occurred during the 2009–10 school year.

Additionally, the LEA should set measurable CTE outcomes for the 2010–11 school year based on what has been learned and the core indicator data reported in Section III.

LEA personnel must respond to the following prompts or questions:

1. In the 2009–10 application (Section IV, question 3), the LEA identified three goals from the local CTE plan on which it would focus during the 2009–10 school year. What progress has the LEA made toward achieving those specific goals? How has the LEA improved, enhanced, or expanded CTE for students during 2009–10?

The following district CTE goals were established for the 2009-10 school year:

1. Develop a district-wide plan for CTE marketing and outreach with a specialist employed on either a volunteer or paid basis.
2. Complete the reconstruction of the district CTE web page.
3. Develop a CTE survey instrument to assess the needs, desires, and outcomes of students enrolled in CTE programs of study.

Progress to date:

1. This goal was completed early during the current school year. We had a marketing specialist both under contract and on a volunteer basis and the following promotional instruments were created:
  - a. District wide CTE brochure (attached to application).
  - b. Digital Media (Flash Drive) capsule of the district CTE programs and opportunities available to all students (attached).
  - c. PowerPoint Presentations outlining district CTE history, present status and future goals.
2. This goal was completed during the current school year. The district website is maintained by the district technology department with input from all the different school site administrators, teachers and the CTE/ROP coordinator. See web page address: [http://www.sduhsd.net/parents\\_students/career-tech-ed.htm](http://www.sduhsd.net/parents_students/career-tech-ed.htm).

3. The district has been engaged in preliminary discussions with the University of San Diego to develop the professional CTE survey document. However, current budget limitations have put this activity on hold. We hope to implement the survey as soon as funds become available.
  
2. During the 2009–10 school year, how has the LEA's CTE Advisory Committee been involved in the ongoing development, implementation, and evaluation of CTE programs?

On December 2<sup>nd</sup>, 2009 we had our district wide CTE/ROP advisory committee meeting. This event followed the May, 2009 CTE strategic planning event. The December 2<sup>nd</sup> meeting was a district CTE meeting with break out sections of all of the different industry sectors that we teach in this district. The district CTE/ROP advisory meeting was attended by over 120 people including all district stakeholders and business industry representatives. During this meeting, instructors and business industry representatives evaluated all district CTE/ROP courses and offered their expertise and guidance to ensure that all of our courses meet industry standards and expectations.

The district participated in the county wide perkins 132 advisory meeting held on the Spring of 2009 and will participate in the forthcoming perkins 132 meeting on April 28, 2010. In that meeting students from the targeted programs participate with staff in the development of the goals for student achievement, specially for the special population students.

3. What is the status of Career Technical Student Organizations (CTSOs) in the LEA's CTE programs? How has the LEA embedded leadership development in all CTE courses?

At the secondary level, there is an active HOSA (Health Occupation Students of America ) and Skills USA chapter. Additionally the district supports a FIRST robotics team that participates in local and national competitions. Adult welding students work with the FIRST robotics team as mentors and many participate in the AWS (American Welding Society) San Diego Chapter activities. At the adult level, the ROP competencies contain a leadership component and leadership activities are embeded in the course outline of each program offered. In addition, students operate the student TV media productions at each of the high school site CTE programs. Students also perform the technical aspects of the Drama, Visual & Performing Arts Industry sectors, including Digital Music and Recording Arts.



4. Identify at least three measurable outcomes from the local CTE plan on which the LEA will focus in 2010–11.
  1. Complete the process in which all CTE programs of study have one or more of the following attributes:
    - A. Community college articulation agreements
    - B. University of California A-G credit
    - C. Industry certification for students completing the program
  2. Complete the first phase of the district Health Science and Medical Technology career sequence (Bio Tech Research). Begin phase two of the district Health Science and Medical Technology career sequence planning (Bio Tech Manufacturing).
  3. Begin planning for a Professional Culinary Arts Facility at San Dieguito Academy. This was a recommendation from the December 2<sup>nd</sup> district CTE/ROP Advisory meeting. In the future, we would like to open this facility as an evening adult program serving the local hospitality industry sector.

**SECTION V: SEQUENCE OF COURSES TO BE FUNDED WITH PERKINS IV IN 2010–11**

Instructions are on page 22 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*

**Only sequences of courses identified in the LEA’s approved Local CTE Plan, added or modified in the 2009–10 application, or submitted in Section VII (Local CTE Plan Update) of this application can be supported by Perkins IV funds.**

Industry Sector	Career Pathway	School Site Where the Sequence Is Offered	Amount of Perkins Funding Allocated to this Sequence	Page # in Local CTE Plan
<b>Arts Media and Entertainment</b>	<b>Media and Design Arts</b>	<b>Canyon Crest Academy and San Dieguito Academy</b>	<b>\$23,000</b>	28-29
<b>Engineering and Design</b>	<b>Engineering Technology</b>	<b>La Costa Canyon High School and Canyon Crest Academy</b>	<b>\$14,000</b>	30-31
<b>Arts, Media and Entertainment</b>	<b>Performing Arts Media and Design Arts</b>	<b>Canyon Crest Academy</b>	<b>\$7,500</b>	28-29
<b>Hospitality, Tourism and Recreation</b>	<b>Food Service &amp; Hospitality</b>	<b>San Dieguito Academy</b>	<b>\$27,000</b>	38-39

ITEM 17

CALIFORNIA DEPARTMENT OF EDUCATION  
Secondary, Career, and Adult Learning Division  
CDE 101-A (10/09)

**SECTION VI**  
**BUDGET AND EXPENDITURE SCHEDULE**  
**2010–11**

CAREER TECHNICAL EDUCATION APPLICATION  
Carl D. Perkins Career and Technical  
Education Improvement Act of 2006

Local Educational Agency (LEA): San Dieguito Union High School District

CD Code: 37-68346

Authorized Signature: \_\_\_\_\_

**Total Allocation:**  **Select One**  
**Indirect Cost Rate (percent):**   ORIGINAL BUDGET  
 END-OF-YEAR CLAIM

**Funding Source and Purpose:**  
 Section 112 State Institutions  
 Section 131 Secondary  
 Section 132 ROCP and Adult

Object Code and Budget Category	(A) Instruction (Including Career Technical Student Organizations)	(B) Professional Development	(C) Curriculum Development	(D) Transportation and Child Care for Economically Disadvantaged Participants	(E) Special Populations Services	(F) Research Evaluation and Data Development	(G) Career and Academic Guidance and Counseling for Students Participating in CTE Programs	(H) Administration or Indirect Costs	(I) Total
Percentage of grant expenditures allowed	At least 85% of the grant must be spent in these areas						Not to exceed 10% of total expenditure	Not to exceed 5% of total expenditure	
1000	Certificated Salaries	\$10,500	\$2,883						\$13,383
2000	Classified Salaries								
3000	Employee Benefits								
4000	Books/Supplies	\$64,700							\$64,700
5000	Services/ Operating Expenses					\$1,000			\$1,000
6000	Capital Outlay	\$7,000							\$7000
7000	Indirect Costs							\$2,662	\$2662
	<b>Total</b>	\$71,700	\$10,500	\$2,883		\$1,000		\$2,662	\$88,745

Instructions are on page 22 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*.

**SECTION VI: Budget Narrative**

Instructions are on page 24 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*. See Appendix B, Sample Perkins IV Budget Narrative, to comprehend the level of detail required in the budget narrative.

<b>OBJECT #</b>	<b>EXPENDITURE DESCRIPTION</b>	<b>AMOUNT</b>
1000 B (Professional Development)	Certificated Salaries Substitutes for teacher conference attendance and CTE curriculum alignment stipends	\$10,500
C (Curriculum Development)	Substitutes for teacher curriculum development workshops such as standards alignment	\$2,883
	Subtotal for 1000 category	<b>\$13,383</b>
2000	Classified Salaries	
	Subtotal for 2000 category	
3000	Benefits ▪	
	Subtotal for 3000 category	
4000 A (Instruction)	Books and Supplies ▪ Software and supplies for programs targeted to improve core indicators such as Auto Technology, Digital Photography, Engineering Design, Culinary Arts and Audio Technology CTE courses at 4 school sites	\$16,700
	Non-capitalized Equipment  Non-capitalized Equipment for CTE programs as indicated in Section III of this application.	\$21,000
	▪ Addition of 10 workstations in Audio Technology Program at Canyon Crest Academy (\$1,900 ea). Includes PC, keyboard, mouse and monitor	
	▪ Addition of Culinary Arts equipment at San Dieguito Academy.	\$27,000
	Subtotal for 4000 category	<b>\$64,700</b>
5000 F (Research Evaluation and Data Development)	Services and other operating expenditures:  Grant link data collection software, 4 sites  Travel and Conferences	\$1,000

ITEM 17

	Subtotal for 5000 category	\$1,000
6000 A (Instruction)	Capital Outlay (list items below):	
	Single Deck Oven for Culinary Arts Program at San Dieguito	\$7,000
	Subtotal for 6000 category	\$7,000
7000	Indirect Costs @ 3% (minus capital outlay )	\$2,662
	<b>GRAND TOTAL</b>	<b>\$88,745</b>

## SECTION VII: LOCAL CTE PLAN UPDATE

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- New courses have been added to an existing program sequence.
- New sequences of courses have been developed for an existing industry sector.
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During the December 2<sup>nd</sup> CTE/ROP advisory meeting, advisory members suggested to combine goals 2 & 3 in the local CTE plan (2010-11 school year) and add the goal of planning a new Culinary Arts facility for the 2010-11 school year. The new goal added to the 2010-11 local CTE plan is the following:

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Outcome: Show 3-5% percent growth in the number of students completing the capstone course and entering the job market and/or community college culinary arts program.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 27, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED BY:** Terry King  
Associate Superintendent/Human Resources

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** NEW BOARD POLICY, # 4160.34 &  
4160.34/AR-1, DISTRICT LIBRARY-MEDIA  
COORDINATOR POSITION

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### EXECUTIVE SUMMARY

In order to meet site and student needs within a reduced budget, the District has gradually staffed libraries with Lead Library Technicians. Beginning with the 2010-11 school year, Lead Library Technicians will manage all libraries, with the exception of Earl Warren's joint use library.

A certificated position, District Library-Media Coordinator, has been developed to facilitate the supervision and coordination of the library media program district-wide. The District Library- Media Coordinator will assist in the selection of Lead Library Technicians, train and supervise them, serve as liaison to the sites' administration and staff, and generally ensure the quality of the library media program throughout the District.

### RECOMMENDATION:

This item was submitted for first read on May 20, 2010, and is now being resubmitted for adoption by the Board.

### FUNDING SOURCE:

General Fund

## PERSONNEL

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ITEM 18  
4160.34

### DISTRICT LIBRARY-MEDIA COORDINATOR

Primary Function: Directs, manages, supervises and coordinates the activities and operations of the district media centers; Oversees the district-wide media center program; works to integrate media center services with the district strategic plan; manages the budget and resources of the libraries

Directly Responsible To: Associate Superintendent/Instruction

Directly Supervises: Classified library/media staff

### Qualifications

Education: Valid California teaching credential  
Valid California Library Media Teacher Services credential  
Master's Degree

Experience: Successful experience as a Library Media Teacher

### Appointment

The superintendent shall recommend candidates to the Board of Trustees for appointment.

The candidates shall be selected from among a list of qualified applicants selected through the medium of interview and examination procedures established by the superintendent.



## **DISTRICT LIBRARY-MEDIA COORDINATOR**

### **Position Description**

Under the supervision of the Educational Services Division, the District Library-Media Coordinator leads and directs the school libraries for all schools in the district and works to develop a library program that provides all students equitable access to information, reading materials and the acquisition of information literacy skills.

