



**BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**Board of Trustees**  
Joyce Dalessandro  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
John Salazar

**Superintendent**  
Rick Schmitt

**Union High School District**

**THURSDAY, FEBRUARY 6, 2014  
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 / ELECTRONIC DEVICES**

As a courtesy to all meeting attendees, please set cellular phones and electronic devices 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.

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

**AGENDA**

**THURSDAY, FEBRUARY 6, 2014  
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. (1 Issue)
  - B. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.  
Agency Negotiators: Superintendent and Associate Superintendents  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association

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

- 3. RECONVENE REGULAR BOARD MEETING / CALL TO ORDER ..... BOARD PRESIDENT  
\* WELCOME / MEETING PROTOCOL REMARKS
- 4. PLEDGE OF ALLEGIANCE
- 5. REPORT OUT OF CLOSED SESSION
- 6. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING & BOARD WORKSHOP OF JANUARY 16, 2014  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve Minutes (2) of the January 16, 2014 Regular Board Meeting and Board Workshop, as shown in the attached supplements.

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

- 7. STUDENT INTRODUCTIONS / UPDATES
  - A. OATH OF OFFICE ..... RICK SCHMITT, SUPERINTENDENT  
MORGAN PATTERSON, CCA / ARIEL MICHAELIS, SDA
  - B. STUDENT UPDATES .....STUDENT BOARD REPRESENTATIVES
- 8. BOARD REPORTS AND UPDATES ..... BOARD OF TRUSTEES
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, & LEGISLATIVE UPDATES ... RICK SCHMITT, SUPERINTENDENT
- 10. UPDATE, ALTERNATIVE SCHOOLS & PUPIL SERVICES..... RICK AYALA, DIRECTOR, PPS & ALT PROGRAMS

**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

Acceptance of Gifts and Donations as shown in the attached supplement(s).

### B. FIELD TRIP REQUESTS

Approval of Field Trip Requests as shown in the attached supplement(s).

## 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 supplement(s).

### B. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. University of La Verne, for the provision of fieldwork study and internships to University students, during the period December 5, 2013 until terminated by either party, a stipend for which will be provided by the University up to an amount of \$400.00 per student depending on the field of study.
2. Brandman University San Diego, part of the Chapman University System, for the provision of fieldwork study and internships to University students, during the period January 1, 2014 through January 1, 2019, a stipend for which will be provided for each eight week session by the University up to an amount of \$200.00 per student depending on the field of study.

## 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. San Diego County Office of Education (SDCOE) and San Dieguito Union High School District (SDUHSD), for a participation agreement for operation of SDUHSD's Regional Occupational Program (ROP) courses and services and distribution of ROP funds from SDCOE to SDUHSD, during the period July 1, 2013 through June 30, 2014, at no cost to the district.

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

(None Submitted)

## 14. PUPIL SERVICES / SPECIAL EDUCATION

### SPECIAL EDUCATION

#### A. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL / NON-PUBLIC AGENCY CONTRACTS, INDEPENDENT CONTRACTOR AGREEMENTS, AND/OR MEMORANDUMS OF UNDERSTANDING

Approve entering into the following non-public school / non-public agency master contracts (NPS/NPAs), independent contractor agreements (ICAs), and or memorandums of understanding (MOUs), and authorize Christina M. Bennett or Eric R. Dill to execute all pertinent documents.

1. Daniel Davis Optometry, Inc. (ICA), to provide developmental optometry services, during the period July 1, 2013 through June 30, 2014, at the rates shown on the attachment, to be expended from the General Fund/Restricted 06-00.

2. Vista Unified School District, for an intra-SELPA agreement to provide transportation and a transportation aide to a San Dieguito Union High School District special education student to and from TERI Learning Academy, during the period July 1, 2013 through June 30, 2014, for an amount not to exceed \$12,909.05, to be expended from the General Fund/Restricted 06-00.
3. Oceanside Unified School District, for an intra-SELPA agreement for a San Dieguito Union High School District special education student to receive education and mental health services at Ocean Shores High School, during the period July 1, 2013 through June 30, 2014, for an amount not to exceed \$10,885.67, to be expended from the General Fund/Restricted 06-00.
4. The Arch Academy (NPS), to provide education services for special education students who are struggling in the traditional school setting for a variety of reasons which can include inattention, emotional issues, behavioral issues, substance abuse, eating disorders, learning disabilities and autistic spectrum disorders among others, during the period July 1, 2013 through June 30, 2014, in the amount of \$224.00 per diem, to be expended from the General Fund/Restricted 06-00.

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

C. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS  
(None Submitted)

#### **PUPIL SERVICES**

D. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Cameron Clapp, to deliver two motivational speeches at La Costa Canyon High School, on December 12, 2013, in the amount of \$1,250.00, to be expended from the General Funds Restricted 06-00.

### **15. BUSINESS / PROPOSITION AA**

#### **BUSINESS**

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. San Diego Fire-Rescue Department, to provide automatic external defibrillators (AED) program maintenance, during the period January 20, 2014 through January 19, 2015, for an annual reinstatement fee of \$37.50, \$25.00 for each AED up to the first ten and \$10.00 each per additional AED after ten, to be expended from the General Fund 03-00.
2. MSDSpro, LLC operating as SDSpro, to provide software maintenance support for Web Inventory Manager, during the period February 11, 2014 through February 10, 2015, for an amount not to exceed \$1,710.00, to be expended from the General Fund 03-00.

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. En Pointe Technologies, Inc., amending the contract for LANDesk Management and Security Suites and Antivirus Manager Software licenses and support beyond the initial three year period ending March 16, 2014 to an automatic annual renewal terminated with 60 day written notice and increasing the estimated annual not to exceed amount from

\$60,299.18 to \$65,000.00 based on the number of licenses required each year, to be expended from the General Fund 03-00.

C. ACCEPTANCE OF RECOMMENDATION AND APPROVAL TO ENTER INTO CONTRACTS

Accept the recommendation of district staff to select Keane Studios, LLC and Gerardy Photography for district wide senior portrait photography services and underclassmen portrait photography services, respectively, during the period February 7, 2014 through February 6, 2015 with options to extend for four additional one-year periods, and authorize Christina M. Bennett or Eric R. Dill to enter into contracts.

D. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

E. APPROVAL OF CHANGE ORDERS

(None Submitted)

F. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

G. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

1. Purchase Orders
2. Membership Listing (None Submitted)

**PROPOSITION AA**

H. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Christina M. Bennett, Eric R. Dill, or Rick Schmitt to execute the agreements and all related pertinent documents:

1. Geocon Inc., geotechnical investigation at Earl Warren Middle School, during the period February 6, 2014 through August 6, 2014, in an amount not to exceed \$29,500.00, to be expended from Building Fund-Prop 39 Fund 21-39.
2. Roesling Nakamura Terada Architects, Architectural/Engineering services Building 600 at La Costa Canyon High School, during the period February 6, 2014 through February 6, 2015, in an amount not to exceed \$6,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
3. Roesling Nakamura Terada Architects, Architectural/Engineering services Building 800 and Media Center at La Costa Canyon High School, during the period February 6, 2014 through February 6, 2015, in an amount not to exceed \$29,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
4. Lionakis, Architectural Services at Earl Warren Middle School Interim Housing, during the period February 6, 2014 through completion, in an amount not to exceed \$56,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.

I. 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. American Fence and Security, Inc., to amend the Fencing Services contract, A2014-28 dated January 16, 2014, to provide additional services for the interim fence installation at San Dieguito Academy, in the amount of \$694.64, for additional services through June 27, 2014, to be expended from Building Fund-Prop 38 Fund 21-39.

J. APPROVAL OF CHANGE ORDERS  
(None Submitted)

K. ACCEPTANCE OF CONSTRUCTION PROJECTS  
(None Submitted)

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

- Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve Consent Agenda Items 11-15 as shown in the attached supplements.
- Roll Call:
 

Joyce Dalessandro	Morgan Patterson, Canyon Crest Academy
Barbara Groth	Jourdan Johnson, Torrey Pines High School
Beth Hergesheimer	Noel Kildiszew, La Costa Canyon High School
Amy Herman	Ariel Michaelis, San Dieguito Academy
John Salazar	Madison MacKenzie, Sunset High School

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

16. ADOPTION OF RESOLUTION CONVEYING AN INTEREST IN REAL PROPERTY & RIGHT-OF-WAY

- PUBLIC HEARING
- Motion by \_\_\_\_\_, second by \_\_\_\_\_, to adopt the Resolution Conveying an Interest in Real Property Easement and Right-of-Way to the City of San Diego, for the purpose of access to construct, reconstruct, maintain, operate and repair water facilities on the Canyon Crest Academy campus, as therein described, said property being owned by the San Dieguito Union High School District of San Diego County, California, as shown in the attached supplements.
- Roll Call

**INFORMATION ITEMS..... (ITEMS 17 - 26)**

17. PROPOSED REVISIONS TO BOARD POLICY #9270, "CONFLICT OF INTEREST"

This item is being submitted for first read and will be resubmitted for action at the February 20, 2014 meeting.

18. PROPOSED REVISIONS TO ADMINISTRATIVE REGULATION, BOARD POLICY #5116.1/AR-2, "HIGH SCHOOL SELECTION"

This item is being submitted for information only.

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

20. HUMAN RESOURCES UPDATE .....TORRIE NORTON, ASSOCIATE SUPERINTENDENT

21. EDUCATIONAL SERVICES UPDATE.....MIKE GROVE, ED.D., ASSOCIATE SUPERINTENDENT

22. 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)

23. FUTURE AGENDA ITEMS

24. ADJOURNMENT TO CLOSED SESSION .....(AS REQUIRED)

- A. To consider personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline /release, dismissal of a public employee or to hear complaints or charges brought

against such employee by another person or employee unless the employee requests a public session. (1 Issue)

- B. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.  
Agency Negotiators: Superintendent and Associate Superintendents  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association

25. REPORT FROM CLOSED SESSION (AS NECESSARY)

26. MEETING ADJOURNED

*The next regularly scheduled Board Meeting will be held on [Thursday, February 20, 2014, 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  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
John Salazar  
  
Superintendent  
Rick Schmitt

JANUARY 16, 2014

THURSDAY, JANUARY 16, 2014  
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

President Dalessandro called the meeting to order at 6:00 PM to receive public comments on Closed Session agenda items. No public comments were presented.

2. **CLOSED SESSION** ..... **6:01 PM**

The Board convened to Closed Session at 6:01 PM to discuss the following:

- 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.* (1 Issue)
- B. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.  
Agency Negotiators: Superintendent and Associate Superintendents  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association

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

ATTENDANCE

BOARD OF TRUSTEES AND STUDENT BOARD REPRESENTATIVES

Joyce Dalessandro	Morgan Patterson, Canyon Crest Academy
Barbara Groth	Jourdan Johnson, Torrey Pines High School
Beth Hergesheimer	Bridget Grubb, La Costa Canyon High School
Amy Herman	Mary Hope Liesegang, San Dieguito Academy
John Salazar	Madison Mackenzie, Sunset High School

DISTRICT ADMINISTRATORS / STAFF

Rick Schmitt, Superintendent  
Eric Dill, Associate Superintendent, Business  
Michael Grove, Ed.D., Associate Superintendent, Educational Services  
Torrie Norton, Associate Superintendent, Human Resources  
Jason Vilorio, Executive Director, Educational Services  
Manuel Zapata, Coordinator, Technical Ed., EL, & Academic Intervention  
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

3. RECONVENE REGULAR MEETING / CALL TO ORDER ..... (ITEM 3)

The regular meeting of the Board of Trustees was called to order at 6:31 PM by President Joyce Dalessandro.



- 4. PLEDGE OF ALLEGIANCE ..... (ITEM 4)  
President Dalessandro led the Pledge of Allegiance.
- 5. REPORT OUT OF CLOSED SESSION ..... (ITEM 5)  
The Board met in closed session; there was no reportable action taken.
- 6. APPROVAL OF MINUTES OF THE ORGANIZATIONAL BOARD MEETING OF DECEMBER 12, 2013  
It was moved by Ms. Groth, seconded by Ms. Hergesheimer, to approve the Minutes of December 12<sup>th</sup>, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. Motion unanimously carried.

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

- 7. STUDENT UPDATES..... STUDENT BOARD REPRESENTATIVES  
Students gave updates on events and highlights at their schools. Mary Hope Liesegang introduced Ariel Michaelis and Jaycelin Bert, future student representatives, stating that Ms. Michaelis will begin at the next board meeting on February 6, 2014, and Ms. Bert will start in the fall. Superintendent Schmitt thanked Ms. Liesegang for her participation and presented her with a Certificate of Achievement.
- 8. BOARD REPORTS AND UPDATES ..... BOARD OF TRUSTEES  
All Board members attended the Common Core Board Workshop held prior to the Board meeting.  
Ms. Groth attended CIF Coordinating Council meeting, San Diego School Boards Association meeting in San Diego which covered the topic of cyber-bullying.  
Ms. Hergesheimer attended a Google workshop at the District Office, the ribbon cutting ceremony for the new San Dieguito Academy field turf, and reported that her husband was invited to attend the CCA Quest program event.  
Ms. Herman, Mr. Salazar, Ms. Dalessandro had nothing further to report.
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, LEGISLATIVE UPDATES..... RICK SCHMITT, SUPERINTENDENT  
Superintendent Schmitt gave an update on his visits to the elementary school districts and their Parent/Foundation groups regarding Common Core and middle/high school selection. Upcoming workshops are scheduled on February 6<sup>th</sup> regarding budget planning and February 20<sup>th</sup> on Facilities, Middle School #5 and Technology updates. Mr. Schmitt also gave an update on classified staffing, and concerns over time lines hiring classified staff.
- 10. UPDATE, COMMUNITY EDUCATION & CTE .....MANUEL ZAPATA, COORDINATOR  
Mr. Zapata identified the community education goals as to continue to offer the same quality programs/offerings without increasing class fees, to increase or maintain revenue while reducing the program costs by meeting with staff and sharing the vision, combining course offerings, reducing the number of brochures sent out, using an email marketing tool to communicate offerings, and marketing with local businesses. Staff is currently collaborating with MiraCosta College to create a regional plan to better serve the adults in our area.  
Mr. Zapata reported that ROP funding is still unknown at this time. ROP/CTE enrollment is currently at 5,200 students, and they are aligning with CTE standards. He further reported that San Dieguito Academy & Torrey Pines High School participated in a county-wide culinary arts competition and that the San Dieguito Academy team came in 2<sup>nd</sup> place.  
Mr. Zapata commended his staff for their support as well as the Board and administration.

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

It was moved by Ms. Groth, seconded by Ms. Hergesheimer, that all Consent Agenda Items 11-15, be approved as amended (*revised 12A1 attached*) and listed below. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. Motion unanimously carried.

## 11. SUPERINTENDENT

### A. GIFTS AND DONATIONS

Acceptance of Gifts and Donations as presented.

### B. FIELD TRIP REQUESTS

Approval of Field Trip Requests 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 amended.

