



**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, AUGUST 22, 2013
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 and/or at the district office. Please contact the [Office of the Superintendent](#) for more information.

CONSENT CALENDAR

All matters listed under Consent are those on which the Board has previously deliberated or which can be classified as routine items of business. An administrative recommendation on each item is contained in the agenda supplements. There will be no separate discussion of these items prior to the time the Board of Trustees votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent items. To address an item on the consent calendar, please follow the procedure described under *Comments on Agenda Items*.

CLOSED SESSION

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

CELL PHONES/PAGERS

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

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, AUGUST 22, 2013
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. Consideration and/or deliberation of student discipline matters (2 cases)
 - B. 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)
 - C. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.
Agency Negotiators: Superintendent, Deputy 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 JULY 18, 2013, REGULAR BOARD MEETING
Motion by _____, second by _____, to approve Minutes of July 18th, as shown in the attached supplement(s).

NON-ACTION ITEMS (ITEMS 7 - 10)

- 7. STUDENT UPDATES..... (NO STUDENT UPDATES DURING SUMMER BREAK)
- 8. BOARD UPDATES BOARD OF TRUSTEES
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, AND LEGISLATIVE UPDATES RICK SCHMITT, SUPERINTENDENT
- 10. DEPARTMENT / SITE UPDATES (NONE SCHEDULED)

CONSENT AGENDA ITEMS (ITEMS 11 - 15)

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

11. SUPERINTENDENT

- A. GIFTS AND DONATIONS
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).

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. Janet Russell Studio, for lease of facilities for San Dieguito Adult Education classes, during the period August 27, 2013 through June 30, 2014, at no cost to the district.
2. Naviance Inc., to provide Naviance college and career readiness and planning subscriptions, during the period July 1, 2013 through June 30, 2015, in the amount of \$26,140.20, to be expended from the General Fund 03-00.
3. San Diego County Superintendent of Schools/County Office of Education and San Dieguito Union High School District, to agree to a credential services partnership for the Adult Education and CTE programs, during the period July 1, 2013 through June 30, 2018, at no cost to the district.
4. AVID Center, to provide AVID Secondary Membership/Licenses and District Director Professional Learning Services for the purpose of closing the achievement gap and preparing district students for college and success in a global society, at the initial cost of \$10,155.00 for La Costa Canyon High School's, San Dieguito Academy's, and Torrey Pines High School's annual membership/license fees (to be adjusted annually) and a one-time cost of \$12,000.00 for the two year, three employee, District Director Professional Learning Services (cost does not include travel, meals, or other incidental expenses), during the period July 1, 2013 through June 30, 2015 and then to be continued until terminated, to be expended from the General Fund 03-00.
5. Wolfram Research, Inc. to provide a comprehensive site license for Mathematica science and math software for classroom, student, and faculty use, during the period July 13, 2013 through July 12, 2016, for an annual amount not to exceed \$4,762.40, to be expended from the General Fund 03-00.
6. Encinitas Community Center, for lease of facilities for San Dieguito Adult Education classes, during the period July 1, 2013 through June 30, 2014, for an amount not to exceed \$1,500.00, to be expended from the Adult Education Fund 11-00.
7. Carmel Valley Recreation Center, for the lease of facilities for San Dieguito Adult Education classes, during the period July 1, 2013 through June 30, 2014, for an amount not to exceed \$5,500.00, to be expended from the Adult Education Fund 11-00.
8. 22nd District Agricultural Association for lease of facilities for AP testing, during the period May 4, 2014 through May 15, 2014, for an amount not to exceed \$59,200.00 plus labor & equipment rental fees, to be expended from the General Fund 03-00 and reimbursed by AP Test Service II, LLC as part of the AP Testing Services Agreement.

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. Maxim Healthcare Services, Inc. (NPA), during the period July 1, 2013 through June 30, 2014.

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

(None Submitted)

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. Atlas Pumping Service, to perform grease trap, septic tank, portable toilet, and pumping services at various sites throughout the District, during the period August 23, 2013 and continuing until terminated by thirty day written notice from either party, at the rate of \$75.00 per grease trap cleaning and various other rates according to specific job requirements with prior approval from the District, to be expended from the General Fund 03-00.
2. Encinitas Glass Company, to provide window repair and replacement services district wide, during the period July 1, 2013 through June 30, 2014 and then continuing until either party terminates with 30 day advance notice, in an amount not to exceed \$8,000.00 per year, to be expended from the General Fund 03-00.
3. The Howard E. Nyhart Co Inc., dba Nyhart Epler, to perform an updated actuarial evaluation to determine the amount of actuarial liability for the district's retiree health benefits using plan and census data, during the period August 23, 2013 until completion, in an amount not to exceed \$6,850.00, to be expended from the General Fund 03-00.
4. Steven Smith Landscape, Inc., to provide landscape maintenance services at various sites district wide, during the period July 1, 2013 through June 30, 2014, for an amount not to exceed \$30,000.00, to be expended from the fund to which the project is charged.
5. SimplexGrinnell LP, a Tyco International Company, to provide test, inspection, and replacement part services on 107 portable fire extinguishers used on Transportation Department buses, during the period August 23, 2013 through August 22, 2018, in the amount of \$959.00 per year for the testing and inspection services with the cost of repair parts to be billed separately, to be expended from the General Fund/Restricted 06-00.
6. Safety Kleen Systems, Inc., to provide solvent tank cleaning services on the tool cleaning tank used in the Torrey Pines High School auto shop, during the period July 1, 2013 through June 30, 2014 and then continuing until terminated by either party with 30 day advance notice, for a not to exceed amount of \$950.00 per year, 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. SimplexGrinnell LP, a Tyco International Company, to amend the District Wide Fire Alarm, Fire Suppression, and Life Safety service contract B2009-15 to include the fire suppression systems installed in the San Dieguito Academy Performing Arts Center, during the period July 1, 2013 through June 30, 2014, in the amount of \$1,764.00, to be expended from the General Fund 03-00.

C. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

D. APPROVAL OF CHANGE ORDERS

(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

F. ADOPTION OF RESOLUTION / COOPERATIVE BID

Adopt the attached resolution authorizing purchasing pursuant to cooperative bid and award documents from the PEPPM Technology Bidding and Purchasing Program for the purchase of a broad range of bid awarded technology products per the pricing structure, terms, and conditions stated in the bid documents, to be expended from the fund to which the purchases are charged.

G. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

1. Purchase Orders
2. Membership Listing
3. Replacement Warrants

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:

1. Geocon, Inc., to provide Geotechnical Investigation for athletic fields and Multipurpose Building at La Costa Valley school site, during the period August 23, 2013 through February 23, 2014, in the amount of \$15,500.00, to be expended from Building Fund-Prop 39 Fund 21-39.
2. Pauley Equipment Company, to provide two (2) Kubota B26 Tractors with front loaders to be delivered to Canyon Crest Academy and San Dieguito Academy for the maintenance of the artificial turf fields, in the amount of \$48,060.00, to be expended from Building Fund-Prop 39 Fund 21-39.
3. Fuscoe Engineering, Inc., to provide Civil Engineering services at La Costa Valley school site, during the period of August 23, 2013 through February 23, 2013, in the amount of \$26,547.00, to be expended from Building Fund-Prop 39 Fund 21-39.
4. Creative Alliance Group LLC, to provide, implement and facilitate a Construction Partnering Program for the San Dieguito Union High School District, during the period of August 23, 2013 through August 22, 2014, in the amount of \$4,900.00, to be expended from Building Fund-Prop 39 Fund 21-39.

I. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

J. AWARD/RATIFICATION OF CONTRACTS
(None Submitted)

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

- _____ Joyce Dalessandro
- _____ Barbara Groth
- _____ Beth Hergesheimer
- _____ Amy Herman
- _____ John Salazar

DISCUSSION / ACTION ITEMS (ITEMS 16 - 18)

16. BOARD POLICY REVISION PROPOSAL (2), #4160.31, "EXECUTIVE DIRECTOR OF EDUCATIONAL SERVICES", (JOB DESCRIPTION); #4341.1 "ATTACHMENT A SALARY SCHEDULE"
Motion by _____, second by _____, to approve Board Policy Revisions #4160.31 and 4341.1 as shown in the attached supplement(s).
17. ADOPTION OF NEW BOARD POLICY JOB DESCRIPTION, #4216.3-71.5, "HR INFORMATION SYSTEMS SUPPORT ANALYST"
Motion by _____, second by _____, to adopt Board Policy #4216.3-71.5, "HR INFORMATION SYSTEMS SUPPORT ANALYST" as shown in the attached supplement(s).
18. ADOPTION OF RESOLUTION OF ANNEXATION / COMMUNITY FACILITIES DISTRICT 95-2 / ANNEXATION No.19 / PRIMROSE LANE / A 10-UNIT SINGLE FAMILY SUBDIVISION / CITYMARK OLIVENHAIN, LLC
 - PUBLIC HEARING
 - Motion by _____, second by _____, to adopt the Resolution of the Board of Trustees of the San Dieguito Union High School District Acting as the Legislative Body of the San Dieguito Union High School District Community Facilities District No. 95-2, as shown in the attached supplements.
 - Roll Call

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

19. PROPOSED BOARD POLICY REVISIONS (1): BP #3270,"SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL PROPERTY)"
This item is being submitted for first read and will be resubmitted for board action on September 5, 2013.
20. PROPOSED BOARD POLICY REVISIONS, PUPIL SERVICES / (7 TOTAL): #5111.1, "DISTRICT RESIDENCY"; #5112.2, "STUDENT LEAVE OF ABSENCE"; #5113.1, "CHRONIC ABSENCE AND TRUANCY"; #5113.2, "WORK PERMITS"; #5116.1, "INTRADISTRICT/OPEN ENROLLMENT"; #5114, "DISCIPLINE"; #5145.11, "QUESTIONING BY LAW ENFORCEMENT" AS SHOWN IN THE ATTACHED SUPPLEMENT(S).
This item is being submitted for first read and will be resubmitted for board action on September 5, 2013.
21. BUSINESS SERVICES UPDATE..... ERIC DILL, ASSOCIATE SUPERINTENDENT
22. HUMAN RESOURCES UPDATE TORRIE NORTON, ASSOCIATE SUPERINTENDENT
23. EDUCATIONAL SERVICES UPDATE..... MIKE GROVE, ED.D., ASSOCIATE SUPERINTENDENT
24. PUBLIC COMMENTS

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

25. FUTURE AGENDA ITEMS

26. ADJOURNMENT TO CLOSED SESSION(AS REQUIRED)

- A. Consideration and/or deliberation of student discipline matters (2 cases)
- B. 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)
- C. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.
Agency Negotiators: Superintendent, Deputy Superintendent, and Associate Superintendents
Employee Organizations: San Dieguito Faculty Association / California School Employees Association

27. REPORT FROM CLOSED SESSION (AS NECESSARY)

28. MEETING ADJOURNED

The next regularly scheduled Board Meeting will be held on [Thursday, September 5, 2013, 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

JULY 18, 2013

THURSDAY, JULY 18, 2013
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 Groth 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. Consideration and/or deliberation of student discipline matters (1 case)
- B. Consideration of 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)
- C. Conference with Labor Negotiators, pursuant to Government Code Section 54957.8.
Agency Negotiators: Superintendent, Deputy Superintendent, and Associate Superintendents
Employee Organizations: San Dieguito Faculty Association / California School Employees Association
- D. Confer with real property negotiator:
 - Property: Approximately 13.5 acre portion of 305-031-29 and 305-040-36
 - Agency Negotiator: Eric Dill, Associate Superintendent, Business and/or Rick Schmitt, Superintendent
 - Negotiating Parties: Pardee Homes
 - Under negotiation: Instructions pertaining to price, terms of payment, and delivery

OPEN SESSION / ATTENDANCE

BOARD OF TRUSTEES

Barbara Groth
Beth Hergesheimer
Amy Herman
John Salazar

DISTRICT ADMINISTRATORS / STAFF

Rick Schmitt, Superintendent
Torrie Norton, Associate Superintendent, Human Resources
Michael Grove, Ed.D., Associate Superintendent / Educational Services
Lesley Rhodes, Executive Assistant / Recording Secretary, (on behalf of Becky Banning)

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

The regular meeting of the Board of Trustees was called to order at 6:22 PM by President Barbara Groth.

- 4. PLEDGE OF ALLEGIANCE (ITEM 4)
President Groth led the Pledge of Allegiance.
- 5. REPORT OUT OF CLOSED SESSION (ITEM 5)
The Board met in closed session and approved the recommended expulsion of Student #745895. Motion unanimously carried.
- 6. APPROVAL OF MINUTES OF JUNE 20, 2013, REGULAR BOARD MEETING..... (ITEM 6)
It was moved by Amy Herman, seconded by Barbara Groth, to approve Minutes of June 20th, as presented. Motion unanimously carried.

NON-ACTION ITEMS (ITEMS 7 - 10)

- 7. STUDENT UPDATES..... STUDENT REPRESENTATIVES
(No reports given during summer break)
- 8. BOARD UPDATES BOARD OF TRUSTEES
Amy Herman – attended San Dieguito Alliance Meeting. No other updates provided.
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, AND LEGISLATIVE UPDATES RICK SCHMITT, SUPERINTENDENT
Mr. Schmitt reported that he had recently attended the Independent Citizens’ Oversight Committee (ICOC) meeting. He also thanked Lesley Rhodes for filling in for Becky Banning, and thanked Lucienne McCauley for all of her hard work with bond construction procedures and processes.
- 10. DEPARTMENT / SITE UPDATE (NONE SCHEDULED)

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

It was moved by Beth Hergesheimer, seconded by Amy Herman, that all consent Items 11 through 15, be approved as listed below. Motion unanimously carried.

11. SUPERINTENDENT

- A. GIFTS AND DONATIONS
Acceptance of gifts and donations as presented.
- B. FIELD TRIP REQUESTS
(None submitted)

12. HUMAN RESOURCES

- A. PERSONNEL REPORTS
Approve matters pertaining to employment of personnel, salaries, leaves of absence, resignations, changes in assignments, extra duty assignments, and consultant services:
 - 1. Certificated and/or Classified Personnel Reports, as presented.

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. AP Testing Service II, LLC to provide AP testing services at Torrey Pines High School, La Costa Canyon High School, San Dieguito High School Academy, and Canyon Crest Academy, during the period July 19, 2013 through June 30, 2014, to be expended directly from the test registration fees.
- 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. City of Solana Beach, for the joint use agreement with San Dieguito Adult School for use of La Colonia Community Center and fields and Fletcher Cove Community Center and park in exchange for contracted recreational classes and cultural activities, as well as equipment or consideration as agreed upon by both parties, extending the agreement for the period July 1, 2013 through June 30, 2014.

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. Carlsbad Unified School District (MOU), to share the cost of leasing the site for the Adult Transition Program-North shared by CUSD and SDUHSD, during the period July 1, 2012 through June 30, 2013, in the amount of \$29,598.76, to be expended from the General Fund/Restricted 06-00.
2. Vista Hill Foundation, dba Learning Assistance Center and GPS Services, (ICA), to provide mental health services, during the period August 1, 2013 through July 31, 2014 and then continuing until either party terminates with 30 day written notice, at the rates shown in the attachment, to be expended from the General Fund/Restricted 06-00.
3. San Dieguito Union High School District – Coastal Learning Academy to provide special education instruction/services to Carlsbad Unified School District, Oceanside Unified School District, and San Marcos Unified School District and during the 2012-2013 school year, to be reimbursed \$20,007.00 per student per school year.

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. Vista Hill Foundation dba Learning Assistance Center and GPS Services, increasing the hourly rate from \$90.00 per hour to \$103.00 per hour for regular assessment services and \$123.00 per hour for urgent request assessments, during the period July 1, 2013 through June 30, 2014 and then continuing until terminated with 30 day written notice, to be expended from the General Fund/Restricted 06-00.

C. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS

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

1. Student ID No. 8025566128, in the amount of \$140,000.00.

PUPIL SERVICES

D. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

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. Cosco Fire Protection, to provide semi-annual tests and inspection of the district office FM200 special hazard fire suppression system and perform any necessary or required repair work and adjustments, during the period July 19, 2013 through July 18, 2014 and then continuing until either party terminates with 30 day written notice, in the amount of \$590.00 per year plus the costs for repairs or adjustments, to be expended from the General Fund 03-00.
2. Siemens Industry, Inc. to provide preventative maintenance and technical support for the HVAC systems at La Costa Canyon High School, Torrey Pines High School, Canyon Crest Academy, Carmel Valley Middle School, San Dieguito Academy, Oak Crest Middle School, and Diegueno Middle School, during the period July 1, 2013 through June 30, 2016, for an amount not to exceed \$159,162.00 plus discounted hourly labor and material pricing for on-demand out of scope items not included, to be expended from the General Fund 03-00.
3. Atkinson, Andelson, Loya, Ruud & Romo to provide legal services, during the period July 1, 2013 until terminated by either party, at the hourly rates specified in the agreement plus expenses, to be expended from the fund to which the services are charged.
4. Magdalena Ecke YMCA, for the lease of facilities for the La Costa Canyon High School Boys & Girls Water Polo and Boys & Girls Swim Team programs, during the period August 12, 2013 through June 30, 2014, for an amount not to exceed \$23,100.00, to be paid for by the La Costa Canyon High School Foundation.
5. The Regents of the University of California, for the lease of facilities at the University of California, San Diego, for the Torrey Pines High School Men's Water Polo try outs, practices and games, during the period August 19, 2013 through November 22, 2013, for an amount not to exceed \$9,121.72, to be paid for by the Torrey Pines High School Foundation.
6. Murdoch, Walrath & Holmes to provide advocacy and consulting services, during the period July 1, 2013 through June 30, 2014, for an amount not to exceed \$25,800.00, to be expended from General Fund 03-00.
7. Door Service & Repair, Inc. (DSR), to provide preventative maintenance and repairs on 111 various types and sizes of rolling steel doors at 9 different school sites, during the period July 1, 2013 through June 30, 2014, for an amount not to exceed \$4,500.00, to be expended from the General Fund 03-00.
8. Mobile Construction Sweeping, to provide mobile sweeping services to all district parking lots, during the period July 1, 2013 through June 30, 2014, at the rate of \$287.50 per two and one half hours of sweeping and \$57.50 per each additional half hour thereafter, to be expended from the General Fund 03-00.

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. Adobe Systems, Inc., amending the K-12 Volume Licensing Enterprise Agreement that enables the district to purchase a suite of Adobe software products at reduced costs to reflect an annual amount not to exceed \$40,000.00, to be expended from the General Fund 03-00.
2. PJ Pizza San Diego, LLC dba Papa John's, for the Pizza Supplies contract B2013-01 for the Nutrition Services Department, extending the contract period from August 17, 2013 through August 16, 2014, with no other changes to the contract, to be expended from the Cafeteria Fund 13-00.
3. P&R Paper Supply Co., Inc., for the Paper Supplies contract B2012-17 for the Nutrition Services Department, increasing the prices as allowed in the contract and extending the contract period from August 1, 2013 through July 31, 2014, to be expended from the Cafeteria Fund 13-00.

C. AWARD/RATIFICATION OF CONTRACTS

Award/ratify the following contracts and authorize Christina M. Bennett or Eric R. Dill to execute all pertinent documents:

1. A&R Wholesale Distributors, Inc., for the Grocery and Snack Supplies contract B2014-03 for the Nutrition Services Department, during the period July 19, 2013 through July 18, 2014, with options to renew two additional years, at the unit prices listed on the attachment, to be expended from the Cafeteria Fund 13-00.