### **Primary Function/General Responsibilities**

1. Directs, manages, supervises and coordinates the activities and operations of the district media centers
2. Oversees the district-wide media center program
3. Works to integrate media center services with the district strategic plan
4. Manages the budgets and resources of the libraries

### **Curriculum**

1. Collaborates with the Director of Technology to provide leadership in the District's use of instructional technology resources to enhance learning and coordinates assimilation of the District technology master plan into media center goals
2. Oversees the selection of appropriate materials and technology which will support and enhance student academic growth and development
3. Participates in the implementation of the Digital Citizenship curriculum
4. Oversees implementation of information literacy skills
5. Enhances administrators and department chairs understanding of media center instructional program needs and services that are provided
6. Serves on Coordinating Council and the District's Technology Steering Committee

### **Leadership**

1. Works with the District to establish site media center budgets
2. Supervises, trains and evaluates District lead library technicians
3. Assists in the selection and placement of lead library technicians
4. Oversees the collection development processes which include the maintenance of accurate catalogues, records, materials and replacement selection
5. Oversees the promotion of reading programs
6. Works with administrators to develop media center hours of operation that best reflect the needs of each site
7. Directs lead technicians to coordinate and implement site media center services

## PERSONNEL

ITEM 18  
4160.34/AR-1

8. Plans library staff development including staff meetings and district-wide staff development days
9. Advocates the principles of intellectual freedom, ethical behavior as well as copyrights laws and guidelines
10. Assumes responsibilities for federally-funded projects with make funding available for school libraries
11. Works with parent organizations and foundations in their fundraising efforts for the Libraries

### Knowledge and Abilities

1. Expertise in the areas of school library media program, reading, information literacy, and library information and communication technologies
2. Leadership for the effective use of library information and communication technologies in all schools
3. Leadership in staff development and instruction that align national and state school library media standards with state content standards and local practices

### Required Experience and Training

1. Valid California teaching credential
2. Valid California Library Media Teacher Services credential
3. Masters Degree
4. Successful experience as a Library Media Teacher

### Other duties as assigned

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 26, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED BY:** John Addleman, Director of Planning and  
Financial Management  
Steve Ma, Assoc. Supt. of Business Services

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** **SAN DIEGUITO ACADEMY VISUAL AND  
PERFORMING ARTS CENTER / BID REVIEW  
AND FUNDING OPTIONS / APPROVAL OF  
GUARANTEED MAXIMUM PRICE (GMP)**

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### EXECUTIVE SUMMARY

No action was taken by the board to approve the Guaranteed Maximum Price (GMP) at the May 20<sup>th</sup> meeting because the SDA Foundation has indicated they would not be able to provide the District with acceptable collateral for the shortfall in their donation. Staff was directed to meet with the Foundation and develop funding options.

District Staff has met with the San Dieguito Academy Foundation to better understand their funding constraints and to also explore other alternatives. Foundation fundraising efforts have raised \$457,000 to date and their membership has indicated its willingness to continue fundraising for specific items to complete construction and operation of the facility.

Staff is recommending that certain bid items and owner furnished items be removed from the current scope of the project and would be added back at a later date when funding was available. Many of these items are considered Furniture, Fixture and Equipment and could be added back without much difficulty. To this end, staff has identified \$190,000 in bid items that could be procured and installed at a later date with minimum impact to the structure. This will effectively reduce the GMP by \$228,447.23 to \$7,316,595.43. The items proposed to be procured and installed later are:

ITEM 19

BP 22: Control Room Equipment	\$90,000
BP 17: Draperies	\$25,000
Allowance: Instrument Case Work	\$50,000
<u>Alt # 5: Safari/Network Components</u>	<u>\$25,000</u>
Total	\$190,000

Additionally, \$200,000 in owner furnished furniture and equipment along with \$79,000 in other miscellaneous items will be procured and installed as fundraising efforts continue. By doing so, this will reduce the overall cost of the project by a total of \$543,627.13 to \$8,308,402.91. Those items are:

Classroom AV Projectors	\$10,000
Misc. AV Equipment (i.e. Microphones)	\$5,000
Chairs, Risers, and Storage Carts	\$185,000
<u>Other Miscellaneous</u>	<u>\$79,000</u>
Total	\$279,000

With this plan, all funds are available to complete the project. The District is obligated to pay back \$1.3M of the CTE loan. The source of repayment for the CTE loan would be developer fees (Fund 19), future GO bond proceeds, or other capital sources. The Foundation will continue fundraising for the \$543K of items to be installed at a later date to make up the shortfall.

**RECOMMENDATION:**

It is recommended that the Board approve the guaranteed maximum price for the Lease-Leaseback contract entered into with Barnhart-Balfour-Beatty for the San Dieguito Academy Performing Arts Center project, in the amount of \$7,316,595.43, and authorize Christina Bennett or Stephen G. Ma to execute any and all necessary documents.

**FUNDING SOURCE:**

Mello Roos, San Dieguito Academy Foundation, State Fund 35-00

Attached: Draft cost analysis

**DRAFT**

ITEM 19

	<b>Bid Results May 10, 2010</b>	<b>May 20, 2010</b>	<b>May 26, 2010</b>
	<b>Entire Project</b>	<b>Base Bid plus Covered Walkways less 5/20/10 VE: Wheelchair lift (43,487), Tower (25,038), and Platform (645,289)</b>	<b>Base Bid plus Covered Walkways less 5/20/10 VE and postponement of \$190K bid items, \$200K F&amp;E, and \$79 Misc.</b>
<b>Planning</b>			
Architect	\$ 627,030.00	\$ 627,030.00	\$ 627,030.00
Plan Check	\$ 41,050.00	\$ 41,050.00	\$ 41,050.00
Environmental & Geotech	\$ 8,103.00	\$ 8,103.00	\$ 8,103.00
Land Survey	\$ 3,200.00	\$ 3,200.00	\$ 3,200.00
Legal Advertising	\$ 1,420.00	\$ 1,420.00	\$ 1,420.00
Preconstruction Services	\$ 47,073.00	\$ 47,073.00	\$ 47,073.00
subtotal planning	\$ 727,876.00	\$ 727,876.00	\$ 727,876.00
<b>Construction</b>			
Site Development	included	included	included
Misc. Low Voltage	included	included	included
Construction	\$ 7,188,736.00	\$ 6,474,922.00 <b>VE Savings \$ 758,459.68</b>	\$ 6,180,922.00 <b>VE Savings \$ 312,388.30</b>
Construction Mgmt Fee	\$ 276,085.20	\$ 248,671.00	\$ 237,379.85
Insurance	\$ 100,642.30	\$ 90,648.91	\$ 86,532.91
Bonds	\$ 72,893.78	\$ 65,655.71	\$ 62,674.55
Labor Compliance	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
subtotal construction	\$ 7,668,357.29	\$ 6,909,897.62	\$ 6,597,509.31
Testing & Inspection	\$ 326,266.67	\$ 326,266.67	\$ 326,266.67
Furniture & Equipment	\$ 93,930.00	\$ 200,000.00	\$ -
Contingency 10%	\$ 763,835.73	\$ 687,989.76	\$ 656,750.93
<b>Project Cost</b>	<b>\$ 9,580,265.69</b>	<b>\$ 8,852,030.04</b>	<b>\$ 8,308,402.91</b>

<b>Total Value Engineering:</b>	<b>\$ 1,070,847.98</b>
<b>Total Decrease in Project Cost:</b>	<b>\$ 1,271,862.78</b>

<b>Decrease in GMP:</b>	<b>\$ 343,627.13</b>
<b>Decrease since 5/13/10</b>	<b>\$ 543,627.13</b>

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 20, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED BY:** Delores Perley, Director of Finance  
Eric Dill, Exec. Director, Business Services  
Stephen G. Ma, Assoc. Supt., Business Serv.

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** REVIEW OF 2010-11 TENTATIVE GENERAL  
FUND BUDGET

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### EXECUTIVE SUMMARY

The 2010-11 General Fund budget is presented in tentative form for review.

While economic conditions appear more stable compared to the circumstances present during preparation of the 2009-10 budget, we have not yet seen the effects of any economic recovery at the state or local level which would allow the district to rebuild its budget to pre-recession levels.

The Board has taken action in previous meetings to review programs, services and staff. Changes have been incorporated into the version of the budget presented at this time. District wide programs are currently under review for additional budget adjustments, and will be included when the budget is presented for adoption on June 17, 2010, as will any changes resulting from the May Revised State budget.

The District's status as a Basic Aid district affects the most significant assumptions used in preparing the budget—property tax revenue is projected decline slightly, and state categorical funding cuts will reduce the District's state revenue to the Constitutional guarantee of \$120 per Average Daily Attendance.

As part of the District's stabilization plan, flexible Tier III funding from 2009-10 will be carried over into 2010-11 and used to fund programs supported by the one-time federal stimulus dollars in the current year. This shift causes an increase in unrestricted expenditures corresponding to reductions in restricted expenses.

Routine assumptions made for the expenditure side of the budget include: Step and column changes for all employees; anticipated increase to health insurance premiums for all employees; state-wide increases in unemployment insurance rates and CalPERS contributions, and an estimate for contributions to restricted programs.

Staffing costs, salaries and benefits, make up about 86% of the total operating budget. As such, staffing allocations are under regular review. By nature, staffing changes occur on a daily basis. This budget reflects the most recent staffing, as known at the time of preparation. Minor changes are expected between this budget and the budget presented for adoption.

ITEM 20A

**RECOMMENDATION:**

It is recommended that the Board review the 2010-11 Tentative General Fund Budget.

**FUNDING SOURCE: General Fund / 03-00 & 06-00**

**General Fund Revenue & Expenditures - 2010-2011 Tentative Budget**

ITEM 20A

	2009-10 Spring Revision			2010-11 Adopted Budget			Change
	UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
<b>PROJECTED INCOME</b>							
Revenue Limit / Property Tax	78,751,097	1,679,385	80,430,482	78,551,022	1,579,385	80,130,407	(300,075)
Federal Income	0	5,028,384	5,028,384	718,233	2,809,250	3,527,483	(1,500,901)
Other State Income	4,287,149	1,653,333	5,940,482	2,296,923	1,418,496	3,715,419	(2,225,063)
Local Income	2,933,447	5,804,621	8,738,068	1,403,336	5,610,874	7,014,210	(1,723,858)
Transfers	20,100	0	20,100	0	0	0	(20,100)
Encroachment	(8,864,984)	8,864,984	0	(10,009,973)	10,009,973	0	0
<b>TOTAL PROJECTED INCOME</b>	<b>77,126,809</b>	<b>23,030,707</b>	<b>100,157,516</b>	<b>72,959,541</b>	<b>21,427,978</b>	<b>94,387,519</b>	(5,769,997)
<b>PROJECTED EXPENDITURES</b>							
Certificated Salaries	40,689,485	8,749,605	49,439,090	41,050,902	7,741,131	48,792,033	(647,057)
Classified Salaries	10,713,197	6,419,702	17,132,899	10,443,267	6,055,839	16,499,106	(633,793)
Benefits	13,929,819	4,444,766	18,374,585	14,630,637	4,445,962	19,076,599	702,014
Books & Supplies	3,732,014	2,811,832	6,543,846	2,240,439	1,079,023	3,319,462	(3,224,384)
Services & Operating Expenses	7,225,947	2,907,810	10,133,757	6,997,904	2,569,231	9,567,135	(566,622)
Capital Outlay	162,529	727,367	889,896	122,366	10,000	132,366	(757,530)
Other Outgo	(417,093)	369,040	(48,053)	1,189,652	342,031	1,531,683	1,579,736
Categorical	0	0	0	0	0	0	0
<b>TOTAL PROJECTED EXPENDITURES</b>	<b>76,035,898</b>	<b>26,430,122</b>	<b>102,466,020</b>	<b>76,675,167</b>	<b>22,243,217</b>	<b>98,918,384</b>	(3,547,636)
Estimated Unspent	24,715	1,106,347	1,131,062	0	72,945	72,945	(1,058,117)
Expenditures (over/under) Revenue	1,115,626	(2,293,068)	(1,177,442)	(3,715,626)	(742,294)	(4,457,920)	(3,280,478)
<b>FUND BALANCE, RESERVES:</b>							
<b>Beginning Balance - July 1</b>	13,589,453	5,132,789	18,722,242	14,705,079	2,839,721	17,544,800	(1,177,442)
Audit Adjustment	0	0	0			0	0
Adjusted Beginning Balance	13,589,453	5,132,789	18,722,242	14,705,079	2,839,721	17,544,800	(1,177,442)
<b>Projected Ending Balance - June 30</b>	14,705,079	2,839,721	17,544,800	10,989,453	2,097,427	13,086,880	(4,457,920)
<b>COMPONENTS OF THE ENDING BALANCE:</b>							
Revolving Cash Fund 9130	30,000		30,000	30,000		30,000	0
Stores Inventory 9320	1,144		1,144	1,144		1,144	0
Recommended Min Reserve (4.5%)	4,610,971		4,610,971	4,451,327		4,451,327	(159,644)
Basic Aid Reserve	3,755,292		3,755,292	3,755,292		3,755,292	0
Other Commitments	275,000		275,000	275,000		275,000	0
Reserve for categorical programs	2,758,986	2,839,721	5,598,707	0	2,097,427	2,097,427	(3,501,280)
<b>Total Components</b>	<b>11,431,393</b>	<b>2,839,721</b>	<b>14,271,114</b>	<b>8,512,763</b>	<b>2,097,427</b>	<b>10,610,190</b>	(3,660,924)
RESERVE FOR ECONOMIC UNCERTAINTIES	3,273,686 3.19%	0 0.00%	3,273,686 3.19%	2,476,690 2.50%	0 0.00%	2,476,690 2.50%	(796,996) -0.69%