*\*12A1 – revised Classified Report attached.*

### B. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

## 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. Document Tracking Services, LLC (DTS), to provide a license to use DTS proprietary web-based application, during the period January 1, 2014 through December 31, 2014, for an amount not to exceed \$2,495.00, to be expended from the General Fund/Restricted 06-00.

### 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. CTB/McGraw-Hill LLC, amending the LAS Links Online English language proficiency contract to add additional users, during the period December 19, 2013 through October 18, 2015, for an estimated annual amount not to exceed \$21,837.31, to be expended from the General Fund/Restricted 06-00.
2. Walroux Enterprises, amending the contract for grant writing, research, and reporting services to include up to 50 hours of service at \$75.00 per hour assisting the district to write a grant for the Workforce Investment Act (WIA) Title II Adult Education and Family Literacy Act (AEFLA) Section 231 and English Literacy and Civics Education grant for 2014-2015, during the period December 12, 2013 until project completion, for a not to exceed amount of \$3,750.00, to be expended from the Adult Education Fund 11-00.

## 14. PUPIL SERVICES / SPECIAL EDUCATION

### SPECIAL EDUCATION

#### A. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL / NON-PUBLIC AGENCY CONTRACTS, INDEPENDENT CONTRACTOR AGREEMENTS, AND/OR MEMORANDUMS OF UNDERSTANDING

Approve entering into the following non-public school / non-public agency master contracts (NPS/NPAs), independent contractor agreements (ICAs), and or memorandums of understanding (MOUs), and authorize Christina M. Bennett or Eric R. Dill to execute all pertinent documents.

1. Autism Spectrum Consultants (NPA), to provide autism related services to special education students, during the period July 1, 2013 through June 30, 2014, at the rates shown on the attachment, to be expended from the General Fund/Restricted 06-00.

## ITEM 6

2. ACES (NPA), to provide autism related services to special education students, during the period June 1, 2013 through June 30, 2014, at the rates shown on the attachment, to be expended from the General Fund/Restricted 06-00.
3. Susan Berkowitz, MS (ICA), to provide evaluations and reports in the areas of receptive and expressive language, articulation and other related services, during the period July 1, 2013 through June 30, 2014, at the rates shown on the attachment, to be expended from the General Fund/Restricted 06-00.
4. Vista Unified School District, to provide Intra-SELPA specialized education and counseling and guidance to a San Dieguito Union High School District special education student, during the period July 1, 2013 through June 30, 2014, for an estimated not to exceed amount of \$11,896.36, to be expended from the General Fund/Restricted 06-00.

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

(None Submitted)

**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 Director of Special Education to execute the agreements, as shown in the attached supplement:

1. Student ID No. 2037232045, for speech and language services, in the amount of \$150.00/hour not to exceed \$1,050.00.
2. Student ID No. 3161783687, for reimbursement of NPA services at Banyon Tree Learning Center, in the amount of \$855.00.

**PUPIL SERVICES****D. APPROVAL/RATIFICATION OF AGREEMENTS**

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

1. Vincent Fall and Associates, to provide residency check services and support to the Director of Pupil Services and Alternative Programs by participating in School Attendance Review Board (SARB) and administrative hearing panels on an as needed basis, during the period December 9, 2013 through June 30, 2014, at the rate of \$200.00 per hour, to be expended from the General Fund 03-00.
2. Rachel's Challenge, to provide a Rachel's Challenge Event at Earl Warren Middle School, on February 2, 2014, in the amount of \$3,600.00, to be expended from the General Fund/Restricted 06-00.

**15. BUSINESS / PROPOSITION AA****BUSINESS****A. APPROVAL/RATIFICATION OF AGREEMENTS**

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

1. School Services of California, Inc. to provide the District with fiscal and mandated cost claims services and the CADIE and SABRE reports, during the period January 1, 2014 through December 31, 2014, for an amount not to exceed \$3,900.00 plus expenses, to be expended from the General Fund 03-00.
2. Corporation for Education Network Initiatives in California (CENIC), under contract with the Imperial County Office of Education, adding San Dieguito Union High School District to a consortium, via the signing of a letter of agency (LOA), for the purpose of securing possible E-rate discounts on eligible telecommunications products and services on behalf of K-12 California school districts and offices of education, during the period July 1, 2014 through June 30, 2017, at no cost to the district.

- B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS  
(None Submitted)
- C. AWARD/RATIFICATION OF CONTRACTS  
(None Submitted)
- D. APPROVAL OF CHANGE ORDERS  
(None Submitted)
- E. ACCEPTANCE OF CONSTRUCTION PROJECTS  
(None Submitted)

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

**PROPOSITION AA**

- G. APPROVAL/RATIFICATION OF AGREEMENTS  
Approve/ratify entering into the following agreements and authorize Christina M. Bennett, Eric R. Dill, or Rick Schmitt to execute the agreements:
  - 1. Geocon Inc., geotechnical investigation at Torrey Pines High School for the weight room building, during the period of January 17, 2014 through July 17, 2014, in an amount not to exceed \$6,800.00, to be expended from Building Fund-Prop 39 Fund 21-39.
  - 2. Digital Networks Group, Inc., La Costa Canyon High School technology upgrade to install short throw projectors and multimedia controls in 81 classrooms, during the period January 17, 2014 through January 17, 2015, in an amount not to exceed \$680,984.74, to be expended from Building Fund-Prop 39 Fund 21-39.
  - 3. Wilkinson Hadley King & Co., LLP, financial and performance audit of Proposition AA Building Fund of San Dieguito Union High School District as of June 30, 2013, during the period of January 17, 2014 through July 17, 2014, in an amount not to exceed \$3,700.00 including all reimbursable expenses, to be expended from the General Fund 03-00.
  - 4. SubSurface Surveys & Associates, Inc., utility locating at San Dieguito Academy for interim housing, during the period of January 17, 2014 through July 17, 2014 in an amount not to exceed \$4,555.00 including all reimbursable expenses, to be expended from Building Fund – Prop 39 Fund 21-39.
  - 5. Erickson-Hall Construction Company, construction management services at Oak Crest Middle School field access ramp/Art and Technology Building Modernization project, during the period of January 17, 2014 through September 30, 2014 in an amount not to exceed \$238,276.00, to be expended from Building Fund- Prop 39 Fund 21-39.
  - 6. American Fence and Security, Inc., interim fence installation at San Dieguito Academy for the field project, during the period of December 27, 2013 through June 27, 2014, in an amount not to exceed \$1,753.66, to be expended from Building Fund-Prop 39 Fund 21-39.
  - 7. El Camino Rental, rental of temporary stadium lights at Canyon Crest Academy, during the period of November 16, 2013 through March 16, 2014, in an amount not to exceed \$21,093.60, to be expended from Building Fund-Prop 39 Fund 21-39 and the Canyon Crest Academy Athletic Foundation.
  - 8. Spankys Portable Services, rental of porta-potty at Canyon Crest Academy construction trailer, during the period of December 23, 2013 through June 30, 2014, in an amount not to exceed \$721.54, to be expended from Building Fund-Prop 39 Fund 21-39.

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

I. ADOPTION OF RESOLUTION / LEASE-LEASEBACK

Adopt the resolution approving and authorizing execution of site lease, sublease agreement, and construction services agreement for the lease-leaseback agreement with Gilbane Building Company for the construction of the San Dieguito Academy Stadium Phase 2, Interim Housing, and Tennis Court Replacement projects, to be expended from Building Fund-Prop 39 Fund 21-39, as shown in the attached supplement.

J. ADOPTION OF RESOLUTION / COOPERATIVE BID

Adopt the attached resolution authorizing contracting pursuant to cooperative bid and award documents from Franklin-McKinley School District for the lease of modular buildings, per the pricing structure, terms, and conditions stated in the bid documents, to be expended from the Building Fund-Prop 39 Fund 21-39 and Capital Facilities Fund 25-19 or from the fund to which the purchases are charged and authorize Christina M. Bennett or Eric R. Dill to execute all necessary documents.

K. APPROVAL OF CHANGE ORDERS

(None Submitted)

L. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

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

16. ADOPTION OF RESOLUTION / REPORT ON STATUTORY SCHOOL FEES & FINDINGS, 2012-13

Motion by Ms. Groth, seconded by Ms. Hergesheimer, to adopt the resolution regarding Statutory School Fees Report for fiscal year 2012-13, and Findings in compliance with Government Codes sections 66006 and 66001, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. Motion unanimously carried.

17. ADOPTION OF RESOLUTION OF INTENTION TO CONVEY INTEREST IN REAL PROPERTY & RIGHT-OF-WAY

Motion by Ms. Groth, seconded by Ms. Herman, to adopt the Resolution of Intention to Convey Interest in Real Property and Right-of-Way to the City of San Diego, for the purpose of access to construct, reconstruct, maintain, operate and repair water facilities on the Canyon Crest Academy campus, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. Motion unanimously carried.

18. ACCEPTANCE OF 2012-13 ANNUAL AUDIT

Motion by Ms. Groth, seconded by Mr. Salazar, to accept the 2012-13 annual audit of the San Dieguito Union High School District, as prepared by Wilkinson, Hadley, King, & Co. LLP, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. Motion unanimously carried.

19. APPROVAL AND ADOPTION OF PROPOSED NEW BOARD POLICY JOB DESCRIPTIONS (3): #4216.3-10.7 "CONSTRUCTION PROJECTS MANAGER – I"; #4216.3-10.8, "CONSTRUCTION PROJECTS MANAGER – II"; #4216.3-77.2, "FACILITIES CONSTRUCTION PLANNER" AND SALARY RANGE SCHEDULES & DEFINITIONS

Motion by Ms. Hergesheimer, seconded by Ms. Groth, to approve the proposed new board policy job descriptions (3), #4216.3-10.7 "Construction Projects Manager – I"; #4216.3-10.8, "Construction Projects Manager – II"; #4216.3-77.2, "Facilities Construction Planner", and #4341.1 Attachment A, Management Salary Schedule, and #4231/Appendix A, Salary Range Definitions, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. Motion unanimously carried.

20. APPROVAL AND ADOPTION OF BOARD POLICY REVISIONS: #4216.3-02.3, "DIRECTOR OF HUMAN RESOURCES"

Motion by Ms. Herman, seconded by Ms. Hergesheimer, to approve revisions to board policy #4216.3-02.3, "Director of Human Resources", as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. Motion unanimously carried.

**INFORMATION ITEMS..... (ITEMS 19 - 28)**

21. UNIFORM COMPLAINT REPORT, 2<sup>ND</sup> QUARTER (OCTOBER– DECEMBER, 2013)

This item was submitted as information only, for the second quarter, October-December 2013, as presented.

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

Mr. Dill gave an update Governor’s budget stating that no news was shared regarding basic aid districts and to expect to hear news soon regarding the Local Control Funding Formula (LCFF). Staff will be developing the 2014-15 budget, working with the tax assessor on property tax projections, and monitoring the LCFF. No new money is expected for Common Core implementation.

Mr. Dill also gave an update on Middle School #5 indicating that grading is ongoing and should be completed next month, and that plans are currently at DSA and expected back within three weeks. Staff is moving forward with preparing bid packages for construction and that contracts cannot be issued until DSA approval is received. Staff is hoping to be under construction by late May. More information will be shared at the upcoming February 20<sup>th</sup> board workshop.

Mr. Dill further reported that the lease-leaseback contract approved earlier with Gilbane, LLB will be the preferred method of delivery. He explained that the builder assumes the risk of managing all the subcontractors at a guaranteed maximum price based off of a low minimum price. The builder is required to bid subcontractors and that any savings during construction will be returned to the district. After bidding, the actual guaranteed maximum price will be returned to board for approval/review.

Mr. Dill also shared with the Board the selection of Joel Van Hooser as the Director of Information Technology and is looking forward to working with Mr. Van Hooser as the new director.

23. HUMAN RESOURCES UPDATE ..... TORRIE NORTON, ASSOCIATE SUPERINTENDENT, HR

Ms. Norton gave an update on projected student enrollment, and formula staffing.

24. EDUCATIONAL SERVICES UPDATE ..... MIKE GROVE, ED.D., ASSOCIATE SUPERINTENDENT, ED SVCS

Dr. Grove encouraged the Board to attend one of the Common Core Parent Information Nights scheduled in the next couple of weeks.

25. PUBLIC COMMENTS – None presented.

26. FUTURE AGENDA ITEMS – None presented.

27. ADJOURNMENT TO CLOSED SESSION – No closed session was necessary.

28. CLOSED SESSION – Nothing further to report out of closed session.

29. ADJOURNMENT OF MEETING - Meeting adjourned at 7:26 PM.

\_\_\_\_\_  
Beth Hergesheimer, Board Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rick Schmitt, Superintendent

\_\_\_\_\_  
Date

## PERSONNEL LIST

### CLASSIFIED PERSONNEL

#### Employment

1. **Anderson, Lara**, Instructional Assistant-SpEd(NS), SR34, 48.75% FTE, Torrey Pines High School, effective 1/08/14
2. **Franco, Andrea**, Instructional Assistant-SpEd(NS), SR34, 37.50% FTE, Earl Warren Middle School, effective 01/04/14
3. **Ocampo, Rocio**, Nutrition Services Assistant I, SR25, 31.25% FTE, San Dieguito Academy, effective 01/06/14

#### Change in Assignment

1. **Castaneda, Christina**, from Instructional Assistant-SpEd(SH), SR36, 48.75% FTE, Torrey Pines High School to 75.00% FTE, effective 01/06/14
2. **Gunnarsson, Louise**, from Instructional Assistant-SpEd(NS), SR34, 48.75% FTE, Torrey Pines High School to Instructional Assistant-SpEd(SH), SR36, 75.00% FTE, effective 12/17/13
3. **Magana, Norma**, from Nutrition Services Assistant I, SR25, 31.25% FTE, Carmel Valley Middle School to 37.50% FTE, effective 12/16/13
4. **Peterson, Tina**, from Human Resources Technician, SR42, 100.00% FTE, to Human Resources Information Systems Analyst, SR52, 100.00% FTE, District Office-Human Resources Department, effective 01/01/14.
5. **Prado, Cesar**, from Nutrition Services Assistant I, SR25, 40.63% FTE, Earl Warren Middle School to Nutrition Services Assistant II, SR27, 48.75% FTE, Diegueno Middle School, effective 12/06/13
6. **Schultz, Joann**, from Executive Assistant, Confidential G8,R1, 100.00% FTE, District Office-Business Services to Executive Assistant to the Superintendent, Confidential G8,R2, 100.00% FTE, District Office-Office of Superintendent, effective 12/16/13
7. **Zeller, Shaylee**, from Instructional Assistant-SpEd(SH), SR36, 48.75% FTE, Torrey Pines High School to 75.00% FTE, La Costa Canyon High School, effective 01/06/14
8. **\*Van Hooser, Joel**, from Technology Supervisor, SR9,R5, 100.00% FTE, District Office-Technology Department to Director of Information Technology, Management G5,R2, 100%, effective 01/17/14

#### Resignation

1. **Goodspeed, Diane**, Nutrition Services Assistant I, SR25, 37.50% FTE, Carmel Valley Middle School, resignation effective 12/06/13
2. **Koehnen, Susan**, Director of Human Resources, G5,R2, 100.00% FTE, District Office-Human Resources Department, resignation for the purpose of retirement effective 02/28/14



**Union High School District**

**MINUTES**

**Board of Trustees**  
Joyce Dalessandro  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
John Salazar

**Superintendent**  
Rick Schmitt

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

**THURSDAY, JANUARY 16, 2014  
5:15 PM**

**DISTRICT OFFICE TECH LAB, SUITE 206  
710 ENCINITAS BLVD., ENCINITAS, CA. 92024**

The Governing Board of the San Dieguito Union High School District held a Board Workshop on Thursday, January 16, 2014, at the above location, in the Tech Lab.