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 (None Submitted)

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. Southern Bleacher Company, Inc., to provide DSA Shop Drawing Preparation for Stadium Seating at Canyon Crest Academy, during the period July 19, 2013 through January 19, 2014, in the amount of \$13,750.00, to be expended from Building Fund-Prop 39 Fund 21-39.
2. Southern Bleacher Company, Inc., to provide DSA Shop Drawing Preparation for Stadium Seating at San Dieguito Academy, during the period July 19, 2013 through January 19, 2014, in the amount of \$13,750.00, to be expended from Building Fund-Prop 39 Fund 21-39.

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

I. AWARD/RATIFICATION OF CONTRACTS
(None Submitted)

DISCUSSION / ACTION ITEMS (ITEMS 16 - 21)

16. ADOPTION OF RESOLUTIONS ESTABLISHING SPECIAL TAXES FOR 2013-14 FISCAL YEAR

- It was moved by Amy Herman, seconded by John Salazar, to adopt the attached resolutions establishing Special Taxes within Community Facilities District No.'s 94-2, 94-3, 95-2, 99-1, 99-2, 99-3, and 03-1, which increases the Alternate Prepayment Tax for single family, multi-family units, and commercial buildings per Lee Saylor Cost of Construction Index or Engineering News-Record Building Cost Index. Motion unanimously carried.

17. ADOPTION OF RESOLUTIONS LEVYING SPECIAL TAXES FOR 2013-14 FISCAL YEAR

- It was moved by Beth Hergesheimer, seconded by Amy Herman, to adopt the attached resolutions levying Special Taxes within Community Facilities District No.'s 94-1, 94-2, 94-3, 95-2, 99-1, 99-2, 99-3, and 03-1, and authorize the Auditor of San Diego County to levy taxes on all non-exempt property within each Community Facilities District. Motion unanimously carried.

18. ADOPTION OF RESOLUTION / COMMUNITY FACILITIES DISTRICT 95-2 / ANNEXATION OF PROPERTY / PRIMROSE LANE / A 10-UNIT SINGLE FAMILY SUBDIVISION IN ENCINITAS / CITYMARK OLIVENHAIN, LLC

- It was moved by John Salazar, seconded by Amy Herman, to adopt the attached Resolution of Intention to Annex Territory to the San Dieguito Union High School District Community Facilities District No. 95-2, authorizing the Levy of a Special Tax and Calling and Election. Motion unanimously carried.

- 19. ADOPTION OF RESOLUTION / FINAL MITIGATED NEGATIVE DECLARATION / MIDDLE SCHOOL #5 AT PACIFIC HIGHLANDS RANCH
 - It was moved by Beth Hergesheimer, seconded by John Salazar, to adopt the resolution for the Final Mitigated Negative Declaration for the Middle School #5 at Pacific Highlands Ranch and related Mitigation Monitoring and Reporting Program, and make findings and certifications thereto, as presented. Motion unanimously carried.
- 20. APPROVAL OF 2013-14 CONSOLIDATED APPLICATION, PART 1
 - It was moved by Amy Herman, seconded by Beth Hergesheimer, to approve the 2013-14 Consolidated Application, Part 1, as presented. Motion unanimously carried.
- 21. ADOPTION OF LAYOFF RESOLUTION, CLASSIFIED EMPLOYEE, 2013-14
 - It was moved by Beth Hergesheimer, seconded by John Salazar, to adopt layoff resolution as presented. Motion unanimously carried.

INFORMATION ITEMS.....(ITEMS 22 - 30)

- 22. UNIFORM COMPLAINT QUARTERLY REPORT, 4TH QUARTER, APRIL - JUNE, 2013
This item was submitted as information only, for the fourth quarter, April through June, 2013, as presented.
- 23. BUSINESS SERVICES UPDATE(NONE SCHEDULED)
- 24. HUMAN RESOURCES UPDATETORRIE NORTON, ASSOCIATE SUPERINTENDENT
Ms. Norton reported that interviews will be conducted next Wednesday for the Earl Warren Assistant Principal position, and added that the position for Executive Director, Curriculum and Assessment, has been advertised.
- 25. EDUCATIONAL SERVICES UPDATEMIKE GROVE, ED.D., ASSOCIATE SUPERINTENDENT
Dr. Grove reported that early access has been granted to California Standards Test scores, with the official CST scores due to be released in August. Dr. Grove distributed a document: "July 2013 Special Education NPS / RTC Placements", which indicates a significant decrease in similar placements from July, 2012.
- 26. PUBLIC COMMENTS – no comments presented.
- 27. FUTURE AGENDA ITEMS - None discussed.
- 28. ADJOURNMENT TO CLOSED SESSION – No closed session was necessary.
- 29. CLOSED SESSION – Nothing further to report out of closed session.
- 30. ADJOURNMENT OF MEETING - Meeting adjourned at 6:45 PM.

Beth Hergesheimer, Board Clerk

Date

Rick Schmitt, Superintendent

Date

July 2013 Special Education NPS/RTC Placements

Year	Non-Public School Placements (NPS)	Residential Treatment Center Placements (RTC)	Total
2012-13 (as of July 2012)	52	16	68
2013-14 (as of July 2013)	48	9	57

NPS (Non-Public School): Non-public schools are privately operated, publicly funded schools that specialize in providing educational services for students with needs so exceptional that they cannot be met in a public school setting.

RTC (Residential Treatment Center): Residential treatment centers usually house youth with significant psychiatric, psychological, or behavioral problems who have been unsuccessful in outpatient treatment or have proved too ill or unruly to be housed in foster care, day treatment programs, and other non-secure environments, but who do not yet merit commitment to a psychiatric hospital or secure correctional facility.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 29, 2013

BOARD MEETING DATE: August 22, 2013

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

RS/vl

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2013

BOARD MEETING DATE: August 22, 2013

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

SUBMITTED BY: Rick Schmitt, Superintendent

SUBJECT: APPROVAL / RATIFICATION OF FIELD
TRIP REQUESTS

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:

The administration recommends 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
August 22, 2013

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	06-12-14	Nuskin	MaryAnne	EWMS 8th Grade	380	10	Disneyland Trip	Anaheim	CA	1 Day	Parent Donations / ASB
2	11-14-13 - 11-17-13	Van Steenbergen	Suzi	LCC Journalism	12	2	Fall HS Journalism Convention	Boston	MA	3 Days	Parent Donations / ASB
3	06-12-14	Dube	Jo	OCMS 8th Grade	400	12	Disneyland Trip	Anaheim	CA	1 Day	Parent Donations / ASB
4	09-28-13 - 09-29-13	McNally	Elizabeth	LCC Speech & Debate	45	5	Jack Howe Memorial Tournament	Long Beach	CA	None	Parent Donations / LCC Foundation
5	10-18-13 - 10-20-13	McNally	Elizabeth	LCC Speech & Debate	45	5	CSU Fullerton HS Tournament	Fullerton	CA	1 Day	Parent Donations / LCC Foundation
6	12-13-13 - 12-14-13	McNally	Elizabeth	LCC Speech & Debate	45	5	Cypress Invitational Tournament	Cypress	CA	1 Day	Parent Donations / LCC Foundation
7	03-29-14 - 03-30-14	McNally	Elizabeth	LCC Speech & Debate	20	3	National Qualifying Tournament	Santa Margarita	CA	None	Parent Donations / LCC Foundation
8	04-25-14 - 04-27-14	McNally	Elizabeth	LCC Speech & Debate	20	3	State Tournament	Modesto	CA	1 Day	Parent Donations / LCC Foundation
9	01-09-14 - 01-11-14	McNally	Elizabeth	LCC Speech & Debate	40	6	Arizona State University Invitational	Tempe	AZ	2 Days	Parent Donations / LCC Foundation
10	10-17-13 - 10-19-13	Santos	Michael	SDA AVID	50	4	College Visits	Merced, Sacramento, San Francisco	CA	2 Days	Parent Donation / SDA Foundation

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

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 12, 2013

BOARD MEETING DATE: August 22, 2013

PREPARED BY: Torrie Norton
Associate Superintendent/Human Resources

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: APPROVAL OF CERTIFICATED and
CLASSIFIED PERSONNEL

EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board Approval:

Certificated

Employment
Change in Assignment
Leave of Absence
Resignation

Classified

Employment
Change in Assignment
Resignation

RECOMMENDATION:

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

FUNDING SOURCE:

General Fund

PERSONNEL LIST

CERTIFICATED PERSONNEL

Employment

1. **Jeanene Ames**, 80% Temporary Teacher (English) at Torrey Pines High School for the 2013-14 school year, effective 8/20/13 through 6/13/14.
2. **Amy Blatt**, 100% Temporary Teacher (English/Drama) at Canyon Crest Academy for the 2013-14 school year, effective 8/20/13 through 6/13/14.
3. **Lily Bolig**, 100% Temporary Teacher (English/Speech & Debate) at San Dieguito Academy for the 2013-14 school year, effective 8/20/13 through 6/13/14.
4. **Amanda Canelakes**, 100% Temporary Teacher (Special Ed – Mild/Moderate Disabilities) at Torrey Pines High School for the 2013-14 school year, effective 8/20/13 through 6/13/14.
5. **Shannon Del Rio**, 100% Temporary Teacher (Special Ed. – Mild/Moderate Disabilities) 60% at San Dieguito Academy and 40% at Canyon Crest Academy for the 2013-14 school year, effective 8/20/13 through 6/13/14.
6. **Robin Dobashi**, Temporary Teacher (Mathematics) for the 2013-14 school year, 87% assignment Semester I (67% at Canyon Crest Academy and 20% at Torrey Pines High School), effective 8/20/13 through 1/24/14; and, 53% assignment Semester II (33% at Canyon Crest Academy and 20% at Torrey Pines High School), effective 1/27/14 through 6/13/14.
7. **Chester Hall**, 80% Temporary Teacher (Advanced Computer Tech) at Torrey Pines High School for the 2013-14 school year, effective 8/20/13 through 6/13/14.
8. **Nathan Jarrell**, 67% Temporary ROP Teacher (Digital Computing/Recording Arts) for Semester I of the 2013-14 school year, effective 8/20/13 through 1/24/14; and 33% assignment (Digital Computing) for Semester II, effective 1/27/14 through 6/13/14.
9. **Andrea Linzey**, 100% Temporary Teacher (Special Ed. – Mild/Moderate Disabilities) at Diegueno Middle School for the 2013-14 school year, effective 8/20/13 through 6/13/14.
10. **Anthony Mauro**, Temporary Teacher (computer science) at Canyon Crest Academy for the 2013-14 school year, 67% assignment Semester I, effective 8/20/13 through 1/24/14; 33% assignment Semester II, effective 1/27/14 through 6/13/14.
11. **Brandon Maze**, 60% Temporary Teacher (English/Social Science) at Oak Crest Middle School for the 2013-14 school year, effective 8/20/13 through 6/13/14.
12. **Connor Nesseler**, 100% Temporary Teacher (Social Science) at Earl Warren Middle School for the 2013-14 school year, effective 8/20/13 through 6/13/14.
13. **Janice Petersen**, 20% Temporary Teacher (Music) at Diegueno Middle School for the 2013-14 school year, effective 8/20/13 through 6/13/14.
14. **Kriste Puckett**, 100% Temporary Teacher (Special Ed. – Mild/Moderate Disabilities), 60% assignment at Carmel Valley Middle School and 40% assignment at Torrey Pines High School, effective 8/20/13 through 6/13/14.

ITEM 12A

15. **Stephanie Shenkman**, 80% Temporary Teacher (English) at Carmel Valley Middle School for the 2013-14 school year, effective 8/20/13 through 6/13/14.
16. **Hanni Stuckenschneider**, 100% Temporary Teacher (Special Ed.- Mild/Moderate Disabilities) for the 2013-14 school year, effective 8/20/13 through 6/13/14.
17. **Julie Vaccaro**, 40% Temporary Teacher (Mathematics) at La Costa Canyon High School for the 2013-14 school year, effective 8/20/13 through 6/13/14.

Change in Assignment

1. **Megan Clements**, Temporary Teacher (Science) at San Dieguito Academy, Change in Assignment from 33% Semester I & 67% Semester II to 67% assignment for the 2013-14 school year, effective 8/20/13 through 6/13/14.
2. **Reno Medina**, Permanent Certificated employee, Change in Assignment from District Program Specialist for Special Education to Probationary Middle School Assistant Principal at Earl Warren Middle School beginning in the 2013-14 school year, effective 8/06/13.
3. **Amanda Toothacre**, Temporary Teacher (English) at Carmel Valley Middle School, Change in assignment for the 2013-14 school year from 40% to 60%, effective 8/20/13 through 6/13/14.

Leave of Absence

1. **Michelle Anderson**, Permanent Teacher (Mathematics) at La Costa Canyon High School, rescind previously approved 40% Unpaid Leave of Absence (60% assignment) for the 2013-14 school year; requests a 20% Unpaid Leave of Absence (80% assignment) for the year, effective 8/20/13 through 6/13/14.
2. **Bryn Faris**, Permanent Teacher (Spanish) at San Dieguito Academy, rescind previously approved 100% Unpaid Leave of Absence for Semester I of the 2013-14 school year and resume a 33% teaching assignment (67% Unpaid Leave) for Semester I, effective 8/20/13 through 1/24/14; Bryn will resume teaching 100% Semester II, effective 1/27/14.

Resignation

1. **Noelle Hanggie**, Temporary Teacher (English) at Carmel Valley Middle School, resignation from temporary teaching assignment only, effective 8/08/13.
2. **Tarla Hill**, Temporary Teacher (Drama) at Canyon Crest Academy, resignation from employment, effective 7/09/13.
3. **James (Brett) McCarty**, Temporary Teacher (Music) at Diegueno, resignation from employment, effective 7/16/13.
4. **Aaron Nelson**, Permanent Teacher (Social Science) at Earl Warren Middle School, resignation from employment, effective 7/25/13.

PERSONNEL LIST

CLASSIFIED PERSONNEL

Employment

1. **MacManus, Carol**, Receptionist, SR32, 100% FTE, Torrey Pines HS, effective 8/07/13
2. **Perlman, Siri**, Nutrition Specialist Supervisor, Supervisory SR6,2, 100% FTE, Nutrition Department, effective 09/03/13

Change in Assignment

1. **Chesus, Juan**, from Nutrition Services Transporter, SR27, 58.5% FTE, Canyon Crest Academy to Grounds Maintenance Worker I, SR35, 100% FTE, Facilities, effective 8/12/13

Resignation

1. **Budner Susan**, Instructional Assistant SpEd, SR34, 37.5% FTE, La Costa Canyon HS, resignation effective 8/09/13
2. **Gorcey-Biblowitz, Ruby**, Instructional Assistant SpEd, SR34, 48.75% FTE, Canyon Crest Academy, resignation effective 8/05/13
3. **Hoeger, Mary**, Instructional Assistant SpEd, SR34, 37.5% FTE, Earl Warren MS, resignation effective 8/08/13
4. **Jagielinski, Monika**, Instructional Assistant SpEd, SR34, 37.5% FTE, Carmel Valley MS, resignation effective 8/12/13
5. **Valle, Darcy**, Instructional Assistant SpEd, SR34, 37.5% FTE, La Costa Canyon HS, resignation effective 8/07/13

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2013

BOARD MEETING DATE: August 22, 2013

PREPARED BY: 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 eight 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 13A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

EDUCATIONAL SERVICES - PROFESSIONAL SERVICES REPORTBoard Meeting Date: 08-22-13

<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>
08/27/13 – 06/30/14	Janet Russell Studio	For lease of facilities for San Dieguito Adult Education classes	NA	NA
07/01/13 – 06/30/14	Naviance Inc.	Provide Naviance college and career readiness and planning subscriptions	General Fund 03-00	\$26,140.20
07/01/13 – 06/30/18	San Diego County Superintendent of Schools	A credential services partnership for the Adult Education and CTE programs	NA	NA
07/01/13 – 06/30/15	AVID Center	Provide AVID Secondary Membership/Licenses and District Director Professional Learning Services for the purpose of closing the achievement gap and preparing district students for college and success in a global society	General Fund 03-00	Annual recurring cost of \$10,155.00 (to be adjusted annually) and a one-time cost of \$12,000.00 for the District Director Professional Learning Services (not including travel, meals or other incidental expenses)
07/13/13 – 07/12/16	Wolfram Research, Inc.	Provide a comprehensive site license for Mathematica science and math software for classroom, student, and faculty use	General Fund 03-00	An annual amount not to exceed \$4,762.40
07/01/13 – 06/30/14	Encinitas Community Center	For lease of facilities for San Dieguito Adult Education classes	Adult Education Fund 11-00	\$1,500.00

ITEM 13A

07/01/13 – 06/30/14	Carmel Valley Recreation Center	For lease of facilities for San Dieguito Adult Education classes	Adult Education Fund 11-00	\$5,500.00
05/04/14 – 05/15/14	22nd District Agricultural Association	Lease of facilities for AP testing	General Fund 03- 00 and reimbursed by AP Test Service II, LLC as part of the AP Testing Services Agreement	\$59,200.00 plus labor & equipment rental fees

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 13, 2013

BOARD MEETING DATE: August 22, 2013

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 one contract.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on the attached report.

ITEM 14A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

SPECIAL EDUCATION AGREEMENTS

Board Meeting Date: 08-22-13

<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	Maxim Healthcare Services, Inc., NPA	Health & Nursing Services	General Fund/ Restricted 06-00	\$37.00/Hour

ITEM 15A

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2013

BOARD MEETING DATE: August 22, 2013

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 six 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: 08-22-13**

<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>
08/23/13 until terminated by 30 day written notice	Atlas Pumping Service	Perform grease trap, septic tank, portable toilet, and pumping services at various sites throughout the District	General Fund 03-00	\$75.00 per grease trap cleaning and various other rates according to specific job requirements
07/01/13 – 06/30/14 and then continuing until either party terminates with 30 day advance notice	Encinitas Glass Company	Provide window repair and replacement services district wide	General Fund 03-00	\$8,000.00 per year
08/23/13 until completion	The Howard E. Nyhart Co Inc., dba Nyhart Epler	Perform an updated actuarial evaluation to determine the amount of actuarial liability for the district's retiree health benefits using plan and census data	General Fund 03-00	\$6,850.00
07/01/13 – 06/30/14	Steven Smith Landscape, Inc.	Provide landscape maintenance services at various sites district wide	Fund to which the project is charged	\$30,000.00
08/23/13 – 08/22/18	SimplexGrinnell LP, a Tyco International Company	Provide test, inspection, and replacement part services on 107 portable fire extinguishers used on Transportation Department buses	General Fund/ Restricted 06-00	\$959.00 per year for the testing and inspection services with the cost of repair parts to be billed separately

ITEM 15A

07/01/13 – 06/30/14 and then continuing until either party terminates with 30 day advance notice	Safety Kleen Systems, Inc.	Provide solvent tank cleaning services on the tool cleaning tank used in the Torrey Pines High School auto shop	General Fund 03-00	\$950.00 per year
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San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2013

BOARD MEETING DATE: August 22, 2013

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: 08-22-13

<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	SimplexGrinnell LP, a Tyco International Company	Amend the District Wide Fire Alarm, Fire Suppression, and Life Safety service contract B2009-15 to include the fire suppression systems installed in the San Dieguito Academy Performing Arts Center	General Fund 03-00	\$1,764.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2013

BOARD MEETING DATE: August 22, 2013

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

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: ADOPTION OF RESOLUTION / COOPERATIVE BID

EXECUTIVE SUMMARY

PEPPM, the Pennsylvania Education Purchasing Program for Microcomputers, based out of the states of Pennsylvania and California, is a cooperative purchasing organization, established to help other public agencies operate efficiently and economically. All master agreements are publicly solicited and competitively bid in accordance with purchasing procedures mandated by state procurement laws and regulations. PEPPM serves as a nationwide channel to offer the awarded agreements for various technology products, software, and services to public agencies across the United States and allows state agencies and local government agencies to purchase or contract under that bid at the same price and upon the same terms and conditions as the principal public agency.