REVENUE LIMIT SOURCES

ITEM 20A

Object	Resource		2009-10 Spring Revision			2010-11 Adopted Budget			Change
			UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
8011		STATE AID	(30,020)		(30,020)	(41,598)		(41,598)	(11,578)
8021		HOMEOWNERS' EXEMPTION	756,149		756,149	773,412		773,412	17,263
8041		SECURED TAXES	76,521,518		76,521,518	76,225,231		76,225,231	(296,287)
8042		UNSECURED TAXES	2,766,989		2,766,989	2,862,073		2,862,073	95,084
8043		PRIOR YEAR TAXES	(88,192)		(88,192)	(75,271)		(75,271)	12,921
8044		SUPPLEMENTAL TAXES	116,980		116,980	0		0	(116,980)
8045		ED REV AUGMENT FUNDS(ERAF)	0		0	0		0	0
8047		COMMUNITY REDEVELOPMENT FUNDS	12,925		12,925	12,925		12,925	0
8082		OTHER TAXES	1,000		1,000	500		500	(500)
8089		50% RECAPTURE, OTHER TAXES	(500)		(500)	(250)		(250)	250
8091		SPECIAL ED ADA	(1,300,000)	1,300,000	0	(1,200,000)	1,200,000	0	0
8092		PERS REDUCTION TRANSFER	0		0	0		0	0
8096		XFER TO CHT SCH INLIEU PROP TX	(5,752)	0	(5,752)	(6,000)	0	(6,000)	(248)
8097		SPECIAL ED EXCESS TAX		379,385	379,385		379,385	379,385	0
		<b>TOTAL-REVENUE LIMIT SOURCES</b>	<b>78,751,097</b>	<b>1,679,385</b>	<b>80,430,482</b>	<b>78,551,022</b>	<b>1,579,385</b>	<b>80,130,407</b>	<b>(300,075)</b>

FEDERAL INCOME

ITEM 20A

Object	Resource		2009-10 Spring Revision			2010-11 Adopted Budget			Change
			UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
8290 006	0000 012				0	718,233	0	718,233	718,233
8290 000	3010 000			492,544	492,544		492,544	492,544	0
8290 002	3010 000			85,626	85,626		0	0	(85,626)
8290 001	3011 000	D		155,995	155,995		95,000	95,000	(60,995)
8181 000	3310 000			1,700,246	1,700,246		1,700,246	1,700,246	0
8181 000	3311 000			97,421	97,421		97,421	97,421	0
8181 000	3313 000			1,894,030	1,894,030		0	0	(1,894,030)
8181 000	3314 000			120,000	120,000		0	0	(120,000)
8290 000	3550 001			90,000	90,000		90,000	90,000	0
8290 000	3550 002			9,000	9,000		9,000	9,000	0
8290 001	3710 001	D		0	0		0	0	0
8290 000	4035 000			221,929	221,929		228,722	228,722	6,793
8290 000	4035 000	P		22,952	22,952		0	0	(22,952)
8290 001	4036 000	D		6,208	6,208		0	0	(6,208)
8290 000	4045 000			4,292	4,292		4,292	4,292	0
8290 000	4045 000	P		0	0		0	0	0
8290 001	4045 000	D		0	0		0	0	0
8290 000	4110 000			0	0		0	0	0
8290 001	4110 000	D		4,489	4,489		0	0	(4,489)
8290 001	4201 000			41,325	41,325		41,325	41,325	0
8290 002	4201 000	D		4,256	4,256		50,700	50,700	46,444
8290 000	4203 000			72,835	72,835		0	0	(72,835)
8290 001	4203 000	D		5,236	5,236		0	0	(5,236)
8290 000	5810 003	P		0	0		0	0	0
			<b>0</b>	<b>5,028,384</b>	<b>5,028,384</b>	<b>718,233</b>	<b>2,809,250</b>	<b>3,527,483</b>	<b>(1,500,901)</b>

P PRIOR YEAR  
D DEFERRED

OTHER STATE INCOME

ITEM 20A

Object	Resource	09-10 FLEX RES/ CODE		2009-10 Spring Revision			2010-11 Adopted Budget			Change
				UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
8590 000	0000 000		SUMMER SCHOOL/HOURLY PROGRAMS	0	0	0	0	0	0	
8590 006	0000 012		CA SOLAR INITIATIVE REBATE	0	0	0	388,364	0	388,364	
8590 000	0000 024		AP FEE REIMB PROG	0		0	0		0	
8590 000	0800 000		CATEGORICAL FLEXIBILITY	2,758,986		2,758,986	545,299		(2,213,687)	
8590 000	0426 000		SPED MANDATED COST BUYOUT (09/10 - 9 of 10y	43,260		43,260	43,260		0	
8560 000	1100 000		LOTTERY	1,329,768		1,329,768	1,320,000		(9,768)	
8560-002	1100 000		LOTTERY	5,507		5,507	0		(5,507)	
8590 000	6286 000		ENGLISH LANGUAGE LEARNER	0	27,620	27,620	0	27,620	0	
8560 000	6300 000		LOTTERY INSTRUCTIONAL MATERIALS		139,656	139,656		156,000	16,344	
8560 002	6300 000	P	LOTTERY INSTRUCTIONAL MATERIALS		10,902	10,902		0	(10,902)	
8590 000	6378 000		CAL HEALTH SCIENCE CAP BLDG PRJ		51,194	51,194		0	(51,194)	
8590 000	6378-000	P	CAL HEALTH SCIENCE CAP BLDG PRJ		0	0		0	0	
8590 000	6405 000	0921 000	SCHOOL SAFETY & VIOLENCE PREVENTION			0	0		0	
8590 000	6500 000		SPECIAL ED CAHSEE		62,780	62,780		62,780	0	
8590 000	6520 000		SPED PROJ WORKABILITY		289,184	289,184		289,184	0	
8590 000	6530 000		SPED LOW INCIDENCE		1,566	1,566		1,566	0	
8590 000	6535 000		SPED PERSONNEL STAFF DEV		4,120	4,120		4,120	0	
8590 001	6660 000		TUPE/TOBACCO USE PREVENTION ED.		3,785	3,785		0	(3,785)	
8590 001	6670 005		TUPE 9-12 STOP IV		1,064	1,064		0	(1,064)	
8590 000	6760 000	0922 000	ARTS & MUSIC BLOCK GRANT	0		0	0		0	
8590 000	6760 000	P	ARTS & MUSIC BLOCK GRANT	0		0	0		0	
8590 000	7080 000	0924 000	SUPPLEMENTAL SCHOOL COUNSELING PGRM	0		0	0		0	
8311 000	7090 000		ECONOMIC IMPACT AID		336,955	336,955		336,955	0	
8311-002	7090-000	P	ECONOMIC IMPACT AID		182,175	182,175		0	(182,175)	
8590 001	7100 000	D	ED TECH DIGITAL HS		0	0		0	0	
8590 001	7110 000	D	ED TECH		0	0		0	0	
8311 000	7140 000	0926 000	GIFTED AND TALENTED (GATE)	0		0	0		0	
8590 000	7156 000	0927 000	INSTRUCTIONAL MATERIAL BLOCK GRANT - AB1	0		0	0		0	
8311 000	7230 000		TRANSPORTATION - Home to School		482,921	482,921		481,086	(1,835)	
8311 000	7240 000		TRANSPORTATION-Special Education		59,411	59,411		59,185	(226)	
8311 001	7265 000	D	SCHOOL IMPROVEMENT PROGRAM		0	0		0	0	
8590 000	7271 000	0931 000	PEER ASSISTANCE & REVIEW/ENTITLE.	0		0	0		0	
8590 000	7370 004	0939 004	SSP CCA DEMO GRANT	28,086		28,086	0		(28,086)	
8590 000	7370 005	0939 005	SSP BIOTECH GRANT - SDA	105,750		105,750	0		(105,750)	
8590 001	7370 005	0939 005	SSP BIOTECH GRANT - SDA	15,792		15,792	0		(15,792)	
8590 000	7390 000	0941 000	PUPIL RETENTION BLOCK GRANT	0		0	0		0	
8590 000	7392 000	0943 000	TEACHER CREDENT BLOCK GRANT	0		0	0		0	
8590 000	7393 000	0944 000	PROFESSIONAL DEVELOPMENT BLOCK GRANT	0		0	0		0	
8590 000	7394 000	0945 000	TARGETED INSTRUCTIONAL IMPROV BLOCK GR	0		0	0		0	
8590 000	7395 000	0946 000	SCHOOL & LIBRARY IMPROV BLOCK GRANT	0		0	0		0	
8590 000	7396 000	P	DISCRETIONARY BLOCK GRANT SCHOOL SITE	0		0	0		0	
<b>TOTAL OTHER STATE REVENUE</b>				<b>4,287,149</b>	<b>1,653,333</b>	<b>5,940,482</b>	<b>2,296,923</b>	<b>1,418,496</b>	<b>3,715,419</b>	<b>(2,225,063)</b>
			D DEFERRED							
			P PRIOR YEAR							

LOCAL INCOME

ITEM 20A

Object	Resource		2009-10 Spring Revision			2010-11 Adopted Budget			Change
			UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
8689 050	0000 300	TRANSP FEES-ATHL-TP	125,000		125,000	115,000		115,000	(10,000)
8689 100	0000 300	TRANSP FEES-ATHL-LCC	129,000		129,000	135,000		135,000	6,000
8689 130	0000 300	TRANSP FEES-ATHL-SDA	19,400		19,400	50,000		50,000	30,600
8689 140	0000 300	TRANSP FEES-ATHL-CCA	37,500		37,500	31,200		31,200	(6,300)
8650 XXX	0000 634/5	M & O FIELD USE	147,690		147,690	100,000		100,000	(47,690)
8699 000	0100 030	22ND AGR DIST NON COOP	122,546		122,546	76,000		76,000	(46,546)
8677 004	0100 038	INT/AGY PRIVATE CONTRACTOR	50,000		50,000	70,000		70,000	20,000
8689 001	0100 039	OTHER PARKING FINES FEES	10,000		10,000	10,000		10,000	0
8660 XXX	0100 040	INTEREST	700,000		700,000	480,000		480,000	(220,000)
8631 000	0100 046	SALE OF EQUIPMENT & SUPPLIES	12,000		12,000	7,500		7,500	(4,500)
8689 014	0100 047	STUDENT PARKING FEES-CCA	15,000		15,000	15,000		15,000	0
8689 010	0100 048	STUDENT PARKING FEES-LCC	24,000		24,000	24,000		24,000	0
8689 013	0100 049	STUDENT PARKING FEES-SDA	13,000		13,000	13,000		13,000	0
8689 005	0100 050	STUDENT PARKING FEES-TP	29,000		29,000	29,000		29,000	0
8677 014	0100 051	ADMIN DEV FEES RSF/SB	2,000		2,000	1,500		1,500	(500)
8650 000	0100 XXX	LEASES AND RENTALS - SITE USE	131,581		131,581	156,136		156,136	24,555
8650 001	0100 302	BLDG/FIELD USE DIST WIDE	11,112		11,112	0		0	(11,112)
8792 000	6500 000	SPECIAL EDUCATION	0	3,761,555	3,761,555	0	3,739,270	3,739,270	(22,285)
8677 010	6500 004	COASTAL LEARNING ACADEMY	0	75,000	75,000	0	75,000	75,000	0
8677 000	6500 007	SP ED, NCCSE	0	40,000	40,000	0	0	0	(40,000)
8675 001	7230 002	TRANSPORT.SERVICES PARENT PAY	0	465,000	465,000	0	530,000	530,000	65,000
8677 005	7230 009	INT/AG REV - OTHER TRANSP	0	0	0	0	8,000	8,000	8,000
8677 012	7230 009	I/A TRASPORTATION HTS	0	0	0	0	0	0	0
8677 012	7240 002	SP ED, TRANSPORTATION	0	15,000	15,000	0	20,000	20,000	5,000
8699 000	9010 007	SB70 CAREER DEV - 7TH/8TH GRADES	0	231	231	0	0	0	(231)
8677 000	9025 XXX	ROP COUNTY OFFICE	0	1,427,735	1,427,735	0	1,238,604	1,238,604	(189,131)
8699 XXX	XXXX XXX	OTHER LOCAL INCOME	1,354,618	20,100	1,374,718	90,000	0	90,000	(1,284,718)
8783 000	XXXX XXX	OTHER TRANSFERS FROM JPA	0	0	0	0	0	0	0
		<b>TOTAL LOCAL REVENUE</b>	<b>2,933,447</b>	<b>5,804,621</b>	<b>8,738,068</b>	<b>1,403,336</b>	<b>5,610,874</b>	<b>7,014,210</b>	<b>(1,723,858)</b>
8919 019	0100 085	TRANSFER FROM CAP. FAC. 25-19	20,100	0	20,100	0	0	0	(20,100)
8919 011	6285 000	TRANSFER FROM AD ED 11-00 FLEXIBILITY TRANSFER	0	0	0	0	0	0	0
		<b>SUBTOTAL TRANSFERS</b>	<b>20,100</b>	<b>0</b>	<b>20,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(20,100)</b>
8980 000	0000 000	UNRESTRICTED CONTRIBUTIONS	(8,864,984)		(8,864,984)	(10,009,973)		(10,009,973)	(1,144,989)
8980 000	3550 003	DISTRICT MATCH - PERKINS	0	17,700	17,700	0	17,700	17,700	0
8980 000	6378 000	CAL HEALTH SCIENCE CAP BLD PRJ	0	0	0	0	0	0	0
8980 000	6500 000	CONTRIBUTION TO SPEC. ED. FOR ENCROACHMENT	0	4,020,578	4,020,578	0	5,079,269	5,079,269	1,058,691
8980 000	6520 000	SPEC PROJ. WORKABILITY I LEA	0	0	0	0	0	0	0
8980 000	7230 000	CONTRIBUTION TO H-T-S TRANSPORTATION	0	80,861	80,861	0	161,429	161,429	80,568
8980 000	7240 000	CONTRIBUTION TO SP. ED. TRANSP. FOR ENCROACH.	0	2,462,201	2,462,201	0	2,503,141	2,503,141	40,940
8980 000	8150 000	CONTRIBUTION TO ROUTINE REPAIR FOR ENCROACH.	0	2,271,644	2,271,644	0	2,236,434	2,236,434	(35,210)
8980 000	9010 XXX	OTHER LOCAL INCOME	0	12,000	12,000	0	12,000	12,000	0
		<b>SUBTOTAL ENCROACHMENT</b>	<b>(8,864,984)</b>	<b>8,864,984</b>	<b>0</b>	<b>(10,009,973)</b>	<b>10,009,973</b>	<b>0</b>	<b>0</b>
		<b>TOTAL TRANSFERS</b>	<b>(8,844,884)</b>	<b>8,864,984</b>	<b>20,100</b>	<b>(10,009,973)</b>	<b>10,009,973</b>	<b>0</b>	<b>(20,100)</b>
		<b>TOTAL ALL REVENUE W/O TEMP TRSFERS</b>	<b>77,126,809</b>	<b>23,030,707</b>	<b>100,157,516</b>	<b>72,959,541</b>	<b>21,427,978</b>	<b>94,387,519</b>	<b>(5,769,997)</b>
		OTHER I/F TRANSFERS IN-TEMP			0			0	0
		<b>TOTAL REVENUE WITH ALL TRANSFERS</b>	<b>77,126,809</b>	<b>23,030,707</b>	<b>100,157,516</b>	<b>72,959,541</b>	<b>21,427,978</b>	<b>94,387,519</b>	<b>(5,769,997)</b>

