



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, OCTOBER 21, 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, OCTOBER 21, 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)

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

- 3. RECONVENE REGULAR BOARD MEETING / CALL TO ORDER
- 4. PLEDGE OF ALLEGIANCE
- 5. REPORT OUT OF CLOSED SESSION
- 6. APPROVAL OF MINUTES OF REGULAR BOARD MEETING OF OCTOBER 7, 2010, AND THE BOARD WORKSHOP OF OCTOBER 13, 2010  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the Minutes of the October 7<sup>th</sup> and October 13<sup>th</sup> Board Meetings as shown in the attached supplements.

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

- 7. STUDENT REPORTS .....STUDENT BOARD REPRESENTATIVES
- 8. BOARD REPORTS AND UPDATES ..... BOARD OF TRUSTEES
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS AND LEGISLATIVE UPDATES..... KEN NOAH
- 10. UPDATE, TORREY PINES HIGH SCHOOL .....BRETT KILLEEN, PRINCIPAL

**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)

## 14. PUPIL SERVICES

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

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

1. C.A.R.E.S. - Center for Autism Research, Evaluation & Service, during the period October 1, 2010 through June 30, 2011.

### B. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Network Interpreting Service, LLC to provide interpreting services for hearing impaired students and/or their parents/guardians, during the period July 1, 2010 through June 30, 2011, at the rate of \$70.00 per hour, to be expended from General Fund/Restricted 06-00.
2. Solana Beach Physical Therapy to provide physical therapy assessments and treatments, during the period July 1, 2010 through June 30, 2011, at the rate of \$105.00 per hour, to be expended from the General Fund/Restricted 06-00.
3. Catalyst Therapy, Inc. to provide occupational therapy assessments and therapy, during the period September 28, 2010 through June 30, 2011, at the rate of \$150.00 per hour, to be expended from the General Fund/Restricted 06-00.
4. San Marcos Unified School District to provide classroom support and an Instructional Aide, during the period July 1, 2010 through June 30, 2011, for an estimated amount of \$40,129.04, to be expended from the General Fund/Restricted 06-00.

### C. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS

Approve/ratify 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 #688798, in the amount of \$16,200.00
2. Student ID #688799, in the amount of \$16,200.00
3. Student ID #710523, in the amount of \$2,000.00

## 15. BUSINESS

### A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Fairbank, Maslin, Maullin, Metz & Associates, Inc. (FM3) to conduct survey research regarding the District's Facilities Action Plan, during the period October 22, 2010 through June 30, 2011, for an amount not to exceed \$30,330.00, to be expended from the Capital Facilities Fund 25-19.
2. Mobile Construction Sweeping to provide construction sweeping services to all district parking lots as directed, during the period July 1, 2010 through June 30, 2011, at the rate of \$287.50 per two and one half hours of sweeping and \$57.50 per each additional half hour thereafter, to be expended from the General Fund 03-00.
3. Carmel Valley Recreation Center for lease of facilities for Carmel Valley Middle School off-campus PE classes, during the period September 7, 2010 through December 16, 2010, for an amount not to exceed \$1,732.50, 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

Approve Change Order No. 1 to the following projects, and authorize Christina M. Bennett or Eric R. Dill to execute the change orders:

1. LED Marquee for Canyon Crest Academy ASB project B2011-01, contract entered into with Signtech Electrical Advertising, Inc., extending the contract time by 36 days.

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

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

1. LED Marquee for Canyon Crest Academy ASB project B2011-01, contract entered into with Signtech Electrical Advertising, Inc.

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	_____ Becca Golden, Canyon Crest Academy
_____ Beth Hergesheimer	_____ Shakila Guevara, San Dieguito Academy
_____ Deanna Rich	_____ Allison Yamamoto, Torrey Pines High School

**DISCUSSION / ACTION ITEMS .....(ITEM 16)**

16. ADOPTION OF BOARD POLICY, #4216.3-04.2, *DIRECTOR OF PURCHASING & RISK MANAGEMENT, RECLASSIFICATION*

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to adopt Board Policy # 4216.3-04.2, as shown in the attached supplement.

**INFORMATION ITEMS..... (ITEMS 17 - 27)**

17. BOARD POLICY REVISION PROPOSALS, (3), #5131, "CONDUCT"; #5131.7, "WEAPONS AND DANGEROUS INSTRUMENTS"; #5111.1/AR-1, "DISTRICT RESIDENCY"(STUDENTS SERIES)

This item is being submitted for first read and will be resubmitted for board action on November 18, 2010.

18. DATE OF ORGANIZATIONAL MEETING, BOARD OF TRUSTEES, DECEMBER 9, 2010

This item is being submitted for first read and will be resubmitted for board action on November 18, 2010.

19. START SMART TEEN DRIVING PROGRAM

Informational update for the proposed requirement for SDUHSD High School students and parents to complete the SDUHSD Start Smart Teen Driving Program in order to be eligible to purchase an on campus parking permit in 2011-12.

20. BUSINESS SERVICES UPDATE..... ERIC DILL, ASSOCIATE SUPERINTENDENT

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

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

23. 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)

24. FUTURE AGENDA ITEMS

25. **ADJOURNMENT TO CLOSED SESSION** (AS NECESSARY)

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)

26. REPORT FROM CLOSED SESSION (AS NECESSARY)

27. MEETING ADJOURNED

The next regularly scheduled Board Meeting will be held on **Thursday, November 18, 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.



**MINUTES**  
**OF THE**  
**SAN DIEGUITO 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

**OCTOBER 7, 2010**

**OCTOBER 7, 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 6:30 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 6:31 PM 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. Conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Code Sections 54956.9(b)(3)(A), (D), and (E)
  - D. Superintendent Evaluation

**OPEN SESSION / ATTENDANCE**

**BOARD OF TRUSTEES**

Joyce Dalessandro	Taylor Bell, Sunset High School
Linda Friedman	Jordan Bernard, La Costa Canyon High School
Barbara Groth	Becca Golden, Canyon Crest Academy
Beth Hergesheimer	Shakila Guevara, San Dieguito Academy
Deanna Rich	Allison Yamamoto, Torrey Pines High School

**DISTRICT ADMINISTRATORS / STAFF**

Ken Noah, Superintendent  
 Eric Dill, Associate Superintendent, Business  
 Rick Schmitt, Associate Superintendent, Educational Services  
 Bruce Cochran, Executive Director, Pupil Services  
 Rick Ayala, Principal, Sunset / North Coast  
 Becky Banning, Recording Secretary



3. RECONVENE REGULAR MEETING / CALL TO ORDER .....(ITEM 3)  
The regular meeting of the Board of Trustees was reconvened and called to order at 6:30 PM.
4. PLEDGE OF ALLEGIANCE .....(ITEM 4)  
Ms. Groth led the Pledge of Allegiance.
5. REPORT OUT OF CLOSED SESSION .....(ITEM 5)  
The Board took action to approve the Stipulated Expulsion of Student #604634. Motion unanimously carried.
6. APPROVAL OF MINUTES, REGULAR BOARD MEETING, SEPTEMBER 16, 2010 .....(ITEM 6)  
It was moved by Ms. Rich, seconded by Shakila Guevara, to approve the Minutes of the September 16<sup>th</sup> Board Meeting, 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 attended Canyon Crest Academy Back-to-School Night; she missed all others due to the birth of her grandchild.

Ms. Friedman attended Back-To-School Nights at Canyon Crest Academy, Torrey Pines High School, Oak Crest Middle School, and Diegueno Middle School. She and Ms. Hergesheimer also attended a City/School Liaison Meeting with the City of Encinitas.

Ms. Groth attended the first Parent Site Representative Committee meeting of the year on September 20<sup>th</sup>, and a recognition event sponsored by the San Dieguito Alliance for Drug Free Youth, where the district's READI program was recognized. Mr. Schmitt, who gave an overview of the program, was also present.

Ms. Hergesheimer attended the Parent Site Representative Committee meeting along with Ms. Groth; attended all Back-To-School Nights; viewed the Back-To-School Broadcast from California School Boards Association; and attended an Encinitas School District board candidate forum hosted by League of Women Voters.

Ms. Rich attended a San Diego City Board of Supervisors meeting, where she was awarded a certificate of recognition presented to her by District Supervisor Ms. Pam Slater Price. Ms. Rich was asked to lead in the Pledge of Allegiance.

Superintendent Noah also announced that Trustee Rich was presented with a "Deanna Rich Day" Declaration by the Board of Supervisors.

9. SUPERINTENDENT'S REPORTS, BRIEFINGS AND LEGISLATIVE UPDATES  
Superintendent Noah reminded the board of pending events, including the Student Achievement workshop scheduled for October 13<sup>th</sup>; the Torrey Pines High School Foundation's fund-raising event at Sammy's Woodfire Pizza; the Back-To-School Night at Sunset/NorthCoast; and an invitation to a county-wide Red Ribbon Luncheon on October 22<sup>nd</sup>, where the district's READI Program Coordinators, Joe Olesky and Tiffany Findell, will be among the honorees.

Mr. Noah said the adoption of the state budget would have little effect on the school district. Over the next two budget cycles, (2011-12 and 2012-13), the district continues to show a gap between revenue and expenditures of approximately \$4.5 million. Over the next several months, the district is most likely going to settle on dealing with a set of targeted reductions that will provide a \$3 million reduction for 2011-12. More updates will follow.

10. UPDATE, SUNSET HIGH SCHOOL / NORTH COAST ALTERNATIVE SCHOOL .....RICK AYALA, PRINCIPAL  
Principal Ayala gave an update on highlights from the previous year, including announcing that over 90 percent of their graduates are attending college this year. He gave an update on staff changes, including the selection of Lori Wilson as the school principal's administrative assistant. New

landscaping has been installed through the use of reclaimed water; and there is a new monument in front of the school. Mr. Ayala also outlined key focus issues for the year, in particular, academic improvement strategies that will address a decrease in API scores. Among these, is the development of a Sunset Standout Program, acknowledging students selected by the teachers. There are three Standout Presentations per year. Principal Ayala extended an invitation to the Board of Trustees to the next Standout Presentation, scheduled for November 3, 2010. Teachers at Sunset have also begun to attend department meetings at other sites.

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

It was moved by Ms. Hergesheimer, seconded by Ms. Dalessandro, that consent items 11 through 15, be approved as presented below. 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.

**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 presented.

B. APPROVAL/RATIFICATION OF AGREEMENT

Approve/ratify entering into the following agreement and authorize Christina M. Bennett or Eric R. Dill to execute the agreements:

1. San Diego State University for student teaching assignments, during the period July 1, 2010 through June 30, 2013.

**13. EDUCATIONAL SERVICES**

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreement and authorize Christina M. Bennett or Eric R. Dill to execute the agreement:

1. State of California's 22<sup>nd</sup> District Agricultural Association for lease of facilities for AP testing, during the period May 2, 2011 through May 12, 2011, for an amount not to exceed \$5,800.00, to be expended from the General Fund 03-00 and reimbursed by BEAN Consulting as part of the AP Testing Services Agreement.

B. ADOPTION OF RESOLUTION, SUFFICIENCY OF INSTRUCTIONAL MATERIALS, 2010-11

Adoption of Sufficiency of Instructional Materials Resolution, 2010-11, which declares that sufficient science laboratory equipment, up-to-date textbooks, and instructional materials are present in our district classrooms for use by district staff and students, as presented.

**14. PUPIL SERVICES**

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

(None Submitted)

B. APPROVAL/RATIFICATION OF AGREEMENTS

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



1. North Coastal Consortium for Special Education (NCCSE) to provide a Program Specialist/Behavior to serve San Dieguito Union High School District, during the period July 1, 2010 through June 30, 2011, at the rate of \$606.00 per diem, to be expended from the General Fund/Restricted 06-00.

## 15. BUSINESS

### A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Magdalena Ecke Family YMCA for lease of facilities for Earl Warren Middle School off-campus PE classes, during the period September 1, 2010 through June 10, 2011, for an amount not to exceed \$2,200.00 per semester, to be paid by the Parent Teacher Student Association.
2. Encinitas Community Center for lease of facilities for Adult Education classes, during the period September 8, 2010 through June 30, 2011, for an amount not to exceed \$10,000.00, to be expended from the Adult Education Fund 11-00.
3. Roesling Nakamura Terada Architects, Inc. to provide small project miscellaneous architectural, engineering and construction administration services for maintenance projects as assigned, during the period July 1, 2010 through June 30, 2011, for an amount not to exceed \$30,000.00, to be expended from the fund to which the project is charged.
4. JPBLA, Inc. to prepare landscape construction documents and provide consulting services for the landscape construction phase of the San Dieguito Academy Performing Arts Center project, during the period October 7, 2010 through June 30, 2012, for an amount not to exceed \$15,000.00, to be expended from the Capital Facilities Fund 25-18.
5. Sol Transportation to provide special education transportation when the District is not able to provide such transportation through its own resources, during the period October 8, 2010 through June 30, 2011, at the rates stated in the agreement but not to exceed \$10,000.00 per school year, to be expended from the General Fund/Restricted 06-00.
6. Roesling Nakamura Terada Architects, Inc. to review existing DSA ADA conditions at La Costa Canyon High School and Canyon Crest Academy Photovoltaic Carport project, develop a strategy for compliance, provide site plan drawings and details, assist with DSA approval, and provide construction administration support services, as well as review existing La Costa Canyon High School record drawings and process Seismic Evaluation Forms for the OPSC loan application, during the period July 1, 2010 through September 30, 2011, for an estimated amount of \$15,040.00 plus reimbursable expenses, to be expended from 2010A Qualified School Construction Bond.

### B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

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

1. SBC Global Services, Inc. dba AT&T Global Services on behalf of Pacific Bell Telephone Company, dba AT&T California and the State of California to provide Network Audio Conferencing and Network Conferencing (Web Conferencing) service, from the period October 8, 2010 until terminated with 30 day written notice, at the rate of \$8.20 per subscribed user per month and \$0.02 per minute for 800 number use when VOIP is not an option, to be expended from the General Fund 03-00.

### 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
4. Replacement Warrant

**DISCUSSION / ACTION ITEMS ..... (ITEMS 16 – 21)**

16. BOARD POLICY REVISION PROPOSAL (3), #5141.21 & 5141.21 AR-1, *ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS*; #5141.26, *TUBERCULOSIS TESTING*

It was moved by Ms. Dalessandro, seconded by Ms. Rich, to adopt the Board Policy Revisions, as presented. Motion unanimously carried.

17. ADOPTION OF RESOLUTION IN SUPPORT OF DRUG AWARENESS MONTH AND RED RIBBON WEEK, 2010

It was moved by Ms. Dalessandro, seconded by Allison Yamamoto, to renew and adopt the San Dieguito Union High School District Resolution for 2010, in support of Red Ribbon Week and Declaring October, 2010, as Drug Awareness Month. Motion unanimously carried.

18. COMMUNITY FACILITIES DISTRICT NO 95-2 / ANNEXATION NO. 15 / ADOPTION OF RESOLUTION CERTIFYING ELECTION RESULTS (Seaside Ridge / 23 Single Family Homes / Warmington Residential California)

It was moved by Ms. Rich, seconded by Ms. Hergesheimer, to adopt the attached Resolution Certifying the Results of the Election with Respect to Community Facilities District No. 95-2, Annexation No. 15 of the San Dieguito Union High School District. Motion unanimously carried.

19. ADOPTION OF RESOLUTION / EMERGENCY WAIVER – PUBLIC PROJECT

It was moved by Ms. Hergesheimer, seconded by Shakila Guevara, to adopt the attached Resolution for Emergency Waiver – Public Project, determining that circumstances constituting an emergency condition exist and request approval from the County Superintendent of Schools to enter into contracts for repair or replacement of gas line leaks at Torrey Pines High School without advertising or inviting bids pursuant to Public Contract Code section 20113 and Public Contract Code section 1102. Motion unanimously carried.