Pursuant to District Board Policies 3310 and 3311, Purchasing Procedures and Bids, respectively, and to ensure these policies are being followed, District Staff is requesting the Board to adopt the attached resolution authorizing contracting pursuant to cooperative bid and award documents from PEPPM, based out of the states of Pennsylvania and California, for the purchase of various technology products, software, and services such as but not limited to Google Chromebooks, Adobe Systems, Lenovo, and Microsoft.

RECOMMENDATION:

Adopt the attached resolution authorizing contracting pursuant to cooperative bid and award documents from PEPPM, based out of the states of Pennsylvania and California, for the purchase of various technology products, software, and services per the pricing structure, terms,

ITEM 15F

and conditions stated in the bid documents, to be expended from the fund to which the products are charged, and authorize Christina M. Bennett or Eric R. Dill to execute any necessary documents.

FUNDING SOURCE:

N/A

ITEM 15F

**RESOLUTION AUTHORIZING CONTRACTING
PURSUANT TO COOPERATIVE BID AND AWARD DOCUMENTS FROM
PEPPM, STATES OF PENNSYLVANIA AND CALIFORNIA**

On motion of Member____, seconded by Member____, the following resolution is adopted:

WHEREAS, PEPPM, the Pennsylvania Education Purchasing Program for Microcomputers, based out of the states of Pennsylvania and California, is a national purchasing and bidding program for schools, agencies and libraries. All master agreements are publicly solicited and competitively bid by Central Susquehanna Intermediate Unit (CSIU) (located in Pennsylvania) and The Kern County Superintendent of Schools (KCSOS) (located in California), in accordance with purchasing procedures mandated by state procurement laws and regulations. PEPPM uses a twofold approach to directly serve a state like California with explicit California bid requirements, while extending the master agreements to other states that allow cooperative purchasing. PEPPM solicits bids for popular lines of audio visual and general hardware and software technology products, such as Google Chromebook's, Adobe Systems, Lenevo, and Microsoft, on behalf of public agencies across the United States and allows state agencies and local government agencies to purchase or contract under that bid at the same price and upon the same terms and conditions as the principal public agency, and

WHEREAS, said bids were opened and publicly read aloud at the time and place specified in Notice to Bidders, and various low bidders were thereafter awarded contracts for the various lines of technology products, services, and software such as, but not limited to, Google Chromebook's, Adobe Systems, Lenovo, and Microsoft.

WHEREAS, the San Dieguito Union High School District wishes to purchase various technology products, software and services, and

WHEREAS, this Board has determined it to be in the best interests of the District to purchase or contract for the above stated items from the bids awarded by PEPPM, and

WHEREAS, PEPPM and the respective principal public agency waived its right to require other districts to draw warrants for such purchases or contracts in favor of PEPPM and the respective principal public agency, and

NOW THEREFORE IT IS RESOLVED, ORDERED AND DECLARED that the contract for the purchase of various technology products, software and services such as, but not limited to, Google Chromebook's, Adobe Systems, Lenovo, and Microsoft, is hereby authorized and approved and is subject to all terms, conditions and documents as specified in the PEPPM and the respective principal public agency bid and award documents.

BE IT FURTHER RESOLVED, ORDERED AND DECLARED that Christina M. Bennett or Eric R. Dill is hereby authorized to execute any necessary contract documents with Various Bidders, naming the District as the contracting party.

PASSED AND ADOPTED by the Governing Board of the San Dieguito Union High School District of San Diego, California, this 22nd day of August, 2013, by the following vote:

AYES:

ADVISORY VOTES:

NOES:

ABSENT:

Rick Schmitt
Secretary, Board of Trustees
San Dieguito Union High School District

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2013

BOARD MEETING DATE: August 22, 2013

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
3. Replacement Warrants

RECOMMENDATION:

It is recommended that the Board approve the following business reports: 1) Purchase Orders, 2) Membership Listings, and 3) Replacement Warrants.

FUNDING SOURCE:

Not applicable

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH
FROM 07/09/13 THRU 08/12/13

1

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
240008	07/09/13	03	COSTCO CARLSBAD	014	REFRESHMENTS	\$750.00
240009	07/09/13	03	STAPLES ADVANTAGE	020	MATERIALS AND SUPPLI	\$1,000.00
240010	07/09/13	06	PREMIER AGENDAS INC	040	MATERIALS AND SUPPLI	\$3,124.64
240011	07/09/13	06	PREMIER AGENDAS INC	040	MATERIALS AND SUPPLI	\$12,818.34
240012	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$2,000.00
240013	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$1,000.00
240014	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$1,000.00
240015	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$1,000.00
240016	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$1,000.00
240017	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$400.00
240018	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$1,000.00
240019	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$500.00
240020	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$3,000.00
240021	07/09/13	06	PROCURETECH	035	COMPUTER SUPPLIES	\$100.00
240022	07/09/13	03	HOME DEPOT	035	MATERIALS AND SUPPLI	\$500.00
240023	07/09/13	21-09	PROCURETECH	035	EQUIPMENT REPLACEMEN	\$500.00
240024	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$2,000.00
240025	07/09/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$18,500.00
240026	07/09/13	11	PROCURETECH	035	COMPUTER SUPPLIES	\$200.00
240027	07/09/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$1,746.04
240028	07/09/13	03	SAN DIEGUITO UHSD CA	035	REFRESHMENTS	\$500.00
240029	07/09/13	03	NEWMIND GROUP INC	035	MATERIALS AND SUPPLI	\$11,956.80
240030	07/09/13	03	WARD'S MEDIA TECH	035	NON-CAPITALIZED TECH	\$3,885.60
240031	07/09/13	03	PACWEST AIR FILTER	025	BLDG.-REPAIR MATERIA	\$9,000.00
240032	07/09/13	03	AMERICAN CHEMICAL &	025	CUSTODIAL SUPPLIES	\$79,000.00
240033	07/09/13	03	U S POSTAL SERVICE	037	COMMUNICATIONS-POSTA	\$45,000.00
240034	07/09/13	03	COUNTY OF SAN DIEGO	037	FEES - ADMISSIONS, T	\$6,000.00
240035	07/09/13	03	MISSION FEDERAL CRED	025	BLDG.-REPAIR MATERIA	\$180,000.00
240036	07/09/13	03	MISSION FEDERAL CRED	025	GROUPS MATERIALS	\$115,000.00
240037	07/09/13	03	MISSION FEDERAL CRED	025	CUSTODIAL SUPPLIES	\$35,000.00
240038	07/09/13	03	ASCOLTA	035	FEES - ADMISSIONS, T	\$6,590.00
240039	07/09/13	03	RALPHS GROCERY COMPA	014	REFRESHMENTS	\$50.00
240040	07/09/13	03	RASIX COMPUTER CENTE	035	MATERIALS AND SUPPLI	\$273.65
240041	07/10/13	03	AMAZON.COM	035	MATERIALS AND SUPPLI	\$270.40
240042	07/10/13	25-19	SEASIDE HEATING AND	025	IMPROVEMENT	\$14,900.00
240043	07/10/13	03	FURNITURE25.COM	035	NON-CAPITALIZED TECH	\$1,837.49
240044	07/10/13	25-19	BARRETT ROBINSON INC	025	IMPROVEMENT	\$12,590.24
240045	07/10/13	03	QUALITY FLOORS BY GE	025	IMPROVEMENT	\$6,945.00
240046	07/10/13	03	STAPLES ADVANTAGE	004	PRINTING	\$29.75
240047	07/10/13	03	APPLE COMPUTER INC	013	NON-CAPITALIZED TECH	\$6,056.40
240048	07/10/13	03/06	RECORDING ARTS CENTE	013	FEES - ADMISSIONS, T	\$6,200.00
240049	07/11/13	06	VARTANOVA, REGINA	030	MEDIATION SETTLEMENT	\$5,200.00
240050	07/11/13	03	HYDROSCAPE PRODUCTS	025	GROUPS MATERIALS	\$20,000.00
240051	07/11/13	03	SHELL CAR WASH & EXP	025	GASOLINE SUPPLIES	\$13,500.00
240052	07/11/13	03	WAXIE SANITARY SUPPL	025	CUSTODIAL SUPPLIES	\$45,000.00
240053	07/11/13	03	NEXTEL COMMUNICATION	025	COMMUNICATIONS-TELEP	\$25,000.00
240054	07/11/13	25-19	QUALITY FLOORS BY GE	025	IMPROVEMENT	\$5,335.00
240055	07/11/13	03	NEWMIND GROUP INC	035	MATERIALS AND SUPPLI	\$8,967.60
240056	07/11/13	03	SOUTHWEST SCHOOL/OFF	014	DUPLICATING SUPPLIES	\$10,000.00
240057	07/11/13	03	C S B A	020	DUES AND MEMBERSHIPS	\$14,019.00
240058	07/11/13	03	VERIZON CELLULAR -	025	COMMUNICATIONS-TELEP	\$37,000.00
240059	07/12/13	06	STAPLES ADVANTAGE	030	MATERIALS AND SUPPLI	\$250.00
240060	07/12/13	03	STAPLES ADVANTAGE	030	OFFICE SUPPLIES	\$1,500.00
240061	07/12/13	06	STAPLES ADVANTAGE	030	MATERIALS AND SUPPLI	\$200.00
240062	07/12/13	06	STAPLES ADVANTAGE	030	MATERIALS AND SUPPLI	\$500.00

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240063	07/12/13	06	STAPLES ADVANTAGE	030	MATERIALS AND SUPPLI	\$500.00
240064	07/12/13	03	STAPLES ADVANTAGE	040	OFFICE SUPPLIES	\$750.00
240065	07/12/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$1,620.00
240066	07/12/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$4,320.00
240067	07/12/13	03	STAPLES ADVANTAGE	012	DUPLICATING SUPPLIES	\$8,100.00
240068	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$500.00
240069	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$300.00
240070	07/12/13	03	SAN DIEGUITO UHSD CA	014	REFRESHMENTS	\$300.00
240071	07/12/13	03	COSTCO CARLSBAD	020	MATERIALS AND SUPPLI	\$500.00
240072	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$75.00
240073	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$200.00
240074	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$150.00
240075	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$200.00
240076	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$200.00
240077	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$450.00
240078	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$250.00
240079	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$350.00
240080	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$1,200.00
240081	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$250.00
240082	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$130.00
240083	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$800.00
240084	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$100.00
240085	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$175.00
240086	07/12/13	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$700.00
240087	07/12/13	03	COSTCO CARLSBAD	014	REFRESHMENTS	\$500.00
240088	07/12/13	03	DOMINO'S PIZZA	014	REFRESHMENTS	\$200.00
240089	07/12/13	03	RUBIO'S	014	REFRESHMENTS	\$200.00
240090	07/12/13	03	XEROX CORPORATION	014	DUPLICATING SUPPLIES	\$500.00
240091	07/12/13	03	SAN DIEGUITO UHSD CA	014	REFRESHMENTS	\$500.00
240092	07/12/13	03	JOSTENS, INC.	014	MATERIALS AND SUPPLI	\$3,500.00
240093	07/12/13	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$1,000.00
240094	07/12/13	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$50.00
240095	07/12/13	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$200.00
240096	07/12/13	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$100.00
240097	07/12/13	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$100.00
240098	07/12/13	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$300.00
240099	07/12/13	03	OGGI'S PIZZA	030	REFRESHMENTS	\$150.00
240100	07/12/13	03	SAN DIEGUITO TROPHY	020	MATERIALS AND SUPPLI	\$450.00
240101	07/12/13	03	JERSEY MIKE'S SUBS	014	REFRESHMENTS	\$200.00
240102	07/12/13	21-39	TRACE3, INC.	036	EQUIPMENT REPLACEMEN	\$8,035.20
240103	07/12/13	21-39	TRACE3, INC.	036	EQUIPMENT REPLACEMEN	\$18,406.44
240104	07/12/13	03	SAN DIEGUITO UHSD CA	020	REFRESHMENTS	\$1,000.00
240105	07/12/13	06	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$50.00
240106	07/12/13	06	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$750.00
240107	07/12/13	03	AMERICAN CHEMICAL &	005	MATERIALS AND SUPPLI	\$1,200.00
240108	07/12/13	03	RUBIO'S	020	REFRESHMENTS	\$300.00
240109	07/12/13	06	PROCURETECH	035	COMPUTER SUPPLIES	\$1,000.00
240110	07/15/13	21-39	AREY JONES EDUCATION	036	IMPROVEMENT	\$4,483.19
240111	07/15/13	03	UNITED PARCEL SERVIC	037	COMMUNICATIONS-POSTA	\$2,000.00
240112	07/15/13	03	FEDEX	037	COMMUNICATIONS-POSTA	\$1,500.00
240113	07/15/13	03	AMAZON.COM	003	MATERIALS AND SUPPLI	\$368.26
240114	07/15/13	03	HOME DEPOT	012	MATERIALS AND SUPPLI	\$400.00
240115	07/15/13	03	HOME DEPOT	012	MATERIALS AND SUPPLI	\$200.00
240116	07/15/13	03	SMART AND FINAL CORP	020	MATERIALS AND SUPPLI	\$500.00
240117	07/15/13	03	ALPHA GRAPHICS	014	MATERIALS AND SUPPLI	\$2,000.00

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240118	07/15/13	03	AMAZON.COM	004	MATERIALS AND SUPPLI	\$38.45
240119	07/15/13	03	STAPLES ADVANTAGE	037	MATERIALS AND SUPPLI	\$300.00
240120	07/15/13	03	STAPLES ADVANTAGE	037	MATERIALS AND SUPPLI	\$500.00
240121	07/15/13	03	XEROX CORPORATION	013	DUPLICATING SUPPLIES	\$800.00
240122	07/15/13	03	RALPHS GROCERY COMPA	012	MATERIALS AND SUPPLI	\$324.00
240123	07/15/13	06	CARS PLUS	013	DUES AND MEMBERSHIPS	\$75.00
240124	07/15/13	03	SOUTHWEST SCHOOL/OFF	013	DUPLICATING SUPPLIES	\$7,000.00
240125	07/15/13	03	STAPLES ADVANTAGE	013	OFFICE SUPPLIES	\$800.00
240126	07/15/13	03	SOUTHWEST SCHOOL/OFF	004	DUPLICATING SUPPLIES	\$4,000.00
240127	07/15/13	03	SAN DIEGO CO SCHOOL	020	DUES AND MEMBERSHIPS	\$392.53
240129	07/15/13	03	STAPLES ADVANTAGE	025	MATERIALS AND SUPPLI	\$2,250.00
240130	07/15/13	03	CULVER NEWLIN INC	003	MATERIALS AND SUPPLI	\$661.95
240131	07/15/13	03	LINGUISYSTEMS INC	013	MATERIALS AND SUPPLI	\$135.92
240132	07/15/13	03	AMAZON.COM	005	MATERIALS AND SUPPLI	\$146.30
240133	07/15/13	03	SUPER DUPER INC	013	MATERIALS AND SUPPLI	\$64.69
240134	07/15/13	03	OPTIMUM FLOOR CARE	025	REPAIRS BY VENDORS	\$10,000.00
240135	07/15/13	03	CLASSROOM FRIENDLY S	004	MATERIALS AND SUPPLI	\$58.29
240136	07/15/13	03	FLINN SCIENTIFIC INC	004	MATERIALS AND SUPPLI	\$79.49
240137	07/15/13	03	U S MARKERBOARD	003	MATERIALS AND SUPPLI	\$81.58
240138	07/15/13	03	S AND S WORLDWIDE IN	005	MATERIALS AND SUPPLI	\$295.05
240139	07/16/13	03	WARD'S NATURAL SCIEN	003	MATERIALS AND SUPPLI	\$21.38
240140	07/16/13	06	STAPLES ADVANTAGE	030	MATERIALS AND SUPPLI	\$64.93
240141	07/16/13	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$59.51
240142	07/16/13	03	READY CARE INDUSTRIE	005	MATERIALS AND SUPPLI	\$280.90
240143	07/16/13	03	ADA BADMINTON & TENN	005	MATERIALS AND SUPPLI	\$471.56
240144	07/16/13	03	FLINN SCIENTIFIC INC	005	MATERIALS AND SUPPLI	\$379.13
240145	07/16/13	03	MISSION FEDERAL CRED	005	MATERIALS AND SUPPLI	\$171.95
240146	07/16/13	03	AMAZON.COM	013	MATERIALS AND SUPPLI	\$41.95
240147	07/16/13	03	NORTH COUNTY EQUIPME	025	REPAIRS BY VENDORS	\$5,000.00
240149	07/16/13	03	WESTERN MICRO GRAPHI	040	REPAIRS BY VENDORS	\$484.25
240150	07/16/13	03	BARRETT ROBINSON INC	025	IMPROVEMENT	\$1,998.16
240151	07/16/13	03	BREVIG PLUMBING	025	IMPROVEMENT	\$4,128.00
240152	07/16/13	21-39	PROCURETECH	036	EQUIPMENT REPLACEMEN	\$21,891.60
240153	07/17/13	03	COLLINS & AIKMAN FLO	025	IMPROVEMENT	\$17,416.36
240154	07/17/13	03	CAROLINA BIOLOGICAL	005	MATERIALS AND SUPPLI	\$391.80
240155	07/17/13	06	EDMENTUM INC	024	COMPUTER LICENSING	\$1,567.50
240156	07/17/13	03	STAPLES ADVANTAGE	023	MATERIALS AND SUPPLI	\$78.56
240157	07/17/13	03	ALEKS CORPORATION	024	COMPUTER LICENSING	\$14,000.00
240158	07/17/13	03	FREDRICKS ELECTRIC I	035	OTHER SERV.& OPER.EX	\$2,861.25
240159	07/17/13	03	AMBIUS INC	025	OTHER SERV.& OPER.EX	\$1,020.00
240160	07/17/13	03	COX COMMUNICATIONS	035	COMMUNICATIONS-TELEP	\$720.00
240161	07/17/13	03	SAN DIEGUITO UHSD CA	040	REFRESHMENTS	\$400.00
240162	07/17/13	03	STAPLES ADVANTAGE	040	MATERIALS AND SUPPLI	\$300.00
240163	07/17/13	03	STAPLES ADVANTAGE	036	OFFICE SUPPLIES	\$1,200.00
240164	07/17/13	03	D A D ASPHALT	025	LAND IMPROVEMENTS	\$8,648.70
240165	07/17/13	06	STAPLES ADVANTAGE	030	MATERIALS AND SUPPLI	\$500.00
240166	07/17/13	03	D A D ASPHALT	025	IMPROVEMENT	\$44,200.78
240167	07/18/13	03	LEUCADIA WASTEWATER	036	SEWER CHARGES	\$21,973.67
240169	07/18/13	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$500.00
240170	07/18/13	03	HOME DEPOT	008	MATERIALS AND SUPPLI	\$150.00
240171	07/18/13	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$1,500.00
240172	07/18/13	03	RALPHS GROCERY COMPA	008	MATERIALS AND SUPPLI	\$250.00
240173	07/18/13	03	EDCO DISPOSAL CORPOR	025	RUBBISH DISPOSAL	\$91,250.00
240174	07/18/13	21-39	SAN DIEGO DAILY TRAN	036	IMPROVEMENT	\$471.40
240175	07/18/13	21-39	PACIFIC WINDS BUILDI	036	IMPROVEMENT	\$129,709.00