CERTIFICATED SALARIES

Object	Resource		2009-10 Spring Revision			2010-11 Adopted Budget			Change
			UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
1100 000		TEACHERS' SALARIES	33,515,105	7,228,554	40,743,659	33,841,029	6,783,072	40,624,101	(119,558)
1100 033		EL STIPEND	500,000	0	500,000	500,000	0	500,000	0
1200 000		PUPIL SUPPORT: LIBRARIANS GUIDANCE, WELFARE & ATTEND. PHYSICAL & MENTAL HEALTH	2,785,933	660,342	3,446,275	2,708,501	236,662	2,945,163	(501,112)
1300 000		SUPERVISORS, ADMIN: SCHOOL ADMINISTRATORS SUPERINTENDENTS ADMINISTRATORS	3,655,702	410,019	4,065,721	3,623,619	453,257	4,076,876	11,155
1900 000		OTHER CERTIFICATED	232,745	450,690	683,435	377,753	268,140	645,893	(37,542)
		<b>TOTAL-OBJECT CODE 1000</b>	<b>40,689,485</b>	<b>8,749,605</b>	<b>49,439,090</b>	<b>41,050,902</b>	<b>7,741,131</b>	<b>48,792,033</b>	<b>(647,057)</b>

ITEM 20A

CLASSIFIED SALARIES

ITEM 20A

Object	Resource		2009-10 Spring Revision			2010-11 Adopted Budget			Change
			UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
2100 000		INSTRUCTIONAL AIDES	659,400	1,922,207	2,581,607	689,000	1,901,155	2,590,155	8,548
2200 000		CLASSIFIED SUPPORT: MAINTENANCE & OPERATIONS INSTR. MEDIA / LIBRARY TRANSPORTATION	3,225,450	3,637,867	6,863,317	3,351,518	3,551,646	6,903,164	39,847
2300 000		SUPERVISORS AND ADMINISTRATORS' SALARIES	919,313	304,688	1,224,001	928,946	308,894	1,237,840	13,839
2400 000		CLERICAL & OFFICE PERSONNEL	5,445,313	485,452	5,930,765	5,015,951	267,981	5,283,932	(646,833)
2900 000		OTHER CLASSIFIED	463,721	69,488	533,209	457,852	26,163	484,015	(49,194)
		<b>TOTAL-OBJECT CODE 2000</b>	<b>10,713,197</b>	<b>6,419,702</b>	<b>17,132,899</b>	<b>10,443,267</b>	<b>6,055,839</b>	<b>16,499,106</b>	<b>(633,793)</b>

EMPLOYEE BENEFITS

ITEM 20A

Object	Resource		2009-10 Spring Revision			2010-11 Adopted Budget			Change
			UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
3100 000		STATE TEACHERS' RETIREMENT SYS	3,604,640	727,858	4,332,498	3,629,566	633,250	4,262,816	(69,682)
3200 000		PUBLIC EMPLOYEE RETIREMENT SYS	1,063,525	567,490	1,631,015	1,111,877	600,761	1,712,638	81,623
3311/2 000		SOCIAL SECURITY	716,992	398,175	1,115,167	685,909	381,794	1,067,703	(47,464)
3321/2 000		MEDICARE	729,805	208,696	938,501	712,836	194,503	907,339	(31,162)
3400 000		INC PROTCT+CERT DNTAL+LIFE	433,837	117,819	551,656	437,910	110,786	548,696	(2,960)
3500 000		UNEMPLOYMENT INSURANCE	157,541	45,671	203,212	372,321	99,497	471,818	268,606
3600 000		WORKERS' COMPENSATION	837,316	211,291	1,048,607	866,426	200,357	1,066,783	18,176
3700 000		RETIREE BENEFITS (H & W)	434,583	118,465	553,048	456,662	109,423	566,085	13,037
3800 000		PERS REDUCTION	0	0	0	0	0	0	0
3900 000		FLEX ACCOUNTS	5,951,580	2,049,301	8,000,881	6,357,130	2,115,591	8,472,721	471,840
		<b>TOTAL-OBJECT CODE 3000</b>	<b>13,929,819</b>	<b>4,444,766</b>	<b>18,374,585</b>	<b>14,630,637</b>	<b>4,445,962</b>	<b>19,076,599</b>	<b>702,014</b>

BOOKS AND SUPPLIES

ITEM 20A

Object	Resource		2009-10 Spring Revision			2010-11 Adopted Budget			Change
			UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
4100 000		TEXTBOOKS (7-8 + 9-12)	0	351,041	351,041	335,000	0	335,000	(16,041)
4200 000		BOOKS OTHER THAN TEXTBOOKS	4,100	2,000	6,100	4,600	1,300	5,900	(200)
4300 000		MATERIALS & SUPPLIES LOTTERY INSTRUCTIONAL MTRLS SCIENCE LAB MATERIALS OTHER SUPPLIES PUPIL TRANSPORTATION SUPPLIES GIFTS & DONATIONS	3,312,769	2,268,600	5,581,369	1,565,853	993,523	2,559,376	(3,021,993)
4400 000		NON-CAPITALIZED EQUIPMENT MAT/SUP/EQUIP TECH	415,145	190,191	605,336	334,986	84,200	419,186	(186,150)
		<b>TOTAL-OBJECT CODE 4000</b>	<b>3,732,014</b>	<b>2,811,832</b>	<b>6,543,846</b>	<b>2,240,439</b>	<b>1,079,023</b>	<b>3,319,462</b>	<b>(3,224,384)</b>



SERVICES AND OPERATING EXPENSES

ITEM 20A

Object	Resource		2009-10 Spring Revision			2010-11 Adopted Budget			Change
			UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
5100 000		SUBAGREEMENT FOR SERVICES	140,000	636,154	776,154	210,000	695,000	905,000	128,846
5200 000		TRAVEL/CONFERENCES/INSERVICE TRNG	130,754	117,147	247,901	137,224	41,902	179,126	(68,775)
5300 000		DISTRICT DUES & MEMBERSHIP	38,016	4,275	42,291	45,250	3,850	49,100	6,809
5400 000		INSURANCE	541,926	0	541,926	555,000	0	555,000	13,074
5500 000		UTILITIES	2,718,257	2,000	2,720,257	2,335,172	2,500	2,337,672	(382,585)
5600 000		RENTALS, LEASES & REPAIRS	825,037	134,495	959,532	759,906	163,550	923,456	(36,076)
5700 000		INTER-PROGRAM SERVICES	463,630	(465,430)	(1,800)	381,390	(401,590)	(20,200)	(18,400)
5800 000		PROF./CONSULTING & OTHER SERVICES & OPERATING EXPENSES, INSTRUCTIONAL CONSULT. & LECT.	2,014,606	2,447,149	4,461,755	2,213,362	2,033,249	4,246,611	(215,144)
5900 000		COMMUNICATIONS: VOICE, DATA & POSTAGE	353,721	32,020	385,741	360,600	30,770	391,370	5,629
		<b>TOTAL-OBJECT CODE 5000</b>	<b>7,225,947</b>	<b>2,907,810</b>	<b>10,133,757</b>	<b>6,997,904</b>	<b>2,569,231</b>	<b>9,567,135</b>	<b>(566,622)</b>

CAPITAL OUTLAY

Object	Resource		2009-10 Spring Revision			2010-11 Adopted Budget			Change
			UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
6100 000		SITES & IMPROVEMENT OF SITE	0	0	0	0	0	0	
6200 000		IMPROVEMENT	0	0	0	0	0	0	
6400 000		EQUIPMENT	96,738	27,367	124,105	18,235	10,000	28,235	
6500 000		EQUIPMENT REPLACEMENT	65,791	700,000	765,791	104,131	0	104,131	
		<b>TOTAL-OBJECT CODE 6000</b>	<b>162,529</b>	<b>727,367</b>	<b>889,896</b>	<b>122,366</b>	<b>10,000</b>	<b>132,366</b>	
								<b>(757,530)</b>	

ITEM 20A

OTHER OUTGO

ITEM 20A

Object	Resource		2009-10 Spring Revision			2010-11 Adopted Budget		
			UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL
7130 000	6500 001	STATE SPECIAL SCHOOLS	0	0	0	0	0	0
7142 000	6500 001	OTHER TUITION & SPEC. ED EXCESS COS	0	11,850	11,850	0	25,000	25,000
7142-002	6500-005	ADULT TRANSITION SH PROGRAM	0	26,574	26,574	0	30,000	30,000
7142 001	9010 002	SP. ED. EXCESS COST/CO OFC	0	12,000	12,000	0	12,000	12,000
7310 001	XXXX XXX	DIRECT SUPPORT/INDIRECT COSTS	(319,616)	315,616	(4,000)	(272,031)	272,031	0
7350 011	XXXX XXX	ADULT ED INDIRECT - FUND 11-00	(28,893)	0	(28,893)	(33,889)	0	(33,889)
7350 013	XXXX XXX	FOOD SERVICE INDIRECT FD 13-00	(124,584)	0	(124,584)	(135,651)	0	(135,651)
7438 000	XXXX XXX	SOLAR PROJ DEBT SVC INT		0	0	819,623	0	819,623
7439 000	XXXX XXX	SOLAR PROJ OTH DEBT SVC PRINC.		0	0	770,000	0	770,000
7615 014	8150 000	TRSF FROM GEN TO DEF. MAINT. FUND 14	0	0	0	0	0	0
7619 015	XXXX XXX	TRSF FROM GEN TO FUND 15-00	36,000	3,000	39,000	21,600	3,000	24,600
7619 030	0000 800	INTERFD-TRSF-TO DED. INS.	20,000	0	20,000	20,000	0	20,000
		<b>TOTAL-OBJECT CODE 7000</b>	<b>(417,093)</b>	<b>369,040</b>	<b>(48,053)</b>	<b>1,189,652</b>	<b>342,031</b>	<b>1,531,683</b>
		<b>TOTAL-ALL EXPENDITURES</b>	<b>76,035,898</b>	<b>26,430,122</b>	<b>102,466,020</b>	<b>76,675,167</b>	<b>22,243,217</b>	<b>98,918,384</b>
								0
		<b>GRAND TOTAL-ALL EXPENDITURES</b>	<b>76,035,898</b>	<b>26,430,122</b>	<b>102,466,020</b>	<b>76,675,167</b>	<b>22,243,217</b>	<b>98,918,384</b>