**INFORMATION ITEMS ..... (ITEMS 22 - 31)**

20. INDEPENDENT STUDY ONLINE LEARNING UPDATE

This item was submitted as information only. Mr. Schmitt outlined key features of the Online program and answered questions presented by the Student Board Members and the Board of Trustees. He also gave samples of schedules for students choosing the Online Learning Option. (See attached handout)

A Board workshop featuring a hands-on demonstration of the new PLATO Online program is scheduled for November 18<sup>th</sup>.

21. BUSINESS SERVICES UPDATE ..... ERIC DILL, ASSOCIATE SUPERINTENDENT

Mr. Dill gave an update on the State Budget, which was adopted earlier this week. A few changes will benefit revenue limit districts. There will also be a one-time mandated costs refund that will go to all districts. More information will follow when the funds are received. Next week, California School Services is hosting a budget conference; Ms. Delores Perley will attend and provide an update to the Superintendent.

The district has put together a 5-member Facilities Task Force Sub Committee made up of district and school site administrators. Their primary goal will be to develop timelines and implement the work and recommendations made by the district's Long Range Facilities Task Force Committee.

As of Monday, the bus pass sales revenue is at approximately 2/3 of the budgeted amount, indicating the budget is on track, particularly as second semester approaches, when additional sales are anticipated.

- 22. HUMAN RESOURCES UPDATE ..... TERRY KING, ASSOCIATE SUPERINTENDENT  
(Ms. King was not present/ no update provided).
- 23. EDUCATIONAL SERVICES UPDATE ..... RICK SCHMITT, ASSOCIATE SUPERINTENDENT
- 24. PUBLIC COMMENTS - (None presented)
- 25. FUTURE AGENDA Items - (None discussed)
- 26. ADJOURNMENT TO CLOSED SESSION – (No Closed Session required)
- 27. REPORT OUT OF CLOSED SESSION – No further action was taken by the Board.
- 28. ADJOURNMENT OF MEETING - Meeting adjourned at 8:06 PM.

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

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

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

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

**Sample Schedules for students choosing the Online Learning Option**

A 9<sup>th</sup> Grade student incorporating online learning into their course schedule allowing for an extra math course as well as credit recovery.

<u><b>Period 1</b></u>  <b>Draw/Design (P)</b>	<u><b>Period 2</b></u>  <b>Year One PE</b>
<u><b>Period 3</b></u>  <b>Biology (P)</b>	<u><b>Period 4</b></u>  <b>Spanish II (P)</b>
<u><b>Period 5</b></u> <b>Online Course Period</b> <b>Algebra I (P) (Credit Recovery)</b> <b>Geometry (P)</b> <b>English 9 (P)</b>  Students can take several courses during this period over the course of the year. Courses will be scheduled one at a time and students can begin the next course as soon as they complete one.	<u><b>Period 6</b></u>  <b>Unscheduled</b>

11<sup>th</sup> Grade student incorporating Online Learning into their course schedule allowing for extra electives as well as credit recovery.

<u><b>Period 1</b></u>  <b>Physics (P)</b>	<u><b>Period 2</b></u>  <b>AP Studio Art (P)</b>
<u><b>Period 3</b></u>  <b>AP Calculus AB (P)</b>	<u><b>Period 4</b></u>  <b>Anatomy and Physiology (P)</b>
<u><b>Period 5</b></u>  <b>Unscheduled</b>	<u><b>Period 6</b></u> <b>Online Course Period</b> <b>World History (P) (Credit Recovery)</b> <b>English 11 (P)</b> <b>US History (P)</b>  Students can recover credit for several courses during the regular school day eliminating the need to attend summer school.

**Sample Schedules for students choosing the Online Learning Option**

A 10<sup>th</sup> grade student incorporating online learning into their schedule to make room for a specialty program.

<b><u>Period 1</u></b>  <b>AP Chemistry (P)</b> (Double Block)	<b><u>Period 2</u></b>  <b>AP Chemistry (P)</b> (Double Block)
<b><u>Period 3</u></b>  <b>English 10 HP (P)</b>	<b><u>Period 4</u></b>  <b>AP Calculus BC (P)</b>
<b><u>Period 5</u></b>  <b>Team Sport Basketball</b>	<b><u>Period 6</u></b>  <b>Spanish IV (P)</b>

Online Learning World History (P) taken via online learning as a 0 or 7<sup>th</sup> period class

A 12<sup>th</sup> grade student who has incorporated online learning into previous year schedules can take advantage of a shorted schedule as a senior without taking expensive off campus courses.

<b><u>Period 1</u></b>  <b>AP Literature (P)</b>	<b><u>Period 2</u></b>  <b>AP Econ / AP Gov (P)</b>
<b><u>Period 3</u></b>  <b>Video Film (P)</b>	<b><u>Period 4</u></b>  <b>Team Sport Basketball</b>



**SAN DIEGUITO UNION HIGH SCHOOL  
DISTRICT  
BOARD OF TRUSTEES  
BOARD WORKSHOP  
MINUTES**

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

**WEDNESDAY, OCTOBER 13, 2010  
1:30 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 Board Workshop on Wednesday, October 13, 2010, at the above location, in the Board Room.

**ATTENDANCE**

BOARD OF TRUSTEES

Joyce Dalessandro  
Linda Friedman  
Barbara Groth  
Beth Hergesheimer  
Deanna Rich

DISTRICT ADMINISTRATION

Ken Noah, Superintendent  
Terry King, Associate Superintendent, Human Resources  
Rick Schmitt, Associate Superintendent, Educational Services  
David Jaffe, Executive Director, Curriculum & Instruction  
Becky Banning, Recording Secretary

1. CALL TO ORDER – The meeting was called to order at 1:31 PM.

**INFORMATION ITEM**

2. STUDENT ACHIEVEMENT UPDATE

Mr. Schmitt and Mr. Jaffe updated the board on the district’s vision for improving student achievement. It featured a detailed overview of testing data and examples of specific work in the development of specific learning objectives, formative assessments and results, and intervention programs.

California Standards Test comparisons were also reviewed, by subject and by subgroups. (See attached handout for details).

A future workshop scheduled for November 18<sup>th</sup>, will include a hands-on demonstration of Plato Online, a new program being implemented that allows students to learn online anytime, anywhere.

3. ADJOURNMENT – The meeting was adjourned at 3:00 PM.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



**S.D.U.H.S.D.****Vision for Improving Achievement for Each Student**

Our vision for this process is to develop a collaborative culture in which teachers regularly and frequently work together in a highly focused and effective manner in pursuit of continuously improving student learning. This is not a terminal vision with an end point, but rather a vision of a different and ongoing way of working together to improve student learning. Ultimately, this will result in the use of high quality, site-based common assessments for all core subjects to provide teachers with timely and meaningful data about student learning, for each student. The goal is not to assess for assessment's sake, but rather to agree upon the most important knowledge and skills our students must learn and then to work collaboratively to ensure that our students learn these important outcomes at the levels that we expect. The assessments we develop are merely the tools we will use to measure student learning and from which we will derive information about each student's learning – the assessments are the means to an end (collaborating to improve student learning), not the end itself. In our vision student learning will be assessed on three important levels:

- 1) Individual level – Teachers use assessment data to assess how well each individual student learns the identified learning outcomes and identify individual strengths and weaknesses in relation to these learning outcomes.
- 2) Classroom level - Teachers use assessment data to identify the collective strengths and weaknesses of the students in their classes.
- 3) Schoolwide level – Teachers use assessment data to collaboratively identify the collective strengths and weaknesses of students across the school.

With these three levels of assessment information, teachers work collaboratively to:

- Target individual students for remediation, growth targeted instruction, and support at both the classroom and school levels.
- Identify student-specific, course-specific, and/or schoolwide goals relating to student learning.
- Improve individual and collective student learning by identifying, sharing, and implementing best instructional practices and effective curricular resources relating to student-specific, course-specific, and/or schoolwide goals.

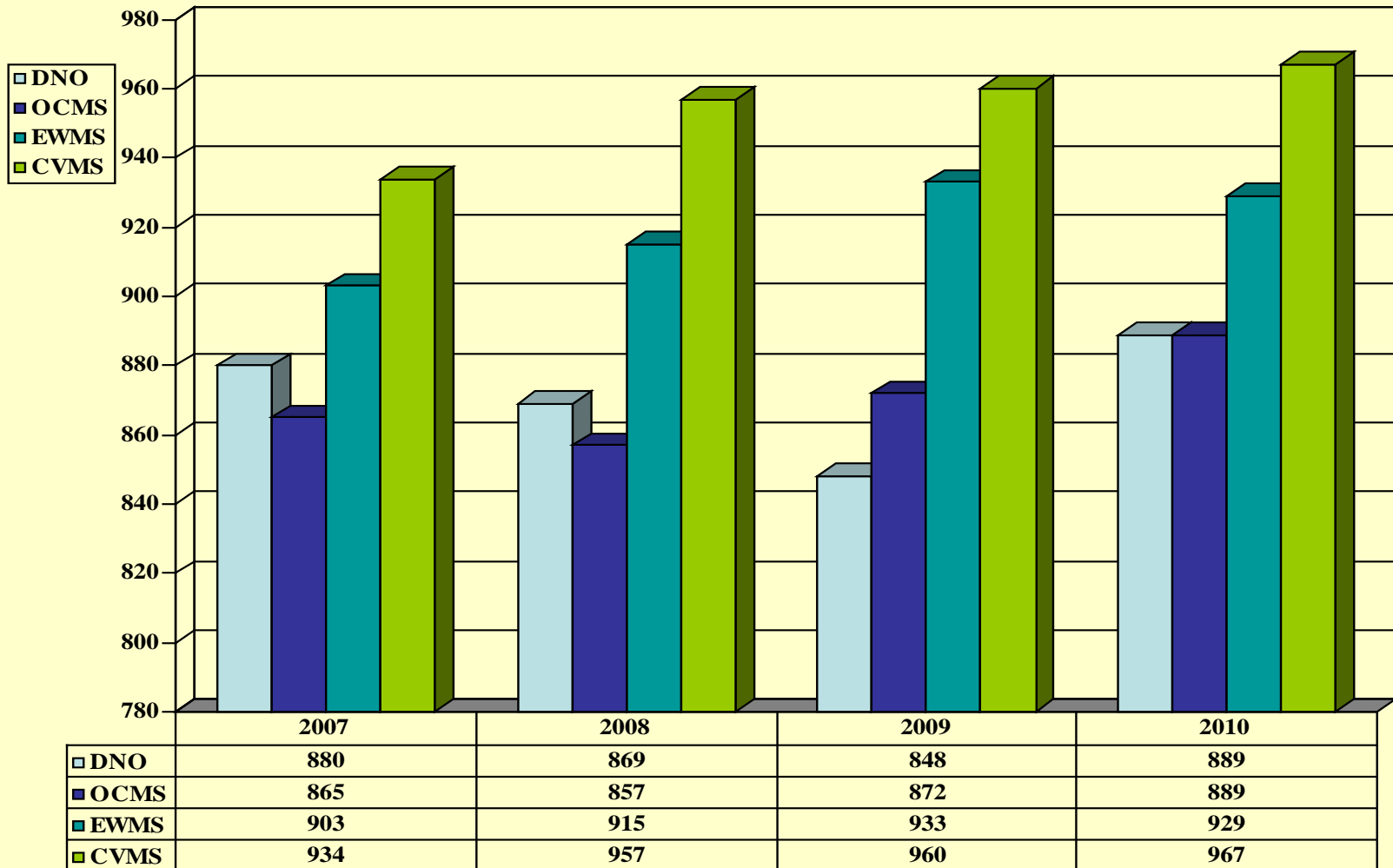
This is a continuous process in that we are constantly working to improve student learning – when one shared goal is achieved, we identify a new one and work collaboratively to achieve that next goal. This collaborative process respects and relies upon teacher expertise and professionalism to identify key learning outcomes, develop appropriate and effective site-based common assessments, identify appropriate individual and collective student learning goals, and to direct their own professional growth in relation to these goals. We believe that through this process we will ensure high level, continuous learning for each of our students. We invite you to join us in this pursuit!

**Six Part Vision**

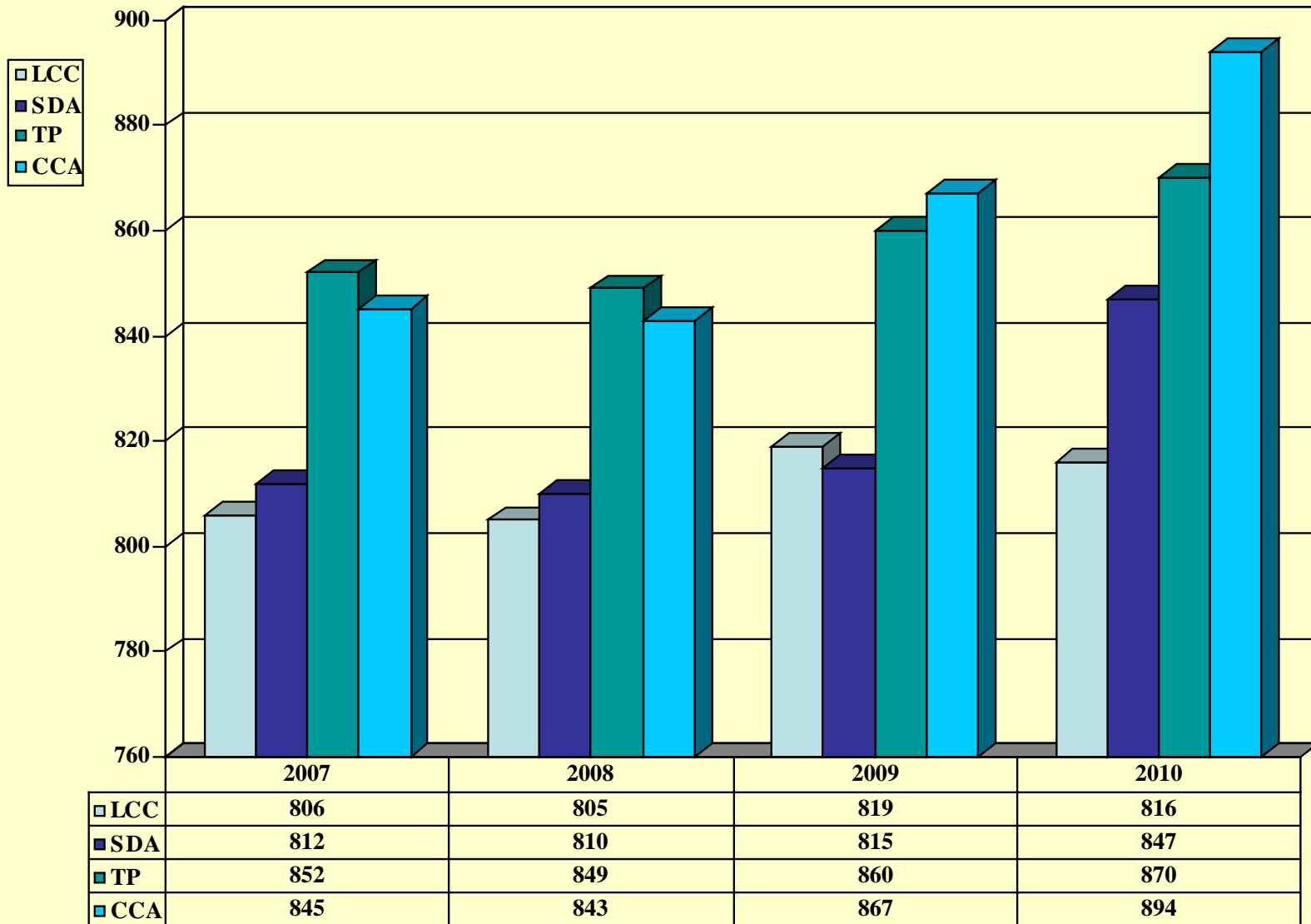
1. Collaborative
2. Continuous growth / improvement for each student
3. Open ended
4. Common learning goals for each course
5. Common assessments for each course
6. Intervention through Formative process
  - each student
  - systemic