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240176	07/18/13	21-39	EC CONSTRUCTORS	036	IMPROVEMENT	\$100,530.00
240177	07/18/13	03	A 1 GOLF CARS	025	REPAIRS BY VENDORS	\$12,000.00
240178	07/18/13	03	ANTIMITE TERMITE&PES	025	PEST CONTROL	\$15,000.00
240179	07/18/13	03	RANCHO SANTA FE PROT	025	OTHER SERV.& OPER.EX	\$18,304.00
240180	07/18/13	03	AFFORDABLE DRAIN SER	025	REPAIRS BY VENDORS	\$10,000.00
240181	07/18/13	03	CEPA OPERATIONS, INC	025	OTHER SERV.& OPER.EX	\$1,585.00
240182	07/18/13	03	SIMPLEX -GRINNELL L	025	REPAIRS BY VENDORS	\$645.80
240183	07/18/13	03	STAPLES ADVANTAGE	022	OFFICE SUPPLIES	\$1,300.00
240184	07/18/13	03	WAXIE SANITARY SUPPL	003	MATERIALS AND SUPPLI	\$175.00
240185	07/18/13	06	A + PROFESSIONAL TUT	030	MEDIATION SETTLEMENT	\$1,777.00
240186	07/18/13	06	PACIFIC ACADEMY	030	MEDIATION SETTLEMENT	\$2,500.00
240187	07/18/13	03	CA AGRI CONTROL INC	025	PEST CONTROL	\$13,500.00
240188	07/18/13	06	FUSION LEARNING CENT	030	MEDIATION SETTLEMENT	\$1,750.00
240189	07/18/13	03	SIMPLEX -GRINNELL L	025	OTHER SERV.& OPER.EX	\$77,750.00
240190	07/18/13	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$13,592.00
240191	07/18/13	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$15,990.50
240192	07/18/13	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$4,761.00
240193	07/18/13	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$3,105.00
240194	07/18/13	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$770.00
240195	07/18/13	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$696.00
240196	07/18/13	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$5,442.00
240197	07/18/13	03	ROYAL BUSINESS GROUP	005	MATERIALS AND SUPPLI	\$11.15
240198	07/18/13	03	ASSOCIATION OF CA SC	023	ADVERTISING	\$650.00
240199	07/18/13	03	AMAZON.COM	005	MATERIALS AND SUPPLI	\$35.63
240200	07/18/13	03	D A D ASPHALT	025	LAND IMPROVEMENTS	\$9,708.60
240201	07/18/13	03	SCHOOL SPECIALTY, IN	003	MATERIALS AND SUPPLI	\$66.46
240202	07/19/13	06	P S BUSINESS PARKS,	030	RENTS & LEASES	\$9,906.00
240203	07/19/13	03/06	SAN MARCOS UNIFIED S	037	MATERIALS AND SUPPLI	\$2,610.00
240204	07/19/13	03	NEED DECALS.COM	001	PRINTING	\$1,633.25
240205	07/19/13	03	PCM-G INC	035	COMPUTER LICENSING	\$22,391.60
240206	07/22/13	03	STAPLES ADVANTAGE	023	MATERIALS AND SUPPLI	\$1,000.00
240207	07/22/13	03	STAPLES ADVANTAGE	023	MATERIALS AND SUPPLI	\$500.00
240208	07/22/13	03	STAPLES ADVANTAGE	023	MATERIALS AND SUPPLI	\$1,000.00
240209	07/22/13	03	LEUCADIA PIZZERIA	023	REFRESHMENTS	\$200.00
240210	07/22/13	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$10,000.00
240211	07/22/13	03	SAN DIEGUITO UHSD CA	030	REFRESHMENTS	\$100.00
240212	07/22/13	03	SAN DIEGUITO UHSD CA	005	REFRESHMENTS	\$1,800.00
240213	07/22/13	03	RALPHS GROCERY COMPA	030	REFRESHMENTS	\$100.00
240214	07/22/13	03	AUDIOMETRICS	030	REPAIRS BY VENDORS	\$500.00
240215	07/22/13	03	C O D E S P	023	DUES AND MEMBERSHIPS	\$1,850.00
240216	07/22/13	03	JRB SOFTWARE LIMITED	035	COMPUTER LICENSING	\$400.00
240217	07/22/13	03	PROFESSIONAL EDUCATI	005	COMPUTER LICENSING	\$179.10
240218	07/22/13	03	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLI	\$6,000.00
240219	07/22/13	03	SOUTHWEST SCHOOL/OFF	008	DUPLICATING SUPPLIES	\$3,000.00
240220	07/22/13	03	WARD'S MEDIA TECH	035	NON-CAPITALIZED TECH	\$3,885.60
240221	07/22/13	03	WARD'S MEDIA TECH	035	NON-CAPITALIZED TECH	\$3,885.60
240222	07/22/13	03	WARD'S MEDIA TECH	035	NON-CAPITALIZED TECH	\$2,590.40
240223	07/22/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$3,391.02
240224	07/22/13	03	ROYAL BUSINESS GROUP	003	MATERIALS AND SUPPLI	\$107.92
240225	07/22/13	03	PATHWAY COMMUNICATIO	035	MATERIALS AND SUPPLI	\$2,102.54
240226	07/22/13	11	HARLAND TECHNOLOGY S	024	RENTS & LEASES	\$693.00
240227	07/22/13	03	ROYAL BUSINESS GROUP	005	MATERIALS AND SUPPLI	\$52.84
240228	07/22/13	06	CADY, LAURA AND/OR M	030	CURRENT LIABILITIES	\$1,455.00
240229	07/22/13	03	STAPLES ADVANTAGE	030	MEDICAL SUPPLIES	\$38.00
240230	07/22/13	03	MOORE MEDICAL, LLC	005	MEDICAL SUPPLIES	\$19.74

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SAN DIEGUITO UNION HIGH
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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
240231	07/22/13	21-39	TRACE3, INC.	036	EQUIPMENT REPLACEMEN	\$9,000.00
240232	07/23/13	03	SAN DIEGUITO UHSD CA	012	REFRESHMENTS	\$1,954.80
240233	07/23/13	21-39	PROCURETECH	036	EQUIPMENT REPLACEMEN	\$17,371.80
240234	07/23/13	03	SAN DIEGO POSTAL	037	MATERIALS AND SUPPLI	\$800.00
240235	07/23/13	03	NEOPOST USA INC	037	OTHER SERV.& OPER.EX	\$2,551.80
240236	07/23/13	03	NORTH COUNTY EDUCATI	037	DUES AND MEMBERSHIPS	\$105.00
240237	07/23/13	03	COSCO FIRE PROTECTIO	025	OTHER SERV.& OPER.EX	\$590.00
240238	07/23/13	03	ROYAL BUSINESS GROUP	008	MATERIALS AND SUPPLI	\$18.90
240239	07/23/13	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$355.26
240240	07/23/13	03	SMART AND FINAL CORP	008	MATERIALS AND SUPPLI	\$250.00
240241	07/23/13	03	SOUTHLAND ENVELOPE C	013	MATERIALS AND SUPPLI	\$371.63
240242	07/23/13	03	DOOR SERVICE & REPAI	025	REPAIRS BY VENDORS	\$4,500.00
240244	07/23/13	03	SPANKY'S PORTABLE S	025	RENTS & LEASES	\$3,500.00
240245	07/23/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$1,486.52
240246	07/23/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$5,651.70
240247	07/23/13	06	CARLSBAD UNIFIED SCH	030	OTH TUIT-X COST/DEFI	\$29,598.76
240248	07/23/13	03	CA SCHOOL PERSONNEL	023	DUES AND MEMBERSHIPS	\$776.00
240249	07/23/13	03	SMART AND FINAL CORP	012	MATERIALS AND SUPPLI	\$400.00
240250	07/23/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$321.53
240251	07/24/13	21-39	FREDRICKS ELECTRIC I	036	EQUIPMENT REPLACEMEN	\$1,708.75
240252	07/24/13	03	MACGILL DISCOUNT SCH	005	MEDICAL SUPPLIES	\$318.12
240253	07/24/13	03	K L M BIOSCIENTIFIC	012	MATERIALS AND SUPPLI	\$200.00
240254	07/24/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$26.94
240255	07/24/13	03/06	MISSION FEDERAL CRED	012	MATERIALS AND SUPPLI	\$329.80
240256	07/23/13	06	CARLSBAD UNIFIED SCH	030	CURRENT LIABILITIES	\$29,598.76
240257	07/24/13	03	TROXELL COMMUNICATIO	003	MATERIALS AND SUPPLI	\$408.23
240259	07/24/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$254.86
240260	07/24/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$145.36
240261	07/24/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$473.58
240262	07/24/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$455.17
240263	07/24/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$1,314.93
240264	07/24/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$56.69
240265	07/25/13	03	SUBWAY #27567	030	REFRESHMENTS	\$100.00
240266	07/25/13	03	BLICK, DICK (DICK BL	012	MATERIALS AND SUPPLI	\$475.56
240267	07/25/13	03	BLICK, DICK (DICK BL	012	MATERIALS AND SUPPLI	\$801.22
240268	07/25/13	03	SOUTHWEST SCHOOL/OFF	012	DUPLICATING SUPPLIES	\$2,700.00
240269	07/25/13	03	C S B A	020	COMPUTER LICENSING	\$3,000.00
240270	07/25/13	03	WARD'S MEDIA TECH	035	NON-CAPITALIZED TECH	\$4,533.20
240271	07/25/13	03	SOUTHWEST SCHOOL/OFF	005	DUPLICATING SUPPLIES	\$11,300.00
240272	07/25/13	03	S D C S P C A	023	DUES AND MEMBERSHIPS	\$50.00
240273	07/25/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$226.01
240274	07/25/13	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$10.91
240275	07/25/13	03	BRETT'S BBQ	020	REFRESHMENTS	\$685.54
240276	07/25/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$38,028.00
240277	07/25/13	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$150.12
240278	07/25/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$94.94
240279	07/25/13	03	AMAZON.COM	014	MATERIALS AND SUPPLI	\$320.73
240280	07/25/13	03	ONE STOP TONER AND I	012	DUPLICATING SUPPLIES	\$86.38
240281	07/25/13	06	NEWMIND GROUP INC	012	MATERIALS AND SUPPLI	\$8,967.60
240282	07/25/13	03	APEX WORKPLACE SOLUT	023	OTHER SERV.& OPER.EX	\$280.45
240283	07/25/13	03	NEWMIND GROUP INC	035	MATERIALS AND SUPPLI	\$9,565.44
240284	07/25/13	03	FURNITURE25.COM	035	NON-CAPITALIZED TECH	\$1,701.38
240285	07/25/13	03	AMAZON.COM	014	MATERIALS AND SUPPLI	\$604.42
240286	07/25/13	03	AMAZON.COM	014	MATERIALS AND SUPPLI	\$341.06
240287	07/25/13	03	REHAB UNITED SPORTS	037	PROF/CONSULT./OPER E	\$24,250.80

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240288	07/25/13	03	REHAB UNITED SPORTS	037	PROF/CONSULT./OPER E	\$36,376.20
240289	07/25/13	03	REHAB UNITED SPORTS	037	PROF/CONSULT./OPER E	\$24,250.80
240290	07/25/13	03	REHAB UNITED SPORTS	037	PROF/CONSULT./OPER E	\$36,376.20
240291	07/26/13	03	SIEMENS INDUSTRY, I	025	OTHER SERV.& OPER.EX	\$43,628.00
240292	07/26/13	21-39	AMERICAN TIME & SIGN	036	IMPROVEMENT	\$25,222.80
240293	07/26/13	03	LYNDA.COM INC	012	COMPUTER LICENSING	\$810.00
240294	07/26/13	03	MCBEE SYSTEMS, INC.	022	PRINTING	\$167.94
240295	07/29/13	11	SAN DIEGUITO PRINTER	009	PRINTING	\$30,000.00
240296	07/29/13	11	POSTMASTER	024	COMMUNICATIONS-POSTA	\$24,000.00
240297	07/29/13	03	VIRCO MANUFACTURING	005	MATERIALS AND SUPPLI	\$2,957.43
240298	07/29/13	21-39	PROCURETECH	036	EQUIPMENT REPLACEMEN	\$5,471.45
240299	07/29/13	03	VIRCO MANUFACTURING	012	MATERIALS AND SUPPLI	\$1,485.22
240300	07/30/13	03	ROYAL BUSINESS GROUP	022	OFFICE SUPPLIES	\$12.64
240301	07/30/13	03	AMAZON.COM	005	MATERIALS AND SUPPLI	\$105.84
240302	07/30/13	03	WARD'S MEDIA TECH	012	NON-CAPITALIZED IMPR	\$647.60
240303	07/30/13	06	AMAZON.COM	030	MATERIALS AND SUPPLI	\$130.12
240304	07/30/13	06	MISSION FEDERAL CRED	030	MATERIALS AND SUPPLI	\$359.39
240305	07/30/13	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$23.67
240306	07/30/13	03	AMAZON.COM	014	MATERIALS AND SUPPLI	\$94.92
240307	07/30/13	03	EDVOTEK	014	MATERIALS AND SUPPLI	\$562.86
240308	07/31/13	03	PROJECT LEAD THE WAY	012	FEES - ADMISSIONS, T	\$750.00
240309	07/31/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$2,250.68
240310	07/31/13	03	CANON FINANCIAL SERV	023	RENTS & LEASES	\$1,317.60
240312	07/31/13	03	CANON BUSINESS SOLUT	023	COPIER OVERAGE CHGS	\$1,434.24
240313	07/31/13	03	STAPLES ADVANTAGE	024	MATERIALS AND SUPPLI	\$1,000.00
240314	07/31/13	03	STAPLES ADVANTAGE	013	MATERIALS AND SUPPLI	\$1,000.00
240315	07/31/13	03	SAN DIEGUITO UHSD CA	024	REFRESHMENTS	\$3,000.00
240316	07/31/13	03	WESTERN ASSOCIATION	024	DUES AND MEMBERSHIPS	\$4,860.00
240317	07/31/13	03	AMERICAN CHEMICAL &	004	MATERIALS AND SUPPLI	\$150.00
240318	07/31/13	03	AMERICAN CHEMICAL &	004	MATERIALS AND SUPPLI	\$150.00
240319	07/31/13	13	STAPLES ADVANTAGE	031	MATERIALS AND SUPPLI	\$2,500.00
240320	08/01/13	03	FILINGSUPPLIES.COM/F	030	OFFICE SUPPLIES	\$1,992.70
240321	08/01/13	03	LAB AIDS	012	MATERIALS AND SUPPLI	\$390.88
240322	08/01/13	03	FLINN SCIENTIFIC INC	014	MATERIALS AND SUPPLI	\$444.62
240323	08/01/13	03	WARD'S NATURAL SCIEN	014	MATERIALS AND SUPPLI	\$42.56
240324	08/01/13	03	A B M ELECTRICAL SOL	025	REPAIRS BY VENDORS	\$633.08
240325	08/01/13	03	A B M ELECTRICAL SOL	025	REPAIRS BY VENDORS	\$996.89
240326	08/01/13	03	ROYAL BUSINESS GROUP	014	MATERIALS AND SUPPLI	\$16.20
240327	08/02/13	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$35,900.00
240328	08/05/13	03	ADVANCED CHEMICAL TR	037	HAZARDOUS WASTE DISP	\$5,000.00
240329	08/05/13	06	ADVANTAGE PAYROLL SE	030	OTHER SERV.& OPER.EX	\$4,500.00
240330	08/05/13	03	MERCURY DISPOSAL SYS	037	HAZARDOUS WASTE DISP	\$4,000.00
240331	08/05/13	03	HAWTHORNE LIFT/NAUMA	025	REPAIRS BY VENDORS	\$8,000.00
240332	08/05/13	03	STATE INDUSTRIAL PRO	025	OTHER SERV.& OPER.EX	\$6,000.00
240333	08/05/13	03	TECHNOFIT, INC.	014	REPAIRS BY VENDORS	\$4,800.00
240334	08/05/13	03	OFFICEMAX	023	MATERIALS AND SUPPLI	\$50.76
240335	08/05/13	03	ELITE SHOW SERVICES	014	SECURITY GUARD CONTR	\$800.00
240336	08/05/13	06	MISSION FEDERAL CRED	028	REPAIRS BY VENDORS	\$15,700.00
240337	08/05/13	06	SAN DIEGO COFFEE TEA	030	MATERIALS AND SUPPLI	\$400.00
240338	08/05/13	06	PROCURETECH	035	MATERIALS AND SUPPLI	\$1,065.00
240339	08/05/13	03	FURNITURE25.COM	035	NON-CAPITALIZED TECH	\$8,250.90
240340	08/05/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$2,535.20
240341	08/05/13	13	NEWMIND GROUP INC	035	MATERIALS AND SUPPLI	\$2,391.36
240342	08/05/13	06	TARGET	030	MATERIALS AND SUPPLI	\$400.00
240343	08/05/13	03	SUBWAY #2926	014	REFRESHMENTS	\$256.50