Change  
0  
13,150  
3,426  
0  
4,000  
(4,996)  
(11,067)  
819,623  
770,000  
0  
(14,400)  
0  
1,579,736  
0

San Dieguito Union High School District  
Business Services Division  
Finance Department

2010-11  
Adopted Budget  
Summary of Changes

Income:	<u>Spring Revision</u>	<u>Adopted Bud.</u>	<u>Summary of Changes</u>	
Revenue Limit	80,430,482	80,130,407	(300,075)	* \$95K Unsecured Taxes * <\$116K> Supplemental Taxes * <\$296K> Secured Taxes
Federal	5,028,384	3,527,483	(1,500,901)	* \$718K Direct Subsidy on QSCB * <\$72K> Title III * <\$86K> Title I * <\$120K> ARRA IDEA Part B * <\$1.9M> ARRA IDEA
Other State	5,940,482	3,715,419	(2,225,063)	* \$388K CA Solar Initiative Rebate * <\$106K> SSP Biotech Grant * <\$182K> EIA * <\$2.2M> Categorical Flexibility
Local	8,738,068	7,014,210	(1,723,858)	* \$65K Transportation Svcs - Parent Pay * <\$189K> ROP * <\$220K> Interest * <\$1.3M> College Testing, Donations, JPA Equity P & L Return
Transfers	20,100	0	(20,100)	* Developer Admin Fees - Reclass as Direct Cost Offset
Encroachment	(8,864,984)	(10,009,973)	(1,144,989)	* <\$1.06M> Special Ed. Contribution * <\$80K> Home-to-School Transportation * <\$41K> Special Ed. Transportation
<b>Total</b>	<b>100,157,516</b>	<b>94,387,519</b>	<b>(5,769,997)</b>	

San Dieguito Union High School District  
Business Services Division  
Finance Department

2010-11  
Adopted Budget  
Summary of Changes

<b>Expenditures:</b>	<b><u>Spring Revision</u></b>	<b><u>Adopted</u></b>	<b><u>Summary of Changes</u></b>		
Certificated Salaries	49,439,090	48,792,033	(647,057)	*	<20.25> FTE <16.44> Unrestricted <3.81> Restricted
Classified Salaries	17,132,899	16,499,106	(633,793)	*	<18.51> FTE <13.33> Unrestricted <5.88> Restricted
Benefits	18,374,585	19,076,599	702,014	*	\$433K Health & Welfare Increase * \$264K Unemployment Insurance Increase * \$49K PERS
Books & Supplies	6,543,846	3,319,462	(3,224,384)	*	\$181K Computer Software * <\$1.58M> Donations, College Testing * <\$400K> Unrestricted Materials & Supplies * <\$1.28M> Restricted Materials & Supplies
Services & Operating Expenses	10,133,757	9,567,135	(566,622)	*	<\$86K> Professional/Consulting Services * <\$383K> Utilities (Solar Savings)
Capital Outlay	889,896	132,366	(757,530)	*	<\$700K> ARRA - Busses * <\$55K> ARRA - Technology Equipment
Other Outgo	(48,053)	1,531,683	1,579,736	*	\$819K Solar Project Debt Services - Interest * \$770K Solar Project Debt Services - Principal
<b>Total</b>	<b>102,466,020</b>	<b>98,918,384</b>	<b>(3,547,636)</b>		

# San Dieguito Union High School District ITEM 20B

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 20, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED BY:** Eric R. Dill, Exec. Dir., Business Services  
Delores Perley, Director of Finance  
Stephen G. Ma, Assoc. Supt., Business Services

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** REVIEW THE 2010-11 TENTATIVE BUDGETS  
FOR SPECIAL FUNDS

### EXECUTIVE SUMMARY

The tentative budgets for all 2010-11 special funds of the district are included on the following pages.

Documents included for this agenda item include:

- Special Funds – Overview  
A brief description of each fund, assumptions used when budgeting, status of projects, purpose(s) for which funds will be used, trends experienced, and related information.
- Special Funds – Balance Summary  
Budget data in summary form with projected ending balances for the 2009-10 and 2010-11.
- Capital Projects for 2010-11  
A list of all capital projects funded for 2010-11. These projects are included in the budget of the appropriate fund.

All special funds for the district are as follows:

Adult Education Fund .....	(11-00)
Cafeteria Fund.....	(13-00)
Deferred Maintenance.....	(14-00)
Pupil Transportation Equipment Fund .....	(15-00)
Special Reserve Fund Other than Capital Outlay.....	(17-42)
Other Building Fund.....	(21-09)
Capital Facilities Funds .....	(25-18 & 25-19)
County School Facilities Fund .....	(35-00)
Special Reserve Fund for Capital Outlay Projects.....	(40-00)
Capital Project Fund (for Mello Roos Projects).....	(49-00)
Self Insurance Funds.....	(67-16, 67-17 & 67-30)

ITEM 20B

**RECOMMENDATION:**

It is recommended that the Board review the 2010-11 tentative budgets for all special funds.

**FUNDING SOURCE:**

**Special Funds (11-00, 13-00, 14-00, 15-00, 17-42, 21-09, 25-18, 25-19, 35-00, 40-00, 67-16, 67-17, 67-30)**

## EXHIBIT A

ITEM 20B

*SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
BUSINESS DIVISION/FINANCE DEPARTMENT*

### SPECIAL FUNDS - OVERVIEW

Information relative to special funds, other than the General Fund, gives a brief description of the activities of the fund, specific projects, and financial trends.

#### Adult Education Fund, 11-00

The Adult Education Fund is used to account separately for federal, state, and local revenues related to adult education programs. San Dieguito Adult Education provides a wealth of educational and recreational programs for the community, including high school diploma classes, English as a second language, programs for senior citizens, a host of cultural and personal enrichment courses, and recreation activities. State aid to Adult Education has been eliminated in 2010-11 as part of the Fair Share proposal which reduces categorical funding to Basic Aid districts.

#### Cafeteria Fund, 13-00

School lunch nutrition standards have caused increased expenses and decreased revenue for the last few years. As a result, menus, staffing and productivity are constantly evaluated to ensure the district is providing wholesome, nutritious meals that are attractive to its customers and can be sold at a reasonable price. The contract with Del Mar Union is in the fourth year and participation averages 950 meals per day. Nutrition Services continues to hone its marketing efforts and will further enhance technology to provide faster meal service. Managing the challenges of open campuses and single lunch periods continues.

#### Deferred Maintenance Fund, 14-00

The two revenue sources for this fund are state and district. Contributions to this program were eliminated in 2009-10 under the Fair Share proposal. Program requirements are waived until 2012-13. The declining balance is attributable to the district maintaining the aggressive 5 year plan, mostly at the older campuses. Because deferred maintenance needs are ongoing, the costs of some necessary projects have been shifted to the General Fund. In the future, the 5 year plan will be adjusted, while continuing to meet the needs of the district, and maintaining a modest balance in this fund.

#### Pupil Transportation Equipment Fund, 15-00

This fund was created for the purpose of accounting separately for income and expenses related to the acquisition of pupil transportation equipment.

#### Special Reserve Other Than Capital Outlay, 17-42

The purpose of this fund is to supplement the opening of new schools and possibly GASB 45 obligations. This fund can also be used to by the district to meet unrestricted reserve requirements.



ITEM 20B

Building Fund, 21-09

This fund is used to account for income due from prior construction projects. This fund is used for various construction projects. The balance will diminish until funds are depleted.

Capital Facilities, 25-18

Used for developer fees generated by agreements before 1987, this is a dwindling resource fund.

Capital Facilities, 25-19

Used for developer fees collected after 1987 and before many of the currently established Mello-Roos districts were formed. The use of these funds is limited to capital expenditures related to enrollment growth.

County School Facilities Fund, 35-00

This fund is used exclusively to account for income from the state for construction of school facilities.

Special Reserve for Capital Projects, 40-00

This fund is being used by the TPHS Foundation for architectural expenses relating to the Visual Performing Arts Center at TPHS, as well as the San Dieguito Academy Foundation for expenses related to the Biotech Lab classroom conversion at SDA. This fund balance will decline until all funds are depleted.

Self-Insurance Fund, 67-16

This fund is used as an escrow account for funds generated as a result of participation in the insurance waiver program for certificated staff. The balance in this fund grows until a distribution is agreed upon between the district and the San Dieguito Faculty Association.

Other Post Employment Benefits Fund, 67-17

This fund is used as an escrow account to fund the annual "pay-as-you-go" amount for Other Post Employment Benefits (OPEB). The General Fund makes contributions to this fund and then premiums are paid from this account. Assets do not count toward the unfunded OPEB liability as the funds are not held in a special trust. The negative ending fund balance reflects the accumulated unfunded liability for OPEB.

Deductible Insurance Loss Fund, 67-30

This fund is used to pay deductible amounts on insurance claims and to pay for repairs and reimbursements when claims are not made to insurance providers.

**EXHIBIT B**

ITEM 20B

**Special Funds - Balance Summary**  
2009-10 Estimated / 2010-11 Proposed

	<b>Adult Ed. Fund 11-00 09-10 Est.</b>	<b>Adult Ed. Fund 11-00 10-11 Prop.</b>		<b>Cafeteria Fund 13-00 09-10 Est.</b>	<b>Cafeteria Fund 13-00 10-11 Prop.</b>		<b>Defer. Maint. Fund 14-00 09-10 Est.</b>	<b>Defer. Maint. Fund 14-00 10-11 Prop.</b>
INCOME	911,529	906,000		3,093,838	3,164,846		-	-
EXPENDITURES	1,206,386	1,010,609		3,100,221	3,152,327		601,766	80,000
Expenditures (over)/under Revenue	(294,857)	(104,609)		(6,383)	12,519		(601,766)	(80,000)
FUND BALANCE, RESERVES: Beginning Balance - July 1	399,466	104,609		677,639	671,256		686,845	85,079
Ending Balance - June 30 Reserve for economic uncertainty	104,609	-		671,256	683,775		85,079	5,079

The Adult Education Fund is used to account separately for federal, state, and local revenues and expenditures for adult education programs.

The Cafeteria Fund is used to account separately for federal, state, and local revenue and expenditures to operate the food service program.

The Deferred Maintenance Fund was used to separately account for state apportionments and district contributions and expenditures for deferred maintenance purposes. As of 2009-10, these funds are now unrestricted. The deferred maintenance fund will be used until funds are depleted.

**EXHIBIT B**

**ITEM 20B**

**Special Funds - Balance Summary  
2009-10 Estimated / 2010-11 Proposed**

	<b>Bus Replacement Fund 15-00 09-10 Est.</b>	<b>Bus Replacement Fund 15-00 10-11 Prop.</b>		<b>Sp. Res. w/o Cap. Out. Fund 17-42 09-10 Est.</b>	<b>Sp. Res. w/o Cap. Out. Fund 17-42 10-11 Prop.</b>		<b>Building Fund 21-09 09-10 Est.</b>	<b>Building Fund 21-09 10-11 Prop.</b>
INCOME	39,000	24,600		83,000	65,000		8,000	8,000
EXPENDITURES	-	-		-	-		237,113	-
Expenditures (over)/under Revenue	39,000	24,600		83,000	65,000		(229,113)	8,000
FUND BALANCE, RESERVES: Beginning Balance - July 1	13,615	52,615		2,385,668	2,468,668		364,094	134,981
Ending Balance - June 30 Reserve for economic uncertainty	52,615	77,215		2,468,668	2,533,668		134,981	142,981

This fund was created for the purpose of accounting separately for income and expenses related to the acquisition of pupil transportation equipment.

The Special Reserve Fund for Other Than Capital Outlay Projects is used primarily to provide for the accumulation of General Fund moneys for general operating purposes. These funds have been reserved toward the unrestricted reserve and to establish an OPEB trust

This Building Fund is used to account for income due from prior construction projects. This fund is used for various construction projects.