# **ACADEMIC PERFORMANCE INDEX (API)**

## API Performance by Middle School



## API Performance by High School



## API Growth 2009 to 2010

### *Middle Schools*

<b>School</b>	<b>2009 API</b>	<b>2010 API</b>	<b>Pt. Change</b>
<i>Carmel Valley MS</i>	960	967	+7
<i>Diegueno MS</i>	848	889	+41
<i>Earl Warren MS</i>	933	929	-4
<i>Oak Crest MS</i>	872	889	+17

### *High Schools*

<b>School</b>	<b>2009 API</b>	<b>2010 API</b>	<b>Pt. Change</b>
<i>Canyon Crest Academy</i>	867	894	+27
<i>La Costa Canyon HS</i>	819	816	-3
<i>San Dieguito Academy</i>	815	847	+32
<i>Torrey Pines HS</i>	860	870	+10

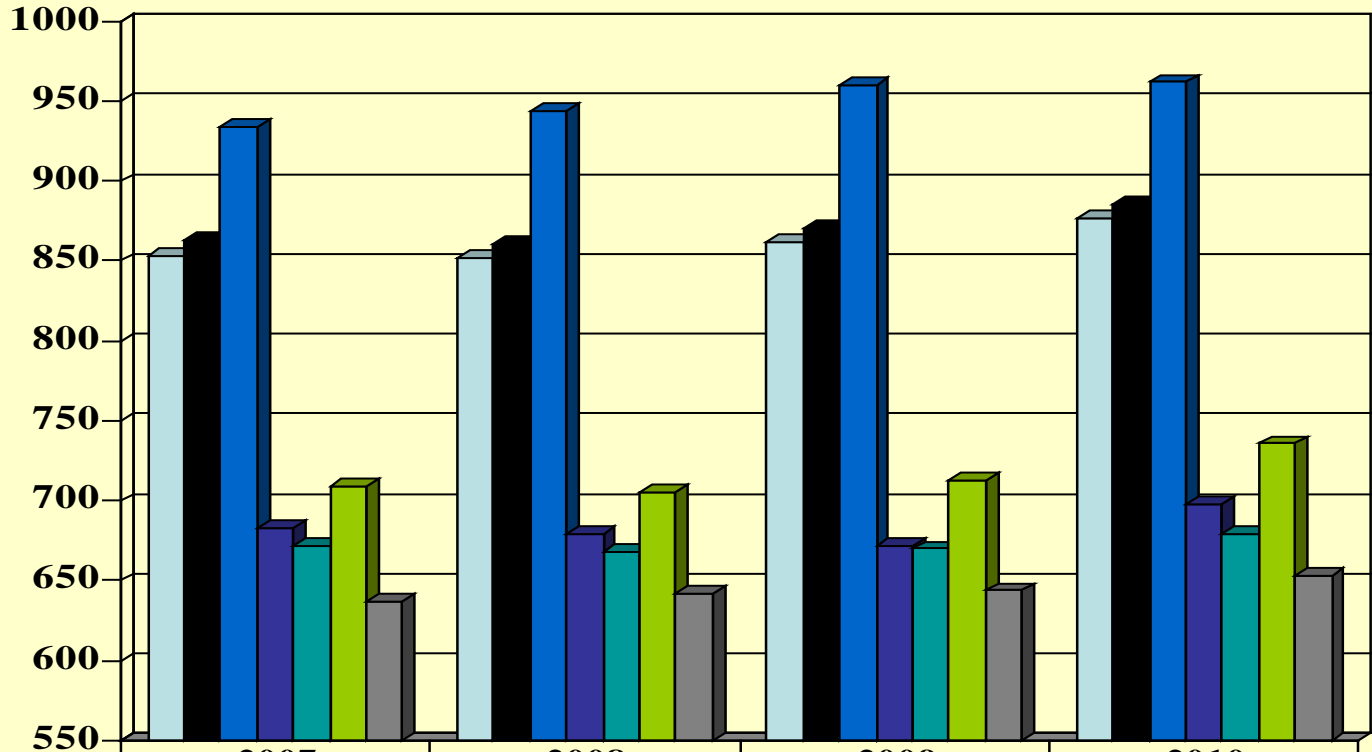
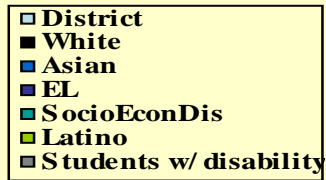
### *Alternative Schools*

<b>School</b>	<b>2009 API</b>	<b>2010 API</b>	<b>Pt. Change</b>
North Coast	732	709	-23
Sunset	708	572	-136

### *District*

	<b>2009 API</b>	<b>2010 API</b>	<b>Pt. Change</b>
SDUHSD	862	877	+15

## API Performance by Sub-group

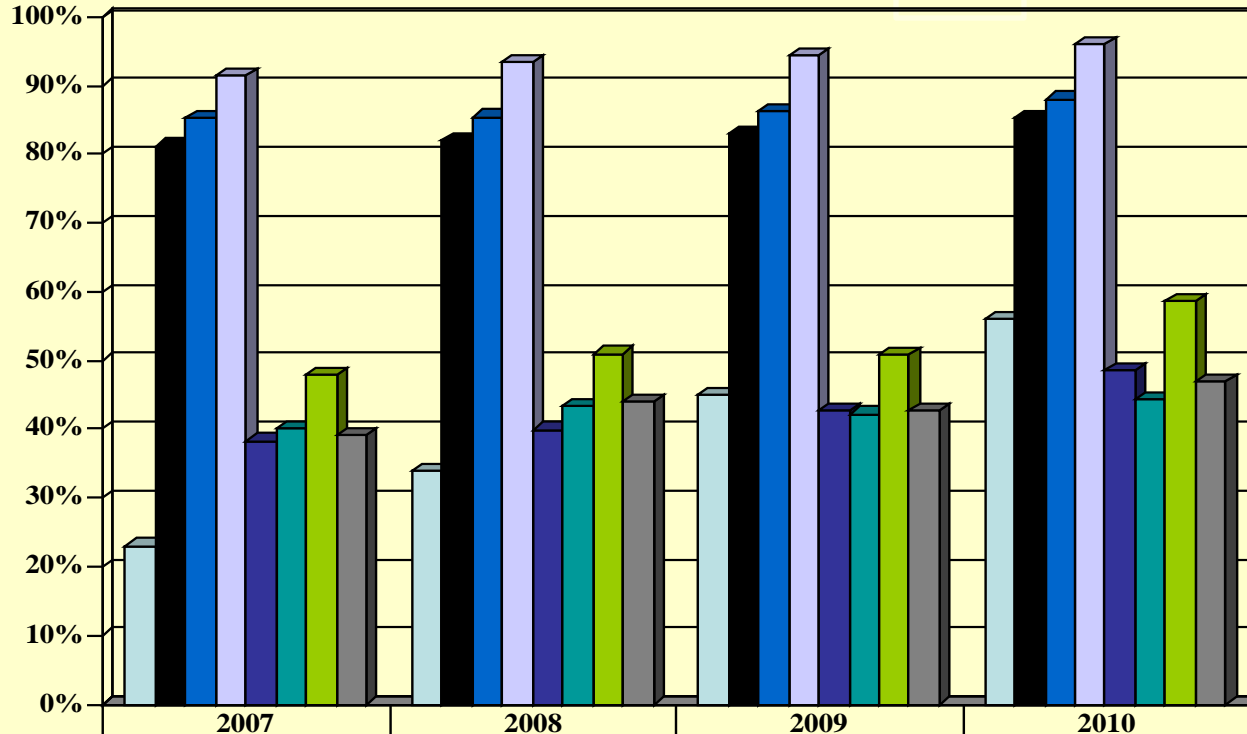
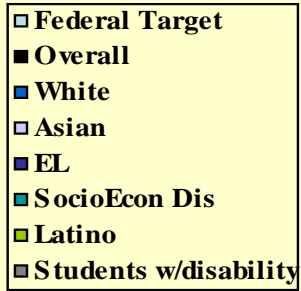


	2007	2008	2009	2010
<span style="color: lightblue;">■</span> District	853	852	862	877
<span style="color: black;">■</span> White	863	861	871	886
<span style="color: blue;">■</span> Asian	934	944	960	962
<span style="color: purple;">■</span> EL	683	679	672	698
<span style="color: teal;">■</span> SocioEconDis	672	668	670	679
<span style="color: limegreen;">■</span> Latino	709	705	713	736
<span style="color: gray;">■</span> Students w/ disability	637	642	644	653



**ANNUAL MEASURABLE OBJECTIVES  
(AMO)  
&  
ADEQUATE YEARLY PROGRESS**

## Percent Proficient on English Language Arts CST (AYP)

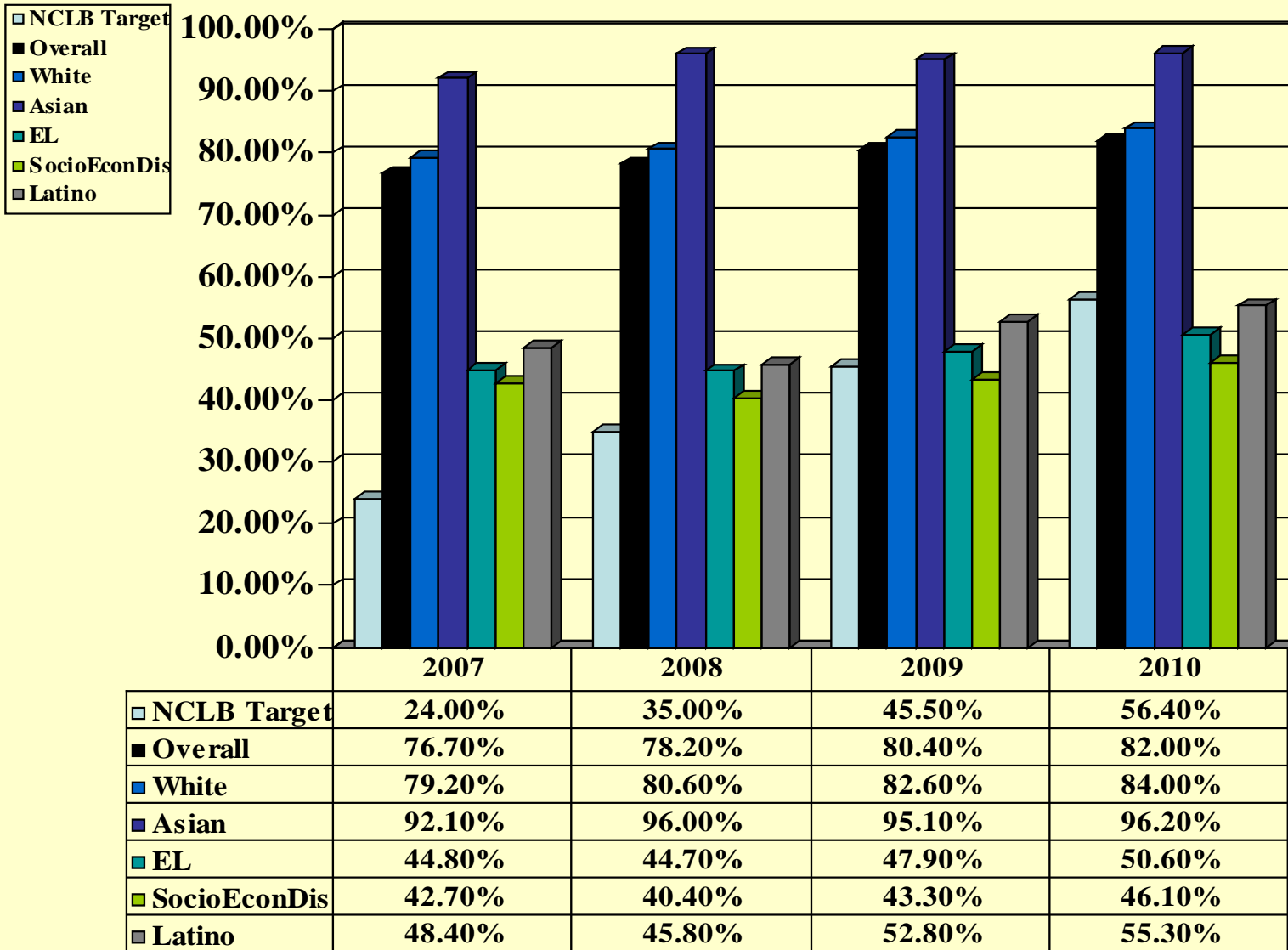


	2007	2008	2009	2010
□ Federal Target	23%	34%	45%	56%
■ Overall	81.20%	82.10%	82.90%	85.20%
■ White	85.30%	85.40%	86.30%	88.00%
□ Asian	91.50%	93.30%	94.40%	96.10%
■ EL	38.30%	39.90%	42.80%	48.50%
■ SocioEcon Dis	40.00%	43.30%	42.20%	44.40%
■ Latino	48.00%	51.00%	50.90%	58.60%
■ Students w/disability	39.00%	43.90%	42.80%	46.90%

## English Language Arts - Subgroup Comparison Percent of Students at or Above Proficient

(Minimum Federal Target = 56% prof.)	2007	2008	2009	2010	4 Year Change
<b>All Students</b>	<b>81.0%</b>	<b>82.1%</b>	<b>82.9%</b>	<b>85.2%</b>	<b>+4.2%</b>
<b>Hispanic or Latino</b>	<b>48.0%</b>	<b>51.0%</b>	<b>50.9%</b>	<b>58.6%</b>	<b>+10.6%</b>
<b>Socio-Econ Disadvantaged</b>	<b>40.0%</b>	<b>43.3%</b>	<b>42.2%</b>	<b>44.4%</b>	<b>+4.4%</b>
<b>English Learners</b>	<b>38.3%</b>	<b>39.9%</b>	<b>42.8%</b>	<b>48.8%</b>	<b>+10.5%</b>
<b>Students with Disabilities</b>	<b>39.0%</b>	<b>43.9%</b>	<b>42.8%</b>	<b>46.9%</b>	<b>+7.9%</b>

## Percent Proficient on Math CST (AYP)



## Math - Subgroup Comparison Percent of Students at or Above Proficient

<b>(Minimum Federal Target = 56.4% Prof.)</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>4 Year Change</b>
<b>All Students</b>	<b>77.0%</b>	<b>78.2%</b>	<b>80.4%</b>	<b>82.0%</b>	<b>+5%</b>
<b>Hispanic or Latino</b>	<b>48.4%</b>	<b>45.8%</b>	<b>52.8%</b>	<b>55.3%</b>	<b>+6.9%</b>
<b>Socio-econ Disadvantaged</b>	<b>42.7%</b>	<b>40.4%</b>	<b>43.3%</b>	<b>46.1%</b>	<b>+3.4%</b>
<b>English Learners</b>	<b>44.8%</b>	<b>44.7%</b>	<b>47.9%</b>	<b>50.6%</b>	<b>+1.8%</b>
<b>Student with Disabilities</b>	<b>31.9%</b>	<b>39.2%</b>	<b>38.5%</b>	<b>40.6%</b>	<b>+8.7%</b>