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240344	08/05/13	06	WAYNE GOSSETT FORD I	028	MATERIALS-VEHICLE PA	\$8,000.00
240345	08/05/13	06	HORN, ERIKA	030	OTHER SERV. & OPER.EX	\$3,000.00
240346	08/05/13	06	CLARENCE OCHS INC	028	MATERIALS-VEHICLE PA	\$8,500.00
240347	08/05/13	06	BUSWEST	028	MATERIALS-VEHICLE PA	\$3,000.00
240348	08/05/13	03	OGGI'S PIZZA	040	REFRESHMENTS	\$200.00
240349	08/05/13	03	SAN DIEGUITO UHSD CA	040	REFRESHMENTS	\$300.00
240350	08/05/13	11	STAPLES ADVANTAGE	024	MATERIALS AND SUPPLI	\$55.39
240351	08/05/13	03	RALPHS GROCERY COMPA	040	REFRESHMENTS	\$200.00
240352	08/05/13	03	DUNN EDWARDS CORP	025	EQUIPMENT REPLACEMEN	\$5,928.12
240353	08/05/13	25-19	SCHOOL FACILITY CONS	036	PROF/CONSULT./OPER E	\$30,000.00
240354	08/05/13	03	ONE STOP TONER AND I	003	DUPLICATING SUPPLIES	\$95.03
240355	08/05/13	03	MATCH POINT TENNIS C	025	OTHER SERV. & OPER.EX	\$11,000.00
240357	08/05/13	03	MISSION FEDERAL CRED	035	COMPUTER LICENSING	\$299.95
240359	08/05/13	06	NICHOLS, DAVID & LOR	030	FEES - ADMISSIONS, T	\$138.00
240360	08/05/13	21-39	SAN DIEGO DAILY TRAN	036	LAND IMPROVEMENTS	\$235.80
240361	08/05/13	21-39	SAN DIEGO DAILY TRAN	036	LAND IMPROVEMENTS	\$235.80
240362	08/05/13	03	FISHER SCIENTIFIC EM	012	MATERIALS AND SUPPLI	\$28.94
240363	08/05/13	03	FIRST AMERICAN COREL	036	COMPUTER LICENSING	\$2,333.60
240364	08/05/13	03	LAW OFFICE OF PERRY	036	LEGAL EXP-BUSINESS	\$2,000.00
240365	08/05/13	03	WESTERN RENEWABLE EN	036	COMPUTER LICENSING	\$850.00
240366	08/06/13	03	ONE STOP TONER AND I	014	MATERIALS AND SUPPLI	\$42.11
240367	08/06/13	06	NAPA AUTO PARTS	028	MATERIALS-VEHICLE PA	\$40,000.00
240368	08/06/13	06	PARKHOUSE TIRE INC	028	TIRES	\$39,750.00
240369	08/06/13	06	INTERSTATE BATTERY	028	MATERIALS-VEHICLE PA	\$11,650.00
240370	08/06/13	06	CREATIVE BUS SALES/E	028	MATERIALS-VEHICLE PA	\$13,000.00
240371	08/06/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$15,211.20
240372	08/06/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$2,713.18
240373	08/06/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$1,267.60
240374	08/06/13	06	SAN DIEGO METROPOLIT	030	FEES - ADMISSIONS, T	\$3,000.00
240375	08/06/13	03	AREY JONES EDUCATION	024	NON-CAPITALIZED TECH	\$8,730.20
240376	08/06/13	03	TRIMARK ASSOCIATES,	036	DATA PROCESSING CONT	\$1,800.00
240377	08/06/13	03	CHEVRON ENERGY SOLUT	036	DATA PROCESSING CONT	\$64,418.00
240378	08/06/13	06	GOLDMAN, HARVEY &/OR	030	MEDIATION SETTLEMENT	\$8,539.52
240379	08/06/13	03	QUAN, PHYLLIS	024	PROF/CONSULT./OPER E	\$5,400.00
240380	08/06/13	03	DEPT OF CRIMINAL JUS	023	FINGERPRINTING	\$14,000.00
240381	08/06/13	13	PAPA JOHN'S PIZZA	031	PURCHASES FOOD	\$125,000.00
240382	08/06/13	03	SCHOOL WISE PRESS	024	PROF/CONSULT./OPER E	\$11,653.00
240383	08/06/13	06	XEROX CORPORATION	030	OTHER SERV. & OPER.EX	\$190.60
240384	08/06/13	03	URBAN TREE CARE, INC	025	OTHER SERV. & OPER.EX	\$216.00
240385	08/06/13	03	FREDRICKS ELECTRIC I	035	OTHER SERV. & OPER.EX	\$1,825.00
240386	08/06/13	03/06	MISSION LINEN SUPPLY	005	OTHER SERV. & OPER.EX	\$1,400.00
240387	08/06/13	03	FREDRICKS ELECTRIC I	025	REPAIRS BY VENDORS	\$4,490.00
240388	08/06/13	03	XEROX CORPORATION	036	RENTS & LEASES	\$2,918.20
240389	08/06/13	13	A&R WHOLESALE	031	PURCHASES FOOD	\$450,000.00
240390	08/06/13	13	LLOYD PEST CONTROL	031	OTHER SERV. & OPER.EX	\$4,000.00
240391	08/06/13	13	P AND R PAPER SUPPLY	031	PURCHASES SUPPLIES	\$42,000.00
240392	08/06/13	13	PICK UP STIX CATERIN	031	PURCHASES FOOD	\$60,000.00
240393	08/06/13	13	SUNRISE PRODUCE COMP	031	PURCHASES FOOD	\$25,000.00
240394	08/06/13	06	CART MART INC	028	MATERIALS-VEHICLE PA	\$3,300.00
240395	08/06/13	06	MISSION LINEN SUPPLY	028	OTHER SERV. & OPER.EX	\$2,500.00
240396	08/06/13	21-39	FREDRICKS ELECTRIC I	036	EQUIPMENT REPLACEMEN	\$3,200.00
240397	08/06/13	06	CANON BUSINESS SOLUT	030	COPIER OVERAGE CHGS	\$4,765.51
240398	08/06/13	03	CAROLINA BIOLOGICAL	005	MATERIALS AND SUPPLI	\$270.22
240399	08/06/13	03	AMAZON.COM	005	MATERIALS AND SUPPLI	\$169.53
240400	08/06/13	03	FREDRICKS ELECTRIC I	025	REPAIRS BY VENDORS	\$380.00

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
240401	08/07/13	13	COUNTY OF SAN DIEGO	031	FEES - ADMISSIONS, T	\$3,000.00
240402	08/07/13	13	R AND M YOUNG INC	031	PURCHASES FOOD	\$10,000.00
240403	08/07/13	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$500.00
240404	08/07/13	13	P C S REVENUE CONTRO	031	COMPUTR SOFTWARE SUP	\$4,164.75
240405	08/07/13	03	CALLOWAY HOUSE, INC.	012	MATERIALS AND SUPPLI	\$254.81
240406	08/07/13	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$500.00
240407	08/07/13	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$200.00
240408	08/07/13	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$200.00
240409	08/07/13	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$250.00
240410	08/07/13	13	NAKED JUICE	031	PURCHASES FOOD	\$20,000.00
240411	08/07/13	13	SOCAL CONCESSIONS	031	PURCHASES FOOD	\$20,000.00
240412	08/07/13	13	HOLLANDIA DAIRY	031	PURCHASES FOOD	\$70,000.00
240413	08/07/13	13	S AND S BAKERY INC	031	PURCHASES FOOD	\$55,000.00
240414	08/07/13	13	MINUTEMAN PRESS LLC	031	MATERIALS AND SUPPLI	\$21.60
240415	08/07/13	13	S N A / SCHOOL NUTRI	031	DUES AND MEMBERSHIPS	\$101.75
240416	08/07/13	13	DIEGUENO MIDDLE SCHO	031	OTHER SERV. & OPER.EX	\$2,000.00
240417	08/07/13	13	EARL WARREN MIDDLE S	031	OTHER SERV. & OPER.EX	\$1,500.00
240418	08/07/13	13	OAK CREST MIDDLE SCH	031	OTHER SERV. & OPER.EX	\$1,000.00
240419	08/07/13	13	SUBURBAN CYLINDER EX	031	PURCHASES SUPPLIES	\$3,000.00
240420	08/07/13	13	SHELL OIL (TEXACO)	031	FUEL	\$2,000.00
240421	08/07/13	13	TOP OF THE BAGEL	031	PURCHASES FOOD	\$7,000.00
240423	08/07/13	13	SMART AND FINAL CORP	031	PURCHASES FOOD	\$2,000.00
240424	08/07/13	13	MINUTEMAN PRESS LLC	031	PRINTING	\$557.37
240425	08/07/13	13	MAINLAND VENTURES	031	PURCHASES FOOD	\$200.00
240426	08/07/13	13	DON LEE FARMS / GOOD	031	PURCHASES FOOD	\$3,500.00
240427	08/07/13	13	COSTCO CARLSBAD	031	PURCHASES FOOD	\$5,000.00
240428	08/07/13	13	CA DEPT OF ED-FOOD D	031	PURCHASES FOOD	\$7,000.00
240429	08/07/13	13	BULL TACO LLC	031	PURCHASES FOOD	\$2,000.00
240430	08/07/13	03	SPANKY'S PORTABLE S	013	RENTS & LEASES	\$1,560.00
240431	08/07/13	06	MILLER, DEBBIE & JAM	030	FEES - ADMISSIONS, T	\$276.00
240432	08/07/13	21-39	PROCURETECH	036	EQUIPMENT REPLACEMEN	\$9,108.72
240433	08/07/13	21-39	SAN DIEGO DAILY TRAN	036	LAND IMPROVEMENTS	\$242.00
240434	08/07/13	03	SPANKY'S PORTABLE S	025	RENTS & LEASES	\$1,440.00
240435	08/07/13	21-39	TRACE3, INC.	036	EQUIPMENT REPLACEMEN	\$291.60
240436	08/07/13	03	SPANKY'S PORTABLE S	008	RENTS & LEASES	\$3,000.00
240437	08/07/13	03	SPANKY'S PORTABLE S	005	RENTS & LEASES	\$5,340.00
240438	08/07/13	03	SPANKY'S PORTABLE S	003	RENTS & LEASES	\$935.00
240439	08/07/13	06	A Z BUS SALES INC	028	MATERIALS-VEHICLE PA	\$27,300.00
240440	08/07/13	06	SHULMAN, LISA &/OR D	030	MEDIATION SETTLEMENT	\$140,000.00
240441	08/09/13	03	CALSTRS/JEM RESOURCE	022	PROF/CONSULT./OPER E	\$8,400.00
240442	08/09/13	06	BAKER, BRIAN &/OR CO	030	CURRENT LIABILITIES	\$5,050.00
240443	08/09/13	03	SCANTRON CORPORATION	012	MATERIALS AND SUPPLI	\$1,083.56
240444	08/09/13	06	STANFIELD, JAMES COM	030	MATERIALS AND SUPPLI	\$941.64
240445	08/12/13	06	AREY JONES EDUCATION	024	NON-CAPITALIZED TECH	\$12,676.00
240446	08/12/13	06	TOXGUARD FLUID TECHN	028	MATERIALS-VEHICLE PA	\$1,200.00
240447	08/12/13	06	TURFSTAR INC	028	MATERIALS-VEHICLE PA	\$1,500.00
240448	08/12/13	06	WESELOH CHEVROLET CO	028	MATERIALS-VEHICLE PA	\$4,500.00
240449	08/12/13	06	PROMOSTITCH, INC	028	OTHER TRANSPORT.SUPP	\$4,500.00
240450	08/12/13	06	STAPLES ADVANTAGE	028	OFFICE SUPPLIES	\$1,000.00
240451	08/12/13	06	STAPLES ADVANTAGE	028	OTHER TRANSPORT.SUPP	\$1,000.00
240452	08/12/13	03/06	RASIX COMPUTER CENTE	030	MATERIALS AND SUPPLI	\$719.33
240453	08/12/13	03/06	SUPPLY MASTER INC	030	MATERIALS AND SUPPLI	\$622.08
240454	08/12/13	06	OCEANSIDE TRANSMISSI	028	REPAIRS-VEHICLES	\$2,817.45
240455	08/12/13	06	OCEANSIDE TRANSMISSI	028	REPAIRS-VEHICLES	\$303.44
240456	08/12/13	06	TRANS TRAKS	028	COMPUTER LICENSING	\$4,800.00

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH
FROM 07/09/13 THRU 08/12/13

ITEM 15G⁹

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
240457	08/12/13	03	XEROX CORPORATION	005	DUPLICATING SUPPLIES	\$631.80
740000	07/18/13	03	GRAINGER, WW INC	025	NON CAPITALIZED EQUI	\$1,036.20
740001	08/05/13	06	R D O EQUIPMENT CO	028	REPAIRS-VEHICLES	\$764.35
840001	07/15/13	03	C S B A	022	CONFERENCE, WORKSHOP,	\$2,555.00
840005	07/09/13	06	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$400.00
840006	07/23/13	03	CAL STATE LOS ANGELE	022	CONFERENCE, WORKSHOP,	\$65.00
840007	07/15/13	03	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$175.00
840008	07/15/13	03	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$90.00
840009	07/15/13	03	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$30.00
840010	07/15/13	03	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$175.00
840011	07/16/13	03	STANFORD NAT'L FOREN	022	CONFERENCE, WORKSHOP,	\$1,195.00
840012	07/23/13	03	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$140.00
840013	07/23/13	03	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$105.00
840014	07/23/13	03	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$189.00
840015	08/05/13	06	SCHOLASTIC INC	022	CONFERENCE, WORKSHOP,	\$897.00
840016	08/01/13	03	SOUTHERN CA A.P. INS	022	CONFERENCE, WORKSHOP,	\$750.00
84004	07/15/13	03	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$75.00
REPORT TOTAL						\$3,745,963.23

ITEM 15G

Individual Membership Listings
For the Period of July 9, 2013 through August 12, 2013

<u>Staff Member Name</u>	<u>Organization Name</u>	<u>Amount</u>
Elizabeth Dargan	Cars Plus	\$75.00
Rick Mariam	School Nutrition Association	\$101.75

San Diego County Office of Education

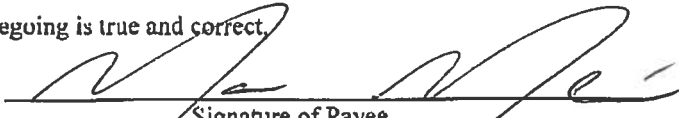
PETITION FOR ISSUANCE OF NEW WARRANT IN LIEU OF VOID WARRANT
(Government Code Section 29802, Warrants
Becoming Void After September 20, 1963)

1. TO THE BOARD OF EDUCATION OF THE San Dieguito Union High School District: I, the undersigned, declare that I am the payee of original warrant number 10-182367 dated 12/21/2012, in the amount of Two Thousand One Hundred Seventy-One And 10/100 dollars (\$2,171.10) attached hereto and presented to your Board pursuant to Section 29802 of the Government Code. I hereby request that you adopt an order instructing the County Auditor to draw a new warrant in favor of me for the same amount as the original warrant.

Executed at ENCINITAS, CA on July 29 2013.

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


MARCO A MEIER
Name of Payee


Signature of Payee

3434 PASO ANCHO CARLSBAD, CA 92009
Address of Payee

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

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

Secretary
 of the Board

Date _____ 20____ By _____ Deputy

3. DISTRICT'S REISSUE OF PAYROLL WARRANT:

On _____ 20____, the district issued commercial warrant number _____ to MARCO A MEIER, payee, for Two Thousand One Hundred Seventy-One And 10/100 dollars to replace void warrant number 10-182367 described above.

San Diego County Office of Education

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

1. TO THE BOARD OF EDUCATION OF THE San Dieguito Union High School District: I, the undersigned, declare that I am the payee of original warrant number 10-172888 dated 11/30/2012, in the amount of Two Thousand Three Hundred Twenty And 23/100 dollars (\$2,320.23) attached hereto and presented to your Board pursuant to Section 29802 of the Government Code. I hereby request that you adopt an order instructing the County Auditor to draw a new warrant in favor of me for the same amount as the original warrant.

Executed at Encinitas CA on July 31 2013.

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

ELIZABETH MARIE LAAG
Name of Payee

Elizabeth M. Laag
Signature of Payee

6875 Shearwaters^{Dr}, Carlsbad CA 92011
Address of Payee

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

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

Secretary
~~CLK~~ of the Board

Date _____ 20__ By _____ Deputy

3. DISTRICT'S REISSUE OF PAYROLL WARRANT:

On _____ 20__, the district issued commercial warrant number _____ to ELIZABETH MARIE LAAG, payee, for Two Thousand Three Hundred Twenty And 23/100 dollars to replace void warrant number 10-172888 described above.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 13, 2013

BOARD MEETING DATE: August 22, 2013

PREPARED BY: Christina M. Bennett, Dir. of Purchasing/Risk Mgt
John Addleman, Director of Planning Services
Eric Dill, Assoc. Superintendent, Business

SUBMITTED BY: Rick Schmitt, Superintendent

SUBJECT: APPROVAL/RATIFICATION OF PROFESSIONAL
SERVICES CONTRACTS / PROPOSITION AA

EXECUTIVE SUMMARY

The attached Professional Services Report/Proposition AA summarizes four contracts.

Two contracts relate to the development of the La Costa Valley site. Geocon, Inc. to provide a geotechnical investigation of the site and Fuscoe Engineering to provide survey and civil engineering services to process a water easement to the Olivenhain Municipal Water District, to prepare a hydrology report to assist in site design and CEQA (California Environment Quality Act) compliance, and a water quality technical report and hydromodification plan for compliance with and to meet the regulations of the City of Carlsbad.

With respect to the purchase of two Kubota B26 tractors from Pauley Equipment Company, staff procured three quotes, of which the quote from Pauley Equipment Company was the lowest. As with our two existing synthetic fields at La Costa Canyon High School and Torrey Pines High School, a tractor will remain on site for each Canyon Crest Academy and San Dieguito Academy for the ongoing field grooming maintenance of the new synthetic fields to ensure the best possible playing surface and to keep the fields in top condition.

The final contract is for Creative Alliance Group, L.L.C. to implement and facilitate a construction partnering program. Construction partnering was born out of the late 1980's construction industry to promote teambuilding between owners, architects, contractors and others. Construction partnering improves project management through better planning in early stages of projects, establishing clear definitions of roles, responsibilities and expectations of all parties, and agreed upon common goals for all parties. Since the District is taking a firm leadership role in managing the bond program rather than outsourcing this work, staff believes

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these are good values and practices to grow. To assess the viability of a construction partnering program while limiting our commitment, staff recommends conducting an executive partnering workshop to be facilitated by Creative Alliance Group, L.L.C. Under the backdrop of our summer construction project review with our architects and construction managers, the executive partnering workshop session will take lessons learned over the summer to focus on improving or establishing initial project specific goals, developing an action plan for determining how disputes and communication protocols will be dealt with, and the purpose and method for monitoring continued project performance and team collaboration going forward.

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 - PROFESSIONAL SERVICES REPORT**
FACILITIES PLANNING & CONSTRUCTION**Board Meeting Date: 08-22-13**

<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>
August 23, 2013- February 23, 2014	Geocon Inc.	La Costa Valley Middle School, Geotechnical Investigation for Athletic Fields and Multipurpose Building	Building Fund- Prop 39 Fund 21-39	\$15,500.00
August 23, 2013- February 23, 2014	Pauley Equipment Company	Two (2) Kubota B26 Tractors with front loaders for the maintenance of the artificial turf fields to be installed at Canyon Crest Academy and San Dieguito Academy. One to be delivered to Canyon Crest Academy and the other to be delivered to San Dieguito Academy.	Building Fund- Prop 39 Fund 21-39	\$48,060.00
August 23, 2013- February 23, 2014	Fuscoe Engineering	La Costa Valley Middle School, Civil Engineering Services Multipurpose Room.	Building Fund- Prop 39 Fund 21-39	\$26,547.00
August 23, 2013- August 22, 2014	Creative Alliance Group L.L.C.	Implement and facilitate a Construction Partnering Program for the San Dieguito Union High School District - District wide	Building Fund- Prop 39 Fund 21-39	\$4,900.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 16, 2013

BOARD MEETING DATE: August 22, 2013

PREPARED BY: Torrie Norton
Associate Superintendent/Human Resources

SUBMITTED BY: Rick Schmitt, Superintendent

SUBJECT: PROPOSED REVISION OF BOARD POLICY 4160.31,
“*EXECUTIVE DIRECTOR OF EDUCATIONAL SERVICES*”, AND CORRESPONDING
MANAGEMENT SALARY SCHEDULE, BOARD
POLICY 4341.1

EXECUTIVE SUMMARY

Attached is the proposed job description for Executive Director of Educational Services. The job description change is necessary due to increased responsibilities that will be assigned to the position. As a result of this change, a revision to the Management Salary Schedule is proposed to incorporate the additional responsibilities for this position.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the attached policy and related salary schedule changes.

FUNDING SOURCE:

General Fund

PERSONNEL

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4160.31

EXECUTIVE DIRECTOR OF ~~CURRICULUM AND INSTRUCTION~~ EDUCATIONAL SERVICES

Reports to: Associate Superintendent of ~~Instruction~~ Educational Services

Supervises: ~~Director of Instructional Support,~~ Educational Services Directors as assigned, Principals as assigned, teachers on special assignment and related classified support personnel

Job Goal: - To provide leadership in the development, implementation, and coordination of the district's ~~instructional and assessment~~ educational programs including curriculum, assessment, and instructional programs.