**EXHIBIT B**

**Special Funds - Balance Summary  
2009-10 Estimated / 2010-11 Proposed**

	<b>Cap. Fac. Fund 25-18 09-10 Est.</b>	<b>Cap. Fac. Fund 25-18 10-11 Prop.</b>		<b>Cap. Fac. Fund 25-19 09-10 Est.</b>	<b>Cap. Fac. Fund 25-19 10-11 Prop.</b>		<b>SSF Fund 35-00 09-10 Est.</b>	<b>SSF Fund 35-00 10-11 Prop.</b>
INCOME	70,591	12,500		600,000	220,000		7,470,450	-
EXPENDITURES	498,275	440,508		1,743,135	414,200		-	-
Expenditures (over)/under Revenue	(427,684)	(428,008)		(1,143,135)	(194,200)		7,470,450	-
FUND BALANCE, RESERVES: Beginning Balance - July 1	966,312	538,628		2,352,983	1,209,848		-	7,470,450
Ending Balance - June 30 Reserve for economic uncertainty	538,628	110,620		1,209,848	1,015,648		7,470,450	7,470,450

Fund 25-18 Consists of developer fees generated by agreements entered into prior to 1987.

The use of these funds is restricted to the cost of construction/reconstruction of facilities as a result of student population growth.

Fund 25-19 consists of developer fees generated from the "per square foot fee" that the state authorized beginning in January 1987.

The use of these funds is restricted to the cost of construction/reconstruction of facilities as a result of student population growth.

The County School Facilities Fund is used to receive apportionments from the State School Facilities Fund for new school facility construction, modernization projects, and facility hardship grants.

**EXHIBIT B**

ITEM 20B

**Special Funds - Balance Summary  
2009-10 Estimated / 2010-11 Proposed**

	<b>Spec Res Cap Proj Fund 40-00 09-10 Est.</b>	<b>Spec Res Cap Proj Fund 40-00 10-11 Prop.</b>		<b>Self Ins. Fund 67-16 09-10 Est.</b>	<b>Self Ins. Fund 67-16 10-11 Prop.</b>
INCOME	250	250		140,000	140,000
EXPENDITURES	1,441	-		-	-
Expenditures (over)/under Revenue	(1,191)	250		140,000	140,000
FUND BALANCE, RESERVES: Beginning Balance - July 1	25,449	24,258		239,852	379,852
Ending Balance - June 30 Reserve for economic uncertainty	24,258	24,508		379,852	519,852

The Special Reserve Fund for Capital Outlay Projects is used to separately account for donated funds associated with capital projects.

Insurance Premium Reduction Fund, Fund 67-16, is established as a trust account for amounts not spent on insurance premiums for certificated employees who declined health insurance; these funds will be expended to offset future increases to premiums.

**EXHIBIT B**

ITEM 20B

**Special Funds - Balance Summary**  
2009-10 Estimated / 2010-11 Proposed

	<b>OPEB Fund 67-17 09-10 Est.</b>	<b>OPEB Fund 67-17 10-11 Prop.</b>		<b>Deduct. Ins. Loss Fund 67-30 09-10 Est.</b>	<b>Deduct. Ins. Loss Fund 67-30 10-11 Prop.</b>
INCOME	500,000	500,000		96,005	20,000
EXPENDITURES	550,753	618,285		50,000	50,000
Expenditures (over)/under Revenue	(50,753)	(118,285)		46,005	(30,000)
FUND BALANCE, RESERVES: Beginning Balance - July 1	(1,363,812)	(1,414,565)		107,365	153,370
Ending Balance - June 30 Reserve for economic uncertainty	(1,414,565)	(1,532,850)		153,370	123,370

This fund is used as an escrow account to fund the annual “pay-as-you-go” amount for Other Post Employment Benefits (OPEB). The General Fund makes contributions to this fund and then premiums are paid from this account. Assets do not count toward the unfunded OPEB liability as the funds are not held in a special trust.

Deductible Insurance Loss Fund, Fund 67-30, is established to separate moneys used for the purpose of claims, administrative costs, services, deductible insurance amounts, costs of excess insurance, and other related costs.

2010-2011 Capital/Deferred Maintenance Projects  
Updated 05/25/10**EXHIBIT C****ITEM 20B**

<b>Site</b>	<b>Description</b>	<b>Estimated Cost</b>	<b>Funding Source</b>
LCC	Replace Lockers/Varsity Team Room	\$5,000.00	Fund 25-18 - Capital Facilities
	<b>Total 25-18 Capital Facilities Funds</b>	<b>\$5,000.00</b>	
CCA	Fix drainage at Pole Vault Area	\$3,000.00	Fund 25-19 - Capital Facilities
CVMS	Enclosure for Theater Sets/Props	\$10,000.00	Fund 25-19 - Capital Facilities
CVMS	Upgrade Dynacom System	\$15,000.00	Fund 25-19 - Capital Facilities
DNO	Replace Master Clock System	\$15,000.00	Fund 25-19 - Capital Facilities
DNO	Add Drop Ceiling Art Room	\$2,500.00	Fund 25-19 - Capital Facilities
EWMS	Landscape Front of Campus	\$15,000.00	Fund 25-19 - Capital Facilities
LCC	Replace Exterior Light Poles (Safety)	\$6,000.00	Fund 25-19 - Capital Facilities
OCMS	Reclaimed Water Pump	\$7,500.00	Fund 25-19 - Capital Facilities
SDA	Reclaimed Water to Front of Campus	\$15,000.00	Fund 25-19 - Capital Facilities
SDA	Drainage Improvements at Melba	\$10,000.00	Fund 25-19 - Capital Facilities
SDA	Add Ventilation to 103 (Safety)	\$2,500.00	Fund 25-19 - Capital Facilities
SSHS	Offsite Improvements	\$19,000.00	Fund 25-19 - Capital Facilities
TPHS	Soundproof Dance & Band Rooms	\$5,000.00	Fund 25-19 - Capital Facilities
TPHS	Add Accordion Door in Counseling Office	\$1,500.00	Fund 25-19 - Capital Facilities
TPHS	Energy Efficiency Improvements	\$269,200.00	Fund 25-19 - Capital Facilities
	<b>Total 25-19 Capital Facilities Funds</b>	<b>\$396,200.00</b>	
DNO	Broken Concrete	\$7,750.00	Fund 14-00 Deferred Maintenance
DNO	Carpet & Tile Media Center	\$17,000.00	Fund 14-00 Deferred Maintenance
LCC	Replace Heaters in Gym	\$14,100.00	Fund 14-00 Deferred Maintenance
LCC	Carpet Classrooms (4)	\$16,200.00	Fund 14-00 Deferred Maintenance
OCMS	Play Court	\$8,200.00	Fund 14-00 Deferred Maintenance
SDA	Replace Broken Concrete IV Building	\$1,625.00	Fund 14-00 Deferred Maintenance
TPHS	Window Closures	\$12,000.00	Fund 14-00 Deferred Maintenance
	<b>Total Deferred Maintenance Funds</b>	<b>\$76,875.00</b>	

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 24, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED AND  
SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** ANNUAL REPORT, 2009-10

.....

### EXECUTIVE SUMMARY

The San Dieguito Union High School District has adopted a Vision Statement that reads:

*“To provide a world-class education for all students through quality programs that engage students, inspire achievement and service to others, prepare them to be lifelong learners and responsible members of society.”*

In order to fulfill that Vision, the Board of Trustees has adopted a set of Value and Belief Statements that underlie it, a set of Priorities to make it a reality, and Commitments to ensure its fulfillment.

For the 2009-10 school year, the Board approved the development of nine specific Action Plans to guide the work of every aspect of the District organization relative to the Vision. Whereas the Vision Statement is the compass that guides the journey, the Action Plans comprise the detailed map to ensure arrival at the destination.

### RECOMMENDATION:

This annual report provides an accountability and progress report on those Action Plans.

### FUNDING SOURCE:

N/A  
KN / bb



# San Dieguito Union High School District

Ken Noah  
Superintendent

## 2009 - 10 ANNUAL REPORT



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*Engaged, Inspired, Prepared*  
San Dieguito Union High School District

# ANNUAL REPORT

ITEM 21

2009-10

## TABLE OF CONTENTS

	<u>PAGE</u>
<b>ACTION PLANS</b>	
PREFACE .....	1
1.0 CURRICULUM.....	2
2.0 INSTRUCTION.....	3
3.0 SCHOOL IMPROVEMENT ASSESSMENT & ACCOUNTABILITY .....	4
4.0 STUDENT SUPPORT SYSTEMS & PRACTICES.....	5-6
5.0 21ST CENTURY TECHNOLOGY & LEARNING .....	7
6.0 HIGH QUALITY STAFF .....	8-11
7.0 COMMUNITY ENGAGEMENT & PARTNERSHIP .....	12
8.0 SAFE & WELCOMING ENVIRONMENT .....	13-14
9.0 RESOURCES & PHYSICAL LEARNING ENVIRONMENTS.....	15-16



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# ANNUAL REPORT

ITEM 21

2009-10

## Preface

### Ken Noah

### Superintendent

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This annual report provides an accountability and progress report on those Action Plans.



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San Dieguito Union High School District

# Annual Report

ITEM 21

2009-10

## 1.0 CURRICULUM

To provide rigorous, relevant and coherent learning opportunities through the articulation of curriculum, program consistency, and alignment with State of California standards to ensure every student will graduate prepared for college, work and citizenship.



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Through a collaborative effort between our feeder elementary districts, SDUHSD middle school math teachers, Education Services and the Technology department, the “Middle School Math Placement Philosophy and Policy” was created. Included in this policy are:

- 7<sup>th</sup> grade math placement criteria
- middle school sequence of math courses
- the process of online registration for the Honors Algebra placement test

The course offerings and sequence of courses are designed to prepare students for successful completion of algebra in the eighth grade. This information provides families the ability to make informed choices as to which math class would be the best placement for their students. We expect over 25% of our incoming 7<sup>th</sup> grade students to take the Honors Algebra Readiness test. Through the use of Data Director we will provide detailed results to the elementary districts as well as the 7<sup>th</sup> grade math teachers. The elementary districts can use this information to continue to strengthen their math program. The middle school math teachers will have a much better idea of their students’ strengths and weaknesses entering the math class.

We have spent significant time collaborating with feeder elementary districts to gain access to data for incoming 7<sup>th</sup> grade students in a more complete and timely manner. This year, we received our incoming 7<sup>th</sup> grade student data three months earlier than in previous years. The timely access to incoming student information provides counselors a better opportunity to ensure students are properly placed and are provided academic interventions and support immediately. This information also provides administrators the ability to build master schedules with more accurate student enrollment counts.

Professional development and staff collaboration opportunities were made available to each school for purposes of:

- Identifying essential learning and performance objectives
- Developing common assessments
- Analyzing assessment results to inform instruction

Department members at each school have done work in all of these areas. The progress of each department varies from school to school based on work that was done prior to this year.

In addition to the work done by members of the academic departments, representatives from the following programs also collaborated to align curriculum:

- Middle School English Language Development
- Middle and High School AVID
- READ 180
- English and Math Support
- Special Education Resource classes

# Annual Report

ITEM 21

2009-10

## 2.0 INSTRUCTION

Through the use of research based best practice, design, deliver and differentiate instruction that effectively uses research based best practices that responds to the learning needs of each student.

Prior to the start of school, academic departments were provided detailed cluster reports from the 2009 STAR exam to identify instructional focus areas for the upcoming year. Based on the results, departments at each school made adjustments in pacing, content, and lesson design where necessary. Additionally, individual results were examined to determine potential interventions for students who scored below proficient.

Each of our schools has identified common learning and performance objectives and has at least begun the process of developing common assessments for each subject area. The results of these assessments are being used to identify students' academic strengths and weaknesses. Teachers use these results to make curricular decisions.

Academic departments across the district have been working on developing common assessments. Progress on the development of common assessments varies school by school and department by department. All academic departments will have developed at least one common assessment before the end of this school year. Staff development funding is available at each school to support teachers' work toward building common assessments. Additionally, staff development funding is available for teachers to discuss student results on common assessments. The consistency and frequency of collaboration time varies school to school due to the differing bell schedules. By next school year, every school will have established consistent and frequent collaboration opportunities. A few schools (e.g. Diegueño) engaged in an extensive process to change the bell schedule to allow for collaboration.

There are a number of examples across the district of departments who use collaboration time to analyze results from common assessments. From the analysis, teachers are making adjustments in instruction to meet the academic needs of their students. Entire departments at our middle schools have employed these practices as a way to guide effective instruction.

More staff development needs to be provided to focus on differentiated instruction. Individual teachers and departments received training in this area during the past school year, but we need to provide this opportunity on a much more widespread basis and will do so beginning this summer.