## California Standards Test Comparison by Subject (All Students) 2007 - 2010

All Students <i>Subject</i>	2007		2008		2009		2010		% inc/dec 07 to 10
	% Prof/Adv	# of stds tested	% Prof/Adv	# of stds tested	% Prof/Adv	# of stds tested	% Prof/Adv	# of stds tested	
<i>ELA (all)</i>	74	10,066	74	10,072	76	10,187	80	10,253	6
7	83	1,848	81	1,878	84	1,924	87	1,930	4
8	76	1,862	79	1,883	76	1,913	81	1,948	5
9	77	2,135	79	2,069	82	2,134	82	2,093	5
10	68	2,153	70	2,145	70	2,133	75	2,078	7
11	65	2,081	64	2,105	66	2,091	71	2,045	6
<i>Math (Grade 7)</i>	76	1,758	77	1,769	78	1,816	82	1,930	6
<i>General Math</i>	32	655	36	583	42	661	43	661	11
<i>Algebra I</i>	55	2,278	61	2,125	66	2,046	69	2,004	14
<i>Geometry</i>	47	1,903	42	1,965	48	1,957	50	1,867	3
<i>Algebra II</i>	42	1,703	39	1,708	37	1,775	44	1,749	2
<i>Summative Math</i>	62	1,332	56	1,395	63	1,493	65	1,555	3
<i>History (Grade 8)</i>	73	1,858	75	1,882	77	1,911	82	1,955	9
<i>World History</i>	51	2,158	54	2,225	61	2,182	63	2,132	12
<i>U.S. History</i>	59	2,023	61	2,068	68	2,067	72	2,025	11
<i>Science (Grade 8)</i>	74	1,845	84	1,876	82	1,907	87	1,944	13
<i>Science (Grade 10)</i>	64	2,099	69	2,129	72	2,113	75	2,067	11
<i>Biology</i>	66	2,438	73	2,226	68	2,288	71	2,594	5
<i>Chemistry</i>	53	1,579	49	1,637	54	1,732	60	1,624	7
<i>Earth Science</i>	39	524	40	692	41	650	44	448	5
<i>Physics</i>	61	678	65	771	69	828	72	855	11



## California Standards Test Comparison by Subgroup (All Subjects)

<i>Subject</i>	<i>Econ</i>			<i>EL</i>			<i>Hispanic/Latino</i>			<i>SPED</i>		
	<i># Tested 2010</i>	<i>% Prof 2010</i>	<i>inc/dec from 2009</i>	<i># Tested 2010</i>	<i>% Prof 2010</i>	<i>inc/dec from 2009</i>	<i># Tested 2010</i>	<i>% Prof 2010</i>	<i>inc/dec from 2009</i>	<i># Tested 2010</i>	<i>% Prof 2010</i>	<i>inc/dec from 2009</i>
ELA 7	76	52	5	106	36	3	225	64	12	164	48	11
ELA 8	184	42	13	104	17	3	248	52	15	199	34	3
ELA 9	169	41	1	119	21	10	253	52	-1	176	37	-1
ELA10	163	27	-6	104	9	2	266	43	3	187	34	5
ELA11	164	35	10	92	14	10	259	44	7	170	24	-2
Math (Grade 7)	75	48	13	100	35	9	221	55	12	172	36	9
General Math	167	26	0	122	18	-3	201	30	1	215	17	-5
Algebra I	197	26	-1	131	17	-3	284	33	0	196	21	-3
Geometry	112	14	0	67	19	7	182	24	4	97	22	2
Algebra II	70	19	9	31	41	19	140	22	6	76	22	12
Summative Math	46	33	2	19	63	3	102	41	-2	23	35	8
History (Grade 8)	191	47	12	112	28	5	255	56	12	207	39	-2
World History	179	23	-4	119	7	-4	284	30	0	189	34	1
U.S. History	164	32	-1	92	12	8	255	41	1	165	37	12
Science (Grade 8)	186	54	10	105	37	8	249	62	12	197	45	-1
Science (Grade 10)	162	30	-5	104	15	6	264	41	1	181	36	4
Biology	182	34	4	115	19	6	280	41	1	166	31	-11
Chemistry	57	27	1	19	27	13	139	35	6	51	35	4
Earth Science	106	22	3	77	8	2	136	26	3	131	26	3
Physics	22	60	39	6	*	*	52	38	2	4	50	0

# CAHSEE

### *CAHSEE Results – 2008 to 2010 Comparison*

Tested or Passing	Subject	All Students			Special Education Students			English Learner (EL) Students			Redesignated Fluent-English Proficient (RFEP) Students			Socio- economically Disadvantaged		
		2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010
# Tested	Math	2,165	2,140	2,090	157	181	193	97	108	113	95	123	100	175	181	172
% Passing	Math	94%	95%	96%	63%	72%	78%	47%	56%	58%	94%	95%	98%	68%	73%	70%
# Tested	ELA	2,171	2,148	2,091	155	184	187	99	108	119	95	124	100	173	184	176
% Passing	ELA	95%	94%	96%	75%	76%	78%	37%	43%	47%	95%	94%	100%	73%	66%	66%

# Advanced Placement Testing

## Advanced Placement Pass Rates (Students Receiving a Score of 3 or Higher)

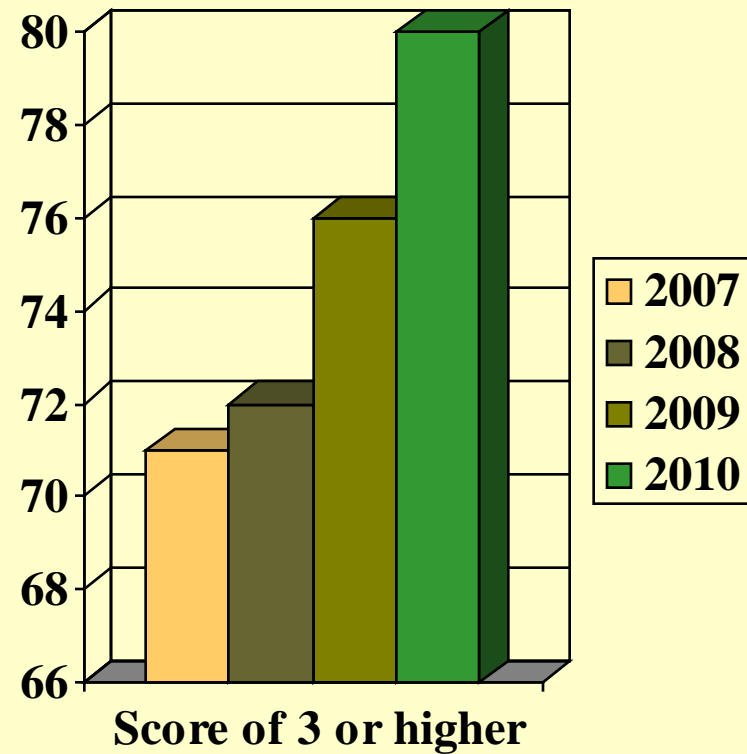
While the number of students taking the test increases, so does the number of students receiving a passing score.

**2007 = 71%**

**2008 = 72%**

**2009 = 77%**

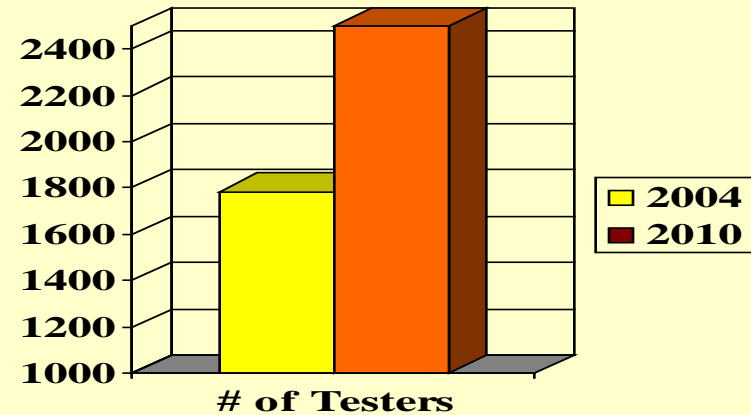
**2010 = 80%**



## Advanced Placement Participation Rate

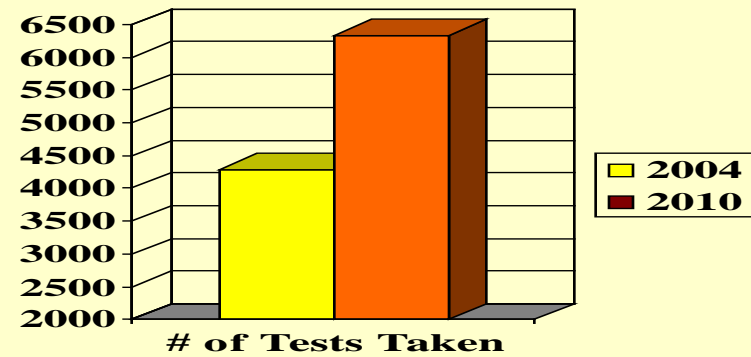
### # of Testers, % increase

2004 = 1,785  
2005 = 2,480  
2006 = 2,384  
2007 = 2,654  
2008 = 2,706  
2009 = 2,761  
2010 = 2,883, + 62%



### # of Tests Taken, % increase

2004 = 4,292  
2005 = 5,204  
2006 = 5,243  
2007 = 6,030  
2008 = 6,060  
2009 = 5,893  
2010 = 6,338, + 48%



# Middle School Math Enrollment and Proficiency Trends

## 7th Grade Students in Pre- Algebra or Higher 2008-09 through 2010-11

School	2008-09 Enrollment	2009-10 Enrollment	2010-11 Enrollment
CVMS	90%	94%	91%
DNO	75%	84%	88%
EW	81%	88%	86%
OC	69%	80%	83%
District MS	79%	87%	88%

## 7th Grade Students in Pre- Algebra or Higher 2008-09 through 2009-10

School	2008-09 % Proficient or Adv	2009-10 % Proficient or Adv	2010-11 % Proficient or Adv
CVMS	96%	94%	not available
DNO	90%	92%	not available
EW	96%	89%	not available
OC	87%	88%	not available
District MS	92%	91%	not available

## 8th Grade Enrollment - Algebra & Geometry 2006 -07 through 2010-11

Schl	2006-07 Enrollment	2007-08 Enrollment	2008-09 Enrollment	2009-10 Enrollment	2010-11 Enrollment
CVMS	83%	90%	90%	95%	99%
DNO	63%	59%	59%	71%	89%
EW	79%	83%	81%	95%	98%
OC	56%	64%	66%	70%	82%
District	71%	75%	74%	83%	93%
County	not available	60%	60%	not available	not available
CA	49%	56%	60%	not available	not available

## 8th Grade Proficient or Advanced - Algebra & Geometry 2006-07 through 2009-10

Schl	2006-07 % Proficient or Adv	2007-08 % Proficient or Adv	2008-09 % Proficient or Adv	2009-10 % Proficient or Adv	2010-11 % Proficient or Adv
CVMS	81%	81%	90%	90%	not available
DNO	85%	95%	93%	98%	not available
EW	83%	72%	86%	88%	not available
OC	88%	85%	91%	96%	not available
District	83%	83%	90%	93%	not available
County	not available	48%	56%	not available	not available
CA	38%	45%	47%	not available	not available

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 15, 2010

**BOARD MEETING DATE:** October 21, 2010

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

**SUBJECT:** ACCEPTANCE OF GIFTS AND DONATIONS

.....

### EXECUTIVE SUMMARY

The district administration is requesting acceptance of gifts and donations to the district as shown on the following 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  
October 21, 2010**

ITEM 11A

<b>Donation</b>	<b>Purpose</b>	<b>Donor</b>	<b>Department</b>	<b>School Site</b>
\$13,000.00	Purchase 10 VEX Robot kits, upgrade solidworks software, and purchase aluminum & welding supplies	SDA Foundation	SDA Engineering Design & Development Class	SDA
\$8,674.00	8th grade students to visit the Museum of Tolerance	ANONYMOUS	8th Grade Students	EWMS
\$6,000.00	Support Writing Lab tutor's salary	SDA Foundation	Media Center	SDA
\$3,000.00	Expenses for on-line newspaper and support print version	SDA Foundation	Journalism	SDA
\$810.00	WASC prep	CCA Foundation	All depts	CCA
\$500.00	Supplies	Agata Marriott	All depts	EWMS
\$435.00	Setting up Conservatory / MacManus class	CCA Foundation	Science Department	CCA
\$393.17	Supplies	TARGET / Take Charge of Education	All depts	EWMS
\$165.00	Setting up Conservatory / MacManus class	CCA Foundation	Science Department	CCA
\$100.00	Supplies	Mr. E. Khatabi	All depts	EWMS
\$50.00	Clay for Art	Steve Mayer & Elizabeth Moore	Art Department	OCMS
6 DELL Desktop Computer / 6 Flat Screens	Media Carts	La Jolla Country Day School	Science, History and Special Education	DNO

**\$20,127.17**

**Monetary Donations  
Value of Donated Items**

**\$20,127.17****TOTAL VALUE**

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 15, 2010

**BOARD MEETING DATE:** October 21, 2010

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

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

.....

### EXECUTIVE SUMMARY

The district administration is requesting approval / ratification of the out-of-state and/or overnight field trips, as shown on the following 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**  
**October 21, 2010**

ITEM 11B

Date	Sponsor, Last Name	First Name	School Team/Club	Total # Students	Total # Chaperones	Purpose/Conference Name	City	State	Loss of Class Time	\$ Cost
November 5-7, 2010	Lynch	Trudi	TPHS Speech / Debate	10	3	USC Invitational Speech and Debate Tournament	Los Angeles	CA	none	\$300.00 funded by the Foundation
November 11-14, 2010	Van Steenberg	Suzi	LCC / Journalism	4	1	JEA/NSPA Journalism Conference	Kansas City	KA	none	\$800 per student, funds raised by students
November 15 & 16, 2010	Drake	Chris	TPHS / GOLF	up to 9	2	CIF State Championships	Rancho Cucamonga	CA	1 day	\$50-\$75 per player Funded by the team

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

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 12, 2010

**BOARD MEETING DATE:** October 21, 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

Change in Status  
Change in Assignment  
Leave of Absence  
Resignation

#### Classified

Employment  
Change in Assignment  
Resignation

#### RECOMMENDATION:

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

#### FUNDING SOURCE:

General Fund

## PERSONNEL LIST

ITEM 12A

### CERTIFICATED PERSONNEL

#### Change in Status

Request approval to change status from Temporary to **Probationary** in the 2010-11 school year, effective 8/24/10 for the following certificated employees:

#### Temporary to 1<sup>st</sup> Year Probationary

Andrew Corman            CV            Science Teacher

#### Temporary to 2<sup>nd</sup> Year Probationary

Angela Ciufu	CCA	Special Education Teacher
Rachel MacManus	CCA	Science Teacher
Melissa Pattullo	DO	Assistive Technology
Jennifer Ramirez	CCA	Special Education Teacher
Michael Remington	CCA	Math/Computer Teacher
Kaitlin Wood	LCC	ASB Director/English Teacher
Sara Zook	LCC	Special Education Teacher

#### Change in Assignment

1. **Tanner Kortman**, Temporary Teacher (English) at Canyon Crest Academy, previously rehired for the 2010-11 school year at 100% semester I & 67% semester II; revised to a 100% temporary contract for the entire 2010-11 school year, effective 8/24/10 through 6/17/11.