QUALIFICATIONS

1. Knowledge of:
 - A. The Standardized Testing and Reporting (STAR) System of the California Department of Education
 - B. Academic Testing, both criterion and norm referenced, including but not limited to ~~SAT-9~~, AP, SAT, ACT, local formative and summative assessments, physical fitness, ~~and Golden State Examinations~~
 - C. Data collection, analysis, interpretation, and communication for comprehensive school-wide improvement
 - D. Current trends in:
 1. The planning, implementation, and assessment of curriculum, instruction, and assessment programs ~~educational assessment, research,~~
 2. ~~S~~School improvement processes
 3. ~~r~~Educational technology
 4. Professional development
 5. English Language Development
 6. Academic intervention programs
 7. Program evaluation
 8. District and school accountability, ~~and~~
 - ~~e~~Curriculum and instructional delivery
 - 9.
 - ~~D. 9.~~ District and school leadership
 - 10.
 - E. ~~Research, organization, development and curriculum planning~~

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- ~~F.~~ Staff development, supervision of instruction, personnel and program evaluation, and laws relating to this assignment
 - ~~G.~~E. Correct English usage, spelling, grammar, and mathematics
 - ~~H.~~F. Personal computer equipment, to include a working knowledge of applications software, hardware specifications, and training requirements
 - ~~I.~~G. Safety rules and regulations for this position
2. Ability to:
- A. Be a productive and active team member
 - ~~A.~~B. Assist with the development, implementation, and evaluation of ongoing district and school improvement efforts
 - ~~B.~~C. Make **strategic**, accurate, and timely decisions
 - ~~C.~~D. Learn and implement Board Policies, Administrative Regulations, and district procedures in assessment and categorical programs
 - ~~D.~~E. Work successfully with diverse groups of people
 - ~~E.~~F. Work both collaboratively and independently
 - ~~F.~~G. Communicate effectively in both oral and written form
 - ~~G.~~H. Handle all matters in a tactful, courteous, and confidential manner so as to maintain and/or establish good public relations
 - ~~H.~~I. Establish and maintain effective working relationships with those contacted in the performance of required duties
 - ~~I.~~J. Establish and maintain effective and continual internal communications with staff members, district and community leaders, and others contacted in the performance of required duties
3. Training and Experience:
- A. Possession and maintenance of a valid and appropriate California Administrative Services Credential
 - B. Possession and maintenance of a valid California Teaching Credential

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- C. Master's Degree in educational administration or an area related to curriculum, instruction, or assessment
 - D. Minimum of three years of successful teaching experience
 - E. Minimum of three years of successful **educational** leadership experience at a site, district, county, or state level **with experience as a middle or high school principal desired**
 - F. Completion of the ACSA Curriculum Academy or equivalent desired
 - G. Completion of the California School Leadership Academy (CSLA) desired
4. Essential Function:
- A. **Supervises and oversees the work of principals as assigned**
 - B. **Leads and directs all national, state, and district summative and formative assessment programs.**
 - C. Coordinates, analyzes, interprets and communicates the results of state and district assessment
 - ~~B.~~D. **Develops and coordinates relationships and curricular alignment with local school districts, SDCOE, state, and national organizations in order to ensure a cohesive, comprehensive, and well-coordinated and efficient K-12 educational program**
 - ~~C.~~E. Coordinates a centralized process for all test data collection and dissemination
 - ~~D.~~F. Assists school administrators and teachers with the interpretation of student performance data to improve the instructional program
 - G. ~~Assists~~**Leads Educational Services Directors, school administrators and teachers with-in the identification of low performing students and the development, implementation, and evaluation of targeted academic intervention programs**
 - H. **Assists the Superintendent and Associate Superintendent of Educational Services with the development, implementation, and evaluation of the District's plan for improving student achievement**
 - I. **Coordinates and supervises site Single Plan for Student Achievement work and ongoing school improvement processes**

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- E.J. Assists the Associate Superintendent of Educational Services with leadership and oversight of District and site transition to and implementation of Common Core State Standards ~~implementation of academic standards~~, future revisions of academic standards, and related assessment programs
- K. Supervises and oversees the work of the Education Services Directors ~~of Instructional Support~~ and Teachers on Special Assignment ~~as assigned~~
- L. ~~Supervises the Director of Instructional Support with the development of academic intervention programs.~~H. Coordinates the District's counseling program
- M. Coordinates and oversees the District's summer school program
- N. ~~I.~~ Develops, maintains, and monitors all assigned budgets
- J.O. Coordinates and oversees the District's Independent Study Online program
- P. Develops and coordinates the District's ~~certificated and administrative staff professional development programs with the intent of improving the knowledge and skills of teachers and site admin resulting in continuous improvement of student learning.~~
- F.Q. Researches, develops, maintains, and monitors all grants and categorical programs

PERSONNEL / MANAGEMENT

4341.1 Attachment A

MANAGEMENT SALARY SCHEDULE
(Effective ~~07/01/13~~ 08/22/13)

DISTRICT SUPERINTENDENT / ASSOCIATE SUPERINTENDENTS

GROUP	RANGE	TITLE	BASE				WORK DAYS
4	1	Superintendent	220,000				223
4	2	Associate Superintendent-Educational Services	162,265				223
4	9	Associate Superintendent-Human Resources	162,265				223
5	7	Associate Superintendent-Business	162,265				12 MO

CERTIFICATED MANAGEMENT

GROUP	RANGE	TITLE	STEP 1	STEP 2	STEP 3	STEP 4	WORK DAYS
4	3	Principal, Sr. High School	122,012	127,963	134,205	140,768	220
4	4	Principal, Middle School	110,693	116,097	121,768	127,720	220
4	5	Asst. Principal, Sr. High School	103,714	108,785	114,113	119,708	210
4	6	Asst. Principal, Middle School	92,829	97,402	102,198	107,236	200
4	7	Director of CTE, EL and Community Programs	103,714	108,785	114,113	119,708	215
4	8	Executive Director of Educational Services	119,104	124,786	130,746	137,009	222
4	8	Executive Director of Educational Services	125,059	131,313	137,878	144,772	222
4	10	Director of PPS and Alternative Programs	114,297	119,877	125,670	131,878	220
4	13	Coordinator of Special Education	101,390	106,461	111,780	117,365	220
4	17	Director of Special Education	110,693	116,097	121,768	127,720	220

CLASSIFIED MANAGEMENT

GROUP	RANGE	TITLE	STEP 1	STEP 2	STEP 3	STEP 4	WORK YEAR
5	2	Director of Classified Personnel	102,209	107,137	112,313	117,750	12 MO
5	2	Director of Human Resources	102,209	107,137	112,313	117,750	12 MO
5	2	Director of Planning Services	102,209	107,137	112,313	117,750	12 MO
5	2	Director of Technology Project Management	102,209	107,137	112,313	117,750	12 MO
5	2	Director of Maintenance, Operations & Trans.	102,209	107,137	112,313	117,750	12 MO
5	3	Director of Student Information Services	79,168	83,125	87,281	91,644	12 MO
5	4	Director of Financial Services	88,035	92,435	97,057	101,908	12 MO
5	4	Director of Nutrition Services	88,035	92,435	97,057	101,908	12 MO
5	4	Director of Purchasing & Risk Management	88,035	92,435	97,057	101,908	12 MO
5	8	Chief Facilities Officer	122,012	127,963	134,205	140,768	12 MO

Credit for previous management experience will be given consideration toward initial placement on the management salary schedule. Twelve days of sick leave for each year shall be allowed each full-time manager during the period of time under active contract with the District.

All classified managers shall be governed by the Classified Merit System Rules and Regulations.

LONGEVITY BENEFITS

An increment of \$2,737 for a 12 month, 8 hours per day, full-time employee at the end of 10, 15, 20, 25 and 30 years in the district, shall be added to the employee's annual salary. The longevity increment of those employees employed less than 12 months or less than 8 hours per day will be prorated in accordance with the number of months and/or hours or regular employment.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2013

BOARD MEETING DATE: August 22, 2013

PREPARED BY: Rick Labib-Wood,
Director of Classified Personnel

SUBMITTED BY: Rick Schmitt, Superintendent

SUBJECT: NEW BOARD POLICY ADOPTION PROPOSAL,
“*HR INFORMATION SYSTEMS SUPPORT ANALYST*”

EXECUTIVE SUMMARY

Proposed Board Policy 4216.3-71.5 HR Information Support Systems Analyst is presented for review and approval.

The San Diego County Office of Education (COE) has advised its client districts that it will be implementing a new system it has purchased from PeopleSoft to replace its current payroll system. COE is requiring that all districts using the County payroll system to migrate to its new PeopleSoft system. The new system, acquired through PeopleSoft, will include a position control module and a robust human resources information data system capable of replacing the current Digital Schools System in use here for the past 10 years. An important aspect of the COE's new system is its reliance on the HR department as the key source for data integrity and implementation essential for an accurate, reliable foundation to payroll and budgeting systems.

The purpose of the proposed new position and classification, is to serve as the central HR coordination and clearing point for implementing and maintaining the PeopleSoft system due to phase in during 2014.

The recommendation to allocate the position at range 52 of the classified bargaining unit is consistent with internal classification pay relationships and in line with available external comparisons.

The District's Personnel Commission has approved the class description and salary range recommendation and CSEA is aware of the addition of this job class to the bargaining unit.

RECOMMENDATION:

It is recommended that the Board approve and adopt the draft policy 4216.3-71.5 HR Information Systems Support Analyst SR-52 effective August 23, 2013.

FUNDING SOURCE:

District General Fund.

Attachment

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4216.3-71.5**HR INFORMATION SYSTEMS SUPPORT ANALYST****OVERALL JOB PURPOSE STATEMENT**

Under the direction of the Associate Superintendent/Human Resources, the job of HR Information Systems Support Analyst includes installing and supporting the HR information system (HRIS) and other district resource application systems supporting the District's HR functions; providing technical coordination and training to District and site personnel who use these systems; troubleshooting system problems; resolving reports and data issues of the systems; planning, developing and maintaining systems software and reporting capability.

DISTINGUISHING CHARACTERISTICS

Positions in the human resources program are responsible for activities district-wide to support the acquisition and retention of a quality workforce to carry out the instructional mission and administrative support functions of the District. The HR Information Systems Support Analyst is responsible for the integrity, utility, and availability of the data maintained in the District's human resource system and for providing necessary training to users of the information.

ESSENTIAL JOB FUNCTIONS:

- Oversees the development and implementation of the District's comprehensive human resources system for the purpose of ensuring accurate human resources data for position control budgeting process.
- Trains as needed current and new human resources staff on the functions and system requirement of the new Human Capital Management (HCM) system.
- Monitors and leads the District's Position Control Committee through FTE data and open position reports.
- Ensures that the budget process correlates with current and future staff projections developed by human resources.
- Develops and tests data procedures to validate and analyze system output to meet information needs.
- Researches system problems, recommends alternative solutions.
- Prepares and disseminates various HR reports to ensure accurate financial and audit information pertaining to staffing, benefit plans, and actual compared to projected costs.
- Provides accurate benefit information for annual budget projections and actual costs.
- Review and analyzes monthly legislative regulations regarding health care reform, COBRA, etc. Assists with the benefit plan design and the development of updates to assure all new legislation is applied properly to various benefits plans.
- Analyze EDD unemployment submissions for dispute
- Extracts, compiles and submits monthly and quarterly EDD employee payroll data and multiple wage reports.
- Chief operator of the substitute employee management system for the purpose of designing

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4216.3-71.5

and maintaining revision of assignment classifications, report configurations and administrator rights and privileges.

- Coordinates activities to support site personnel for the purpose of ensuring proper use of, and procedures to, maintain HR system.
- Designs various reports and report formats and data applications for the purpose of providing information to meet specific reporting needs.
- Analyzes HR information using applications software for the purpose of providing information needed to make various HR program decisions.
- As assigned, designs and prepares various presentations for print and computer reproduction for the purpose of communicating data to District departments, to other agencies, and to the general public.
- Assists in the support of systems and projects as directed for the purpose of maintaining integrity of the HR system and meeting the information needs of system users.
- Ensures proper linkage among components of the HR system and the District's payroll, budgeting and financial reporting systems for the purpose of maintaining system integrity and accuracy

OTHER JOB FUNCTIONS:

- Performs other related duties as assigned.

ESSENTIAL JOB REQUIREMENTS – QUALIFICATIONS

Knowledge, Skills and Abilities

SKILLS are required to perform multiple, technical tasks with occasional need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: speed and accuracy of data entry and extraction for recording, modifying and reporting information, including use of spreadsheets, word processing, and data bases; to apply personnel policies, practices, and pertinent codes, policies, regulations and/or laws; communicate with persons of varied cultural and educational backgrounds; operate standard office equipment including utilizing pertinent software applications; plan and manage projects; prepare and maintain accurate records.

KNOWLEDGE OF human resource data systems and records requirements; procedures to install and maintain complex database and reporting system; industry standards and procedures of relating to database application and maintenance for organization human resource/human capital information needs; modern office practices, procedures and equipment; design and format of reports extracted from human resource database systems; troubleshooting and diagnostic techniques for identifying and resolving database and reporting errors; basic principles of training; software applications used by the District; oral and written communication skills; telephone techniques and etiquette; correct English usage, grammar, spelling, punctuation and vocabulary; interpersonal skills using tact, patience and courtesy; principles of providing work direction and guidance.

ABILITY TO communicate and work effectively with others, including job candidates and a variety of

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4216.3-71.5

staff, managers and administrators; understand written and oral instructions; organize and plan an effective work schedule with users; install and maintain complex human resource database systems and applications; troubleshoot and debug database applications and software problems; train and assist others in the use and functions of assigned software; provide and maintain documentation of installed systems; work without close supervision on complex data problems and related software; communicate with vendors and other technical experts to diagnose and eliminate data and software problems; demonstrate effective project management skills; work with accuracy and precise attention to details and provide similar guidance to system end-users; provide work direction and guidance to others; read, interpret and apply technical manuals and documentation; detect errors in data output; analyze situations accurately and adopt an effective course of action; meet schedules and timelines; observe legal and defensive driving practices; travel between district sites and to other work-related locations such as the San Diego County Office of Education.

Responsibility

Responsibilities include: working under limited supervision using standardized practices and methods focusing primarily on results. Utilization and/or coordination of resources from other work units is occasionally required to perform the job's functions. There is a continual opportunity to positively affect the organization's services.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; some climbing and balancing; some stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 70% sitting, 15% walking, and 15% standing. The job is performed under minimal temperature variations and some hazardous conditions.

EDUCATION

A bachelor's degree in business, accounting, finance, human resources, or closely related field. Additional qualifying experience may be substituted for the education on the basis of 24 semester/45 quarter units for each year of full-time experience.

EXPERIENCE

Three years of experience in the application and use of large information systems and databases, of which at least one year must be in human resources.

REQUIRED TESTING

Pre-employment testing and assessment to demonstrate minimum qualifications required for the position.

LICENSES AND CERTIFICATES

Possession of a valid State of California Class C or higher driver's license and evidence of insurability.

CLASSIFIED PERSONNEL

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4216.3-71.5

CONTINUING EDUCATION/TRAINING

None specified.

CLEARANCES

Fingerprint Clearances issued by the California Department of Justice and the Federal Bureau of Investigation (FBI); TB Clearance; Pre-employment negative drug screen.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2013

BOARD MEETING DATE: August 22, 2013

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

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: COMMUNITY FACILITIES DISTRICT 95-2/
ANNEXATION NO. 19 / ADOPTION OF
RESOLUTION OF ANNEXATION /PRIMROSE
LANE / A 10 UNIT SINGLE FAMILY
SUBDIVISION IN CARDIFF / CITYMARK
OLIVENHAIN, LLC

EXECUTIVE SUMMARY

At the July 18, 2013 Board meeting, the Board adopted a "Resolution of Intention to Annex Territory to the San Dieguito Union High School District Community Facilities District No. 95-2, Authorizing the Levy of a Special Tax and Calling an Election" in order to annex the City Ventures, Inc. property, Cardiff Collection, into Community Facilities District 95-2 and to call a special election for September 10, 2013. The CityMark Olivenhain, LLC. The property is located in the Diegueño MS/La Costa Canyon HS attendance area. At this Board meeting, it is necessary to hold a public hearing allowing comments from the public regarding the annexation, and adopt the attached Resolution which determines that the prior proceedings were valid, that protests were not filed, fewer than twelve registered voters are registered to vote and request the Election be conducted by the Election Official.

RECOMMENDATION:

It is recommended that the Board

- a) Hold a Public Hearing, allowing comments from the public on the Board's intention to annex the property into Community Facilities District No. 95-2, and

ITEM 18

- b) Adopt the attached Resolution of the Board of Trustees of the San Dieguito Union High School District Acting as the Legislative Body of the San Dieguito Union High School District Community Facilities District No. 95-2.

FUNDING SOURCE:

Mello Roos Funds subject to reimbursement by the developer.

Enclosures: Resolution of Annexation, Schedule, and Map of Boundaries

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**RESOLUTION OF ANNEXATION OF THE BOARD OF TRUSTEES OF
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
ACTING AS THE LEGISLATIVE BODY OF THE
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
COMMUNITY FACILITIES DISTRICT NO. 95-2**

WHEREAS, the Board of Trustees (the “Board”) of San Dieguito Union High School District Community Facilities District No. 95-2 (the “District”) pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, consisting of Sections 53311, et seq., of the California Government Code (the “Act”); and

WHEREAS, the Board, acting as the legislative body of the District, adopted a Resolution of Intention to Annex Territory to the San Dieguito Union High School District Community Facilities District No. 95-2, Authorizing the Levy of a Special Tax and Calling an Election stating its intention to annex certain territory into the District (the “Annexed Territory No. 19”) and calling a special election for September 10, 2013 (the “Election”); and

WHEREAS, the Board held a public hearing as required by law relative to the annexation of the proposed territory into the District August 22, 2013 (the “Hearing”); and

WHEREAS, at the Hearing all persons desiring to be heard on all matters pertaining to the annexation of the proposed territory into the District, the levy of the special tax, the proposed bond issue and the types of facilities to be financed by the District were heard and a full and fair hearing was held; and

WHEREAS, at the Hearing evidence was presented to the Board on the matters before it.

NOW THEREFORE, THE BOARD OF TRUSTEES OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The Board finds and determines that all prior proceedings in connection with the annexation of the Annexed Territory No. 19 into the District were valid and in conformity with the Act. This determination shall be final and conclusive upon all persons.

Section 2. Written protests against the proposed annexation of the Annexed Territory No. 19 into the District have not been filed by either (i) 50 percent or more of the registered voters, or six registered voters, whichever is more, residing within the territory of the District or within the Annexed Territory No. 19, or (ii) the owners of one-half or more of the land within the District or within the Annexed Territory No. 19.

ITEM 18

Section 3. The Board hereby finds and determines that there are fewer than twelve registered voters registered to vote within the territory of the Annexed Territory No. 19.

Section 4. The Election Official conducting the Election (the "Election Official") is hereby requested to continue to take any and all steps necessary for the holding of the Election consistent with the Resolution of Intention.

Section 5. The Secretary of the Board is hereby directed to transmit a copy of this Resolution to the Election Official no later than three days from the date thereof.