Our schools have implemented targeted interventions by providing a number of support classes for students scoring below basic and far below basic on the California Standards Tests in math and English and/or earning D/F grades. Long-term English Learners at the middle schools who performed below basic and far below basic on the 2009 CST and/or are earning less than a C in their math or English class were placed in the appropriate intervention program. Next year, we will be using an individualized intervention-based curriculum model using the PLATO system for our Pre-algebra Essentials and Algebra Essentials classes. We will be expanding these intervention programs and adding web-based curriculum through the addition of PLATO math and English and SYSTEM 44 (a READ 180 product designed to support English Learners and students in Special Education). We are currently researching web-based writing development programs to add to our English support classes.



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# Annual Report

ITEM 21

2009-10

### 3.0 SCHOOL IMPROVEMENT ASSESSMENT & ACCOUNTABILITY

To refine consistent and coherent collaborative school improvement processes appropriate for each school site, using formative and summative assessment data to set, monitor and evaluate achievement for students.

A Single Plan for Student Achievement was developed at each school using achievement results data from the California Standards Test, California High School Exit Exam, California English Language Development Test and Advanced Placement Tests. In this document at each school, performance goals for all students and for sub groups of students have been established. All school stakeholders provided input in the development of the performance objectives and overall school-wide achievement goals.

Over 90% of all teachers have been trained to use Data Director to identify their students' academic strengths and weaknesses. Over 65% of these teachers have gone through the advanced training, allowing them to create, administer, and analyze common assessments to be used to improve teacher instruction and student learning. Each school site has a team of teachers representing each department who serve as advanced users of the system and provide support to other department members.

We currently use Data Director to identify students in need of support classes and/or specific skill-based interventions. As a result of our ability to better identify students in need of intervention, we plan to expand the availability of support classes. Through the use of Data Director a "report" of students who are labeled "at risk" are identified on each teacher's roster. This report allows teachers to better identify specific curricular focus areas for these students. Tracking student progress through support programs also gives program coordinators and administrators the ability to analyze each support program's effectiveness.

We have also created reports to better identify students who qualify for AVID, which resulted in increased diversity of the AVID program. AVID provides a pre-collegiate program for students. Our ability to identify additional qualifying students will lead to the expansion of the AVID program next year.

Ongoing staff development is needed where teachers can focus on creating common assessments, analyze results, and implement instructional strategies that address the academic weaknesses of our students. Additionally, more staff development will be needed to provide intervention tools to teachers in support classes as well as in mainstream class environments.



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# Annual Report

ITEM 21

2009-10

## 4.0 STUDENT SUPPORT SYSTEMS & PRACTICES

To deliver a comprehensive and coordinated system of assistive programs and expanded learning that promotes higher achievement of students requiring additional academic support.

Considerable strides have been made in the development of a uniform district-wide Student Study Team process. The Student Study Team process is a collaborative effort to deliver a comprehensive and coordinated system to support and monitor student progress at each site. Documentation is a crucial component of this process and involves a number of required forms: a referral form, a teacher input form, a site log, and an intervention form. Final revision of the SST process and the SST forms will be completed by June 1. Administrators and counselors will be provided training in the SST process during the summer.

Comprehensive district-wide Section 504 processes have been established. Each site has a 504 team minimally consisting of parents, a teacher, the counselor, an administrator, and the student. Students on a 504 plan receive various kinds of support in order to assist them to become successful academically. The team meets at least once a year, more often if necessary. Documentation and follow-through of the students' 504 plan are legally mandated. Significant training regarding writing, implementing, documenting, and identifying a student who qualifies for a 504 plan has been, and will continue to be, provided to counselors and administrators.

The emphasis in Special Education has been on improving service to students through legally defensible and fully implemented Individual Education Plans (IEP) coupled with high quality instruction and effective case management. Efforts toward this goal include:

- On-going collaboration with district attorneys to proactively analyze and map out strategies for managing “hot” cases.
- The District has acted assertively in utilizing due process protections to defend against claims of denial of Free Appropriate Public Education (FAPE) by filing with the Office of Administrative Hearing (OAH) twice this year.
- The District has hired a Behavior Specialist who will work with Special Education teachers to consider appropriate interventions and develop behavior plans as part of a student’s IEP.
- Researched based, direct instruction language arts curriculums, *Edge* (middle school) and *Inside* (high school) were purchased for students taking English courses at the fundamental level.
- A two-part Individual Transition Plan (ITP) training was offered to all case managers.
- Data Director training for all case managers was offered, courtesy of Education Services, to assist teachers in the charting of student achievement in IEP goal areas.
- Case managers will be trained in the administration of the Grey Oral Reading Test (GORT) and the Test of Written Language (TOWL).



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# Annual Report

ITEM 21

2009-10

## 4.0 STUDENT SUPPORT SYSTEMS & PRACTICES (CONTINUED)

- Psychologists and Speech Pathologists are collaborating for consistency in assessments across the District. This team will decide what a complete assessment includes for students with suspected disabilities in these areas: attention, behavior, poor achievement over time, social-emotional, reading, and developmental delays.
- IEP Administrative Designees will be provided training to address and establish a district position on Vision Therapy.
- Case managers will be provided training to increase awareness and understanding when working with students with Traumatic Brain Injuries (TBI).

Staff members have been attending in-services on Response to Intervention, a model by which early preventative assistance is provided to assist students who are not achieving due to academic or behavior challenges. Significant work has been completed this year to coordinate interventions district wide. The District has moved to identify and put in place interventions that will address specific areas of student achievement. Diegueno Middle School and Torrey Pines High School have both moved forward in developing an intervention system for students with academic and/or behavioral issues. The District continues to collaborate with the County Office of Education and NCCSE. In addition, collaboration between the district and our feeder districts has increased.

From September 1 – May 1, the READI program has served 110 students who have been involved with drugs and/or alcohol. The READI staff is visible on all sites as they continue to reach out to students and parents through their seminars and information bulletins. Seminars this year have included guest presenters from local law enforcement, the Drug Enforcement Administration, and a local parenting consultant. By attending the READI program, students are given information and support rather than suspension from school. Site and district administrators will continue to collaborate to create a comprehensive model of alternatives to suspension as they implement the concepts of positive discipline and utilize support programs such as the READI program.

San Dieguito Alliance and the District continue to have a positive and strong collaborative relationship. This fall, the district worked with Supervisor Pam Slater-Price in supporting San Dieguito Alliance's application for a block grant through the San Diego County Health and Human Services Department. As the district prepares to apply for the Tobacco Use Prevention Education (TUPE) grant, additional research-based prevention programs in the areas of drug, alcohol, and tobacco use will be reviewed for potential use.



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# Annual Report

ITEM 21

2009-10

## 5.0 21<sup>ST</sup> CENTURY TECHNOLOGY & LEARNING

To enhance school, teacher and student access to, and purposeful use of, technology-based resources to differentiate instruction, support and improve learning, expand educational options, and increase motivation and success.

A key component of the Strategic Plan is professional development. The District has constructed a centralized technology training room that is a dedicated training environment for staff. This room can accommodate up to fifteen people and one instructor. It is designed for staff to do specialized trainings that we are unable to do at the site. Instruction for Aeries, Data Director, Plato, Blackboard, Adobe Acrobat Pro and other software programs will be offered.

We will continue to expand the use of multimedia in the classrooms to create content rich lessons. The use of projectors, document cameras, and interactive white boards will continue to grow. Student response systems, mobile hand-held devices that allow students to respond directly to a teacher's question, will be utilized in classrooms as a means of formative assessment and as a tool to keep students engaged in their daily lessons. Mobile technology, such as laptops and notebooks, will provide flexibility in classrooms and allow students to complete class assignments and present their work through the use of multimedia and mobile devices. Distance learning will expand to meet the needs of students who require something other than a traditional classroom environment. This will be a valuable program for all students, but especially those students needing credit recovery, students wanting/needing summer school, students on home hospital, or students in an alternative learning program.

A digital citizenship curriculum will be developed with an emphasis on internet safety and ethical computer use. The district Technology Steering Committee will develop the concepts and make recommendations regarding the implementation of this curriculum. The current Acceptable Use Policy will be modified as necessary to meet our needs and keep pace with the rapid growth and expansion of technology.



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# Annual Report

ITEM 21

2009-10

## 6.0 HIGH QUALITY STAFF

To recruit, develop and retain a high quality, diverse and professional workforce that shares a commitment to high expectations for the growth and achievement of each student and staff member.

The District's declining enrollment and tight budget have lessened the need for recruiting large numbers of staff, both certificated and classified. Throughout the year, all vacancies were evaluated to determine when, how, and whether to fill them. Teachers were replaced as enrollment warranted; other vacancies were filled with limited-term staff or left unfilled whenever possible.

The staffing process began in January for the 2010-11 school year. The elimination of another grade of interdistrict transfers, in addition to the small decline in enrollment, made it possible to reduce the certificated personnel budget without increasing class size.

Although the District's teacher recruitment needs have declined, the Certificated Human Resources Division has continued concentrated recruitment efforts for the more difficult-to-fill positions:

- Computer Programming
- American Sign Language
- Japanese Language
- Chemistry
- Physics

Other vacancies were easily filled with highly qualified teachers. Throughout the school year, it was evident that other districts' lack of demand had radically reduced the competition for outstanding teachers. Additionally, our district, already known as an excellent employer, stood out in light of other districts' layoff notices, furlough days, and pay cuts.

The San Diego County Office of Education's annual Teacher Job Fair was cancelled; however, a "virtual" version was held on-line during the last two weeks of April. The Certificated Human Resources Division worked with California State University San Marcos to host cohorts of student teachers in multiple high-need subject areas.

Administrative recruitment efforts were expanded, including an on-line advertising application process. Over 200 applications were received and screened for the High School and Middle School Assistant Principal positions combined. Recruitment through Ed-join and CIF sources yielded qualified applicants for the La Costa Canyon Head Football coach position.

The District and SDFA successfully reached agreement on a three-year extension of the Master Contract. Contract language remains closed for the duration of the extension. Articles that address wages and/or benefits will be reopened in years two and three of the extension. Site administrators were coached and assisted in productive work with SDFA leadership, most importantly with their building representatives.



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# Annual Report

ITEM 21

2009-10

## 6.0 HIGH QUALITY STAFF (CONTINUED)

Site administrators were trained and coached in effective observation/evaluation of certificated personnel. Newer administrators received a higher level of training, based on assessment of their skill and practice. Observations, progress reports and other evaluative material were read and assessed to give specific feedback to administrators. It was evident that this work was fruitful and that administrative evaluation work has become increasingly meaningful and helpful to teachers in their instructional techniques. Additionally, all site administrators received coaching and support in the supervision and progressive discipline of employees as needed.

2009-10 provided many fiscal challenges including planning for 2010-11 staffing. Invariably, the majority of any fiscal cutbacks must affect staffing. Certificated Human Resources constantly monitored current student enrollment numbers and projected 2010-11 enrollment numbers. These numbers were then compared to previous years' enrollment patterns. We then determined staffing allocations for each site, made appropriate adjustments, and transferred staff as needed.

The Certificated Human Resources Department has completed all training required to transition new teacher credentialing responsibilities from the State to the District. Our BTSA program fully qualifies as the two-year induction required for teachers to earn their Professional Clear Credentials in place of university coursework. The District is the licensing agency, with full authority and responsibility, although the credential fees are paid to the State.

Certificated Human Resources constantly monitors changes in credential and authorization requirements for certificated staff and administrators. 2009-10 brought several increased requirements, most notably the Authorization for Autism Spectrum Disorders. This requirement will go into effect in 2010-11. The Associate Superintendent of Human Resources met with all mild/moderate Special Education teachers at each site to inform them of the requirements as well as the avenues they may take to earn the authorization by August, 2011. Additionally, we prepared the individual verification each teacher will need for the authorization waiver which is valid until August, 2011. This documentation ensures that the teachers are legally compliant for the 2010-11 school year

Certificated Human Resources also constantly monitors each teacher's No Child Left Behind and English Language Learner compliance. Administrators and teachers were kept informed of teachers' status. Emergency CLAD credentials were required of new teachers as needed.

Classified staffing recruitment occurs not only at the start of the school year and at the semester, but may occur at any time a vacancy occurs. The District's careful review of resources, enrollment numbers, and district and site staffing needs determine if replacement personnel must be obtained. More than a dozen job classes required recruitment and staffing of permanent replacements during the year.



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# Annual Report

ITEM 21

2009-10

## 6.0 HIGH QUALITY STAFF (CONTINUED)

The use of classified recruiting through industry-specific sites, such as Ed-Join, has resulted in a more efficient method of distributing and collecting applications. The majority of applicants have begun to request district application packets on line and via e-mail. Due to the convenience of on-line applications and the current elevated unemployment rate, the volume of applications per recruitment increased noticeably.