Attendance / Board:

Joyce Dalessandro  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
John Salazar

Attendance / District Management:

Rick Schmitt, Superintendent  
Eric Dill, Associate Superintendent, Business Services  
Michael Grove, Ed.D, Associate Superintendent, Educational Services  
Torrie Norton, Associate Superintendent, Human Resources  
Jason Viloría, Executive Director, Educational Services  
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

1. CALL TO ORDER

President Dalessandro called the meeting to order at 5:15 PM

**INFORMATION ITEMS**

2. COMMON CORE STATE STANDARDS UPDATE

Dr. Grove and Mr. Viloría gave an update on the Common Core State Standards (CCSS) Transition Plan beginning 2012-2013 through 2015-2016. They also shared what has been accomplished to date, the College Preparatory Math Pathways, Math Intervention Course Pathway, the 2014-15 Math Transition to Common Core, and the next and future steps, as presented. The Parent Information Nights schedule was shared and Board members were invited to attend any of the sessions. (Handout attached to the minutes.)



3. ADJOURNMENT

The meeting was adjourned at 6:03 PM.

\_\_\_\_\_  
Beth Hergesheimer, Board Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rick Schmitt, Superintendent

\_\_\_\_\_  
Date

# **SDUHSD Board Workshop Common Core State Standards January 16, 2014**

# SDUHSD CCSS Transition Plan

## 2012-2013

Administrators & teacher leaders attend CCSS trainings

Create CCSS transition leadership team & initial plan

Select Teachers on Special Assignment for CCSS

CCSS Resources Page created for teachers

**DEVELOPMENT**

## 2013-2014

Extensive CCSS professional development for teachers

Teachers develop & experiment with CCSS-aligned lessons & units

Math curricular approach & course sequences selected

Adopt math instructional materials

Collaborate with feeder districts to ensure curricular continuity

Educate families & community about CCSS transition

Pilot new state assessments

**AWARENESS**

## 2014-2015

Align Essential Learning Outcomes (ELOs) & formative assessments to CCSS

Ongoing professional development

Continue shifting instructional & assessment practices

Develop curricular materials

New math courses implemented in grades 7-9

Implement new state assessments

**TRANSITION**

## 2015-2016

Implement CCSS-aligned formative assessments

Continue shifting instructional & assessment practices through ongoing teacher collaboration

Continue to develop curricular materials

New math courses implemented in grades 7-10

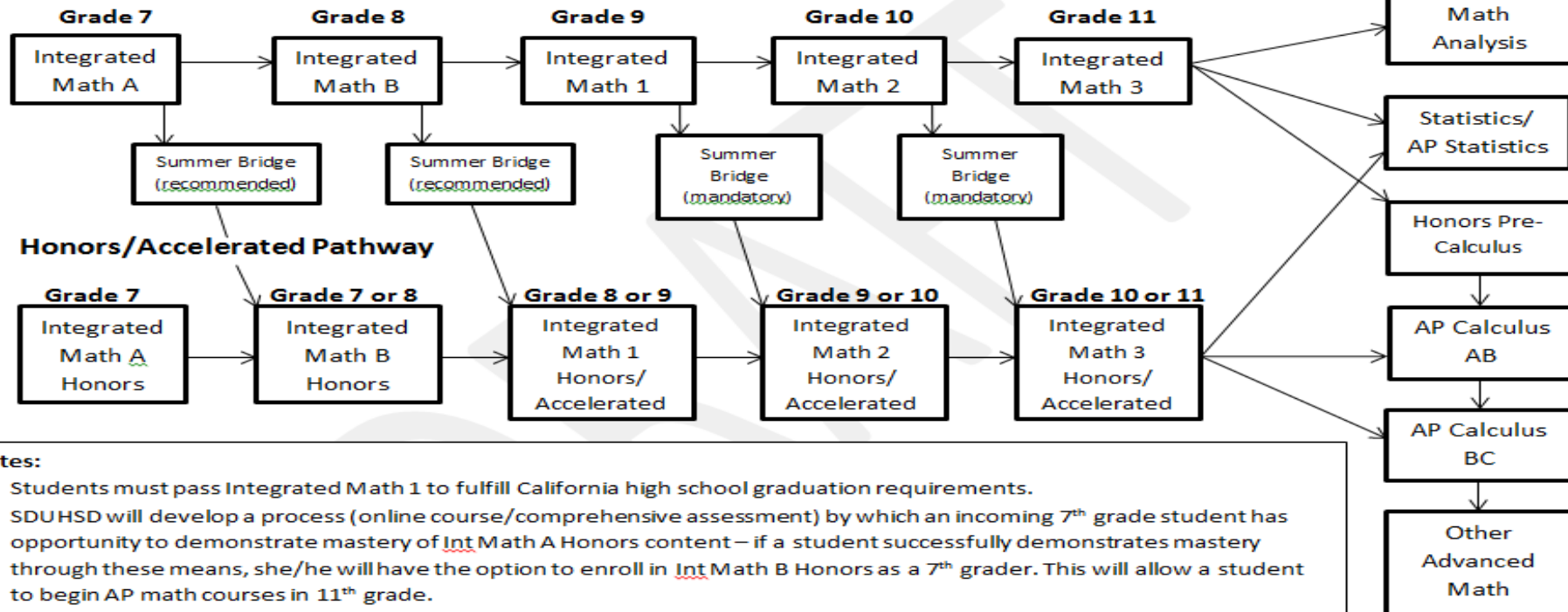
Continue new state assessments

**IMPLEMENTATION**

# What have we accomplished to date?

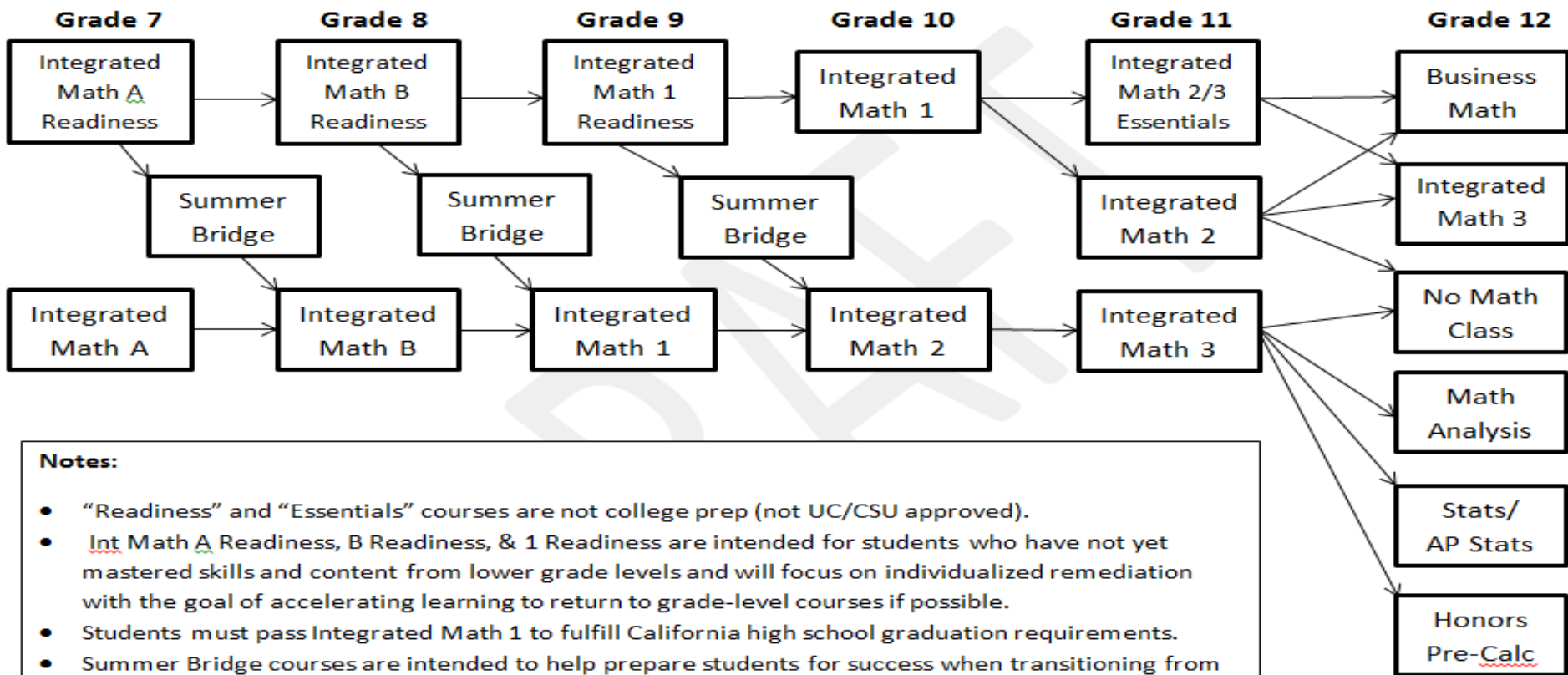
- Professional Development
  - over 300 staff trained- over 30 days hosted by ToSA's, in addition to SDCOE trainings
  - Trainings extended to every department
  - County Office and other trainings- PE, Science, World Languages, Special Education, electives
- Examples of topics covered at training
  - Lesson plan development, aligning to new assessments, strategies for classroom instruction, reading lexiles
- Key Math Decisions - more on that next

## College Prep Pathway



### Notes:

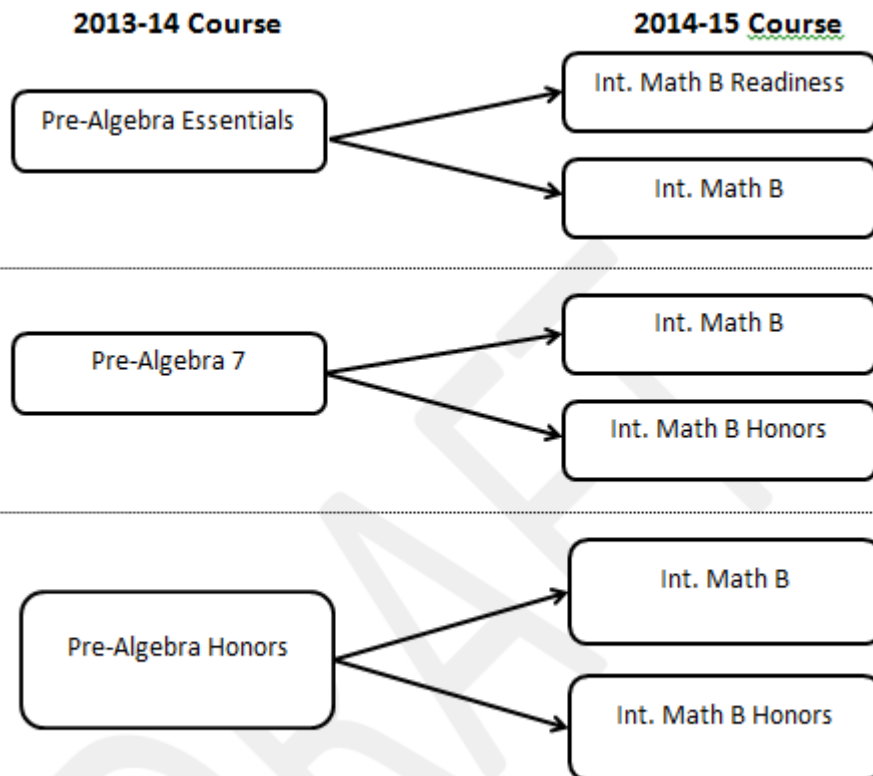
- Students must pass Integrated Math 1 to fulfill California high school graduation requirements.
- SDUHSD will develop a process (online course/comprehensive assessment) by which an incoming 7<sup>th</sup> grade student has opportunity to demonstrate mastery of Int Math A Honors content – if a student successfully demonstrates mastery through these means, she/he will have the option to enroll in Int Math B Honors as a 7<sup>th</sup> grader. This will allow a student to begin AP math courses in 11<sup>th</sup> grade.
- For 2014-15, SDUHSD will not offer the option for incoming 7<sup>th</sup> graders to accelerate into Int Math 1 Honors/Accelerated.
- SDUHSD will not accept any math courses from external institutions for the purposes of accelerating middle school math placement. SDUHSD will accept HS courses from accredited institutions that are taken after completion of 8<sup>th</sup> grade. Students may transfer in a maximum of three courses throughout their HS career.
- The Int Math 1/2/3 Honors/Accelerated sequence includes the appropriate content from the current Honors Pre-Calculus course to ensure that students can move into AP Calculus without the need for a stand-alone Pre-Calculus course.



**Notes:**

- “Readiness” and “Essentials” courses are not college prep (not UC/CSU approved).
- Int Math A Readiness, B Readiness, & 1 Readiness are intended for students who have not yet mastered skills and content from lower grade levels and will focus on individualized remediation with the goal of accelerating learning to return to grade-level courses if possible.
- Students must pass Integrated Math 1 to fulfill California high school graduation requirements.
- Summer Bridge courses are intended to help prepare students for success when transitioning from below grade-level to grade level College Prep courses.
- Int Math 2/3 Essentials will focus on the crucial content from Integrated Math 2 & 3 in order to prepare students for the 11<sup>th</sup> grade CCSS Math assessment.

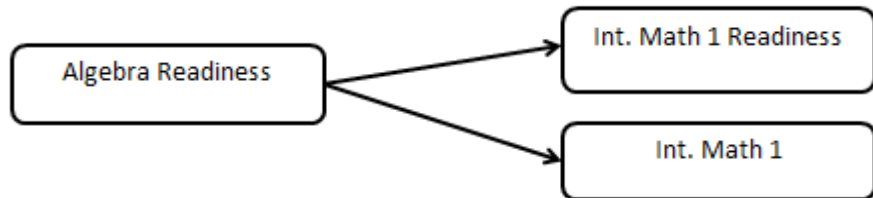
## 2014-2015 Transition to Common Core



We will consider offering current PAH students a summer acceleration option at some point in the future (summer between 8<sup>th</sup>/9<sup>th</sup>?) to allow these students to attain HS math course options available to them in the current sequence.