#### Leave of Absence

1. **Jeffrey Germano**, Permanent Teacher (woods/intro technology) at San Dieguito Academy; revised request for 33% Unpaid Leave of Absence (67% assignment) for Semester I (instead of semester II as previously approved), effective 8/24/10 through 1/28/11; Jeff will resume 100% assignment semester II, effective 1/31/11.
2. **Paige Pennock**, Permanent Teacher (English) at Torrey Pines on 100% Unpaid Leave of Absence for 2010-11 (previously approved); revised request to resume teaching 20% assignment (80% Unpaid Leave) for the remainder of the 2010-11 school year, effective 9/20/10 through 6/17/11.

#### Resignation

1. **Cara Schukoske**, Director of Special Education, resignation from employment, effective 10/29/10.

## PERSONNEL LIST

### CLASSIFIED PERSONNEL

#### Employment

1. **Kravzov, Susana**, Instructional Assistant-SpEd (non-severe), Canyon Crest Academy, SR34, 48.75% effective 9/29/2010
2. **Chairez, Arturo, Jr.**, Student Worker Nutrition Services, effective 9/01/10
3. **Gurr, David**, Student Worker Nutrition Services, effective 8/31/10
4. **Haven, Dallen**, Student Worker Nutrition Services, effective 8/31/10
5. **Myers, Marissa**, Student Worker, Nutrition Services, effective 9/02/10
6. **Rankin, Jorie**, Administrative Secretary, Torrey Pines HS, SR40, 100%, effective 9/13/10
7. **Stemmons, Adventure**, Student Worker, Nutrition Services, effective 8/31/10

#### Change in Assignment

1. **Boado, Rolando**, from Custodian, SR32, 25% FTE to Custodian Floater, SR33, 100% FTE, out of class, effective 9/23/10- approximately four weeks
2. **Graciano, David**, from Skilled Maintenance Worker, SR52 to Lead Maintenance Worker, SR52, out of class, effective 10/11/10 – approximately four weeks
3. **Gutierrez, Hector**, from Campus Supervisor MS, Earl Warren, SR29 to Campus Supervisor HS, Canyon Crest Academy, SR32, effective 10/01/10
4. **Magana, Carlos**, from Custodian Floater, SR32, to School Plant Supervisor MS, SR39, out of class, effective 9/27/10 – 10/1/10 and 10/11/10 – 10/15/10

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 7, 2010

**BOARD MEETING DATE:** October 21, 2010

**PREPARED BY:** Bruce Cochrane, Executive Director  
Pupil Services  
Rick Schmitt, Assoc. Supt., Educational Svcs.

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF  
AGREEMENTS FOR NON-PUBLIC  
SCHOOL/NON-PUBLIC AGENCY SERVICES

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### EXECUTIVE SUMMARY

The attached Nonpublic School/Nonpublic Agency Report summarizes one contract that provides services for the Special Education Program and Special Education students for the 2010-2011 school year.

### RECOMMENDATION

It is recommended that the Board approve/ratify entering into Nonpublic School/Nonpublic Agency Agreements as shown on the attached list and authorize Christina M. Bennett, Eric R. Dill, or Ken Noah to execute all pertinent documents pertaining to these agreements, contingent upon receipt of the signed documents and verification of insurance coverage.

### FUNDING SOURCE

General Fund 06-00/Special Education Budget - Estimated: \$3,500.00

KN/ddb  
Attachment

### SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

ITEM 14A

**NONPUBLIC SCHOOLS/AGENCIES 2010-2011**

**Date: October 21, 2010**

Contract Effective Dates	NonPublic School NonPublic Agency (NPS/NPA)	Description of Services	Number of Students (Estimate)	Tuition and/or Fee
10-1-10 To 6-30-11	C.A.R.E.S.- NPA Center for Autism Research, Evaluation & Service	Behavior Intervention Implementation (BII) – Tutor Behavior Intervention Implementation (BID) – Supervision Behavior Intervention Implementation – (BID) Doctoral Level	1	\$52.00/Hr. – BII \$113.41/Hr. – BID \$130.00/Hr. – BID/DL Estimate: \$3,500.00
			<b>TOTAL Estimated</b>	<b>\$3,500.00</b>



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 7, 2010

**BOARD MEETING DATE:** October 21, 2010

**PREPARED BY:** Bruce Cochrane, Executive Director  
Pupil Services  
Rick Schmitt, Assoc. Supt., Educational Svcs.

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF  
AGREEMENTS

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### EXECUTIVE SUMMARY

The attached Independent Contractor Agreements Report summarizes four contracts that provide services for the Special Education Program and Special Education students for the 2010-2011 school year.

### RECOMMENDATION

It is recommended that the Board approve/ratify entering into Independent Contractor Agreements as shown on the attached report and authorize Christina M. Bennett, Eric R. Dill, or Ken Noah to execute all pertinent documents pertaining to these agreements, contingent upon receipt of the signed documents and verification of insurance coverage.

### FUNDING SOURCE

General Fund 06-00/Special Education Budget - Estimated:  
\$122,129.04

KN/ddb  
Attachment

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

ITEM 14B

**PUPIL SERVICES - AGREEMENTS**

**Date: October 21, 2010**

<u>Contract Effective Dates</u>	<u>Independent Contractor/Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
07/01/10 – 06/30/11	Network Interpreting Service, LLC	Interpreting services for hearing Impaired students and/or parents/guardians	General Fund Special Education 06-00	\$70.00/Hour Estimate: \$75,000.00
07/01/10 – 06/30/11	Solana Beach Physical Therapy	Physical therapy assessments & treatments	General Fund Special Education 06-00	\$105.00/Hour Estimate: \$4,000.00
09/28/10 – 06/30/11	Catalyst Therapy, Inc.	Occupational therapy assessments and therapy	General Fund Special Education 06-00	\$150.00/Hour Estimate: \$3,000.00
07/01/10 – 06/30/11	San Marcos Unified School District	For classroom support & one-on-one Instructional Aide for a Special Education Student	General Fund Special Education 06-00	\$40,129.04

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 6, 2010

**BOARD MEETING DATE:** October 21, 2010

**PREPARED BY:** Bruce Cochrane, Executive Director  
Pupil Services  
Rick Schmitt, Assoc. Supt., Educational Svcs.

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL OF SETTLEMENT  
AGREEMENTS

-----

### EXECUTIVE SUMMARY

The attached Settlement Agreement Report summarizes three executed Settlement Agreements that provided services for the Special Education Program and Special Education students for the 2010-2011 school year.

### RECOMMENDATION

It is recommended that the Board approve the Settlement Agreements as shown on the attached report.

### FUNDING SOURCE

General Fund 06-00/Special Education Budget - Estimated: \$33,400.00

KN/ddb  
Attachment

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

ITEM 14C

**PARENT SETTLEMENT AGREEMENTS 2010-2011**

**Date: October 21, 2010**

Student ID No.	Description of Settlement	Date Executed	Amount
#688798	Confidential Agreement	9-20-10	\$16,200.00
#688799	Confidential Agreement	9-20-10	\$16,200.00
#710523	OAH Settlement Agreement	9-22-10	\$2,000.00
		<b>TOTAL</b>	<b>\$33,400.00</b>

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 12, 2010

**BOARD MEETING DATE:** October 21, 2010

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

**SUBMITTED BY:** Ken Noah  
Superintendent

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

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes three contracts totaling \$32,062.50, 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

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**BUSINESS - PROFESSIONAL SERVICES REPORT**

**Date: 10-21-10**

<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>
10/22/10 – 06/30/11	Fairbank, Maslin, Maullin, Metz & Associates (FM3)	Conduct survey research regarding the District's Facilities Action Plan	Capital Facilities Fund 25-19	\$30,330.00
07/01/10 – 06/30/11	Mobile Construction Sweeping	Provide construction sweeping services to all district parking lots as directed	General Fund 03-00	\$287.50 per 2 ½ hours of sweeping; \$57.50 per each additional ½ hour thereafter
09/07/10 – 12/16/10	Carmel Valley Recreation Center	Lease of facilities for Carmel Valley Middle School off-campus PE classes	General Fund 03-00	\$1,732.50

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 12, 2010

**BOARD MEETING DATE:** October 21, 2010

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

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL OF CHANGE ORDER

-----

### EXECUTIVE SUMMARY

The LED Marquee for Canyon Crest Academy ASB project B2011-01 is now finished. The project was completed on schedule without any additional costs or issues.

For administrative purposes, the completion date needs to be extended on the contract to coincide with the Board's acceptance date.

### RECOMMENDATION:

Approve Change Orders to the following projects, and authorize Christina M. Bennett or Eric R. Dill to execute the change orders:

1. LED Marquee for Canyon Crest Academy ASB project B2011-01, contract entered into with Signtech Electrical Advertising, Inc., extending the contract time by 36 calendar days.

### FUNDING SOURCE:

N/A

**CHANGE ORDER**

**PROJECT:**  
LED Marquee for Canyon Crest Academy ASB B2011-01

**CHANGE ORDER #1**

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

**CONTRACTOR:**  
Signtech Electrical Advertising, Inc.  
4444 Federal Blvd.  
San Diego, CA 92102

***The contract is changed as follows:***

Extend contract end date (36) days to coincide with Board acceptance date October 21, 2010


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The contract sum was	\$58,043.45
Net change by previously approved change orders	0.00
The contract sum prior to this change order was	\$58,043.45
The contract sum will be <del>decreased</del> / <del>increased</del> /unchanged by this change order in the amount of	0.00
The new contract sum, including this change order will be	\$58,043.45

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**CONTRACTOR**  
Signtech Electrical Advertising, Inc.

**OWNER**  
San Dieguito Union High School District

By: 

By: \_\_\_\_\_

Date: OCT 7 2010

Date: \_\_\_\_\_



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 12, 2010

**BOARD MEETING DATE:** October 21, 2010

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

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** ACCEPTANCE OF CONSTRUCTION PROJECT

-----

### EXECUTIVE SUMMARY

The LED Marquee for Canyon Crest Academy ASB project B2011-01 is now finished. The project was completed on schedule without any additional costs or issues. It is recommended that the Board of Trustees accept this project as complete.

### RECOMMENDATION:

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

1. LED Marquee for Canyon Crest Academy ASB project B2011-01, contract entered into with Signtech Electrical Advertising, Inc.

### FUNDING SOURCE:

N/A

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 12, 2010

**BOARD MEETING DATE:** October 21, 2010

**PREPARED BY:** Eric R. Dill  
Associate Superintendent, Business

**SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** APPROVAL OF BUSINESS REPORTS

-----

### EXECUTIVE SUMMARY

Please find the following business reports submitted for your approval:

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

### 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 09/28/10 THRU 10/11/10

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ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
210898	09/28/10	11	RASIX COMPUTER CENTE	009	MATERIALS AND SUPPLI	\$152.75
210899	09/28/10	11	ORACLE AMERICA, INC	009	A/V CONTRACT	\$371.42
210900	09/28/10	03	TEAM SPORTS OF NORTH	010	ABATEMENTS-MATLS & S	\$4,345.65
210901	09/28/10	25-18	ADDISON SHEET METAL	025	IMPROVEMENT	\$2,548.00
210902	09/28/10	03	CAROLINA BIOLOGICAL	005	MATERIALS AND SUPPLI	\$567.95
210903	09/28/10	03	CAROLINA BIOLOGICAL	005	MATERIALS AND SUPPLI	\$572.27
210904	09/28/10	03	MUSCO LIGHTING	025	REPAIRS BY VENDORS	\$8,372.00
210905	09/28/10	03	CAROLINA BIOLOGICAL	005	MATERIALS AND SUPPLI	\$92.58
210906	09/28/10	03	TOON BOOM ANIMATION	004	A/V CONTRACT	\$1,740.00
210907	09/28/10	03	SAN DIEGUITO UHSD CA	026	MATERIALS AND SUPPLI	\$300.00
210908	09/28/10	03	RASIX COMPUTER CENTE	005	MATERIALS AND SUPPLI	\$689.89
210909	09/28/10	03	RASIX COMPUTER CENTE	003	MATERIALS AND SUPPLI	\$103.94
210910	09/28/10	06	RASIX COMPUTER CENTE	030	MATERIALS AND SUPPLI	\$301.98
210911	09/28/10	03	RASIX COMPUTER CENTE	005	MATERIALS AND SUPPLI	\$1,305.29
210912	09/28/10	06	RASIX COMPUTER CENTE	030	MATERIALS AND SUPPLI	\$437.21
210913	09/28/10	03	DIVERSIFIED BUSINESS	013	REPAIRS BY VENDORS	\$772.98
210914	09/28/10	03	C C S PRESENTATION S	014	MATERIALS AND SUPPLI	\$122.66
210915	09/28/10	03	C C S PRESENTATION S	014	MATERIALS AND SUPPLI	\$122.66
210916	09/28/10	03	HENRY SCHEIN	030	MEDICAL SUPPLIES	\$1,026.97
210917	09/29/10	25-19	J P B L A, INC.	025	LAND IMPROVEMENTS	\$2,000.00
210918	09/29/10	03	FRONTIER FENCE COMPA	025	REPAIRS BY VENDORS	\$1,189.00
210919	09/29/10	03	D A D ASPHALT	025	REPAIRS BY VENDORS	\$2,992.80
210920	09/29/10	25-19	SCHOOL FACILITY CONS	036	PROF/CONSULT./OPER E	\$30,000.00
210921	09/29/10	03	A C T	024	MATERIALS AND SUPPLI	\$250.00
210922	09/29/10	03	ENCINITAS, CITY OF	037	SECURITY GUARD CONTR	\$16,789.16
210923	09/29/10	03	A C T EDUCATION AND	024	MATERIALS AND SUPPLI	\$297.00
210924	09/29/10	03	FREE FORM CLAY & SUP	013	MATERIALS AND SUPPLI	\$286.01
210925	09/29/10	03	CERTIFIED TRANSPORTA	028	FLD. TRIPS BY PRV. C	\$15,000.00
210926	09/29/10	06	BROWN INDUSTRIES INC	028	OTHER TRANSPORT.SUPP	\$131.50
210927	09/29/10	03	HYPHENET, INC.	014	MATERIALS AND SUPPLI	\$714.49
210928	09/29/10	13	SOUTHWEST TRADERS, I	031	PURCHASES FOOD	\$10,000.00
210929	09/29/10	03	ALPHA GRAPHICS	005	PRINTING	\$401.07
210930	09/29/10	06	ST4 LEARNING INC.	030	LIC/SOFTWARE	\$1,241.38
210931	09/29/10	06	SNAP ON TOOLS CORPOR	028	OTHER TRANSPORT.SUPP	\$796.42
210932	09/29/10	06	SNAP ON TOOLS CORPOR	028	OTHER TRANSPORT.SUPP	\$792.77
210933	09/29/10	06	SNAP ON TOOLS CORPOR	028	OTHER TRANSPORT.SUPP	\$793.36
210934	09/29/10	03	WOLFRAM RESEARCH INC	035	A/V CONTRACT	\$3,714.84
210935	09/29/10	03	C C S PRESENTATION S	035	NON CAPITALIZED EQUI	\$567.68
210936	09/29/10	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$37.58
210937	09/29/10	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$350.00
210938	09/29/10	03	SAN DIEGO CO REGISTR	026	ELECTION EXPENSE	\$55,730.00
210939	09/30/10	03	RASIX COMPUTER CENTE	013	MATERIALS AND SUPPLI	\$83.91
210940	09/30/10	06	HAWTHORNE LIFT/NAUMA	028	MATERIALS-REPAIRS	\$41.77
210941	09/30/10	06	DATEL SYSTEMS INC	030	MATERIALS AND SUPPLI	\$386.37
210942	09/30/10	03	RASIX COMPUTER CENTE	005	MATERIALS AND SUPPLI	\$694.46
210943	09/30/10	06	DELL COMPUTER CORPOR	030	MAT/SUP/EQUIP TECHNO	\$1,126.16
210944	09/30/10	03	DELL COMPUTER CORPOR	035	MAT/SUP/EQUIP TECHNO	\$1,124.76
210945	09/30/10	03	DELL COMPUTER CORPOR	035	MAT/SUP/EQUIP TECHNO	\$4,499.04
210946	09/30/10	03	LYNDA.COM INC	012	A/V CONTRACT	\$375.00
210947	09/30/10	13	CALIFORNIA QUIVERS	031	PURCHASES FOOD	\$10,000.00
210948	09/30/10	03	DOCUFLOW SOLUTIONS,	021	REPAIRS BY VENDORS	\$45.00
210949	09/30/10	11	SURF AND TURF GOLF	009	FEES - ADMISSIONS, T	\$9,000.00
210950	09/30/10	03	BARNES & NOBLE BOOKS	004	MATERIALS AND SUPPLI	\$400.00
210951	09/30/10	06	SMART AND FINAL CORP	033	MATERIALS AND SUPPLI	\$4,000.00
210952	09/30/10	03	FREDRICKS ELECTRIC I	035	MATERIALS AND SUPPLI	\$1,518.00