Section 6. The members of the Board and their authorized representatives are, and each of them acting alone is, hereby authorized to execute any and all documents and agreements and do perform any and all acts and things, from time to time, consistent with this Resolution and necessary or appropriate to carry the same into effect and to carry out its purposes.

ADOPTED, SIGNED AND APPROVED, this 22nd day of August 22, 2013.

BOARD OF TRUSTEES OF THE
SAN DIEGUITO UNION HIGH
SCHOOL DISTRICT ACTING AS
THE LEGISLATIVE BODY OF
COMMUNITY FACILITIES
DISTRICT NO. 95-2.

By: _____
Title: President

ATTEST:

By: _____
Title: Recording Secretary

ITEM 18

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

ss

I, Barbara Groth, President of the Board of Trustees of the San Dieguito Union High School District (the “Board”) do hereby certify that the foregoing Resolution was duly adopted by the Board of said San Dieguito Union High School District at a meeting of said Board held on the 22nd day of August, 2013, and that it was so adopted by the following vote:

AYES: MEMBERS: _____

NOES: MEMBERS: _____

ABSTAIN: MEMBERS: _____

ABSENT: MEMBERS: _____

President of the Board of Trustees

**COMMUNITY FACILITIES DISTRICT NO. 95-2
ANNEXATION NO. 19
Primrose Lane**

ANNEXATION SCHEDULE

July 18, 2013 Board Meeting

Adopt Resolution of Intention

July 26, 2013

Deadline to record map

August 15, 2013*

Deadline to Publish Notice of Public Hearing

August 22, 2013 Board Meeting*

Public Hearing

Adopt Resolution of Annexation

September 10, 2013*

Special Election

September 19, 2013 - Board Meeting*

Certify Election Results

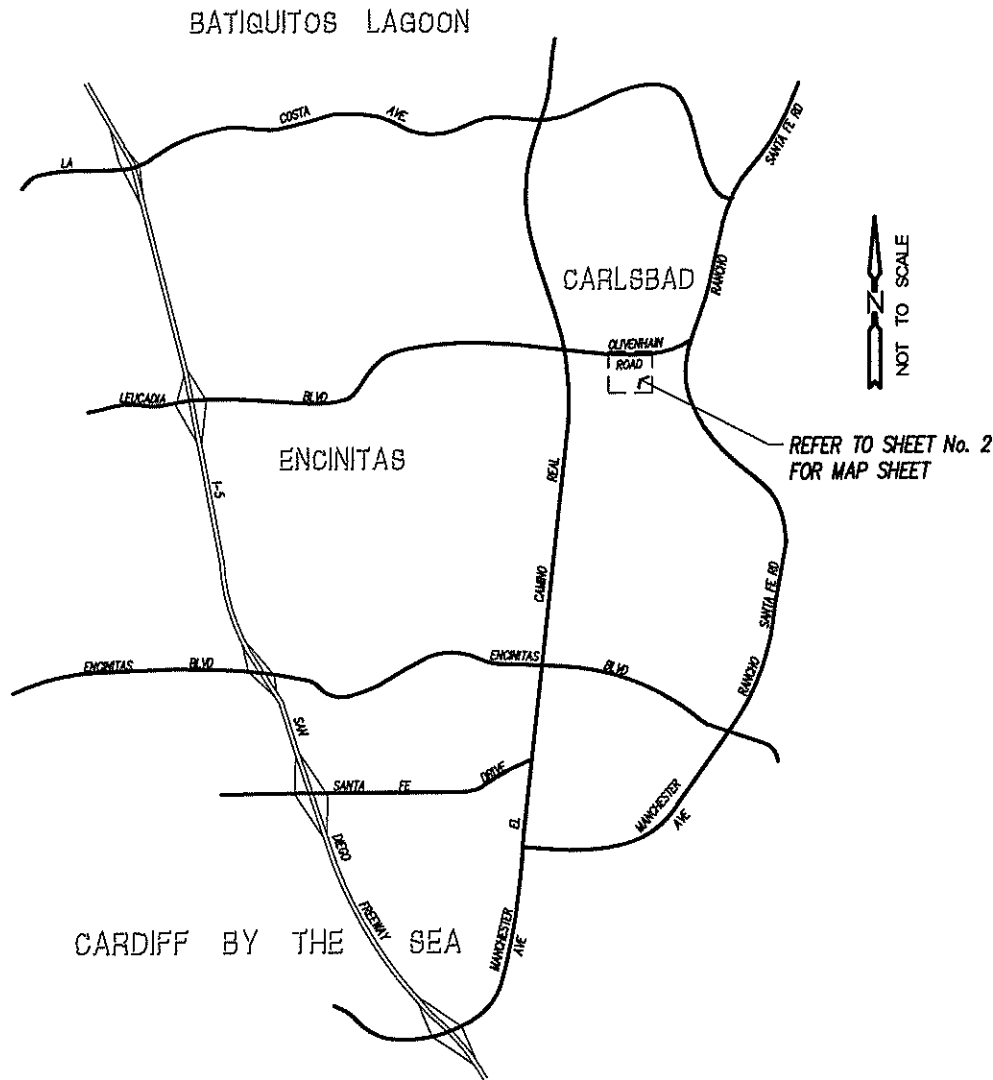
September 25, 2013

Deadline to record Notice of Special Tax Lien

*Dates specifically identified in the Resolution of Intention that would take additional Board action to change/amend.

ITEM 18
SHEET 1 OF 2 SHEETS

AMENDED
MAP OF BOUNDARIES OF COMMUNITY FACILITIES
DISTRICT No. 95-2 ANNEXATION No. 19
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
COUNTY OF SAN DIEGO, STATE OF CALIFORNIA



ANNEXATION NO. 19 PROPERTY DESCRIPTION

REFERENCE PARCEL NO. 1

LEGAL DESCRIPTION:

LOTS 1 THROUGH 8 AND LOTS 10 THROUGH 11 OF MAP No. 15915, AS FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY, IN THE CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, RECORDED MAY 16, 2013 AS FILE No. 2013-0308043 OF OFFICIAL RECORDS.

ASSESSOR PARCEL NUMBER:

- 255 - 222 - 48
- 255 - 222 - 49
- 255 - 222 - 50
- 255 - 222 - 51
- 255 - 222 - 52
- 255 - 222 - 53
- 255 - 222 - 54
- 255 - 222 - 55
- 255 - 222 - 57
- 255 - 222 - 58

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF THE COMMUNITY FACILITIES DISTRICT NO. 95-2 OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, WAS APPROVED BY THE BOARD OF TRUSTEES OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT AT A REGULAR MEETING THEREOF, HELD ON THE _____ DAY OF _____, 20____ BY ITS RESOLUTION NO. _____.

FILED IN THE OFFICE OF THE CLERK OF THE BOARD OF TRUSTEES OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT THIS _____ DAY OF _____, 20____.

THIS MAP AMENDS AND ADDS TO THE BOUNDARY MAP FOR COMMUNITY FACILITIES DISTRICT NO. 95-2 OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA ACCORDING TO MAP THEREOF FILED IN BOOK 29, PAGE 45, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY NOVEMBER 16, 1995.

BY: _____
CLERK OF THE BOARD OF TRUSTEES
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

FILED THIS _____ DAY OF _____, 20____, AT THE HOUR OF _____ O'CLOCK _____ M. IN BOOK _____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT PAGE _____, IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA.

NO. _____

FEE _____

ERNEST J. DRONENBURG, COUNTY RECORDER

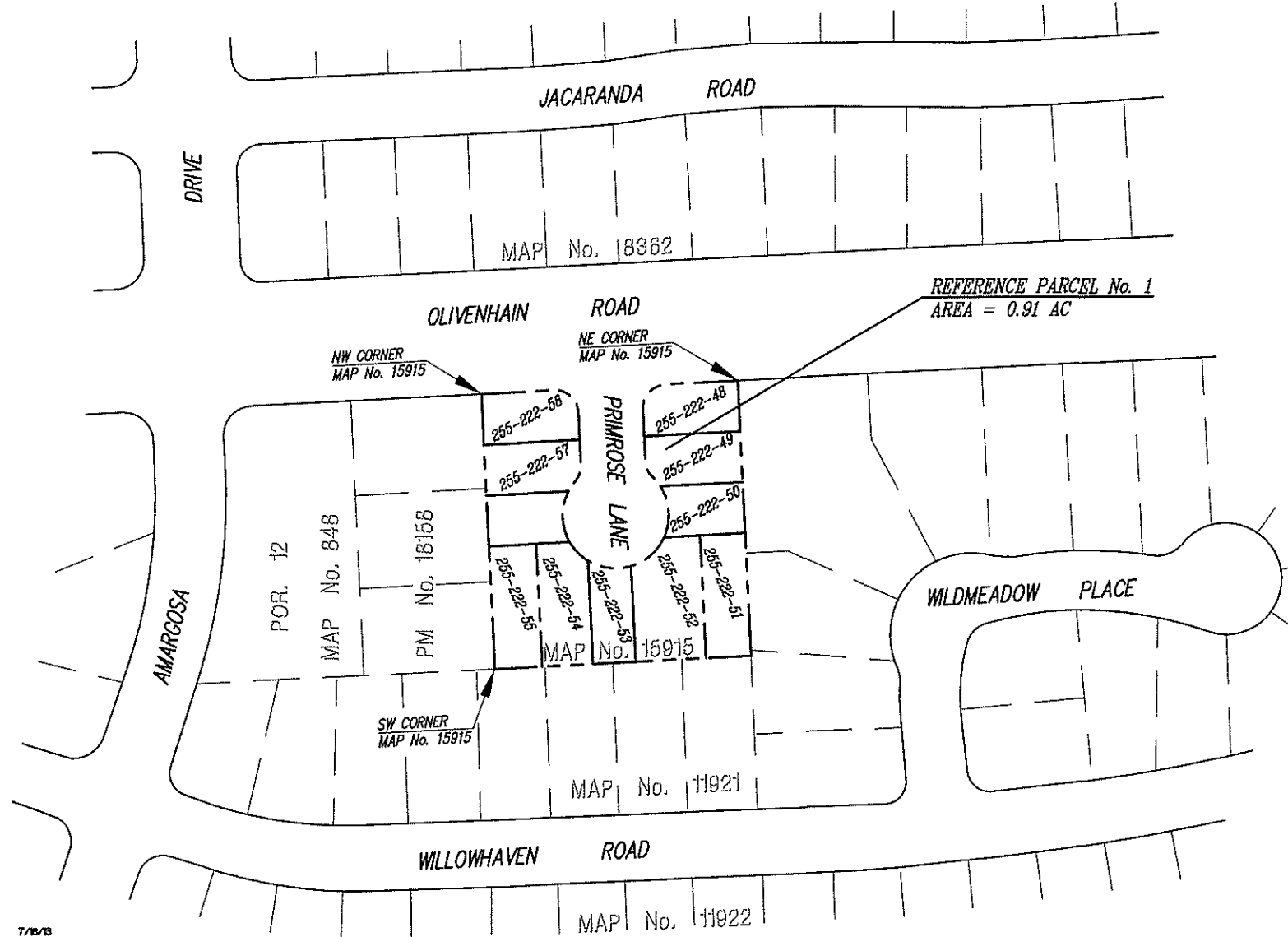
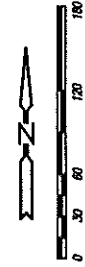
BY: _____, DEPUTY



ITEM 18

SHEET 2 OF 2 SHEETS

AMENDED
MAP OF BOUNDARIES OF COMMUNITY FACILITIES
DISTRICT No. 95-2 ANNEXATION No. 19
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
COUNTY OF SAN DIEGO, STATE OF CALIFORNIA



JCB No. 13-035 7/16/13
SOWARDS & BROWN ENGINEERING
CONSULTING ENGINEERS
2187 FINECASTLE AVENUE SUITE 100
CARLSBAD BY THE SEA, CA. 92007
TEL. 760/436-8620 FAX 760/436-8605



San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 14, 2013

BOARD MEETING DATE: August 22, 2013

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

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: APPROVAL/ADOPTION OF BOARD POLICY
REVISION (1), BP #3270 "SALE AND DISPOSAL OF
BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL
PROPERTY)"

EXECUTIVE SUMMARY

One Board policy is in need of revision, as proposed on the attached chart, and is being submitted for Board review.

RECOMMENDATION:

This item is being presented for first read and will be resubmitted for board approval/action on September 5, 2013.

FUNDING SOURCE:

Not applicable.

Board Policy Changes
August, 2013

Board Policy #	Reason for the Change
BP 3270	Policy last revised in 1997 and is being updated to reflect changes in language and codes.

BUSINESS

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL PROPERTY)

The Board of Trustees recognizes that the district may own personal property which is unusable, obsolete, or no longer needed by the district. The Director of Purchasing/~~Warehouse Services~~ shall arrange for the sale or disposal of district personal property in accordance with Board policy and the requirements of state law.

The Director of Purchasing/~~Warehouse Services~~ shall identify to the Board all items not needed by the district, together with their estimated value and a recommended disposition.

Instructional materials may be considered obsolete or unusable when they:

1. Contain information rendered inaccurate or incomplete by new discoveries or technologies.
2. Have been replaced by more recent versions or editions of the same material, and they are of no foreseeable value in other instructional areas.
3. Contain demeaning, stereotyping or patronizing references to either sex, to members of racial, ethnic, religious, vocational or cultural groups, or to persons with physical or mental handicaps.
4. Have been inspected and discovered to be damaged beyond use or repair.

The Board may dispose of district property by any of the following methods:

1. The Board may advertise for bids and either sell the property to the highest responsible bidder or reject all bids. Timely notice for bids shall be posted or published as specified in Education Code ~~39520~~ 17545. Property for which no qualified bid has been received may be sold, without further advertising, by the Superintendent or designee.
2. The Board may authorize the sale of the property by public auction.

NOTE: THE AUCTION MAY BE CONDUCTED BY EMPLOYEES OF THE DISTRICT, EMPLOYEES OF OTHER PUBLIC AGENCIES, OR BY CONTRACT WITH A PRIVATE AUCTION FIRM.

3. Without advertisement for bids, the Board may sell or lease the property to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law. In such cases, the sale price shall equal the cost of the property plus estimated cost of purchasing, storing, and handling.
4. If Board members attending the meeting unanimously agree that the property is worth no more than two thousand five hundred dollars (\$2,500), the Board may designate any district employee to sell the property without advertising.
5. If Board members attending the meeting unanimously find that the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board or may be disposed of by dumping.

BUSINESS

6. Surplus or undistributed obsolete instructional materials may be donated or sold at a nominal price to organizations or individuals. ~~who will use them for educational purposes, as specified in Education Code 60510.~~
7. Surplus or undistributed obsolete instructional materials which are unusable or which cannot be distributed as specified in item 6 above may be:
 - a. Mutilated so as not to be salable and sold for scrap at the highest obtainable price, or
 - b. Destroyed by any economical means at least thirty (30) days after the Board has given notice to all persons who have requested such notice.
8. Obsolete textbooks may be destroyed in the following ways:
 - a. Mutilated as not to be salable as instructional materials and sold for scrap or for use in the manufacture of paper pulp or other substances.
 - b. Destroyed after thirty (30) days public notice.
9. Obsolete textbooks and other instructional materials may be donated in any of the following ways:
 - a. To any governing board, county free library or other state institution.
 - b. To any public agency or institution of any territory or possession of the United States, or the government of any country which formerly was a territory or possession of the United States.
 - c. To any nonprofit charitable organization.
 - d. To children or adults in the State of California, or foreign countries for the purpose of increasing the general literacy of the people.

The above organizations, agencies or institutions must certify **to the Board that in writing that it agrees to make no charge to any persons to whom it gives or lends these materials. the material will be used for educational purposes entirely without cost to the persons using the material.**

The cost to the San Dieguito Union High School District for shipping the donated material may not exceed the estimated cost of storing or destroying the materials.

10. Obsolete textbooks or other instructional materials may be sold in any of the following ways:
 - a. High school textbooks may be sold to San Dieguito Union High School District students at prices which will not exceed the actual value of the material.
 - b. High school textbooks may be sold on the secondhand market.
 - c. For a nominal fee, all textbooks may be sold to any organization. ~~which agrees in writing to use the material solely for educational purposes within the State of California.~~

BUSINESS**3270**

Money received from the sale of personal property shall be, at the Board's discretion, either deposited in the district reserve or general fund or credited to the fund from which the original purchase was made.

At the end of any term, the Board may offer to sell textbooks and supplementary books to high school students at prices not exceeding their actual value. No student shall be required to purchase such books. Proceeds ~~of~~ from the sales of surplus or undistributed obsolete instructional materials shall be available to acquire basic instructional materials, supplemental instructional materials, or technology-based materials. ~~placed in the county treasury to the credit of the district's general fund.~~

Legal Reference:**CALIFORNIA EDUCATION CODE**

- 17540-17542 Sale and purchase of personal property by one district to another (or certain other agencies)
- 17545-17555 Sale of personal property
- 35168 Inventory
- 42291.5 Temporary school bus designation
- 42303 School bus sale to another district
- 60500-60530 Sale, donation or disposal of instructional materials
- ~~39510-39512 Sale or lease of personal property by one district to another (or certain other agencies)~~
- ~~39520-39529 Sale of personal property~~
- ~~60413 Sales to pupils; disposition of proceeds~~
- ~~60420 Disposal of old textbooks~~
- ~~60500 Determination of obsolescence~~
- ~~60510-60513 Donation or sale~~
- ~~60520-60521 Disposition of sale proceeds~~
- ~~60530 (Methods of) destruction~~

GOVERNMENT CODE

- 25505 District property; disposition; proceeds

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 13, 2013

BOARD MEETING DATE: August 22, 2013

PREPARED BY: Rick Ayala, Director, Pupil Service3s

SUBMITTED BY: Rick Schmitt, Superintendent

SUBJECT: BOARD POLICY REVISION PROPOSALS

EXECUTIVE SUMMARY

These policy revision proposals are being submitted in accordance with recommendations from California School Boards Association's (CSBA) Board Policy Maintenance Service, (GAMUT). Following is a summary of the recommended changes:

Policy # / Description	Summary
5111.1, District Residency	Regulation updated to reflect NEW LAW (SB 381) which extends districts' authority to grant residency based on parent/guardian employment within district boundaries, as detailed in AR 5111.12 - Residency Based on Parent/Guardian Employment. Regulation reflects NEW LAW (AB 207) which (1) requires districts to accept a wide range of documents as reasonable evidence of residency, (2) authorizes districts to make reasonable efforts to verify a student's residency when the district reasonably believes that a parent/guardian has provided false or unreliable evidence of residency, and (3) deletes detailed appeals procedure for denial or revocation of enrollment. Regulation also reflects NEW FEDERAL GUIDANCE clarifying that districts may not inquire about a student's citizenship or immigration status when verifying residency. Material added re: documentation of residency for foster youth and homeless students and the requirement to immediately enroll such youth even if documentation is not available..
5112.3, Student Leave of Absence	MANDATED policy updated to clarify authority to grant student leaves of absence and to encourage enrollment in independent study. Regulation

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updated to more directly reflect law, add legal citations, and clarify the signature requirements for the written agreement.

5113.1, Chronic Absence and Truancy

Policy updated to provide information about available tools for tracking attendance, add school health services as a strategy for preventing attendance problems, expand list of agencies and individuals with whom the district might collaborate to identify and address problems, reflect legislative intent to use alternatives to suspension or expulsion with truants, and update representatives on the school attendance review board to reflect current law. Mandated regulation updated to reflect new law (AB 2616) which defines "valid excuse" for purposes of identifying truants and revises the interventions to be implemented at various stages of truancy.