**2013-14 Course**

**2014-15 Course**



Students with F grade in Alg 1B must take Int. Math 1. Students with D grades are very strongly encouraged to take Int. Math 1. All other current Alg 1B students are also recommended to take Int. Math 1, but may choose to take Geometry (enrollment allowing).

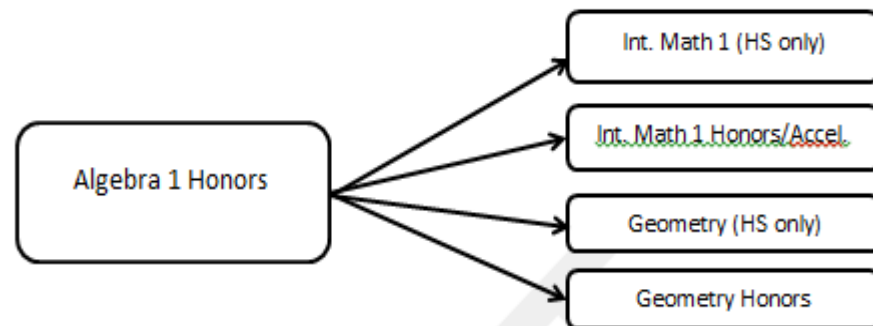


Students with F grade in Alg 1 must take Int. Math 1. Students with D grades are very strongly encouraged to take Int. Math 1 (or Honors). All other current Alg 1 students are also recommended to take Int. Math 1, but may choose to take Geometry (or Honors) (enrollment allowing).



### 2013-14 Course

### 2014-15 Course



Students with F grade in Alg 1H must take Int Math 1 (or Honors). Students with D grades are very strongly encouraged to take Int Math 1 (or Honors). All other current Alg 1 Honors students are also recommended to take Int Math 1 Honors/Accel (or Int Math 1), but may choose to take Geometry/Geometry Honors (enrollment allowing).



# What is next with CCSS?

- Immediate next steps
  - Ongoing CCSS Professional Development
  - Course Material Adoptions
  - Parent Workshops at each school site
    - Topics to be covered
      - What is Common Core
        - Instructional Shifts, Depth of Knowledge, Non-Fiction and Complex text, focus on literacy in all content areas
        - Specific Math course/sequence changes
      - Assessment Changes- California Assessment of Student Performance and Progress (CAASPP- formerly CalMAPP)
      - What will the CCSS classroom look like
      - How parents can support their student
        - AP/SAT/ACT
        - What they should see in terms of work samples (backpack guide)
      - Resources available to them- SDUHSD CCSS Website, ongoing communication

# Calendar of Parent Info Presentations

- January 22 - **Torrey Pines High School, Lecture Hall**
- January 23 - **La Costa Canyon High School, Media Center**
- January 29 - **San Dieguito Academy, Media Center**
- January 30 - **Canyon Crest Academy, Band Room**
- February 3 - **Oak Crest, Media Center**
- February 4 - **Earl Warren Middle School, Warren Hall**
- February 5 - **Carmel Valley Middle School, Performing Arts Center**
- February 11 - **Diegueño Middle School, Media Center**
- February 25 - **Spanish Language Info Night - SDA Media Center (ELAC Meeting)**

# Future Steps with CCSS

- Working with our feeder districts on presentations to their parents
  - Focus will be on implications of CCSS for transition to SDUHSD, especially shifts in math
  - Dates TBD
- CAASPP Field Test- April-May
- Ongoing Professional Development - Spring 2014 & beyond
- Math Instructional Materials Adoption - Spring 2014
- Curriculum development/course profiles/UC approvals - Spring 2014
- Planning for summer and 14-15 school year

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 24, 2014

**BOARD MEETING DATE:** February 6, 2014

**PREPARED AND  
SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** ACCEPTANCE OF GIFTS AND DONATIONS

.....

### EXECUTIVE SUMMARY

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

### RECOMMENDATION:

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

### FUNDING SOURCE:

Not applicable

**GIFTS AND DONATIONS  
SDUHSD BOARD MEETING  
February 6, 2014**

ITEM 11A

Item #	Donation	Description	Donor	Department	School Site
1	\$2,760.00	Theater Curtains	San Dieguito Academy Foundation	Theater/Music	SDA
2	\$25.00	Math Dept Copies Account	Rachel Rodas	Math	DNO
3	\$145.61	Mini Grant for Speech Department	Carmel Valley Middle School PTSA	Special Ed	CVMS
4	\$20.00	Math Dept Copies Account	Jason Moldovan	Math	DNO
5	\$213.84	Stereo/Receiver	Canyon Crest Academy Foundation	PE	CCA
6	\$2,500.00	JSTOR Renewal	Canyon Crest Academy Foundation	Administration	CCA
7	\$396.82	Dry Erase Board	Canyon Crest Academy Foundation	Media Center	CCA
8	\$349.22	Screen	Canyon Crest Academy Foundation	Career Tech Ed	CCA
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
	<b>\$6,410.49</b>	<b>Monetary Donations</b>			
		<b>*Value of Donated Items</b>			
	<b>\$6,410.49</b>	<b>TOTAL VALUE</b>			

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 24, 2014

**BOARD MEETING DATE:** February 6, 2014

**PREPARED BY:** Michael Grove, Ed.D.  
Associate Superintendent of  
Educational Services

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** **Approval / Ratification of Field Trip  
Requests**

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### **EXECUTIVE SUMMARY**

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

### **RECOMMENDATION:**

It is recommended that the Board approve / ratify the field trips, as shown on the attached supplement.

### **FUNDING SOURCE:**

As listed on the attached supplement.

**FIELD TRIP REQUESTS**  
**SDUHSD BOARD MEETING**  
**February 6, 2014**

ITEM 11B

Item #	Date	Sponsor, Last Name	First Name	School Team/Club	Total # Students	Total # Chaperones	Event Description / Name of Conference	City	State	Loss of Class Time	\$ Cost
1	06-15-14 - 06-20-14	McNally	Elizabeth	LCC Speech & Debate	TBD	TBD	National Tournament	Overland Park	KS	None	LCC Foundation / Parent Donations
2	03-22-14	Willcox	Amy	TPHS Jazz Band	18	2	Fullerton College Jazz Festival	Fullerton	CA	None	TPHS Foundation / Parent Donations
3	03-15-14	Willcox	Amy	TPHS Jazz Band	18	2	Irvine H.S. Jazz Festival	Irvine	CA	None	TPHS Foundation / Parent Donations
4	03-14-14 - 03-17-14	Payne	Marinee	TPHS TP Players	18	2	Fullerton College Theatre Festival	Fullerton	CA	1 Day	TPHS Foundation / Parent Donations
5	05-24-14 - 05-25-14	Chang-Liu	Katherine	United Nations Club	25	3	Model UN Conference	Irvine	CA	None	TPHS Foundation / Parent Donations
6	03-14-14 - 03-15-14	Fegan	Renee	LCC Improv/ Adv. Acting/ Comedy Sportz/ Thespian Society/ Tech	30	3	Fullerton HS Theatre Festival; ComedySportz LA Show	Fullerton / Los Angeles	CA	1 Day	LCC Foundation / Parent Donations
7	04-05-14 - 04-10-14	Kingsbury	Rebecca	TPHS Girls Lacrosse	22	4	Lacrosse games, college visits	Bay Area	CA	None	TPHS Foundation / Parent Donations
8	04/02/14 - 04-05-14	Stimson / Berend	George / Jason	SDA Engineering Design & Development	40	10	FIRST Robotics Competition	Las Vegas	NV	2 Days	SDA Foundation / Parent Donations
9	03-14-14	Drechsel	Scott	CVMS Music / Orchestra	95	10	Music Festival	Long Beach	CA	1 Day	CVMS Parent Donations
10	03-21-14	Drechsel	Scott	CVMS Music / Orchestra	120	11	Music Festival	Irvine	CA	1 Day	CVMS Parent Donations
11	04-10-14 - 04-13-14	Villanova	Amy	CCA Jazz Band	12	2	Reno Jazz Festival	Reno	NV	None	CCA Foundation / Parent Donations

\* 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:** January 28, 2014

**BOARD MEETING DATE:** February 6, 2014

**PREPARED BY:** Torrie Norton  
Associate Superintendent/Human Resources

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

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### EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board Approval:

#### Certificated

Employment  
Change in Assignment  
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

### CERTIFICATED PERSONNEL

#### Employment

1. **Laura D. Bennett**, 33% Temporary Teacher (English) at San Dieguito Academy, for Semester II/2013-14 school year, effective 1/27/14 through 6/13/14.
2. **Jonathan Hair**, 100% Temporary Teacher (social science) at Torrey Pines High School for Semester II/2013-14 school year, effective 1/27/14 through 6/13/14.
3. **Laura Halvorson**, 33% Temporary Teacher (mathematics) at San Dieguito Academy for Semester II/2013-14 school year, effective 1/27/14 through 6/13/14.
4. **Daniel Loder**, 100% Temporary Teacher (French/Spanish) at Carmel Valley Middle School for the remainder of the 2013-14 school year, effective 1/09/14 through 6/13/14.
5. **Elton N. Richards**, 67% Temporary Teacher (Art) at Canyon Crest Academy, for the remainder of the 2013-14 school year, effective 1/29/14 through 6/13/14.

#### Change in Assignment

1. **Kristin Sevilla**, Temporary Teacher (chemistry & physics) at Canyon Crest Academy, originally employed 100% Semester I and 67% Semester II of the 2013-14 school year. Due to staffing adjustments at CCA it is requested that Kristin's assignment continue at 100% for Semester II, effective 1/27/14 through 6/13/14.
2. **Jeremy Sherwin**, Temporary Teacher (science) at Earl Warren Middle School, request Change in Assignment from 60% to 80% for Semester II/2013-14 school year, effective 1/27/14 through 6/13/14.

#### Resignation

1. **Mary "Mimi" Ralston**, Teacher (Art) at La Costa Canyon High School, resignation for retirement purposes, effective 6/14/14.
2. **Patricia Richardson**, Teacher (mathematics) at La Costa Canyon High School, resignation for retirement purposes, effective 6/14/14.
3. **Bette Schulken**, Teacher (mathematics) at Diegueno Middle School, resignation for retirement purposes, effective 6/13/14.
4. **Ronette Youmans**, Teacher (English) at San Dieguito Academy, resignation for retirement purposes, effective 6/13/14.

## ITEM 12A

## PERSONNEL LIST

**CLASSIFIED PERSONNEL****Employment**

1. **Green, Shawn**, Instructional Assistant-SpEd(SH), SR36, 48.75% FTE, Torrey Pines High School, effective 1/06/14
2. **Issler, Emily**, Instructional Assistant-SpEd(NS), SR34, 37.50% FTE, Torrey Pines High School, effective 01/28/14
3. **Lopez, Jacob**, Nutrition Services Transporter II, SR29, 72.50% FTE, Canyon Crest Academy, effective 01/10/14

**Change in Assignment**

1. **Dempsey, Patricia**, from Instructional Assistant-SpEd(NS), SR34, 37.50% FTE, Torrey Pines High School to 48.75% FTE, effective 01/21/14
2. **Gomez, Daniel**, from Custodian, SR32, 100.00% FTE, Canyon Crest Academy, to unpaid status and 39 month re-employment list effective 01/21/14
3. **McGraw, Corina**, from Instructional Assistant-SpEd(SH), SR36, 48.75% FTE, La Costa Canyon High School to Instructional Assistant-SpEd(SH), SR36, 75.00% FTE, effective 02/01/14
4. **Ochoa, Ana Maria**, from School Bus Driver, SR38, 51.00% FTE, Transportation Department to School Bus Driver Trainer, SR44, 100.00% FTE, effective 01/17/14
5. **Rincon, James**, from Instructional Assistant-SpEd(SH), SR36, 48.75% FTE, Torrey Pines High School to 75.00% FTE, Earl Warren Middle School, effective 01/29/14

**Resignation**

1. **Clark, Steven**, Grounds Maintenance Worker II, SR39, 100.00% FTE, Facilities Department, resignation for the purpose of retirement effective 06/30/14
2. **Cornsweet, Deborah**, Secretary, SR36, 100.00% FTE, Carmel Valley Middle School, resignation for the purpose of retirement effective 06/16/14
3. **Geiger, Donald**, School Bus Driver, SR38, 75.38% FTE, Transportation Department, resignation for the purpose of retirement effective 05/27/14
4. **Sands, Russell**, Instructional Assistant-SpEd(NS), SR34, 48.75% FTE, Earl Warren Middle School, resignation for the purpose of retirement effective 01/24/14
5. **Zapata-Nava, Ramon**, Custodian, SR32, 100.00% FTE, San Dieguito Academy, resignation for the purpose of retirement effective 06/30/14

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 30, 2014

**BOARD MEETING DATE:** February 6, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF  
PROFESSIONAL SERVICES CONTRACT/ HUMAN  
RESOURCES

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Human Resources summarizes two contracts.

#### RECOMMENDATION:

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

#### FUNDING SOURCE:

As noted on attached list.

ITEM 12B

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**HUMAN RESOURCES - PROFESSIONAL SERVICES REPORT**

**Board Meeting Date: 02-06-14**

<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>
12/05/13 – until terminated by either party	University of La Verne	For the provision of fieldwork study and internships to University students	NA	NA
01/01/14 – 01/01/19	Brandman University San Diego, part of the Chapman University System	For the provision of fieldwork study and internships to University students	NA	NA

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 30, 2014

**BOARD MEETING DATE:** February 6, 2014

**PREPARED BY:** Jason Vilorio, Executive Director of Educational Services  
Michael Grove, Associate Superintendent of Educational Services

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Educational Services summarizes one contract.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on attached list

ITEM 13A

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**EDUCATIONAL SERVICES - PROFESSIONAL SERVICES REPORT**

**Board Meeting Date: 02-06-14**

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
07/01/13 – 06/30/14	San Diego County Office of Education (SDCOE)	For a participation agreement for operation of San Dieguito Union High School District's (SDUHSD) Regional Occupational Program (ROP) courses and services and distribution of ROP funds from SDCOE to SDUHSD	NA	NA

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 30, 2014

**BOARD MEETING DATE:** February 6, 2014

**PREPARED BY:** Chuck Adams, Director of Special Education  
Michael Grove, Associate Superintendent of Educational Services

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF AGREEMENTS

-----

### EXECUTIVE SUMMARY

The attached Special Education Agreements report summarizes four contracts.

### RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the contracts as shown on the attached Special Education Agreements report.

### FUNDING SOURCE:

As noted on the attached report.



## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14A

SPECIAL EDUCATION AGREEMENTSBOARD MEETING DATE: 02-06-14

<u>Contract Effective Dates</u>	<u>Contractor/Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
07/01/13 – 06/30/14	Daniel Davis Optometry, Inc. (ICA)	Provide developmental optometry services	General Fund/ Restricted 06-00	Rates shown on the attachment
07/01/13 – 06/30/14	Vista Unified School District	For an intra-SELPA agreement to provide transportation and a transportation aide to a San Dieguito Union High School District special education student to and from TERI Learning Academy	General Fund/ Restricted 06-00	\$12,909.05
07/01/13 – 06/30/14	Oceanside Unified School District	For an intra-SELPA agreement for a San Dieguito Union High School District special education student to receive education and mental health services at Ocean Shores High School	General Fund/ Restricted 06-00	\$10,885.67
07/01/13 – 06/30/14	The Arch Academy (NPS)	Provide education services for special education students who are struggling in the traditional school setting for a variety of reasons which can include inattention, emotional issues, behavioral issues, substance abuse, eating disorders, learning disabilities and autistic spectrum disorders among others	General Fund/ Restricted 06-00	\$224.00 per diem

# DANIEL & DAVIS OPTOMETRY

ITEM 14A

Susan L. Daniel, O.D. • Christopher Davis, O.D. • Camilla E. Dukes, O.D., F.C.O.V.D. • Karen E. Love, O.D., F.C.O.V.D.

## FEE SCHEDULE

### 2013-2014 SCHOOL YEAR

- Vision Therapy Sessions: \$125/session
- Vision Therapy Progress Evaluation with Report: (typically performed after 12 therapy sessions)  
Approximately 1-2 hours \$225.00
- IEP Consultation: Includes travel time \$280.00/hour
- Consultation and training of School Personnel: \$280.00/hour with Materials fee of \$100 every 12 weeks.
- Extended Chart Review \$125

3144 El Camino Real, Suite 202 • Carlsbad, CA 92008 • (760) 434-3314 • (760) 434-5624 Fax

Adult & Pediatric Eye Exams • Contact Lenses/Frames • Visual Efficiency & Perceptual Testing/Training • Stroke Visual Rehabilitation • Traumatic Brain Injury  
Visual Rehabilitation • Therapy for Visually Related Learning Problems • Laser Surgery Consultation • Therapeutic Treatment of Ocular Disease

Vision Source! Network Affiliate

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 30, 2014

**BOARD MEETING DATE:** February 6, 2014

**PREPARED BY:** Rick Ayala, Director  
Pupil Services and Alternative Programs  
Mike Grove, Associate Superintendent of  
Educational Services

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF AGREEMENTS

-----

### EXECUTIVE SUMMARY

The attached Pupil Services Agreements report summarizes one agreement.

### RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the contract as shown on the attached Pupil Services Agreements report.

### FUNDING SOURCE:

As noted on the attached report.

ITEM 14D

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING**

**PUPIL SERVICES AGREEMENTS**

**Board Meeting Date: 02-06-14**

<b><u>Contract Effective Dates</u></b>	<b><u>Contractor/Vendor</u></b>	<b><u>Description of Services</u></b>	<b><u>School/ Department Budget</u></b>	<b><u>Fee Not to Exceed</u></b>
12/12/13	Cameron Clapp	To deliver two motivational speeches at La Costa Canyon High School	General Fund/Restricted 06-00	\$1,250.00

ITEM 15A

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 30, 2014

**BOARD MEETING DATE:** February 6, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes two contracts.

### 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 report.

## ITEM 15A

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**BUSINESS - PROFESSIONAL SERVICES REPORT****Board Meeting Date: 02-06-14**

<b><u>Contract Effective Dates</u></b>	<b><u>Contractor/ Vendor</u></b>	<b><u>Description of Services</u></b>	<b><u>School/ Department Budget</u></b>	<b><u>Fee Not to Exceed</u></b>
01/20/14 – 01/19/15	San Diego Fire-Rescue Department	Provide automatic external defibrillators (AED) program maintenance	General Fund 03-00	An annual reinstatement fee of \$37.50, \$25.00 for each AED up to the first ten and \$10.00 each per additional AED after ten
02/11/14 – 02/10/15	MSDSpro, LLC operating as SDSpro	Provide software maintenance support for Web Inventory Manager	General Fund 03-00	\$1,710.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 30, 2014

**BOARD MEETING DATE:** February 6, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF  
AMENDMENTS TO AGREEMENTS

-----

### EXECUTIVE SUMMARY

The attached Amendment to Agreements Report summarizes one amendment to agreements.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on attached list

## ITEM 15B

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**BUSINESS SERVICES - AMENDMENT TO AGREEMENTS REPORT****Board Meeting Date: 02-06-14**

<b><u>Contract Effective Dates</u></b>	<b><u>Contractor/ Vendor</u></b>	<b><u>Description of Services</u></b>	<b><u>School/ Department Budget</u></b>	<b><u>Fee Not to Exceed</u></b>
03/16/14 until terminated with 60 day written notice	En Pointe Technologies, Inc.	Amending the contract for LANDesk Management and Security Suites and Antivirus Manager Software licenses and support beyond the initial three year period ending March 16, 2014 to an automatic annual renewal terminated with 60 day written notice and increasing the estimated annual not to exceed amount from \$60,299.18 to \$65,000.00 based on the number of licenses required each year	General Fund 03-00	\$65,000.00



ITEM 15C

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 30, 2014

**BOARD MEETING DATE:** February 6, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** ACCEPTANCE OF RECOMMENDATION & APPROVAL  
TO ENTER INTO CONTRACTS

-----

### EXECUTIVE SUMMARY

On October 29, 2013 district staff solicited proposals (RFP) and sent RFP notices to twelve contractors seeking proposals for the district-wide portrait photography services contract. From the district's solicitations five contractors received RFP packages. On November 19, 2013 three proposals were received. The proposals were evaluated by district staff members from five of the high schools and three of the middle schools on the basis of pricing (40 points), services & products (20 points), quality of samples provided (20 points), qualifications (20 points), financial consideration (10 points), and value added services (5 points). It was unanimously decided that Keane Studios, LLC should continue as the contractor for senior portrait photography services and Gerardy Photography should continue as the contractor for underclassman portrait photography services.

### RECOMMENDATION:

Accept the recommendation of district staff to select Keane Studios, LLC and Gerardy Photography for district-wide senior portrait photography services and underclassmen portrait photography services, respectively, during the period February 7, 2014 through February 6, 2015 with options to extend for four additional one-year periods, and authorize Christina M. Bennett or Eric R. Dill to execute all pertinent documents.

### FUNDING SOURCE:

NA

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 30, 2014

**BOARD MEETING DATE:** February 6, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL OF BUSINESS REPORTS

-----

### EXECUTIVE SUMMARY

Please find the following business reports submitted for your approval:

1. Purchase Orders
2. Membership Listing (None Submitted)

### RECOMMENDATION:

It is recommended that the Board approve the following business reports: 1) Purchase Orders, and 2) Membership Listings (None Submitted).

### FUNDING SOURCE:

Not applicable

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 01/07/14 THRU 01/27/14

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ITEM 15G

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
241642	01/07/14	03	A C T	014	MATERIALS AND SUPPLI	\$3,017.35
241643	01/07/14	03	SAN DIEGO CO MUSIC E	013	NON CAPITALIZED EQUI	\$1,971.00
241644	01/08/14	03	CAROLINA BIOLOGICAL	014	MATERIALS AND SUPPLI	\$2,348.09
241645	01/08/14	03	XEROX CORPORATION	006	RENTS & LEASES	\$1,002.72
241646	01/08/14	03	XEROX CORPORATION	006	COPIER OVERAGE CHGS	\$2,054.42
241647	01/08/14	06	SANTANA, GABRIELA	030	PAY IN LIEU OF TRANS	\$732.24
241648	01/08/14	21-39	GILBANE BUILDING	036	NEW CONSTRUCTION	\$125,650.00
241649	01/08/14	06	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$28.40
241650	01/08/14	06	A Z BUS SALES INC	028	MATERIALS-VEHICLE PA	\$4,162.22
241651	01/08/14	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$287.00
241652	01/08/14	03	EN POINTE TECH SALES	035	COMPUTER LICENSING	\$54,020.50
241653	01/09/14	21-39	THE PLANNING CENTER	036	IMPROVEMENT	\$21,859.00
241654	01/09/14	21-39	LSA & ASSOCIATES, IN	036	NEW CONSTRUCTION	\$39,310.00
241655	01/09/14	03	MCNAMARA PUMP & ELEC	025	OTHER SERV.& OPER.EX	\$972.00
241656	01/09/14	03	RASIX COMPUTER CENTE	013	MATERIALS AND SUPPLI	\$169.87
241657	01/09/14	03	RASIX COMPUTER CENTE	010	MATERIALS AND SUPPLI	\$257.36
241658	01/09/14	03	MISSION FEDERAL CRED	012	MATERIALS AND SUPPLI	\$38.22
241659	01/09/14	03	B&H PHOTO-VIDEO-PRO	012	MATERIALS AND SUPPLI	\$28.45
241660	01/09/14	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$55.77
241661	01/09/14	03	SIMPLEX -GRINNELL L	025	REPAIRS BY VENDORS	\$694.20
241662	01/09/14	03	SIMPLEX -GRINNELL L	025	REPAIRS BY VENDORS	\$1,219.52
241663	01/09/14	03	LAB AIDS	012	MATERIALS AND SUPPLI	\$102.50
241664	01/09/14	21-39	OFFICE DEPOT	036	MATERIALS AND SUPPLI	\$2,021.25
241665	01/09/14	03	TOMARK SPORTS	012	MATERIALS AND SUPPLI	\$131.18
241666	01/10/14	03	MISSION FEDERAL CRED	014	MATERIALS AND SUPPLI	\$87.61
241667	01/10/14	03	MISSION FEDERAL CRED	014	MATERIALS AND SUPPLI	\$40.34
241668	01/10/14	21-39	PROCURETECH	036	EQUIPMENT REPLACEMEN	\$3,636.36
241669	01/10/14	06	AMAZON.COM	030	MATERIALS AND SUPPLI	\$221.53
241670	01/10/14	06	AMAZON.COM	030	MATERIALS AND SUPPLI	\$454.17
241671	01/13/14	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$2,650.00
241672	01/13/14	03	TEAM SPORTS OF NORTH	010	MATERIALS AND SUPPLI	\$378.00
241673	01/13/14	03	AMAZON.COM	036	MATERIALS AND SUPPLI	\$111.94
241674	01/13/14	03	AMAZON.COM	030	MATERIALS AND SUPPLI	\$240.67
241675	01/13/14	03	JERSEY MIKE'S SUBS	012	REFRESHMENTS	\$500.00
241676	01/13/14	03	SOCIAL THINKING	012	MATERIALS AND SUPPLI	\$93.64
241677	01/13/14	06	LOGAN RIVER ACADEMY	030	ROOM & BOARD	\$13,802.40
241678	01/13/14	03	ESCONDIDO GOLF CART	005	OTHER SERV.& OPER.EX	\$621.00
241679	01/13/14	03	FISHER SCIENTIFIC EM	014	MATERIALS AND SUPPLI	\$79.88
241680	01/13/14	03	AMERICAN CHEMICAL &	014	MATERIALS AND SUPPLI	\$311.04
241681	01/13/14	03	MISSION FEDERAL CRED	030	REFRESHMENTS	\$138.19
241682	01/14/14	03/06	3-D STAGE LIGHTING I	013	PROF/CONSULT./OPER E	\$5,760.00
241683	01/14/14	03	U T SAN DIEGO NCT (N	025	ADVERTISING	\$227.08
241684	01/14/14	03	VIRCO MANUFACTURING	014	MATERIALS AND SUPPLI	\$3,283.20
241685	01/14/14	13	FRESH GRILL LLC	031	PURCHASES FOOD	\$5,000.00
241686	01/14/14	06	RASIX COMPUTER CENTE	008	MATERIALS AND SUPPLI	\$154.44
241687	01/14/14	06	HOME DEPOT	009	MATERIALS AND SUPPLI	\$966.60
241688	01/14/14	03	BREVIK PLUMBING	025	REPAIRS BY VENDORS	\$3,558.00
241689	01/14/14	03	CARDIOLOGY SHOP	014	MATERIALS AND SUPPLI	\$59.87
241690	01/14/14	03	SIMPLEX -GRINNELL L	025	REPAIRS BY VENDORS	\$684.00
241691	01/14/14	06	MISSION FEDERAL CRED	030	MATERIALS AND SUPPLI	\$145.80
241692	01/14/14	03	GOODLITE COMPANY	030	MATERIALS AND SUPPLI	\$67.70
241693	01/14/14	03	FISHER SCIENTIFIC EM	014	MATERIALS AND SUPPLI	\$577.96
241694	01/14/14	03	FLINN SCIENTIFIC INC	014	MATERIALS AND SUPPLI	\$149.88
241695	01/14/14	03	NEBRASKA SCIENTIFIC	013	MATERIALS AND SUPPLI	\$191.20
241696	01/14/14	25-19	VILLAGE NURSERIES	025	LAND IMPROVEMENTS	\$362.58