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 09/28/10 THRU 10/11/10

2

ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
210953	09/30/10	03	CINTAS	005	OTHER SERV.& OPER.EX	\$700.00
210954	10/01/10	03	ONE STOP TONER AND I	035	SOFTWARE/DP SUPPLIES	\$65.24
210955	10/01/10	03	FOLLETT LIBRARY RESO	008	OTHER BOOKS-LIBRARY	\$653.10
210956	10/01/10	03	SAN DIEGO DIGITAL SO	003	REPAIRS BY VENDORS	\$789.08
210957	10/01/10	06	POSITIVE PROMOTIONS,	014	MATERIALS AND SUPPLI	\$136.50
210958	10/01/10	06	WRISTBAND CONNECTION	014	MATERIALS AND SUPPLI	\$216.96
210961	10/04/10	03	APPERSON EDUCATION P	004	MATERIALS AND SUPPLI	\$138.79
210962	10/04/10	03	NATL ASSOC FOR MUSIC	004	DUES AND MEMBERSHIPS	\$128.00
210963	10/04/10	03	CULVER NEWLIN INC	010	MATERIALS AND SUPPLI	\$262.48
210964	10/04/10	03	HOME DEPOT	012	MATERIALS AND SUPPLI	\$108.75
210965	10/04/10	03	QUALITY FLOORS BY GE	025	BLDG.-REPAIR MATERIA	\$1,050.00
210966	10/04/10	13	HOME DEPOT	005	MATERIALS AND SUPPLI	\$8.70
210968	10/04/10	03	SOUTHLAND ENVELOPE C	013	PRINTING	\$366.60
210969	10/04/10	03	PAX BUSINESS SYSTEMS	003	REPAIRS BY VENDORS	\$152.26
210970	10/04/10	03	STAPLES ADVANTAGE	036	OFFICE SUPPLIES	\$250.00
210971	10/04/10	03	BAKER'S PLAYS	013	MATERIALS AND SUPPLI	\$318.80
210972	10/04/10	03	TROXELL COMMUNICATIO	010	NON CAPITALIZED EQUI	\$2,177.26
210975	10/04/10	03	PEPPER OF LOS ANGELE	008	MATERIALS AND SUPPLI	\$108.75
210977	10/04/10	03	SAN DIEGUITO UHSD CA	012	MATERIALS AND SUPPLI	\$200.00
210978	10/04/10	03	APPERSON EDUCATION P	010	MATERIALS AND SUPPLI	\$2,854.65
210979	10/04/10	03	FREE FORM CLAY & SUP	010	MATERIALS AND SUPPLI	\$2,000.00
210980	10/04/10	03	K L M BIOSCIENTIFIC	010	MATERIALS AND SUPPLI	\$215.33
210981	10/04/10	03	WOODWIND & BRASSWIND	013	MATERIALS AND SUPPLI	\$573.36
210982	10/04/10	13	JOHN LENORE & COMPAN	031	PURCHASES FOOD	\$3,000.00
210983	10/04/10	03	PITSCO	004	MATERIALS AND SUPPLI	\$317.33
210984	10/04/10	03	SAN DIEGUITO UHSD CA	012	MATERIALS AND SUPPLI	\$600.00
210985	10/05/10	03	MICRO IMAGE SYSTEMS	010	REPAIRS BY VENDORS	\$228.13
210986	10/05/10	06	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLI	\$1,500.00
210988	10/05/10	03	TARGET	008	MATERIALS AND SUPPLI	\$86.99
210989	10/05/10	03	FLINN SCIENTIFIC INC	010	MATERIALS AND SUPPLI	\$2,545.54
210990	10/05/10	03	NORTH COUNTY EDUCATI	001	DUES AND MEMBERSHIPS	\$104.34
210992	10/05/10	03	BLICK, DICK (DICK BL	012	MATERIALS AND SUPPLI	\$232.96
210993	10/05/10	06	RJ COOPER	030	LIC/SOFTWARE	\$736.65
210994	10/06/10	03	IPARADIGMS LLC	010	A/V CONTRACT	\$2,910.00
210995	10/06/10	03	ONE STOP TONER AND I	004	MATERIALS AND SUPPLI	\$59.80
210996	10/06/10	06	AMAZON.COM	030	MATERIALS AND SUPPLI	\$61.16
210997	10/06/10	03	MEDCO SUPPLY CO INC	013	MATERIALS AND SUPPLI	\$1,825.84
210998	10/06/10	03	RASIX COMPUTER CENTE	035	SOFTWARE/DP SUPPLIES	\$73.03
210999	10/06/10	03	SEHI-PROCOMP COMPUTE	035	SOFTWARE/DP SUPPLIES	\$281.66
211000	10/06/10	03	PEARSON PRENTICE HAL	014	MATERIALS AND SUPPLI	\$1,030.76
211001	10/06/10	06	AMAZON.COM	030	MATERIALS AND SUPPLI	\$239.03
211002	10/06/10	06	AMAZON.COM	030	MATERIALS AND SUPPLI	\$834.94
211003	10/07/10	03	KEY CURRICULUM PRESS	008	A/V CONTRACT	\$69.95
211004	10/07/10	03	WESTERN ENVIRONMENTA	037	PROF/CONSULT./OPER E	\$2,985.00
211005	10/07/10	03	HOME DEPOT	025	MATERIALS AND SUPPLI	\$116.36
211006	10/07/10	03	PACWEST AIR FILTER	025	BLDG.-REPAIR MATERIA	\$1,399.90
211007	10/07/10	03	PACWEST AIR FILTER	025	BLDG.-REPAIR MATERIA	\$2,368.20
211008	10/07/10	03	AMERICAN MEDICAL RES	010	OTHER SERV.& OPER.EX	\$285.00
211009	10/07/10	03	MISSION FEDERAL CRED	025	FEES - ADMISSIONS, T	\$85.00
211010	10/07/10	03	RASIX COMPUTER CENTE	008	MATERIALS AND SUPPLI	\$59.83
211012	10/07/10	06	NORTH COUNTY TRANSIT	030	FEES - ADMISSIONS, T	\$36,000.00
211013	10/07/10	03	COMM USA INC	014	MATERIALS AND SUPPLI	\$48.94
211014	10/07/10	03	APPLE COMPUTER INC	035	MAT/SUP/EQUIP TECHNO	\$46,635.79
211015	10/07/10	03	PROMOSTITCH, INC	025	MATERIALS AND SUPPLI	\$1,122.56
211016	10/07/10	03	PROMOSTITCH, INC	025	MATERIALS AND SUPPLI	\$856.01

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 09/28/10 THRU 10/11/10

3

ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
211017	10/07/10	03	PROMOSTITCH, INC	025	MATERIALS AND SUPPLI	\$3,079.90
211018	10/07/10	03	DELL COMPUTER CORPOR	008	MAT/SUP/EQUIP TECHNO	\$3,378.48
211019	10/07/10	06	PATHWAY COMMUNICATIO	030	MATERIALS AND SUPPLI	\$207.60
211020	10/07/10	03	ROYAL BUSINESS GROUP	026	MATERIALS AND SUPPLI	\$28.28
211021	10/07/10	25-19	YANT, DAVE SIGNS	025	NON-CAPITALIZED IMPR	\$300.00
211024	10/07/10	03	SCHOOL SPACE SOLUTIO	004	MATERIALS AND SUPPLI	\$180.81
211025	10/07/10	03	ROYAL BUSINESS GROUP	012	MATERIALS AND SUPPLI	\$56.55
211026	10/07/10	03	BIO COOPERATION	012	MATERIALS AND SUPPLI	\$143.13
211027	10/07/10	06	MCGRAW HILL	030	MATERIALS AND SUPPLI	\$1,900.26
211028	10/08/10	03	RASIX COMPUTER CENTE	014	MATERIALS AND SUPPLI	\$105.19
211029	10/08/10	03	RASIX COMPUTER CENTE	014	MATERIALS AND SUPPLI	\$68.68
211030	10/08/10	03	EDUCATIONAL TESTING	024	TEST SCORING	\$2,278.96
710003	10/01/10	03	SAN DIEGO DIGITAL SO	012	MATERIALS AND SUPPLI	\$1,324.34
810008	09/28/10	03	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$30.00
810009	09/28/10	03	DIGITAL SCHOOLS OF C	022	CONFERENCE,WORKSHOP,	\$150.00
REPORT TOTAL						\$336,723.22

ITEM 15F

**INSTANT MONEY REPORT FOR THE PERIOD 09/28/10 THROUGH 10/11/10**

<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 September 28, 2010 through October 11, 2010**

<u>Staff Member Name</u>	<u>Organization Name</u>	<u>Amount</u>
Erin Zoumaras	National Association for Music Education	\$128.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 13, 2010

**BOARD MEETING DATE:** October 21, 2010

**PREPARED BY:** Frederick Labib-Wood  
Director of Classified Personnel

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** Adoption of Board Policy, #4241.3-04.2, Director of Purchasing and Risk Management / Reclassification of One Position and Incumbent

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### EXECUTIVE SUMMARY

Proposed Board Policy 4241.3-04.2 Director of Purchasing and Risk Management is presented for approval and adoption. This policy was presented for first reading on the Board's agenda for the meeting of September 16, 2010.

The District has assigned to the Director of Purchasing the additional responsibility to direct day-to-day risk management activities and programs to manage the District's exposure to risk and loss, including worker's compensation. The class description has been updated to reflect the assignment of these duties.

These responsibilities were previously among those assigned to the Executive Director of Business Services, and that position became vacant on August 1, 2010. As part of its overall cost reduction efforts, the District has decided that it will not be refilling that management position.

The remaining duties of that position have been absorbed by other management-level positions without classification impact. However, the risk management duties assigned to the Director of Purchasing do increase the scope and responsibility of the position sufficiently to warrant both the recommended change in class description (copy attached) and a recommendation to adjust the salary allocation of this single position classification from MGT G5R3 (includes Director of Purchasing; Director of Planning and Financial Management; Director of Student Information Services) to MGT G5R4 (includes Director of Nutrition



ITEM 16

Services; Director of Transportation; and Director of Risk Management Services, vacated in 2005).

Director of Purchasing MGT G5R3 annual	<b>Step 1</b> 79,168	<b>Step 2</b> 83,125	<b>Step 3</b> 87,281	<b>Step 4</b> 91,644
Director of Purchasing and Risk Management MGT G5R4 annual	88,035	92,435	97,057	101,908

The Personnel Commission approved the new classification, the recommended salary allocation, and the reclassification of the position and incumbent at the Commission's regular meeting of October 12, 2010.

**RECOMMENDATION:**

It is recommended that the Board adopt the new policy 4241.3-04.2 Director of Purchasing and Risk Management and the reclassification and salary allocation.

**FUNDING SOURCE:**

District General Fund.

Attachment

**CLASSIFIED PERSONNEL**ITEM 16  
4241.3-04.42**DIRECTOR OF PURCHASING AND RISK MANAGEMENT****OVERALL JOB PURPOSE STATEMENT**

Under the direction of the ~~Executive Director of Business Services~~ Associate Superintendent/Business, the job of the Director of Purchasing and Risk Management is done for the purpose/s of planning, organizing and directing the district's purchasing, warehousing, and contracting, and worker's compensation/risk management functions; ensuring that departmental work goals are met and that services are provided in an efficient and effective manner; ensuring that staff utilizes appropriate procedures and safe practices; receiving and evaluating quotations and recommending and/or awarding bids and contracts for the purchase of equipment, supplies and services.

**DISTINGUISHING CHARACTERISTICS**

The Director of Purchasing and Risk Management is a single-position, management classification responsible for planning, directing, supervising and controlling a District-wide program that ensures the integrity, comprehensiveness, accuracy, responsiveness, and applicability of all elements of District activities related to procuring, purchasing, contracting and bidding for goods and services to meet the District's operational needs with respect to instruction, business services and operations, human resources, and construction/repair of facilities, and directs the day-to-day risk management activities and programs to manage the District's exposure to risk and loss.

**ESSENTIAL JOB FUNCTIONS:**

- Directs District's loss prevention and safety programs (e.g., conducts risk analysis and classification studies, and coordinating safety committee activities) for the purpose of minimizing District's losses due to liability.
- Develops long and short range plans/programs, (e.g. safety and accident reduction, periodic risk assessment analyses and studies, emergency/disaster preparedness, etc.) for the purpose of minimizing District's losses due to liability, including worker's compensation claims, and ensuring that the district's resources are effectively utilized.
- Plans/directs programs to maintain compliance with federal, state, and local safety and worker's compensation programs, including CalOSHA and EPA regulations.
- Represents the district for the purpose of ensuring the best interests of the District are sustained in mitigating loss control and claims issues.
- Negotiates with outside vendors on terms and conditions as well as change order requests for the purpose of securing necessary services and materials for the district within budget parameters and ensuring compliance with district, local, State and Federal regulations
- Manages warehouse, mail and related operations (e.g. receipt of merchandise, return of material, disposal of obsolete items, storage and delivery of standard supply items, delivery of mail) for the purpose of efficient and effective department operations, ensuring proper maintenance of district inventories.
- Recommends new hires, promotions, terminations and transfers for the purpose of maintaining staffing needs and productivity of the work force.