The classified service experienced several extended absences due to injury or illness. When reasonable accommodations were identified and implemented, some employees returned to work pending full recovery. In instances where accommodation was not possible, other options, including retirement and/or long-term disability, provided avenues for positive resolution.

Coaching and training managers started with the August Leadership Team Workshop where the emphasis was on employee relations with CSEA and identifying what "high quality staff" means. Managers discussed what the characteristics of a "high quality staff member" were in job specific categories. Their work then related directly to the Employee Performance Appraisals of classified staff and how to apply these characteristics to the work environment. Managers worked on identifying and building employees' strengths, setting goals, and follow-through. Discussions also included strategies to improve performance deficiencies of permanent employees.

A training calendar was developed for the 2009-10 school that included back-to-school in-services, job like sessions, classified in-service days and technology workshops. Fourteen different workshops were offered for the classified staff in the month of August, 2009, in preparation for the start of school. These workshops varied from student information systems training, specific job classification trainings (e.g. health technicians, attendance secretaries, campus supervisors, etc.), and classified department meetings.

Job-alike sessions were scheduled throughout the school year, averaging two or three sessions per school year. There are eight different classified groups that meet on a regular basis (e.g. principal secretaries, counseling secretaries, ASB accounting assistants, etc.). During these sessions, staff had the opportunity to share ideas and help problem-solve with their counterparts.

In February, 2010, two in-service days were provided for classified staff. CPR/First Aid training was available for staff to renew or obtain their certificates on February 1. On February 2, there were 380 staff members who attended eight different workshops. These workshops included specialized training for special education instructional assistants, bi-lingual instructional assistants, campus supervisors, etc.

Technology in-service opportunities were offered to the clerical staff in Microsoft Word, Excel, Aeries, and Digital Schools DS Power software. With the availability of a new District Office training room, workshops will be expanded for Acrobat Adobe Pro and Microsoft Publisher.



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# Annual Report

ITEM 21

2009-10

## 6.0 HIGH QUALITY STAFF (CONTINUED)

Accurate and ongoing communication was provided to all staff through the District Web page, monthly certificated newsletters, quarterly "Classified Connections", and benefits newsletters. Thorough individual compensation statements were provided to all employees in September, 2009, to inform employees of their health benefits package.

The Employee Recognition Event, usually somewhat lavish, was scaled back significantly for financial reasons. Certificates and donated gift cards were provided to principals and managers to present to their site Employees of the Year. Letters were sent to employees thanking them for their service to the District at benchmark years. Retirees and District Employees of the Year were honored at a pre-Board meeting reception. It is agreed that although we all miss the event of the past years, the more intimate pre-Board meeting event provided a nice showcase for the Employees of the Year and retirees. We will work to plan a similar event for 2011, with a focus on employees' accomplishments.

As the year drew to a close, classified layoffs and reductions affected 7% of the classified service. As a result, staffing efforts turned to identifying possibilities for absorbing some of these employees into other suitable assignments within the District in areas where replacement needs were identified. The Personnel Commission remained supportive of efforts to enhance the quality of the smaller workforce, from point of hire through ongoing employee training and development.

In January, 2010, the Director of Human Resources met individually with each principal to review and assess current classified staffing levels. With the anticipation of fewer resources, a tentative list of staffing changes was developed. In April, 38 positions were identified for layoff or reduction in work year and/or hours. Layoffs and reductions were approved by the Board of Trustees on May 20, 2010, to be effective on July 8, 2010. In mitigation of the layoffs, the District intends to create eight new positions in different classifications.

In the upcoming months, the Director of Human Resources will be working with individual sites to support the changes in the staffing levels and identify specific job responsibilities that can be redistributed. The training calendar for 2010-11 will be designed around providing support to the school sites and departments in these economic times.



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# Annual Report

ITEM 21

2009-10

## 7.0 COMMUNITY ENGAGEMENT & PARTNERSHIP

To engage students, parents and community members as partners in the education process by developing partnership opportunities and establishing consistent communications to support programs and educational priorities.

2009-10 was a year of refinement and enhancement of district communications with various constituent groups. These communications were aimed at enhancing support for district programs and to create greater understanding of complex issues including budget, staffing, curriculum, instruction and assessment.

These communications efforts included, but were not limited to the following:

- City of Solana Beach-School District Liaison Meetings
- City of Encinitas-School District Liaison Meetings
- City of San Diego (Councilmember Sherri Lightner) School District Liaison Meetings
- Encinitas Chamber of Commerce Education Committee
- Parent Site Representative Council
- School Foundation-District Liaison Meetings
- Superintendent-School Foundation Executive Committee Meetings
- Superintendent-Feeder Elementary PTA Executive Committee Meetings
- North Coast Education Legislative Action Network
- San Dieguito Alliance
- District Budget Review Committee
- English Language Advisory Committees
- District Parent Curriculum Advisory Committee
- Superintendent-School Staff Meetings
- Superintendent-School Department Chair Meetings

In addition, final work was completed on the District’s revised Strategic Plan and Action Plans. The results were shared not only with most of the groups listed above but at staff meetings across the district in January of 2010. The Strategic Plan, which was adopted by the Board of Trustees, sets direction for the district that is clearly focused on student learning with specific objectives for student achievement. Regular reports to the Trustees and Board workshops regarding progress toward meeting the Plan’s annual priorities were conducted throughout the year.

Due to personnel changes in the Superintendent’s Office, specific plans to develop and build relationships with individuals in the district through the implementation of a Key Communicator program did not occur. That program, along with the development of school based communication efforts aimed at reaching out to non-parent community members, will be an ongoing focus of this Action Plan.



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# Annual Report

ITEM 21

2009-10

## 8.0 SAFE & WELCOMING ENVIRONMENT

To create an inclusive community where all members model respect and demonstrate the highest ethical behavior resulting in a positive, safe and supportive learning environment.

All stakeholders in the San Dieguito Union High School district are committed to providing safe schools for our students. Staffs, parents, students and community members work together to ensure that our schools are safe and all students are working in a positive learning environment. Constant communication, staff development, parent meetings, and student groups and assemblies are necessary to keep stakeholders informed and involved.

Many programs were offered this year to promote respect and tolerance, safe schools, student safety, and student health and well being. Listed below are some examples of programs provided throughout the District:

- Alcohol and other Drug (AOD) sessions
- Justice 101
- Safe Driving for Teens
- Challenge Days
- Character Counts
- Training for all counselors on Grief and Crisis Management
- Administrative trainings on positive discipline, alternatives to suspension and gang awareness

We will research new ideas and programs as we continue to provide a supportive and safe learning environment at all sites.

We improved our communication with parents and students with ongoing and updated District and school site information on our websites and through our automated phone system.

A consistent and uniform district-wide interpretation of our discipline policy was put into place. Administrators were trained to use positive discipline strategies and alternatives to suspension with parents and students. Suspension numbers for the first half of 2009 - 2010 dropped by forty percent from 2008 - 2009.

This year, we expanded our communication and outreach with all five of our feeder elementary school districts. We have institutionalized our expanded Access to Honors program. Sixty-eight percent of our class of 2010 graduates will have taken at least one Honors or AP course.

Middle School administrators and district staff met with ALL feeder elementary principals this year to discuss:

- Transition from 6<sup>th</sup> to 7<sup>th</sup> grade
- The course selection process
- Middle School choice (intra-district options)
- Math and English curriculum opportunities
- Formative Assessment



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# Annual Report

ITEM 21

2009-10

## 8.0 SAFE & WELCOMING ENVIRONMENT (CONTINUED)

Our Adult Education programs increased outreach to our community, especially our senior citizens. Adult Education has actually increased enrollment, despite budget cutbacks.

We have increased our contact and communication with our parent-led organizations to develop best practices and maximize positive parent involvement and fund raising. Our middle school administrators have visited the elementary schools to increase awareness of our school choice options.

We will continue to work closely with our entire community to allow for a healthy, balanced relationship with students, parents and staff.



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# Annual Report

ITEM 21

2009-10

## 9.0 RESOURCES & PHYSICAL LEARNING ENVIRONMENTS

To align resources in support of the core mission of the district to maximize student achievement, prepare for the challenges of the future, and provide high performance environments for teaching and learning.

The ongoing state fiscal crisis has led to an unprecedented level of budget analysis and awareness in the District. Business Services and Finance continue to closely monitor developments at the state level which may affect the District’s funding. The transition to Basic Aid has not yet resulted in the fiscal stability that would have been present prior to the current economic crisis. Drastic cuts to categorical funding, uncertainty in property tax revenue, and receipt of one-time federal stimulus funds posed many challenges.

The Finance Department increased its level of budget scrutiny throughout the year to help sites and departments stay within budget. General fund budgets were regularly adjusted to more accurately project anticipated expenses. All school sites and departments were provided with new budget reports to track year-to-date spending that were more timely, meaningful, and easier to read than the reports generated by the County Office of Education.

For the current budget year planning, Cabinet was provided with more frequent updates on budget, spending, and cash flow. Business Services regularly met with Educational Services administrators to keep abreast of instructional priorities. These meetings helped both departments work together to effectively allocate diminishing resources in support of the Strategic Plan.

Multi-year projections were forecast throughout the year and shared with the Board and Cabinet to help guide administration. Additional years were added to the projections to estimate the effects of economic forecasts and various budget scenarios on the long-term fiscal health of the district.

Foundations and Associated Student Body organizations were invoiced monthly, rather than quarterly, for reimbursement of salaries and other costs. This process assisted both the District and the organizations with their cash flow management.

During the past year, the Long Range Facilities Task Force met seven times to review data and information regarding district facility needs. Information analyzed by the task force included demographic projections, existing school capacities, modernization needs, parity analysis, conceptual costs, and funding options/alternatives. In addition to the task force meetings, staff conducted three workshops with the Board to provide progress reports on task force discussion and thought process. The development of the Facilities Action Plan has been instructive and fruitful in indentifying long term facility needs for the District.

Energy and environmental conservation continue to be a priority at the District and at the sites. Energy consumption is being monitored and recommendations are being made to replace outdated systems or fixtures. Green/environment-friendly cleaning products are being used. The use of reclaimed water has been expanded to three sites. An energy efficiency assessment has been completed at all sites and work is being completed for a pilot educational program at CCA to engage and inform students on energy conservation, showing site use and solar production.



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# Annual Report

ITEM 21

2009-10

## 9.0 RESOURCES & PHYSICAL LEARNING ENVIRONMENTS (CONTINUED)

The Business Services administrative team is committed to providing focused trainings for classified staff. During this past year, management has developed comprehensive training manuals and guidelines to assist employees in better understanding district policies, procedures, and best practices in Nutrition Services, Purchasing, and Transportation departments.

Business Services has utilized the district's web page to improve communication with staff, parents, students, and the community. For example, information regarding the District budget, solar initiative, bus schedules, lunch menus, facility use, developer fees, and school/address locators have been incorporated into the District web page and updated regularly.



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# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** May 27, 2010

**BOARD MEETING DATE:** June 3, 2010

**PREPARED AND  
SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** PROPOSED REVISION OF BOARD  
MEETING SCHEDULE, 2010

.....

### EXECUTIVE SUMMARY

Attached is a proposed Revision of the Board Meeting Schedule for 2010, which would move the August 17<sup>th</sup> Board meeting to August 12<sup>th</sup>.

### RECOMMENDATION:

This item is being submitted for first read and will be resubmitted for Board action on June 17, 2010.

### FUNDING SOURCE:

Not applicable

KN/bb



**Union High School District**

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**ITEM 22**  
**Board of Trustees**  
Joyce Dalessandro  
Linda Friedman  
Barbara Groth  
Beth Hergesheimer  
Deanna Rich

**Superintendent**  
Ken Noah

**Office of the Superintendent**  
Fax (760) 943-3501

**San Dieguito Union High School District  
School Board Meeting Dates, 2010**

**(DRAFT, Board Review / Approval, 06/17/10)**

All School Board Meetings are held in the San Dieguito Union High School District Office Board Room 101, located at 710 Encinitas Blvd., Encinitas, California, 92024.

Regular Board Meetings begin at 6:30PM and are usually scheduled on a Thursday, unless otherwise indicated.

**MEETING DATES, 2010**

January 14  
February 4  
February 18  
March 4  
March 18  
April 15  
May 4 (Tuesday)  
May 20  
June 3  
June 17  
July 15  
**August 17, 2010 August 12, 2010**  
September 2  
September 16  
October 7  
October 21  
November 18  
December 9

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 contact the office of the [Office of the Superintendent](#). 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.