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 01/07/14 THRU 01/27/14

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ITEM 15G

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
241697	01/14/14	03	MAKERBOT INDUSTRIES	013	MATERIALS AND SUPPLI	\$447.94
241698	01/14/14	03	FERGUSON ENTERPRISES	025	NON CAPITALIZED EQUI	\$1,462.32
241699	01/14/14	03	SCHOOL HEALTH CORPOR	030	MEDICAL SUPPLIES	\$20.76
241700	01/15/14	06	STATE BOARD OF EQUAL	028	FEES - ADMISSIONS, T	\$1,795.40
241701	01/15/14	06	STATE BOARD OF EQUAL	028	FEES - ADMISSIONS, T	\$234.21
241702	01/15/14	03	FREDRICKS ELECTRIC I	025	REPAIRS BY VENDORS	\$470.00
241703	01/15/14	03	A 1 GOLF CARS	010	REPAIRS BY VENDORS	\$180.00
241704	01/15/14	03	PROCURETECH	035	NON-CAPITALIZED TECH	\$1,629.59
241705	01/15/14	03	SAN DIEGO FITNESS SE	005	REPAIRS BY VENDORS	\$950.00
241706	01/15/14	03	WEST COAST TECHNOLOG	035	REPAIRS BY VENDORS	\$6,749.00
241707	01/15/14	03	BARNES & NOBLE BOOKS	013	MATERIALS AND SUPPLI	\$800.00
241708	01/15/14	03	AXIOM ADVISORS & CON	022	PROF/CONSULT./OPER E	\$2,000.00
241709	01/15/14	03	NYHART EPLER	022	PROF/CONSULT./OPER E	\$6,850.00
241710	01/15/14	03	D A D ASPHALT	025	REPAIRS BY VENDORS	\$1,240.00
241711	01/15/14	03	JSTOR, ITHAKA HARBOR	005	COMPUTER LICENSING	\$1,500.00
241713	01/15/14	06	SCHOOL SPECIALTY, IN	030	MATERIALS AND SUPPLI	\$282.29
241714	01/15/14	06	SUPPLIESOUTLET.COM	030	MATERIALS AND SUPPLI	\$199.89
241715	01/16/14	06	FOLLETT EDUCATIONAL	024	TEXTBOOKS	\$2,250.99
241716	01/16/14	06	PRENTICE HALL/REGENT	024	E-BOOKS OTHER THAN T	\$811.83
241717	01/16/14	06	APPERSON EDUCATION P	024	MATERIALS AND SUPPLI	\$262.34
241718	01/16/14	03	DOOR SERVICE & REPAI	025	REPAIRS BY VENDORS	\$921.00
241719	01/16/14	03	AMAZON.COM	024	MATERIALS AND SUPPLI	\$69.00
241720	01/16/14	03	HOME DEPOT	008	MATERIALS AND SUPPLI	\$200.00
241721	01/16/14	03	BLICK, DICK (DICK BL	008	MATERIALS AND SUPPLI	\$252.77
241722	01/16/14	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$1,956.27
241724	01/16/14	03	RASIX COMPUTER CENTE	003	MATERIALS AND SUPPLI	\$198.18
241725	01/16/14	03	TCR SERVICES	013	MATERIALS AND SUPPLI	\$224.48
241726	01/16/14	03	TCR SERVICES	006	MATERIALS AND SUPPLI	\$80.95
241727	01/16/14	03	FOLLETT SOFTWARE COM	024	MATERIALS AND SUPPLI	\$151.20
241728	01/16/14	03	TCR SERVICES	013	MATERIALS AND SUPPLI	\$207.25
241729	01/16/14	03	SCANTRON CORPORATION	012	MATERIALS AND SUPPLI	\$409.43
241730	01/16/14	03	WESCO DISTRIBUTION	004	COMPUTER SUPPLIES	\$37.80
241731	01/16/14	03	SCANTRON CORPORATION	013	MATERIALS AND SUPPLI	\$140.37
241732	01/16/14	03	MISSION FEDERAL CRED	013	MATERIALS AND SUPPLI	\$40.68
241733	01/16/14	13	AMAZON.COM	031	COMPUTER SUPPLIES	\$48.57
241734	01/16/14	11	MELLANO & COMPANY	009	MATERIALS AND SUPPLI	\$300.00
241735	01/16/14	06	AMAZON.COM	013	MATERIALS AND SUPPLI	\$264.18
241736	01/16/14	06	NAPA AUTO PARTS	009	MATERIALS AND SUPPLI	\$700.00
241737	01/16/14	06	NATL GEOGRAPHIC LEAR	009	MATERIALS AND SUPPLI	\$1,057.54
241738	01/16/14	03	BAVCO BACKFLOW & APP	025	NON CAPITALIZED EQUI	\$565.40
241739	01/16/14	03	APPERSON EDUCATION P	012	MATERIALS AND SUPPLI	\$159.54
241740	01/16/14	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$300.95
241741	01/16/14	03	AMAZON.COM	014	MATERIALS AND SUPPLI	\$379.03
241742	01/16/14	06	ORIENTAL TRADING COM	030	MATERIALS AND SUPPLI	\$61.83
241743	01/17/14	06	MISSION FEDERAL CRED	030	MATERIALS AND SUPPLI	\$485.03
241744	01/17/14	03	CAROLINA BIOLOGICAL	005	MATERIALS AND SUPPLI	\$143.75
241745	01/17/14	03	SCHOOLDUDE.COM	035	COMPUTER LICENSING	\$10,701.00
241746	01/17/14	06	AUTISM SPECTRUM	030	OTHER CONTR-N.P.A.	\$2,207.00
241747	01/17/14	06	LEUCADIA SHELL SERVI	028	REPAIRS-VEHICLES	\$1,722.00
241748	01/17/14	06	AUTISM SPECTRUM	030	OTHER CONTR-N.P.A.	\$220.70
241749	01/17/14	06	AUTISM SPECTRUM	030	OTHER CONTR-N.P.A.	\$662.10
241750	01/17/14	06	AUTISM SPECTRUM	030	OTHER CONTR-N.P.A.	\$65,148.00
241751	01/17/14	06	AUTISM SPECTRUM	030	OTHER CONTR-N.P.A.	\$59,520.65
241752	01/17/14	06	AUTISM SPECTRUM	030	OTHER CONTR-N.P.A.	\$551.75
241753	01/17/14	06	AUTISM SPECTRUM	030	OTHER CONTR-N.P.A.	\$36,754.50

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 01/07/14 THRU 01/27/14

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
241754	01/17/14	06	FOLLETT EDUCATIONAL	024	BOOKS OTHER THAN TEX	\$630.18
241755	01/17/14	03	COUNTY BURNER & MACH	025	REPAIRS BY VENDORS	\$248.00
241756	01/17/14	03	SIGLER WHOLESALE DIS	025	NON CAPITALIZED EQUI	\$575.02
241757	01/17/14	13	NONSTOP SIGNS AND GR	031	OTHER SERV.& OPER.EX	\$6,381.60
241758	01/17/14	03	DEMCO INC	024	MATERIALS AND SUPPLI	\$867.78
241759	01/17/14	03	JOSTENS, INC.	024	MATERIALS AND SUPPLI	\$250.00
241760	01/17/14	03	RASIX COMPUTER CENTE	024	MATERIALS AND SUPPLI	\$428.76
241761	01/21/14	21-39	SUBSURFACE SURVEYS &	036	NEW CONSTRUCTION	\$4,555.00
241762	01/21/14	21-39	DIGITAL NETWORKS GRO	036	IMPROVEMENT	\$680,984.74
241763	01/21/14	21-39	SPANKY'S PORTABLE S	036	NEW CONSTRUCTION	\$721.54
241764	01/21/14	06	B&H PHOTO-VIDEO-PRO	040	NON CAPITALIZED EQUI	\$4,848.06
241765	01/21/14	21-39	PALOMAR REPROGRAPHIC	036	IMPROVEMENT	\$3,000.00
241766	01/21/14	21-39	B D S ENGINEERING, I	036	NEW CONSTRUCTION	\$30,350.00
241767	01/21/14	03	MISSION FEDERAL CRED	005	COMPUTER LICENSING	\$224.91
241768	01/21/14	06	TOSTADO, MICHAEL	040	MATERIALS AND SUPPLI	\$2,665.00
241769	01/21/14	03	STAPLES ADVANTAGE	024	MATERIALS AND SUPPLI	\$140.23
241770	01/21/14	03	ALPHA GRAPHICS	013	PRINTING	\$1,683.72
241771	01/21/14	06	RACHEL'S CHALLENGE	040	PROF/CONSULT./OPER E	\$3,600.00
241772	01/21/14	03	GOOGLE, INC.	035	COMPUTER LICENSING	\$6,928.00
241774	01/22/14	06	MISSION FEDERAL CRED	013	MATERIALS AND SUPPLI	\$196.46
241775	01/22/14	21-39	EL CAMINO RENTAL	036	LAND IMPROVEMENTS	\$21,093.60
241776	01/22/14	21-39	FREDRICKS ELECTRIC I	036	IMPROVEMENT	\$10,884.00
241777	01/22/14	21-39	FREDRICKS ELECTRIC I	036	IMPROVEMENT	\$23,950.00
241778	01/22/14	06	PEARSON & AGS ASSESS	030	MATERIALS AND SUPPLI	\$460.20
241779	01/22/14	03	AMAZON.COM	005	MATERIALS AND SUPPLI	\$35.46
241780	01/22/14	03	DOCUMENT TRACKING SE	024	COMPUTER LICENSING	\$2,495.00
241781	01/22/14	03	AMAZON.COM	040	BOOKS OTHER THAN TEX	\$65.12
241782	01/22/14	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$104.07
241783	01/22/14	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$647.68
241784	01/22/14	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$474.96
241785	01/22/14	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$563.08
241786	01/22/14	21-39	AMERICAN FENCE & SEC	036	LAND IMPROVEMENTS	\$1,753.66
241787	01/22/14	21-39	JOHNSON CONSULTING E	036	NEW CONSTRUCTION	\$21,000.00
241788	01/22/14	21-39	DIVISION OF STATE AR	036	NEW CONSTRUCTION	\$97,450.00
241789	01/22/14	06	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$103.45
241790	01/22/14	21-39	CALIFORNIA GEOLOGICA	036	NEW CONSTRUCTION	\$3,600.00
241791	01/22/14	06	ESTR PUBLICATIONS	030	MATERIALS AND SUPPLI	\$117.00
241792	01/22/14	06	RIVERSIDE PUBLISHING	030	MATERIALS AND SUPPLI	\$164.96
241793	01/22/14	03	NEW YORK BARBELLS	013	MATERIALS AND SUPPLI	\$272.94
241794	01/23/14	06	SOLANA BEACH PHYSICA	030	PROF/CONSULT./OPER E	\$17,500.00
241795	01/23/14	03	TARGET	004	MATERIALS AND SUPPLI	\$100.00
241796	01/23/14	06	BERKOWITZ, SUSAN	030	PROF/CONSULT./OPER E	\$3,000.00
241797	01/23/14	03	FISHER SCIENTIFIC EM	003	MATERIALS AND SUPPLI	\$92.40
241799	01/23/14	03/06	C D W G.COM	035	NON-CAPITALIZED TECH	\$9,003.84
241800	01/23/14	03	COUNTY BURNER & MACH	025	REPAIRS BY VENDORS	\$1,200.00
241801	01/23/14	03	NASCO MODESTO	008	MATERIALS AND SUPPLI	\$376.70
241803	01/23/14	06	DOOSE, CASEY	024	PROF/CONSULT./OPER E	\$450.00
241804	01/23/14	06	RACHEL'S CHALLENGE	040	MATERIALS AND SUPPLI	\$96.60
241806	01/23/14	03	STAPLES ADVANTAGE	013	MATERIALS AND SUPPLI	\$400.00
241807	01/23/14	03	FREY SCIENTIFIC CO	008	MATERIALS AND SUPPLI	\$32.23
241808	01/23/14	03	AMAZON.COM	010	MATERIALS AND SUPPLI	\$323.99
241809	01/23/14	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$8.99
241810	01/23/14	03	FERGUSON ENTERPRISES	025	NON CAPITALIZED EQUI	\$3,702.00
241811	01/24/14	21-39	WESTERN ENVIRONMENTA	036	IMPROVEMENT	\$450.00
241812	01/24/14	21-39	URS CORPORATION	036	LAND IMPROVEMENTS	\$52,753.00

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 01/07/14 THRU 01/27/144  
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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
241813	01/24/14	21-39	GEOCON INCORPORATED	036	NEW CONSTRUCTION	\$6,800.00
241814	01/24/14	21-39	MVE INSTITUTIONAL, I	036	NEW CONSTRUCTION	\$758,000.00
241815	01/24/14	21-39	MVE INSTITUTIONAL, I	036	NEW CONSTRUCTION	\$122,000.00
241816	01/24/14	03	RASIX COMPUTER CENTE	035	MATERIALS AND SUPPLI	\$1,264.47
241817	01/24/14	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$94.26
241818	01/24/14	03	AMAZON.COM	008	MATERIALS AND SUPPLI	\$48.14
241819	01/24/14	03	A C T	005	MATERIALS AND SUPPLI	\$250.00
241820	01/24/14	03	BAVCO BACKFLOW & APP	025	NON CAPITALIZED EQUI	\$565.40
241821	01/24/14	03	OFFICE DEPOT	014	MATERIALS AND SUPPLI	\$142.14
241822	01/24/14	03	STAPLES ADVANTAGE	013	MATERIALS AND SUPPLI	\$100.00
241823	01/24/14	03	SD VECTOR CONTROL PR	025	FEES - ADMISSIONS, T	\$140.64
241824	01/24/14	06	AMAZON.COM	024	BOOKS OTHER THAN TEX	\$3,400.97
241825	01/24/14	06	AMAZON.COM	024	BOOKS OTHER THAN TEX	\$815.22
241827	01/24/14	06	APPERSON EDUCATION P	024	MATERIALS AND SUPPLI	\$175.05
241829	01/24/14	03	SAROYAN LUMBER	013	MATERIALS AND SUPPLI	\$1,677.00
241830	01/24/14	03	GOPHER SPORT	013	MATERIALS AND SUPPLI	\$964.44
241831	01/27/14	03	STAPLES ADVANTAGE	035	PRINTING	\$32.40
241832	01/27/14	03	LYNDA.COM INC	035	COMPUTER TRAINING	\$375.00
241833	01/27/14	03	K ALLIANCE, LLC.	035	COMPUTER TRAINING	\$1,300.00
241834	01/27/14	03	AMAZON.COM	003	MATERIALS AND SUPPLI	\$26.25
241835	01/27/14	03	A 1 GOLF CARS	014	OTHER SERV.& OPER.EX	\$913.80
241836	01/27/14	06	AMAZON.COM	035	MATERIALS AND SUPPLI	\$342.95
241837	01/27/14	06	RASIX COMPUTER CENTE	035	MATERIALS AND SUPPLI	\$357.26
241838	01/27/14	03	STAPLES ADVANTAGE	003	AERIES SUPPLIES	\$446.23
241839	01/27/14	21-39	CALIFORNIA GEOLOGICA	036	LAND IMPROVEMENTS	\$3,600.00
241840	01/27/14	06	STATE WATER RESOURCE	028	FEES - ADMISSIONS, T	\$1,791.00
740008	01/23/14	03	BAVCO BACKFLOW & APP	025	NON CAPITALIZED EQUI	\$3,551.62
740009	01/17/14	03	HOME DEPOT	025	MATERIALS AND SUPPLI	\$204.18
740010	01/16/14	03	AFFORDABLE PRINTER C	035	REPAIRS BY VENDORS	\$143.82
840071	01/09/14	03	C S P C A	022	CONFERENCE,WORKSHOP,	\$1,200.00
840072	01/14/14	06	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$150.00
840073	01/14/14	06	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$390.00
840074	01/21/14	03	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$89.00
840075	01/27/14	06	WORKABILITY I REGION	022	CONFERENCE,WORKSHOP,	\$149.00
840076	01/27/14	03/06	CRISIS PREVENTION IN	022	CONFERENCE,WORKSHOP,	\$2,410.00
REPORT TOTAL						\$2,461,581.97

ITEM 15G

Individual Membership Listings  
For the Period of January 7, 2014 through January 27, 2014

<u>Staff Member Name</u>	<u>Organization Name</u>	<u>Amount</u>
None to report		

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 28, 2014

**BOARD MEETING DATE:** February 6, 2014

**PREPARED BY:** John Addleman, Director of Planning Services  
Eric Dill, Assoc. Superintendent, Business

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF AGREEMENTS /  
PROPOSITION AA

-----

### EXECUTIVE SUMMARY

The attached Proposition AA – Agreements report summarizes four agreements.

One contract pertains to a geotechnical investigation by Geocon, Inc. of the Earl Warren Middle School site to provide the architect, Lionakis, with the necessary soils information to site and design proposed structures at the campus.

Two contracts pertain to architectural services by Roesling Nakamura Terada Architects (RNT) at La Costa Canyon High School. One pertains to the HVAC updates in Building 600 to be implemented by Siemens Industry. While Siemens Industry has contracted the mechanical engineer directly, to fully implement the work, the project requires RNT to provide additional design beyond the scope of Siemen’s design services. The other pertains to the renovation work at the Media Center and 800 buildings. Part of that renovation includes the upgrade of the HVAC units for these facilities. During the past campus-wide HVAC upgrade work, like the Building 600 work, Siemens hired the mechanical engineer direct. However, for the upcoming Media Center and 800 buildings, the HVAC work is integral with other renovations being performed in the buildings and the mechanical engineer should be directly under the architect.