## CLASSIFIED PERSONNEL

ITEM 16  
4241.3-04.42

- Supervises purchasing and warehouse department **and risk management** personnel for the purpose of ensuring that departmental work goals are achieved.
- Represents the district on various committee and boards for the purpose of servicing as district liaison between other school district, outside agencies, and governmental agencies.
- Researches new procedures (e.g. direct shipment of orders), products, materials, equipment, supplies, laws, regulations, etc. for the purpose of recommending purchases and contracts, and maintaining district-wide services.
- Directs the solicitation of bid documents and quotations for the purpose of providing cost information, making purchases and securing items and services.
- Assists district administration as may be required for the purpose of formulation and development of relevant fiscal and other policies, procedures and programs.
- Assists district administration in planning for new facilities (e.g., contract deadlines, securing contracts for professional services, procurement of equipment, etc.) for the purpose of ensuring effective and efficient planning and implementation of district construction projects.
- Analyzes bids, proposals and change requests for the purpose of making recommendations concerning effective and timely project completion and ensuring compliance with district, local, State and Federal regulations.
- Authorizes purchase orders, contracts and agreements for the purpose of ensuring compliance with district, State and Federal regulations, policies and procedures.
- Develops and directs district capital inventory system and department procedures (e.g., the use of appropriate accounting practices) for the purpose of ensuring effective and efficient district operations.
- Informs school sites and office personnel concerning various purchasing and contracting issues for the purpose of providing support for related issues.
- Develops department and district procedures for the purpose of ensuring efficient and effective contracting, purchasing, ~~and~~ warehousing, **and risk management** operations and maintaining compliance with district, local, State and Federal regulations
- Prepares various documents (e.g., budgets, requisitions, time studies, productivity, evaluation reports, award of contract/agreement contracts) for the purpose of providing necessary information to State/Federal agencies and appropriate district personnel and/or developing contracts specifications.
- Presents various programs (e.g., safety, purchasing and warehouse programs) for the purpose of informing staff on appropriate procedures and safe practices.

### OTHER FUNCTIONS

- Assists other personnel as may be required for the purpose of ensuring an efficient and effective work environment.

### JOB REQUIREMENTS – QUALIFICATIONS

#### SKILLS, KNOWLEDGE AND ABILITIES:

**CLASSIFIED PERSONNEL**ITEM 16  
4241.3-04.42

SKILLS are required to perform multiple, technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include skills to: administer personnel policies and practices; apply pertinent codes, policies, regulations and laws relating to purchasing and contracting; communicate with persons of varied cultural and educational backgrounds; operate equipment used in warehouse mailing, forklift, etc.; operate standard office equipment, including utilizing pertinent software applications; perform standard bookkeeping/accounting procedures; plan and manage projects; prepare and maintain accurate records; prepare budgets and financial plans.

KNOWLEDGE is required to perform advanced math; review and interpret highly technical information, write technical materials, and speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions. Specific knowledge required to satisfactorily perform the functions of the job includes knowledge to: utilize basic math plus algebra and geometry for practical applications; read scientific and technical journals; write manuals; speak persuasively in relation to concepts and theories; and analyze situations to define issues and draw conclusions; **loss control, safety, industrial hygiene and risk management principles and techniques; current laws, codes and regulations; assessment and evaluation practices and procedures; risk management procedures for loss control and claims handling.**

ABILITY is required to schedule a number of activities, meetings, and/or events; often gather, collate, and/or classify data; and use job-related equipment. Flexibility is required to work with others in a wide variety of circumstances; analyze data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a significant diversity of individuals and groups; work with data of widely varied types and purposes; **to identify issues and create action plans. Problem-solving with data requires following prescribed guidelines and utilize-utilizing** a variety of types of job-related equipment. In working with others, independent problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is significant. Specific abilities required to satisfactorily perform the functions of the job include ability to: adhere to safety practices; be attentive to details; meet deadlines and schedules; and work under time constraints, **working with detailed information/data; communicating with diverse groups; maintaining confidentiality; setting priorities; analyzing laws and regulations; communicating effectively both orally and in writing; and conflict resolution.**

**RESPONSIBILITY**

Responsibilities include working under limited supervision using standardized practices and/or methods; managing a department; and supervising the use of funds. Utilization of significant resources from other work units is routinely required to perform the job's functions. There is a continual opportunity to impact the organization's services.

**WORKING ENVIRONMENT**

The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; some stooping, kneeling, crouching, and/or

## CLASSIFIED PERSONNEL

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4241.3-04.42

crawling; and significant fine finger dexterity. Generally the job requires 5070% sitting, 2515% walking, and 2515% standing. This job is performed in a generally clean and healthy environment.

### EXPERIENCE

Job related experience within the specialized field with increasing levels of responsibility is required. (Typical example would be at least three years of purchasing and/or contracting experience in a public agency or school district, **or directing the activities of a program responsible for worker's compensation and loss control and mitigation**, including at least one year in a lead, supervisory, or management level capacity with responsibility for the work of others.)

### EDUCATION

Bachelor's degree in job related area (e.g. business administration, public administration, accounting, purchasing/ contracting, material management, **risk management, loss control management** etc.). Additional qualifying experience may substitute for the educational requirement on the basis of one year of experience for 24 semesters or 45 quarter units.

### REQUIRED TESTING

Pre-employment proficiency test.

### CERTIFICATES

Certification with National Association of Purchasing Managers or Certificated Public Purchasing Officer **is** desirable. **Valid State of California Driver's license, evidence of insurability, and participation in the DMV pull-notice program.**

### CONTINUING EDUCATION/TRAINING

None Specified.

### CLEARANCES

Criminal Justice Fingerprint/Background Clearance and Tuberculosis Clearance.

### FLSA STATUS

Exempt

### SALARY RANGE

Management

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 15, 2010

**BOARD MEETING DATE:** October 21, 2010

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

**SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** Board Policy Revisions

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### EXECUTIVE SUMMARY

Several Board Policies are in need of revision, as required by new state mandates. These policies are being presented for first reading and will be submitted for Board Action on November 18, 2010.

### RECOMMENDATION:

It is recommended that the Board review the revised policies as shown in the attached supplements.

### FUNDING SOURCE:

Not applicable.

## STUDENTS

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### CONDUCT

The Board of Trustees believes that all students have the right to be educated in a positive learning environment free from disruptions. To maintain such an environment, students, parents/guardians, staff and the Board all must understand and fulfill their responsibilities related to student conduct.

### STUDENT RESPONSIBILITIES

The Board believes that it is important for students to understand that they have a choice to make regarding their actions and that appropriate conduct benefits both themselves and others. Students are encouraged to freely express their individuality as long as this expression does not infringe upon the rights of others or interfere with the instructional program. Behavior is considered appropriate when students are diligent in study, neat and clean, careful with school property, respectful towards their teachers, and courteous to other students, staff and volunteers. Students are expected to be punctual and regular in attendance and to remain on school premises in accordance with school rules. They are further expected to refrain from profane, vulgar or abusive language.

Students shall receive regular instruction in district and school rules and regulations related to conduct. Students who violate these rules and regulations may be subject to discipline, suspension, exclusion, expulsion or transfer to alternative programs.

Students who violate district or school rules and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of the privilege of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. The Superintendent or designee shall notify local law enforcement as appropriate.

### PARENT/GUARDIAN RESPONSIBILITIES

Parents/guardians are expected to comply with laws governing the conduct and education of their student's and to cooperate with school authorities regarding their student's behavior.

California law holds parents/guardians liable for any willful student misconduct which results in the death or injury of any student or persons employed by or volunteering for the district. Parents/guardians are also liable for any defacement, injury or loss of property belonging to the district or to a school employee.

The Superintendent or designee shall ensure that parents/guardians are annually informed of their liability for death, personal injury or district property damage resulting from willful student misconduct.

Parents/guardians shall also be informed that the district will not be responsible for damage caused by any student to any item of personal property which another student brings to school.

### DISTRICT RESPONSIBILITIES

The Board is responsible for prescribing behavioral and disciplinary guidelines for students. The Board shall give certificated staff all reasonable support with respect to student conduct and discipline.

The Superintendent or designee shall establish procedures necessary to enforce the Board's conduct and discipline policies and shall notify parents/guardians of the availability of these policies and procedures at the beginning of each school year.

## STUDENTS

ITEM 17  
5131

The Superintendent or designee shall ensure that each school site develops standards of conduct and discipline consistent with district policies and administrative regulations. Students and parents/guardians shall be notified of district and school rules related to conduct.

The school principal shall establish and enforce school rules that conform with district procedures and that foster safety and good citizenship. He/she shall ensure that students are informed of these rules when they enroll and at the beginning of each school year.

Teachers shall establish and enforce classroom rules that facilitate safety and effective learning. They shall cooperate with other certificated staff in enforcing general school rules and helping students to understand the benefits of choosing behaviors that show respect for other people and property.

Prohibited student conduct includes, but is not limited to:

1. Conduct that endangers students, staff, or others (cf. 0450 - Comprehensive Safety Plan) (cf. 5131.7 - Weapons and Dangerous Instruments) (cf. 5142 - Safety)
2. Conduct that disrupts the orderly classroom or school environment (cf. 5131.4 - Student Disturbances)
3. Harassment or bullying of students or staff, including, but not limited to, cyberbullying, intimidation, hazing or initiation activity, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or substantial disruption, in accordance with the section entitled "Bullying/Cyberbullying" below

Cyberbullying includes the transmission of communications, posting of harassing messages, direct threats, or other harmful texts, sounds, or images on the Internet, social networking sites, or other digital technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation. (cf. Nondiscrimination/Harassment) (cf. 5145.7 - Sexual Harassment) (cf. 5145.9 - Hate-Motivated Behavior)

4. Damage to or theft of property belonging to students, staff, or the district (cf. 3515.4 - Recovery for Property Loss or Damage) (cf. 5131.5 - Vandalism and Graffiti)
5. Possession or use of a laser pointer, unless used for a valid instructional or other school-related purpose, including employment (Penal Code 417.27)
6. Use of profane, vulgar, or abusive language (cf. 5145.2 - Freedom of Speech/Expression)
7. Plagiarism or dishonesty on school work or tests (cf. 5131.9 - Academic Honesty) (cf. 6162.54 - Test Integrity/Test Preparation) (cf. 6162.6 - Use of Copyrighted Materials)
8. Inappropriate attire (cf. 5132 - Dress and Grooming)
9. Tardiness or unexcused absence from school (cf. 5113 - Absences and Excuses) (cf. 5113.1 - Truancy)
10. Failure to remain on school premises in accordance with school rules (cf. 5112.5 - Open/Closed Campus)
11. Possession, use, or being under the influence of tobacco, alcohol, or other prohibited drugs (cf. 5131.6 - Alcohol and Other Drugs) (cf. 5131.62 - Tobacco) (cf. 5131.63 - Steroids) (cf. 1020 – Youth Services) (cf. 1400 - Relations Between Other Governmental Agencies and the Schools) (cf. 5020 - Parent Rights and Responsibilities) (cf. 5127 - Graduation Ceremonies and Activities) (cf. 5144 - Discipline) (cf. 5144.1 - Suspension and Expulsion/Due Process) (cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities)) (cf. 6020 - Parent Involvement) (cf. 6145 - Extracurricular and Cocurricular Activities) (cf. 6184 - Continuation Education) (cf. 6185 - Community Day School)



## STUDENTS

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Students may possess or use on school campus personal electronic signaling devices including, but not limited to, pagers and cellular/digital telephones, as well as other mobile communications devices including, but not limited to, digital media players, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, and laptop computers, provided that such devices do not disrupt the educational program or school activity and are not used for illegal or unethical activities such as cheating on assignments or tests.

If a disruption occurs or a student uses any mobile communications device for improper activities, a school employee shall direct the student to turn off the device and/or shall confiscate it. If the school employee finds it necessary to confiscate the device, he/she shall return it at the end of the class period or school day.

In accordance with BP/AR 5145.12 - Search and Seizure, a school official may search a student's mobile communications device, including, but not limited to, reviewing messages or viewing pictures. (cf. 5145.12 - Search and Seizure)

Students shall not use mobile communications devices, even in hands-free mode, while driving on school grounds or to and from a school-related activity.

A student who violates this policy may be prohibited from possessing a mobile communications device at school or school-related events and/or may be subject to further discipline in accordance with Board policy and administrative regulation.

### **BULLYING/CYBERBULLYING**

The Board desires to prevent bullying by establishing a positive, collaborative school climate and clear rules for student conduct. (cf. 5137 - Positive School Climate) (cf. 5138 - Conflict Resolution/Peer Mediation) (cf. 6164.2 - Guidance/Counseling Services)

The district may provide students with instruction, in the classroom or other educational settings, that promotes communication, social skills, and assertiveness skills and educates students about appropriate online behavior and strategies to prevent and respond to bullying and cyberbullying. (cf. 1220 - Citizen Advisory Committees) (cf. 6163.4 - Student Use of Technology)

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies. Parents/guardians, students, and community members also may be provided with similar information. (cf. 4131 - Staff Development) (cf. 4231 - Staff Development) (cf. 4331 - Staff Development) (cf. 5136 - Gangs)

Students may submit a verbal or written complaint of conduct they consider to be bullying to a teacher or administrator. Complaints of bullying shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment.

When a student is suspected of or reported to be using electronic or digital communications to engage in cyberbullying against other students or staff, or to threaten district property, the investigation shall include documentation of the activity, identification of the source, and specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

Students shall be encouraged to save and print any messages sent to them that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

## STUDENTS

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Any student who engages in cyberbullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline in accordance with district policies and regulations. If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed.

### LEGAL REFERENCE

#### CALIFORNIA EDUCATION CODE

35181	Governing board policy on responsibilities of students
35291	Rules
200-262.4	Prohibition of discrimination
32261	Bullying
35291-35291.5	Rules
44807	Duty concerning conduct of students
48900-48925	Suspension or expulsion
48908	Duties of pupils
48980-48981	Notification of parent or guardian
51512	Prohibition against electronic listening or recording device in classroom without permission

#### PENAL CODE

288.2	Harmful matter with intent to seduce
313	Harmful matter
417.25-417.27	Laser scope
647	Use of camera or other instrument to invade person's privacy; misdemeanor
647.7	Use of camera or other instrument to invade person's privacy; punishment
653.2	Electronic communication devices, threats to safety

#### VEHICLE CODE

23124	Use of cellular phones provisional license holders
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#### CIVIL CODE

1714.1	Liability of parents and guardians for willful misconduct of minor
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#### CODE OF REGULATIONS, TITLE 5

300-307	Duties of pupils
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#### UNITED STATES CODE, TITLE 42

2000h-2 et seq. Title IX, 1972 Education Act Amendments

# STUDENTS

## WEAPONS AND DANGEROUS INSTRUMENTS

The Board of Trustees desires students and staff to be free from the fear and danger presented by firearms and other weapons. The Board therefore prohibits students from possessing weapons, imitation firearms, or dangerous instruments of any kind in school buildings, on school grounds or buses, or at a school-related or school-sponsored activity away from school.

Under the power granted to the Board to maintain order and discipline in the schools and to protect the safety of students, staff and the public, any school employee is authorized to confiscate a weapons, dangerous instrument or imitation firearm from any person on school grounds.

Students possessing or threatening others with a weapon, dangerous instrument or imitation firearm are subject to suspension and/or expulsion in accordance with law, Board policy and administrative regulations.

The principal or designee shall notify law enforcement authorities when any student possesses a weapon or commits any act of assault with a firearm or other weapon.

### POSSESSION OF PEPPER SPRAY

The Board recognizes that students age 16 or older may legally possess tear gas or tear gas weapons such as pepper spray for the purpose of self-defense. Students who carry such items at school or school activities shall be subject to suspension and/or expulsion if they use such items improperly or for any purpose other than self-defense.

### REPORTING OF DANGEROUS OBJECTS

The Board encourages students to promptly report the presence of weapons, injurious objects, or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law. (cf. 5125 - Student Records)

The Superintendent or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student's anonymity. Incident reports and records shall not identify the student who reported the possession. The strategy shall also provide a method of informing staff, students, and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded. (cf. 5138 - Conflict Resolution/Peer Mediation)

### LEGAL REFERENCE

#### CALIFORNIA EDUCATION CODE

- 35291 Governing board to prescribe rules for the government and discipline of the schools
- 48900 Grounds for suspension/expulsion
- 48902 Notification of law enforcement authorities
- 48915 Required recommendation for expulsions
- 48916 Readmission
- ~~49330 Injurious object~~
- ~~49331 Removal from possession of pupil by designated employee~~
- ~~49332 Notification of parent or guardian; retention of object by school personnel; release~~

## STUDENTS

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~~49333~~ ~~Return of object~~  
~~49334~~ ~~Injurious objects; notification to law enforcement~~  
49330-49335 ~~Injurious objects~~

### CALIFORNIA PENAL CODE

245 Assault with deadly weapon  
417.2 Imitation firearms  
417.4 Imitation firearm; drawing or exhibiting  
626.9 Gun-Free School Zone Act of 1995  
~~616.10~~ ~~Dirks, daggers, knives, razor or stun gun, bringing or possessing in school or on school grounds; exception~~  
626.10 Dirks, daggers, knives, razor or stun gun; bringing or possessing in school  
653k Soliciting a minor to commit certain felonies  
12001 Control of deadly weapons  
~~12020-12028.5~~ ~~Unlawful carrying and possession of concealed weapons~~  
12020-12036 Unlawful carrying and possession of concealed weapons  
12220 Unauthorized possession of a machine gun  
12401-12404 Tear gas  
~~12403.7~~ ~~Weapons approved for self-defense~~  
~~12403.8~~ ~~Minors 16 or over; tear gas and tear gas weapons~~  
12550-12556 BB devices and imitation firearms

### UNITED STATES CODE, TITLE 20

~~16301-8962~~ ~~Improving America's Schools Act, especially:~~  
~~8921-8922~~ ~~Gun-Free Schools Act of 1994~~  
6301-7941 No Child Left Behind Act, especially:  
7151 Gun-Free Schools Act

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**DISTRICT RESIDENCY**

~~The Board of Trustees shall admit only those students who provide proof of district residency. To establish residency, a student must live within the boundaries of the San Dieguito Union High School District or be granted an interdistrict attendance permit. Residency is further defined as follows. A student shall be deemed to have complied with district residency requirements if he/she meets any of the following criteria:~~

- ~~1. Student lives with a parent or legal guardian. The student's parent/guardian resides within district boundaries. (Education Code 48200) (cf. 5111.13 - Residency for Homeless Children) (cf. 6173 - Education for Homeless Children)~~
- ~~2. Student lives with a blood relative, i.e., spouse, parent, grandparent, brother, sister, stepbrother, stepsister, half brother, half sister, uncle, aunt, niece, nephew, first cousin or any such person denoted by the prefix "grand" or "great" or the spouse of any of the persons specified in this definition, even after the marriage has been terminated by death or dissolution. (Title 22, 87001) (County Counsel) The student is placed within district boundaries in a regularly established licensed children's institution, a licensed foster home, or a family home pursuant to a court-ordered commitment or placement. (Education Code 48204) (cf. 6173.1 - Education for Foster Youth)~~
- ~~3. Student is under eighteen years old, but can produce evidence of legal emancipation. The student has been admitted through the district's interdistrict attendance program. (Education Code 48204) (cf. 5117 - Interdistrict Attendance)~~
- ~~4. Students who are placed by the court in foster care facilities within the district. The student is an emancipated minor residing within district boundaries. (Education Code 48204)~~
- ~~5. Students placed by the parent/guardian in properly licensed children's homes within the district. The student lives with a caregiving adult within district boundaries. (Education Code 48204)~~
- ~~6. Students confined to a district area hospital or residential care facility for treatment of a temporary disability. The student resides in a state hospital located within district boundaries. (Education Code 48204)~~
- ~~7. The school shall verify pupil and/or parent residency by requesting a utility statement, including service address (i.e. trash/water, SDG&E, cable, etc.), plus one additional document verifying current residence. (A visit by a district employee may occur at any time to verify residency.) The student is confined to a hospital or other residential health facility within district boundaries for treatment of a temporary disability. (Education Code 48207) (cf. 6183 - Home and Hospital Instruction)~~

~~Parents seeking to establish district residency through an interdistrict attendance permit shall initiate the process through the district of residence. All interdistrict attendance permits impacting the district shall be processed through the district office. Criteria for granting requests for interdistrict permits are as follows:~~

- ~~1. The enrollment of pupils from districts other than that of residence is not mandatory. If there is sufficient room in the school of desired attendance, requests will be considered under the following criteria:
  - ~~a. Senior Student—Those pupils who are in the highest grade of an elementary, junior, or~~~~

## STUDENTS

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~~senior high school may be permitted to graduate in the school which they have attended just prior to their move to another district.~~

- ~~b. Personal and Social Adjustment—These to be on a trial basis for academic adjustment only. These cases must have verification by the school authorities of the district of residence and the school authorities of the district of desired attendance.~~
- ~~c. Specialized Course or Training—Availability of specialized courses or training in district of desired attendance where not available in district of residence.~~
- ~~d. Child Care—These to be granted only when it is impossible to arrange adequate child care or supervision in the district of residence.~~
- ~~e. Contemplated Change of Residence—Specific and written evidence must be given that a home in another district is being obtained. Such permit should not be issued for longer than three months.~~

~~Elementary students may be granted inter-district permits based on a parent/guardian employment address within district boundaries as specified by Board policy.~~

~~The superintendent or designee shall notify the district of residence of all students requesting admittance into the district on the basis of parent/guardian place of employment. The student's parent/guardian shall be notified in writing of the Board's decision to deny admission. The notice shall include specific reasons for the denial. District residency is not required for enrollment in a regional occupational center or program if there are openings in the program or class. (Education Code 52317)~~

The superintendent or designee shall annually report to the Superintendent of Public Instruction of the number of requests for transfer on the basis of parent/guardian place of employment as well as the number of students transferred into and out of the district. notify /guardians of all existing attendance options available in the district, including, but not limited to, all options for meeting residency requirements for school attendance. (Education Code 48980) (cf. 5145.6 - Parental Notifications)

### DEFINITION OF RESIDENCY

In determining the place of residence, the following rules apply:

- A. It is the place where one remains when not called elsewhere for labor or other special or temporary purpose, and to which he or she returns in seasons of repose.
- B. There can only be one residence.
- C. A residence cannot be lost until another is gained.
- D. The residence of the parent with whom an unmarried minor child maintains his or her place of abode is the residence of such unmarried minor child.
- E. The residence of an unmarried minor who has a a parent living cannot be changed by his or her own act.
- F. The residence can be changed only by the union of act and intent.
- G. If at least one parent/guardian is physically employed by the District full-time and the District provides benefits. (Government Code 244)

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### PROOF OF RESIDENCY

Prior to admission in district schools, students shall provide proof of residency. (cf. 5111 - Admission)

The Superintendent or designee shall annually verify the student's residency and retain a copy of the document or written statement offered as verification in the student's mandatory permanent record. (5 CCR 432)

Reasonable evidence of residency may be established by one original document in each of the following two categories:

- I. Production of a grant deed to residence property, property tax payment receipts indicating the name of student's parent/guardian as owner of the property  
or  
production of a current, valid lease agreement indicating:
  - A. the property is located within the District; and,
  - B. the names of all residents who reside at the said property. All lease agreements must contain the management company's name and telephone number. Should the lease agreement expire during the school year, the District may require that a new, valid lease agreement be produced. The District may contact the management company to verify residency and to require the management company to provide evidence of ownership of the property. In the event the rental property is not owned/operated by a management company/corporation, the owner of the property will sign a Declaration under Penalty of Perjury indicating ownership of the property and validity of the lease. If the owner cannot travel to the District to sign the Declaration, the District will mail one to the owner. The owner shall sign the Declaration, have it notarized, and return it to the District within 10 school days after receipt thereof.
- II. Production of an original copy of a current gas/electric, water, or cable bill containing the name and address of the student's parent/guardian.

The District will not accept any other form of evidence as proof of residency.

If any district employee reasonably believes the parent/guardian of a student has provided false or unreliable evidence of residency, the District employee shall report this information to the Director of Pupil Services or designee. Upon receiving this information, the Director of Pupil Services or designee shall make reasonable efforts to determine if the student meets residency requirements. Reasonable efforts include, but are not limited to, home visits and investigation by a private detective.

Upon enrollment of a student residing in the home of a caregiving adult within district boundaries, the caregiving adult shall execute, under penalty of perjury, the affidavit specified in Family Code 6552. (cf. 5141 - Health Care and Emergencies)

Reasonable evidence of residency may be established by documentation including, but not limited to, any of the following:

1. Property tax payment receipts
2. Rent payment receipts
3. Utility service payment receipts

## STUDENTS

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### 4. Declaration of residency executed by the student's parent/guardian

In order to verify residency, the principal or designee or law enforcement personnel may make a home visit, require the parent or guardian to sign a statement under penalty of perjury as to the validity of his or her residence, or require additional documents establishing proof of residence.

The Superintendent or designee shall annually notify parents/guardians of all existing attendance options available in the district, including, but not limited to, all options for meeting residency requirements for school attendance. (Education Code 48980)

### CHANGE OF RESIDENCY STATUS

Any parent/guardian of a student enrolled in the District shall notify the District prior to or within 24 hours of any change or circumstance and/or a move which would affect their child's residency determination under this policy. Failure to do so shall result in disenrollment.

### SAFE AT HOME PROGRAM

When a student or parent/guardian participating in the Safe at Home program requests that the district use the substitute address designated by the Secretary of State, the Superintendent or designee may request the actual residence address for the purpose of establishing residency within district boundaries. The Superintendent or designee shall not include the actual address in the student's file or any other public record and shall instead use the substitute address for all future communications and correspondence. (Government Code 6206, 6207) (cf. 3580 - District Records) (cf. 5125 - Student Records)

### PROCEDURES FOR DENIAL OR REVOCATION OF ENROLLMENT

If, upon investigation, the District determines that a student's enrollment or attempted enrollment is based on false or insufficient evidence of residency, it shall revoke or deny the student's enrollment. Prior to making this residency determination, the District may extend the enrollment date for an additional 10 school days to permit the parent/guardian to obtain required documentation. Notification of such an extension shall be in writing.

In the event the District denies or revokes a student's enrollment, the parent/guardian shall be sent written notice from the District. The written notice shall include the reason for revoking or denying the student's enrollment. The notice shall also advise the parent/guardian to register the pupil in the proper district of residency as soon as possible, and it shall state the effective date of revocation of enrollment, which shall be 5 school days from the date of the notice.

In addition, the notice shall state the parent/guardian's right, within 5 school days, to schedule a meeting with the Director of Pupil Services to inspect supporting documents, rebut District evidence, question any district witnesses, and present evidence on the student's behalf. The Director of Pupil Services shall prepare a written decision within 10 school days detailing his/her findings. The student shall remain enrolled in the District throughout this process.

The decision of the Director of Pupil Services shall be final.



## STUDENTS

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### LEGAL REFERENCE:

#### EDUCATION CODE

35351 Assignment of students to particular schools  
48050-48054 Nonresidents  
48200-48208 Persons included (compulsory education law)  
48980 Notifications at beginning of term  
52317 ROP, admission of persons including nonresidents to attendance area

#### FAMILY CODE

6550-6552 Caregivers

#### GOVERNMENT CODE

6205-6211 Confidentiality of residence for victims of domestic violence

#### CODE OF REGULATIONS, TITLE 5

432 Varieties of student records

#### UNCODIFIED STATUTES

AB 687, Ch. 309, Statutes of 1995

#### COURT DECISIONS

Katz v. Los Gatos-Saratoga Joint Union High School District, (2004) 117 Cal.App.4th 47

#### MANAGEMENT RESOURCES:

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES  
0303.95 Verification of residency, LO: 1-95

#### WEB SITES

California Department of Education: <http://www.cde.ca.gov>  
California Secretary of State, Safe at Home Program: <http://www.ss.ca.gov/safeathome>

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 11, 2010

**BOARD MEETING DATE:** October 21, 2010

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

**SUBJECT:** DATE OF ORGANIZATIONAL MEETING,  
DECEMBER 9, 2010

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### EXECUTIVE SUMMARY

According to Education Code sections 35143 and 7200(c)(2), all Governing Boards are required to hold an annual organizational meeting for the purpose of establishing future meeting dates and electing officers. The outcome of said meeting is then reported to the County Office of Education within a specific window of time. This year, the San Diego County Office of Education requests that this meeting be held between December 3 and December 17, 2010.

### RECOMMENDATION:

District administration recommends December 9, 2010, as the date for the Organizational Board Meeting. This item is being submitted for consideration by the board will be submitted for board action on November 18, 2010.

### FUNDING SOURCE:

Not applicable

KN/bb

ITEM 18

Organizational Meetings of Governing Boards -4-

October 1, 2010

**NOTICE OF DECEMBER 2010  
ORGANIZATIONAL MEETING OF THE GOVERNING BOARD**

Complete and submit no later than December 2, 2010 to:

Peg Marks  
Legal Services, Room 609  
San Diego County Office of Education  
Email: [pmarks@sdcoe.net](mailto:pmarks@sdcoe.net)  
Fax: (858) 541-0697

School District: San Dieguito Union High School District

Date of Organizational Meeting: December 9, 2010  
*(date between December 3 and December 17 inclusive)*

Time of Meeting: 6:30 PM

\_\_\_\_\_  
Clerk / Secretary to the Governing Board

\_\_\_\_\_  
Date

ITEM 19

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 12, 2010

**BOARD MEETING DATE:** October 21, 2010

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

**SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** Start Smart Teen Driving Program

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### EXECUTIVE SUMMARY

Attached is an informational update for the proposed requirement for SDUHSD High School students and parents to complete the SDUHSD Start Smart Teen Driving Program in order to be eligible to purchase an on campus parking permit in 2011-12.

### RECOMMENDATION:

For information only.

### FUNDING SOURCE:

Not applicable.

## **S.D.U.H.S.D.**

### **START SMART**

#### **HIGH SCHOOL TEEN DRIVING PROGRAM**

The California Highway Patrol's Start Smart program is a free driver safety education class which targets new and future licensed teenage drivers between the age of 15 – 20 and a parent / guardian for each student driver. The course is two hours long. Students and a parent / guardian must attend together.

San Diego County Sheriff and CHP officers will discuss traffic collision avoidance techniques, collision causing factors, driver / parent responsibilities, and seatbelt usage. Additionally, testimonies will be provided by officers who have investigated fatal collisions involving teens.

Beginning with the 2010-11 school year, each of our five high schools will offer multiple classes on campus. The classes are free. Each site will use Start Smart student completion lists from 2009-10, along with 2010-11 to track students. For 2010-11 students and parents will be encouraged to participate.

Beginning with the 2011-12 school year, S.D.U.H.S.D. will require, through new policy, that every high school student who purchases an on campus parking permit must have completed the CHP Start Smart course with a parent or legal guardian. Students must have a parent or guardian present for the entire two hour course. Students and their parent / guardian must show photo identification during course check in / sign in. No exceptions. Multiple courses will be offered during each school year at all five SDUHSD high schools. Students and their parent / guardian may attend any Start Smart course, including those offered at other SDUHSD high schools. San Dieguito Alliance will sponsor classes during Summer, 2011. These Summer Start Smart classes are available to all SDUHSD students. Students will sign up for classes at each high school during the school year and through San Dieguito Alliance for Summer classes. Details will be available by February, 2011 on the SDUHSD website, on each high school's website and on the San Dieguito Alliance website.

Students who completed Start Smart in 2009-10 and 2010-11 will be eligible to purchase a 2011-12 parking permit. Students and their parent / guardian will only have to complete the course one time in their high school career. Due to the expected "demand" for this course, high schools will begin hosting the Start Smart course during the 2010-11 school year.. Since student parking and driving to school is optional, fees are permissible. The Start Smart course will remain free to students and their parent / guardian.