One contract pertains to architectural services by Lionakis at Earl Warren Middle School for the development of interim housing plans covering the interim housing necessary to facilitate the demolition of food service and Warren Hall this summer, as well as the reconstruction of the site beginning in 2015.

Both RNT and Lionakis, were two of the four architectural firms awarded a contract for master planning and preconstruction services by the Board at their March 17, 2011 board meeting. At that time, District staff presented the results and recommendations from an architectural request for qualifications (RFQ) with this goal in mind. RNT and Lionakis were two of the twenty-five (25) firms responding to that request. The services performed by RNT and



## ITEM 15H

Lionakis have been outstanding and therefore it is staff's recommendation that the firms continue to provide architectural services to the District. The architectural services to be provided by the agreements are subject to the ongoing positive performance of the firm, and subject to the availability of funding.

### **RECOMMENDATION:**

It is recommended that the Board approve and/or ratify the professional services contracts, and authorize Christina M. Bennett, Eric R. Dill, or Rick Schmitt to execute the agreements, as noted in the attached supplement.

### **FUNDING SOURCE:**

Building Fund-Prop 39 Fund 21-39

## ITEM 15H

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**PROPOSITION AA – AGREEMENTS**  
**FACILITIES PLANNING & CONSTRUCTION****Board Meeting Date: 02-06-14**

<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>
February 6, 2014 through August 6, 2014	Geocon Inc.	Geotechnical investigation at Earl Warren Middle School,	Fund–Prop 39 Fund 21-39	\$29,500.00
February 6, 2014 through February 6, 2015	Roesling Nakamura Terada Architects	Architectural/Engineering services Building 600 at La Costa Canyon High School	Fund–Prop 39 Fund 21-39	\$6,000.00
February 6, 2014 through February 6, 2015	Roesling Nakamura Terada Architects	Architectural/Engineering services Building 800 and Media Center at La Costa Canyon High School	Fund–Prop 39 Fund 21-39	\$29,000.00
February 6, 2014 through completion	Lionakis	Architectural Services at Earl Warren Middle School Interim Housing	Fund–Prop 39 Fund 21-39	\$56,000.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 28, 2014

**BOARD MEETING DATE:** February 6, 2014

**PREPARED BY:** John Addleman, Director of Planning Services  
Eric Dill, Assoc. Superintendent, Business

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF AMENDMENT TO  
PROFESSIONAL SERVICES CONTRACTS /  
PROPOSITION AA

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Proposition AA summarizes one amendment to an existing contract.

American Fence and Security, Inc., is providing interim construction fencing at San Dieguito Academy. The amendment is to add additional interim fencing to secure the laydown area at the south west corner of the student lot.

### RECOMMENDATION:

It is recommended that the Board approve and/or ratify the professional services contracts, and authorize Christina M. Bennett, Eric R. Dill, or Rick Schmitt to execute the agreements, as noted in the attached supplement.

### FUNDING SOURCE:

Building Fund-Prop 39 Fund 21-39

## ITEM 15I

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT****PROPOSITION AA – AMENDMENT TO AGREEMENTS**  
**FACILITIES PLANNING & CONSTRUCTION****Board Meeting Date: 12-12-13**

<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>
January 16, 2014 – June 27, 2014	American Fence and Security, Inc.	Amend contract A2014-28 Additional services provided at San Dieguito Academy for interim fencing	Building Fund- Prop 39 Fund 21-39	\$694.64

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 28, 2014

**BOARD MEETING DATE:** February 6, 2014

**PREPARED BY:** John Addleman, Director of Planning Services  
Eric Dill, Assoc. Supt. of Business Services

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** RESOLUTION DEDICATING AN INTEREST  
IN REAL PROPERTY AND RIGHT-OF-WAY

-----

### EXECUTIVE SUMMARY

The Board of Trustees, at the January 16, 2014 meeting, adopted a Resolution of Intention to Convey Interest in Real Property and Right-of-way to the City of San Diego related to a new water connection required to be installed to service the restrooms, concession building, and water fountains as part of the stadium improvements at Canyon Crest Academy.

Since the January 16<sup>th</sup> action the necessary posting and publication of the Board's intent has been accomplished in order for the Board of Trustees to hold a public hearing regarding the easement dedication and subsequent vote on the Resolution Conveying an Interest in Real Property Easement and Right-of-Way.

### RECOMMENDATION:

It is recommended that the Board

- a) Hold a Public Hearing, allowing comments from the public on the Board's intention to convey an interest in real property easement and right-of-way to the City of San Diego, and
- b) adopt the Resolution Conveying an Interest in Real Property Easement and Right-of-Way to the City of San Diego, for the purpose of access to construct, reconstruct, maintain, operate and repair water facilities on the Canyon Crest Academy campus, as

ITEM 16

therein described, said property being owned by the San Dieguito Union High School District of San Diego County, California, as shown in the attached supplements.

**FUNDING SOURCE:**

Not applicable.

ITEM 16

Resolution Conveying an Interest in Real)  
Property Easement and Right-of-Way    )  
\_\_\_\_\_ )

On motion of Member \_\_\_\_\_, seconded by Member  
\_\_\_\_\_, the following resolution is adopted:

WHEREAS, this Board on January 16, 2014, adopted a Resolution of Intention to Convey Interest in Real Property and Right-of-Way owned by this District to the City of San Diego; and

WHEREAS, said resolution of intention provided that a public hearing on the request of making such dedication be held by this Board at its regular place of meeting on February 6, 2014, at 6:30 o'clock p.m., at which time and place all persons interested therein might appear and show cause why said dedication should not be made; and

WHEREAS, notice of the adoption of said resolution of intention was duly given as provided by law, all of which appears by the affidavits of posting and publication on file in the office of this Board; and

WHEREAS, this Board formally convened at the time and place set forth in said resolution of intention, and no persons appeared to object to or protest either verbally or in writing against the dedication of the property described in said resolution; and

WHEREAS, in the judgment of this Board it is expedient and for the best interests of this District that said dedication be made; NOW THEREFORE,

BE IT RESOLVED AND ORDERED by the Governing Board of the San Dieguito Union High School District of San Diego County that an interest in real property and right-of-way for the purposes described in the resolution adopted by this Board on January 16, 2014, be and it is hereby conveyed to the City of San Diego;

BE IT FURTHER RESOLVED AND ORDERED that the Secretary of this Board be and is hereby authorized and directed to execute and deliver the Grant Deed – Water Easement described in said resolution of intention to said applicant.

PASSED AND ADOPTED by the Governing Board of the San Dieguito Union High School District of San Diego County, California this 6th day of February, 2014, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

RECORDING REQUESTED BY:

**THE CITY OF SAN DIEGO**

AND WHEN RECORDED MAIL TO:

CITY CLERK  
CITY OF SAN DIEGO  
MAIL STATION 2A

Originating Dept – DSD/LDR – M.S. 501

(THIS SPACE FOR RECORDER'S USE ONLY)

## GRANT DEED - WATER EASEMENT

J.O. NO: \_\_\_\_\_

ASSESSOR'S PARCEL NO: 305-031-26

PTS NO: 353363

DWG NO: \_\_\_\_\_

NO DOCUMENT TAX DUE  
R & T CODE 11922

NO FEE FOR GOVT. AGENCY  
GOVERNMENT CODE 27383

For valuable consideration, receipt of which is hereby acknowledged, San Dieguito Union High School District of San Diego County,  
California

HEREBY GRANT(S) to the City of San Diego, a municipal corporation, in the County of San Diego, State of California, a permanent easement and a right-of-way for access to construct, reconstruct, maintain, operate and repair **water facilities**, including any or all appurtenances thereto, together with the right of ingress and egress, over, under, along and across all that real property situated in the City of San Diego, County of San Diego, State of California, described as follows:

**See exhibit "A" attached hereto and exhibit "B" attached for illustration purposes**

Reserving unto the Grantor herein, heirs and assigns the continued use of the above described parcel of land subject to the following conditions: The erecting of buildings, masonry walls, and other permanent structures; the planting of trees; the changing of the surface grade; and the installation of privately owned pipe lines shall be prohibited except by an Encroachment Maintenance and Removal Agreement issued by the City Engineer.

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

Grantor: *(type or print)* \_\_\_\_\_

By: *(signature)* \_\_\_\_\_  
*(type or print name)*

This is to certify that the interest in real property conveyed by this instrument to the City of San Diego, a municipal corporation, is hereby accepted by the undersigned officer on behalf of the City of San Diego, pursuant to authority conferred by the Municipal Code, and the grantee consents to recordation thereof by its duly authorized officer.

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

For City Engineer  
By: \_\_\_\_\_

**NOTE: NOTARY ACKNOWLEDGMENTS FOR ALL SIGNATURES MUST BE ATTACHED, PER CIVIL CODE SEC. 1180 ET. SEQ.**



**EXHIBIT 'A'**

**LEGAL DESCRIPTION  
WATER EASEMENT**

**PARCEL 'A'**

A PORTION OF PARCEL 1 OF PARCEL MAP 19841 FILED IN THE OFFICE OF THE SAN DIEGO COUNTY RECORDER ON SEPTEMBER 19, 2005 AS FILE NO. 2005-0806588 IN THE CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE SOUTHWEST CORNER OF PARCEL 1 OF SAID PARCEL MAP 19841; THENCE

- 1. NORTH 59°44'19" EAST      323.80 FEET      **TO THE TRUE POINT OF BEGINNING;**  
THENCE
- 2. NORTH 03°12'22" WEST      28.82 FEET      TO A POINT ON THE SOUTHERLY LINE OF  
AN EXISTING 30 FEET WIDE WATER  
EASEMENT GRANTED PER SAID PARCEL  
MAP 19841; THENCE ALONG SAID  
SOUTHERLY LINE
- 3. NORTH 86°47'38" EAST      10.00 FEET;      THENCE LEAVING SAID SOUTHERLY LINE
- 4. SOUTH 03°12'22" EAST      28.82 FEET;      THENCE
- 5. SOUTH 86°47'38" WEST      10.00 FEET      **TO THE TRUE POINT OF BEGINNING.**

SAID EASEMENT CONTAINS 0.007 ACRES MORE OR LESS.

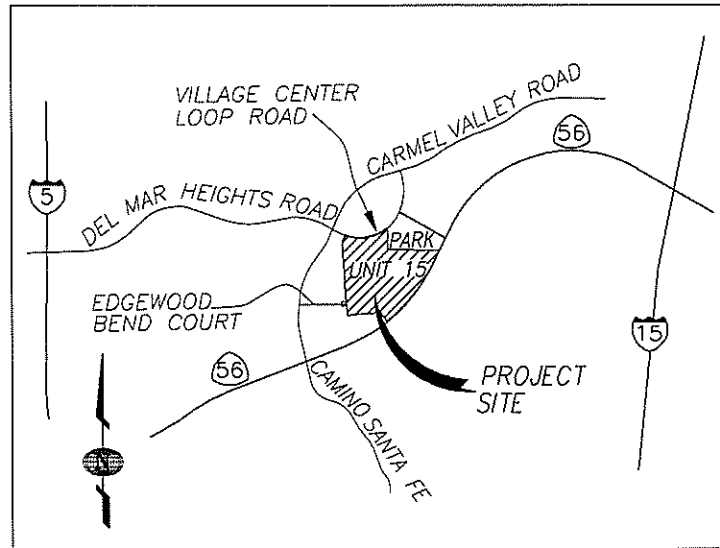
ATTACHED HERETO IS A DRAWING NO. XXXXX-B LABELED EXHIBIT 'B' AND BY THIS REFERENCE MADE A PART HEREOF.

BY: \_\_\_\_\_  
JOHN EARDENSOHN, L.S. 5278  
(MY LICENSE EXPIRES 12-31-15)

DATED: \_\_\_\_\_

J.O. NO.  
DWG. NO.  
PTS. NO.

**EXHIBIT 'B'**



VICINITY MAP  
NTS

LEGEND:

- P.O.B. INDICATES POINT OF BEGINNING
- T.P.O.B. INDICATES TRUE POINT OF BEGINNING
- INDICATES WATER EASEMENT ACQUIRED  
PARCEL 'A' = 0.007 ACRES

ASSESSOR'S PARCEL NUMBER:  
305-031-26

REFERENCE DRAWING:  
PM 19841, PM 21063, PM 21102

BASIS OF BEARINGS:  
THE BASIS OF BEARINGS FOR THIS  
DRAWING IS THE WESTERLY LINE OF  
PARCEL 1 OF PARCEL MAP NO. 19841,  
IE N03°30'00"W



**LATITUDE 33**  
PLANNING AND ENGINEERING  
5355 MIRA SORRENTO PLACE, SUITE 650  
SAN DIEGO, CA 92121  
TEL. 858.751.0633  
FAX. 858.751.0634

C. JOHN EARDENSOHN L.S. 5278 DATE  
REGISTRATION EXPIRES 12-31-2015

**WATER EASEMENT**  
IN A PORTION OF PARCEL 1 OF PM 19841

DESCRIPTION	BY	APPROVED	DATE	FILMED	CITY OF SAN DIEGO, CALIFORNIA DEVELOPMENT SERVICES DEPARTMENT SHEET 1 OF 2 SHEETS		J.O. NO. _____ P.T.S. NO. _____
ORIGINAL	LAT33				FOR CITY ENGINEER _____ DATE _____		CCS '83 COORDINATES
							LAMBERT COORDINATES
							XXXXX-1-B



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 30, 2014

**BOARD MEETING DATE:** February 6, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** PROPOSED REVISIONS TO BOARD  
POLICY #9270, "CONFLICT OF INTEREST"

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### EXECUTIVE SUMMARY

The revisions to Board Policy #9270, "Conflict of Interest" are being proposed to include the new positions designated in the Facilities Planning and Construction Department (Prop AA), Educational Services and the Independent Citizens' Oversight Committee (ICOC) members. These designated positions would be required to file under Categories 1 or 2 as shown on the policy.

### RECOMMENDATION:

This item is being submitted for first read and will be resubmitted for action at the February 20, 2014 meeting, as shown in the attached supplement.

## BYLAWS OF THE BOARD

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### CONFLICT OF INTEREST

The Governing Board desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the district and the public. In accordance with law, Board members and designated employees shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision. The Board shall adopt a bylaw that specifies the terms of the conflict of interest code, designated positions, and the disclosure categories required for each position.

Upon direction by the code reviewing body, the Board shall review the District's conflict of interest code submit any changes to the code reviewing body. When a change in the District's conflict of interest code is necessitated due to changed circumstances such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code reviewing body within 90 days. ([Government Code 87306](#))

When reviewing and preparing the District's conflict of interest code, the Superintendent or designee shall provide officers, employees, consultants and members of the community adequate notice and a fair opportunity to present their views. ([Government Code 87311](#))

Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the district's conflict of interest code. A Board member who leaves office or a designated employee who leaves district employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or district employment. (Government Code 87302, 87500)

Statements of economic interests submitted to the District by designated employees in accordance with the conflict of interest code shall be available for public inspection and reproduction. ([Government Code 81008](#))

### CONFLICT OF INTEREST UNDER GOVERNMENT CODE 1090

Board members, employees, or district consultants shall not be financially interested in any contract made by the Board on behalf of the district, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a Board member has such a financial interest, the district is barred from entering into the contract. (Government Code 1090; *Klistoff v. Superior Court*, (2007) 157 Cal. App. 4th 469)

A Board member shall not be considered to be financially interested in a contract if his/her interest is a "noninterest" as defined in Government Code 1091.5. One such noninterest is when a Board member's spouse/registered domestic partner has been a district employee for at least one year prior to the Board member's election or appointment. (Government Code 1091.5)

A Board member shall not be considered to be financially interested in a contract if he/she has only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. (Government Code 1091)

## BYLAWS OF THE BOARD

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Even if there is not a prohibited conflict of interest, a Board member shall abstain from voting on personnel matters that uniquely affect his/her relatives. However, a Board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which his/her relative belongs. Relative means an adult who is related to the Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. ([Education Code 35107](#))

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

### COMMON LAW DOCTRINE AGAINST CONFLICT OF INTEREST

A Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties.

### RULE OF NECESSITY OR LEGALLY REQUIRED PARTICIPATION

On a case-by-case basis and upon advice of legal counsel, a Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18708.

### INCOMPATIBLE OFFICES AND ACTIVITIES

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the district. (Government Code 1099, 1126)

### GIFTS

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. ([Government Code 89503](#))

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the district for Board members and designated employees. ([Government Code 89506](#))

## BYLAWS OF THE BOARD

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### HONORARIA

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. ([Government Codes 89501 – 89502](#))

The term honorarium does not include:

([Government Code 89501](#))

1. Earned income for personal services customarily provided in connection with a bona fide business, trade or profession unless the sole or predominant activity of the business, trade or profession is making speeches.
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes.

## BYLAWS OF THE BOARD

### APPENDIX DESIGNATED POSITIONS / DISCLOSURE CATEGORIES

It has been determined that persons occupying the following positions manage public investments and shall file a full statement of economic interests pursuant to Government Code 87200:

Governing Board Members  
Superintendent of Schools  
Associate Superintendents

1. Persons occupying the following positions are designated employees in Category 1:

Purchasing Director  
Finance Director  
~~Chief Facilities Officer~~ ~~Executive Director of Operations~~  
Director of Planning ~~Services and Financial Management~~  
~~Construction Projects Manager-I & II~~  
~~Facilities Construction Planner~~  
Purchasing Buyer  
Contracts Analyst  
~~Construction Contracts Analyst~~

Designated persons in this category must report:

- a. Interests in real property located entirely or partly within District boundaries, or within two miles of District boundaries or of any land owned or used by the District. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
- b. Investments or business positions in or income from sources which:
  - (1) Are engaged in the acquisition or disposal of real property within the District,
  - (2) Are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the District, or
  - (3) Manufacture or sell supplies, books, machinery or equipment of the type used by the District.

2. Persons occupying the following positions are designated employees in Category 2:

Director  
Principal  
Assistant Principal  
~~Executive Director~~  
Program Coordinator  
Project Specialist  
Supervisor  
~~Independent Citizens' Oversight Committee (ICOC) Member~~



**BYLAWS OF THE BOARD**

Designated persons in this category must report investments or business positions in or income from sources which:

- a. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or
  - b. Manufacture or sell supplies, books, machinery or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school. Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.
3. A consultant is an individual who, pursuant to a contract with the District, makes a governmental decision whether to:
- (2 CCR 18701)*
- a. Approve a rate, rule or regulation.
  - b. Adopt or enforce a law.
  - c. Issue, deny, suspend or revoke a permit, license, application, certificate, approval, order or similar authorization or entitlement.
  - d. Authorize the District to enter into, modify or renew a contract that requires District approval.
  - e. Grant District approval to a contract or contract specifications which require District approval and in which the District is a party.
  - f. Grant District approval to a plan, design, report, study or similar item.
  - g. Adopt or grant District approval of District policies, standards or guidelines.

A consultant is also an individual who, pursuant to a contract with the District, serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2, or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District's Conflict of Interest Code. *(2 CCR 18701)*

**LEGAL REFERENCE****EDUCATION CODE**

1006	Qualifications for Holding Office
35107	School District employees
35230 - 35240	Corrupt Practices

## BYLAWS OF THE BOARD

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35233 Prohibitions Applicable to Members of Governing boards

### GOVERNMENT CODE

1090 - 1098 Prohibitions Applicable to Specified Officers

1125 - 1129 Incompatible Activities

81000 – 91015 Political Reform Act of 1974, especially:

82011 Code Reviewing Body

82019 Definition of Designated Employee

82028 Definition of Gifts

82030 Definition of Income

87100 - 87103.6 General Prohibitions

87200 - 87210 Disclosure

87300 - 87313 Conflict of Interest Code

87500 Statements of Economic Interests

89501 - 89503 Honoraria and Gifts

91000 - 91014 Enforcement

### CODE OF REGULATIONS, TITLE 2

18110 - 18997 Regulations of the Fair Political Practices Commission

### COURT DECISIONS

Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th. 655

Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511

### ATTORNEY GENERAL OPINIONS

82 Ops.Cal.Atty.Gen. 83 (1999)

81 Ops.Cal.Atty.Gen. 327 (1998)

80 Ops.Cal.Atty.Gen. 320 (1997)

69 Ops.Cal.Atty.Gen. 255 (1986)

68 Ops.Cal.Atty.Gen. 171 (1985)

65 Ops.Cal.Atty.Gen. 606 (1982)

### MANAGEMENT RESOURCES

#### WEBSITES

Fair Political Practices Commission: [www.fppc.ca.gov](http://www.fppc.ca.gov)

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 29, 2014

**BOARD MEETING DATE:** February 6, 2014

**PREPARED BY:** Rick Ayala,  
Director, Pupil Services

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** PROPOSED REVISIONS TO  
ADMINISTRATIVE REGULATION TO  
BP #5116.1/AR-2, "HIGH SCHOOL  
SELECTION"

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### EXECUTIVE SUMMARY

The proposed revisions are being submitted in order to update the administrative regulation with the 2014-15 dates and procedures for the high school selection process.

### RECOMMENDATION:

This item is being submitted for information only.

### FUNDING SOURCE:

Not applicable.

## STUDENTS

5116.1 / AR-2

### HIGH SCHOOL SELECTION

#### SELECTION PROCEDURES

The 2014-15 high school selection filing period begins on February 3, 2014 @ 8:00 a.m. and closes on March 3, 2014 @ 4:00 p.m. Students may not switch school choices after the application deadline. No applications will be accepted for the non-boundary schools (SDA/CCA) after the March 3, 2014 @ 4:00 p.m. deadline. Students who are selected to attend the non-boundary schools (SDA/CCA) are required to enroll at SDA/CCA April 25, 2014. Students who fail to enroll by April 25, 2014, will lose their lottery position. If necessary, a public lottery will be held on March 18, 2014.

#### CURRENT 8TH GRADE DISTRICT STUDENTS & RANCHO SANTA FE MIDDLE SCHOOL STUDENTS

All District students and Rancho Santa Fe Middle School students entering grade 9 must declare the high school they wish to attend by submitting their online high school selection, during the high school selection filing period.

#### CURRENT 9TH, 10TH & 11TH GRADE DISTRICT STUDENTS

Students currently enrolled in grades 9, 10, or 11, who wish to remain at the same high school for the 2014/2015 school year, DO NOT need to participate in the selection process. They will automatically be enrolled in their current school for the following year. Only students who wish to change schools, must declare the high school they wish to attend by submitting their high school selection online during the filing period beginning February 3, 2014 at 8:00 a.m. and ending on March 3, 2014 at 4:00 p.m.

\*\*\*\*Students who do not participate in the selection process are not eligible to attend Canyon Crest Academy or San Dieguito Academy.

#### STUDENTS NEW TO DISTRICT / LIVING WITHIN SDUHSD BOUNDARIES

All 8th – 11th grade students living within the SDUHSD boundaries, who are currently enrolled in private schools or will be new to the district, must declare which high school they wish to attend in the Fall of 2014 by submitting their high school selection online during the high school selection filing period beginning February 3, 2014 at 8:00 a.m. and ending March 3, 2014 4:00 p.m. Students who are moving into the district are only eligible to attend an Academy school if their primary residence is within the district boundaries prior to the close of the selection window on March 3, 2014 at 4:00 p.m.

#### SUNSET/NORTH COAST STUDENTS

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San Dieguito Union High School District

Administrative Regulation Issued: March 17, 1994

Administrative Regulation Revised: September 2, 2010

Administrative Regulation Revised: November 19, 2013

Administrative Regulation Revised: January 27, 2014

**STUDENTS**

5116.1 / AR-2

Sunset and North Coast students who wish to return to the Academy school they previously attended may do so by scheduling an appointment with the school principal. Sunset and North Coast students who wish to leave SS/NC and attend an Academy school that is different from the high school they previously attended, must participate in the high school selection process beginning **February 3, 2014** at 8:00 a.m. and ending **March 3, 2014** at 4:00 p.m.

**CURRENT 8TH GRADE STUDENTS FROM OAK CREST & DIEGUENO MIDDLE SCHOOLS**

La Costa Canyon High School attendance area students (incoming 9th grade students from Oak Crest and Diegueno Middle Schools) may select from one of four choices: La Costa Canyon High School, Torrey Pines High School, Canyon Crest Academy, or San Dieguito Academy. However, students in the La Costa Canyon attendance area must complete an intra-district transfer application to attend Torrey Pines. Intra-district applications must be returned to the Pupil Services Office located at **710 Encinitas Blvd., Encinitas, CA**, by 4:00 p.m. on **March 3, 2014**.

**CURRENT 8TH GRADE STUDENTS FROM CARMEL VALLEY & EARL WARREN MIDDLE SCHOOLS**

Torrey Pines High School attendance area students (incoming 9th grade students from Earl Warren and Carmel Valley Middle Schools) may select from one of four choices: Torrey Pines High School, La Costa Canyon High School, Canyon Crest Academy, or San Dieguito Academy. However, students in the Torrey Pines High School attendance area must complete an intra-district transfer application to attend La Costa Canyon High School. Intra-district applications must be returned to the Pupil Services Office located at **710 Encinitas Blvd., Encinitas, CA**, by 4:00 p.m. on **March 3, 2014**.

**CURRENT CCA & SDA STUDENTS**

Current CCA and SDA students may apply to the other Academy without losing their spot at the Academy they are currently attending, by selecting the other Academy online prior to the deadline of 4:00 p.m. on **March 3, 2014** and meeting the enrollment/course selection deadline of **April 25, 2014**.

**STUDENTS NOT RETURNING**

Students who will not be returning to SDUHSD in the Fall of **2014** must go online and mark "Not Returning – I am going to..." and identify where they will be attending in the Fall of **2014**.

**MEDICAL LEAVE**

Students who leave an Academy school for medical reasons may return to that same school providing they have met with the site administration beforehand and have agreed to the leave

## STUDENTS

5116.1 / AR-2

in writing. In order to return, the student must have their primary residence within the district boundaries.

### LEAVE OF ABSENCE

Students who leave Canyon Crest Academy / San Dieguito Academy to attend a school or program outside the SDUHSD will lose their position at that school. Students wishing to return will have to reapply as part of the annual SDUHSD high school selection process.

### FOREIGN EXCHANGE STUDENTS

Students who leave an academy school to attend an approved foreign exchange program may return providing:

- The International Student Exchange Program is approved by the California Office of the Attorney General for the current school year. (<http://ag.ca.gov/exchangestudents/registrylist.php>). The student leaving must provide written proof of the approved program.
- They return to the same academy school they left. If they wish to change schools they must participate in the lottery beginning February 3, 2014 at 8:00 a.m. and ending on March 3, 2014 at 4:00 p.m.
- The student has their primary residence within the district boundaries.

### SIBLINGS

District resident sibling applicants of current 9th -11th grade students are eligible to attend either CCA or SDA as long as their sibling will be attending that Academy in the Fall of 2014. A CCA sibling has no priority at SDA and vice versa. Eligible siblings must declare their high school Academy choice they wish to attend online by 4:00 p.m. on March 3, 2014 and meet the enrollment/course selection deadline of April 25, 2014.

### CHANGING YOUR HIGH SCHOOL SELECTION

All students who wish to change their previously submitted online high school selection must contact (760) 753-6491 x5533. Online changes can be made after 12:00 p.m. every Friday.

Any changes to the high school selection will be accepted up to and including the final day March 3, 2014 at 4:00 p.m. Changes after the close of the selection process on March 3, 2014 WILL NOT be accepted.

## STUDENTS

5116.1 / AR-2

### EQUAL CHANCE / APPLICATION SUBMITTAL

There is no advantage to submitting prior to the 4:00 p.m. deadline on March 3, 2014. All applications submitted on or before 4:00 p.m. on March 3, 2014 will have an equal chance in the lottery for CCA/SDA.

### LOTTERY

If necessary, a lottery will be conducted using a Random Number Generator for Canyon Crest and/or San Dieguito Academies on **March 18, 2014**, with results mailed to students and parents on **March 25, 2014**.

### SELECTION DEADLINE IS FINAL

The submitted high school selection is final at 4:00 p.m. on **March 3, 2014**. No changes will be permitted after the application deadline of 4:00 p.m. on **March 3, 2014**.

### LATE APPLICATIONS

Late applicants (filing AFTER the March 3rd at 4:00 p.m. deadline) WILL NOT be accepted for either Academy school. If you are applying later than **March 3, 2014** at 4:00 p.m., please register/enroll at your boundary school.

### ENROLLMENT/REGISTRATION/COURSE SELECTION DEADLINE

Students new to the district must enroll/register prior to course selection. Students who are selected to attend SDA/CCA are required to complete course selection by **April 25, 2014**. Students who fail to select courses by **April 25, 2014** will lose their lottery position. NO EXCEPTIONS.

### INTRA-DISTRICT TRANSFERS

Students with currently approved intra-districts transfers at LCC & TP do not need to reapply each year.

NEW LCC & TP intra-district transfer applicants: Students within the district may apply for intra-district transfers between La Costa Canyon High School and Torrey Pines High School. New LCC/TP intra-district transfer applicant, you must complete an intra-district transfer application. The application is available online. Intra-district transfer applications must be delivered to the Pupil Services Office located at Sunset High School by 4:00 p.m. on March 3, 2014.

**INTER-DISTRICT TRANSFERS**

At this time the district is not approving new inter-district transfer permits. Students who are in good standing in attendance, behavior and scholarship who were enrolled on inter-district attendance permits prior to September 1, 2009 may continue to attend a non- Academy school within the district until they graduate.