5113.2, Work Permits

Revised to reflect district practice. Education Code 49160 requires all minors to obtain a work permit issued by the proper educational officers in order to accept employment, even for periods when school is not in session.

5116.1, Intradistrict/Open Enrollment

Policy updated to reflect CSBA's suggested revisions as of March, 2011.

5144, Discipline

Policy updated to reflect new law, (AB1729), which provides alternative methods of discipline that should be considered before suspension is imposed. Policy and regulation add preventative and positive conflict resolution strategies, such as conferences with students and their parents/guardians; use of study, guidance, or other intervention-related teams; enrollment in a program teaching pro-social behavior or anger management; and participation in a restorative justice program.

5145.11, Questioning By Law Enforcement

Policy updated to reflect new court decision (Camreta v. Greene) which vacated the Ninth Circuit Court of Appeal's decision that required law enforcement to have parental consent, warrant, or other court order to interview a student in school absent exigent circumstances.

RECOMMENDATION:

This item is being presented for first read and will be resubmitted for board action on September 5, 2013.

FUNDING SOURCE:

N/A

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5111.1

DISTRICT RESIDENCY

~~The Board of Trustees shall admit only those students who provide proof of District residency. Such proof shall be required prior to enrollment.~~

A student shall be deemed to have complied with district residency requirements for enrollment in a district school if he/she meets any of the following criteria:

1. The student's parent/guardian resides within district boundaries. (Education Code 48200)
2. The student is placed within district boundaries in a regularly established licensed children's institution, a licensed foster home, or a family home pursuant to a court-ordered commitment or placement. (Education Code 48204)
3. ~~The student has been admitted through an A student may establish residency by documenting that he/she lives with a parent/guardian within the District, that he/she is an emancipated minor living in the District, that he/she is a participant in a recognized student exchange program living with a District resident, or that he/she is in the court-appointed care of a licensed foster home, family home, or children's institution within the District or that he/she lives in the home of a care giving adult within the District. Students placed by the parent/guardian into a properly licensed home shall also qualify as District residents. Any person providing such a home shall furnish proof of current licensure or state why a license is not required under the law. A student not residing within the District shall be deemed a District resident if an~~ interdistrict attendance option. (Education Code 48204, 48356)
4. The student is an emancipated minor residing within district boundaries. (Education Code 48204)
5. The student lives with a caregiving adult within district boundaries. (Education Code 48204)
6. The student resides in a state hospital located within district boundaries. (Education Code 48204)
7. ~~The agreement is in effect or if the~~ student is confined to a ~~District area~~ hospital or other residential ~~healthcare~~ facility within district boundaries for treatment of a temporary disability. (Education Code 48207)

District residency is not required for enrollment in a regional occupational center or program if there are openings in the program or class. (Education Code 52317)

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

PROOF OF RESIDENCY

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

Evidence of residency may be established by documentation showing the name and address of the

STUDENTS

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5111.1

parent/guardian within the district, including, but not limited to, any of the following: (Education Code 48204.1)

1. Property tax payment receipt
2. Rental property contract, lease, or payment receipt
3. Utility service contract, statement, or payment receipt
4. Pay stub
5. Voter registration
6. Correspondence from a government agency
7. Declaration of residency executed by the student's parent/guardian
8. If the student is an unaccompanied youth as defined in 42 USC 11434a, a declaration of residency executed by the student
9. If the student is residing in the home of a caregiving adult within district boundaries, an affidavit executed by the caregiving adult in accordance with Family Code 6552

The Superintendent or designee shall make a reasonable effort to secure evidence that a homeless or foster youth resides within the district, including, but not limited to, a utility bill, letter from a homeless shelter, hotel/motel receipt, or affidavit from the student's parent/guardian or other qualified adult relative.

However, a homeless or foster youth shall not be required to provide proof of residency as a condition of enrollment in district schools. (Education Code 48853.5; 42 USC 11432)

FAILURE TO VERIFY RESIDENCY

When the Superintendent or designee reasonably believes that a student's parent/guardian has provided false or unreliable evidence of residency, he/she may make reasonable efforts to determine that the student meets district residency requirements. (Education Code 48204.1)

If the Superintendent or designee, upon investigation, determines that a student's enrollment or attempted enrollment is based on false or unreliable evidence of residency, he/she shall deny or revoke the student's enrollment. Before any such denial or revocation is final, the parent/guardian shall be sent written notice of the facts leading to the decision. This notice also shall inform the parent/guardian that he/she may provide new material evidence of residency, in writing, to the Superintendent or designee within 10 school days. The Superintendent or designee shall review any new evidence and make a final decision within 10 school days.

SAFE AT HOME/CONFIDENTIAL ADDRESS PROGRAM

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

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The District is currently in a Basic Aid funding status. Until which time the District is no longer in this funding status, the District will not accept any new interdistrict attendance permits.

~~Before admission is granted on an interdistrict permit, the Board shall review each proposed enrollment and determine whether it would result in additional costs to the District in excess of state funds. If the Board determines that excess costs would be incurred by the District, the student may be denied admission. Any proposed enrollment which would overcrowd District schools or would adversely affect an existing desegregation plan of any involved District may also be grounds for denial of admission.~~

~~Unless approved by the student's current district of attendance, no student shall be admitted into the District on the basis of a parent/guardian place of employment in excess of the limits imposed by law for such transfers.~~

~~The Superintendent is authorized to develop administrative regulations implementing the Board policy on District residency.~~

LEGAL REFERENCE

EDUCATION CODE

35351 Assignment of students to particular schools
46600-46611 Interdistrict attendance permits
48050-48054 Nonresidents
48200-48208 ~~48204~~ ~~Persons Included~~ Compulsory education law
48356 Open Enrollment Act transfer, fulfillment of residency requirement
48853.5 Education of foster youth; immediate enrollment ~~Law~~
48980 Notifications at beginning of term
52317 Regional occupational program, admission of persons including nonresidents
48206.3 ~~48206~~ Students with Temporary Disability

FAMILY CODE

~~WELFARE AND INSTITUTION~~

6550-6552 Caregivers

GOVERNMENT CODE

6205-6210 Confidentiality of residence for victims of domestic violence

CODE OF REGULATIONS, TITLE 5

432 Varieties of student records

UNITED STATES CODE, TITLE 42

11431-11435 McKinney-Vento Homeless Assistance Act

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5111.1

COURT DECISIONS

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

~~17.1~~ — Residence of Minor

~~67 OPINIONS OF THE CALIFORNIA ATTORNEY
GENERAL~~

~~P. 452~~ — Footnote

~~2~~

MANAGEMENT RESOURCES

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

0303.95 Verification of residency, LO: 1-95

OFFICE FOR CIVIL RIGHTS, U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Dear Colleague Letter, May 6, 2011

WEBSITES

California Department of Education: <http://www.cde.ca.gov>

California Secretary of State, Safe at Home Program: <http://www.sos.ca.gov/safeathome>

Office for Civil Rights, U.S. Department of Education: <http://www2.ed.gov/about/offices/list/ocr>

(11/06 11/07) 11/11

STUDENTS

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5112.3

STUDENT LEAVE OF ABSENCE

The Governing Board recognizes the importance of regular school attendance in promoting student achievement. However, the Board also recognizes that, in rare circumstances, it may be beneficial for a student to participate in opportunities outside the school which contribute to his/her educational experience.

The Superintendent or designee may grant a student a leave of absence ~~in accordance with law~~ for the purpose of supervised travel, study, training, or work not available to the student under another educational option. ~~Such~~ A leave of absence may be granted to a student ~~fifteen (15)~~ years of age or older in the regular program and to a student ~~between the ages of sixteen (age 16) and eighteen (18)~~ or older in the continuation education program. (Education Code 48232, 48416)

A written agreement shall be made and signed by the student, the parent/guardian, the principal or designee of the school the student would otherwise attend, a classroom teacher familiar with the student's academic progress and chosen by the student, and the District supervisor of child welfare and attendance

The student shall be permitted to return to school at any time and shall not be prevented from completing his/her academic requirements within a time period equal to that of classmates who did not take leave, plus the length of time spent on leave. If the student re-enrolls at a time other than the beginning of a semester, the school shall not be required to provide make-up sessions for classes missed.

The leave may be extended for an additional semester if approved by all parties to the agreement and the local school attendance review board.

No leave of absence may extend beyond the end of the school year in which the leave is taken.

If the student does not contact the designed school official as required by the agreement, the leave shall be nullified. Any party to the agreement may nullify the agreement for cause at any time.

San Dieguito Union High School District students, who leave school on an approved leave of absence, may return to their boundary high school upon their return.

Students who leave Canyon Crest Academy or San Dieguito Academy, on an approved leave of absence, must re-apply as part of the high school selection process.

When feasible, students shall be encouraged to instead enroll in the district's independent study program to allow for greater contact and coordination with district staff.

No more than one percent of the students enrolled and attending a school shall be granted a leave of absence during any school year. (Education Code 48232, 48416)

LEGAL REFERENCES

EDUCATION CODE

48232— Leave of ~~Absence~~ absence for students age ~~Students Aged~~ 15 at ~~Time~~ time of ~~Commencement~~ commencement of leave

48410 Exemption from continuation education

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5112.3

48416 Leave

~~48416~~ Leave of ~~Absence~~absence for ~~Students aged~~students age 16 to 18 ~~Inclusive~~inclusive

~~CIVIL~~FAMILY CODE

~~60-63~~—~~Emancipated Minors~~1997

7000-7002 Emancipation of minors law

7050 Purposes for which emancipated minor considered an adult

STUDENTS

CHRONIC ABSENCE AND TRUANCY

The Governing Board believes that excessive student absenteeism and tardiness, whether caused by excused or unexcused absences, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the district.

The Superintendent or designee shall establish a system to accurately track ~~and monitor~~ student attendance ~~in order, including methods~~ to identify individual students classified as chronic absentees and truants, as defined in law and administrative regulation.

~~The To encourage school attendance, the~~ Superintendent or designee shall develop strategies that focus on prevention ~~and early intervention~~ of attendance problems, ~~which. Preventive strategies~~ may include, ~~but are not limited to~~, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, ~~and~~ school activities that help develop students' feelings of connectedness with the ~~school, school-based health services, and schools. The Superintendent or designee also may provide~~ incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance. ~~The Superintendent or designee also shall develop strategies that enable early outreach to students as soon as they show signs of poor attendance.~~

The Superintendent or designee shall work with students, ~~and~~ parents/guardians, ~~school staff, and community agencies, as appropriate,~~ to identify factors contributing to chronic absence and truancy. ~~He Based on this needs assessment, he/she also may shall~~ collaborate with ~~community agencies, including, but not be limited to,~~ child welfare services, law enforcement, courts, ~~and/or~~ public health care agencies, ~~other government agencies, and/or medical, mental health, and oral health care providers to to~~ ensure that alternative educational programs and nutrition, health care, and other support services are available for students and families and to intervene as necessary when students have serious attendance problems.

~~Students who are identified as truants shall be subject to the interventions specified in law and administrative regulation.~~

~~A student's truancy, tardiness, or other absence from school shall not be the sole basis for his/her out-of-school suspension or expulsion. Alternative disciplinary strategies and positive reinforcement for attendance shall be used whenever possible.~~

The Superintendent or designee shall regularly analyze data on student absences to identify patterns of absence district-wide and by school, grade level, and student population. Such data shall be used to identify common barriers to attendance, prioritize resources for intervention, and monitor progress over time. The Superintendent or designee shall report this information to the Board for purposes of evaluating the effectiveness of strategies implemented to reduce chronic absence and truancy and making changes as needed. As appropriate, the Superintendent or designee also shall provide this information to key school staff and community agency partners to engage them in program evaluation and improvement ~~and in identification of how to best allocate available community resources.~~

SCHOOL ATTENDANCE REVIEW BOARD

~~In accordance with law and administrative regulation, habitual truants may be referred to a school attendance review board (SARB).~~

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The Board may submit a nomination to the County Superintendent of Schools for a person who will serve on the county SARB as a representative of school districts. (Education Code 48321)

The Board shall appoint members of the district's SARB, who may include, but are not limited to, a parent/guardian as well as representatives of the district, county probation department, county welfare department, county office of education, law enforcement agencies, community-based youth service centers, school guidance personnel, child welfare and attendance personnel, school or county health care personnel, and school, county, or community mental health personnel. (Education Code 48321)

The district's SARB shall operate in accordance with Education Code 48320-48325 and procedures established by the Superintendent or designee.

LEGAL REFERENCE**EDUCATION CODE**

1740	Employment of personnel Personnel to supervise attendance (county superintendent) Supervise Attendance
37223	Weekend classes Classes
41601	Reports of average daily attendance Average Daily Attendance
46000	Records (attendance Attendance)
46010 - 46014	Absences
46110 - 46119	Attendance in kindergarten Kindergarten and elementary schools Elementary Schools
46140 - 46147	Attendance in junior high Junior High and high schools High School
48200 - 48208	Children ages Ages 6-18 (compulsory full-time attendance)
48225.5	Work permits, entertainment and allied industries
48240-48246	Supervisors of attendance Attendance
48260-48273	Truants
48290-48296	Failure to comply; complaints against parents Comply; Complaints Against Parents
48320-48325	School attendance review boards Attendance Review Boards
48340-48341	Improvement of student attendance Student Attendance
48400-48403	Compulsory continuation education
48900	Suspension and expulsion
49067	Unexcused absences Absences as cause Cause of failing grade Failing Grade
60901	Chronic absence

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor

272 Parent/guardian duty to supervise ~~and~~~~&~~ control minor child; criminal liability for truancy

830.1 Peace officers

VEHICLE CODE

STUDENTS

13202.7 Driving ~~privileges; minors; suspension~~ ~~Privileges, Minors; Suspension~~ or ~~delay~~ ~~Delay~~ for ~~habitual truancy~~ ~~Habitual Truancy~~

WELFARE AND INSTITUTIONS CODE

601-601.4 Habitually ~~truant minors~~ ~~Truant Minors~~

11253.5 Compulsory ~~school attendance~~ ~~School Attendance~~

CODE OF REGULATIONS, TITLE 5

306 Explanation of ~~absence~~ ~~Absence~~

420-421 Record of ~~verification~~ ~~Verification~~ of ~~absence due~~ ~~Absence Due~~ to ~~illness~~ ~~Illness~~ and ~~other causes~~ ~~Other Causes~~

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

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Improving Student Achievement by Addressing Chronic Absence, Policy Brief, December 2010

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School Attendance Review Board Handbook, ~~2012~~ ~~2009~~

School Attendance Improvement Handbook, 2000

WEBSITES

CSBA: <http://www.csba.org>

Attendance Works: <http://www.attendanceworks.org>

~~CSBA: <http://www.csba.org>~~

~~Attendance Counts: <http://www.attendancecounts.org>~~

California Association ~~—~~ of Supervisors of Child Welfare and ~~—~~ Attendance:
~~<http://www.cascwa.org>~~ ~~<http://www.cascwa.org>~~

California Department of Education: <http://www.cde.ca.gov>

California Healthy Kids Survey: <http://chks.wested.org>

California School Climate, Health, and Learning Survey System: <http://www.cal-schls.wested.org>

OnTrackCA: <http://www.ontrackca.org>

(11/99 11/10) 11/12

~~<http://www.cde.ca.gov>~~

STUDENTS

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5113.2

WORK PERMITS

The Governing Board of Trustees recognizes that part-time job employment can give provide students needed supplementary with income, valuable work as well as job experience, and enhanced self-esteem. However, the Board also believes that outside employment should not interfere with students' educational progress nor impair their health. In accordance with law, can help them develop appropriate workplace skills and attitudes. Upon obtaining an offer of employment, district students must who are minors shall obtain work permits from school authorities before accepting employment. The District's designee shall issue work permits only as allowed by law and only to the extent that outside employment does not in accordance with law, regardless of whether the employment will occur when school is in session and/or not in session.

In determining whether to grant or continue a work permit, the designee shall consider whether employment is likely to significantly interfere with the students' student's schoolwork. Students granted work permits must demonstrate and maintain a 2.0 grade point average and satisfactory grades school attendance. On a case-by-case basis, the District's designee may approve a maximum work hour limit that is lower than the limit specified in law and administrative regulation.

Students 16 or 17 years of age shall with work permits may be granted approval to work more than 20 hours exempted from attendance in a week only when justified by unusual full-time day school provided they attend part-time classes. (Education Code 48230)

Work permits shall be limited to part-time employment as defined by law, except when the Superintendent or designee determines that circumstances warrant the granting of a permit for full-time employment.

Any student authorized to work full time when school is in session shall be enrolled in part-time continuation classes. A student age 14 or 15 who receives a permit to work full time shall also be enrolled in a work experience education program. (Education Code 49130, 49131, 49135)

LEGAL REFERENCE

EDUCATION CODE

~~48231 Entrance into Attendance Area Within 10 School Days of End of Term~~

48230 Exemption from full-time school attendance for students with work permits

48231 Exemption from compulsory attendance for students entering attendance area near end of term

49100-49101 Compulsory attendance

49110-49119 Permits to ~~Work~~work

49130-49135 Permits to ~~Work Full Time~~work full time

49140-49141 Exceptions

~~49164 Inspection, Cancellation or Revocation~~

51760-51769.5 Work experience education

52300-52499.66 Career technical education

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LABOR CODE

1285—1312— Employment of ~~Minors~~ minors
1391—1394— Working ~~Hours~~ hours for ~~Minors~~ minors

~~MANAGEMENT RESOURCES~~

~~CDE MANAGEMENT ADVISORIES~~

~~1016.89— Local Work Permit Policies~~

CODE OF REGULATIONS, TITLE 5

16023-16027 District— records, retention and destruction

CODE OF REGULATIONS, TITLE 8

11701-11707 Prohibited and dangerous occupations for minors
11750-11763 Work permits and conditions, minor employed in entertainment industry

CODE OF FEDERAL REGULATIONS, TITLE 29

570.1--570.129 Child labor regulations

ATTORNEY GENERAL OPINIONS

18 Ops.Cal.Atty.Gen. 114 (1951)

MANAGEMENT RESOURCES

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Work Permit Handbook for California Schools: Laws and Regulations Governing the Employment of Minors, 2007

CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

Child Labor Laws, 2000

WEBSITES

California Department of Education, Work Experience Education: <http://www.cde.ca.gov/ci/ct/we>
California Department of Education, Office of Regional Occupational Centers and Programs and Workforce Development: <http://www.cde.ca.gov/ci/ct/wd>
California Department of Industrial Relations: <http://www.dir.ca.gov>
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INTRADISTRICT / OPEN ENROLLMENT

The ~~Governing Board~~ desires to provide enrollment options that meet the diverse needs and interests of ~~district~~District students and ~~parents/guardians, while also balancing~~shall annually review these options.Students who reside within District boundaries may apply for enrollment in order to maximize the efficient use of district facilities.~~any District school.~~ The Superintendent or designee shall ~~establish procedures for the~~ determine the capacity of each District school and ~~establish a random, unbiased selection and transfer~~process for the admission of students among district schools in ~~from outside a school's attendance area.~~ In accordance with law, ~~no student currently residing within a school's attendance area shall be displaced by another student.~~

The ~~Board policy, Board~~ retains the authority to maintain appropriate racial and ethnic balances among District schools. **ENROLLMENT PRIORITIES** Schools receiving requests for admission shall give priority for attendance to siblings of children already in attendance in that school. A student may be given priority for attendance outside his/her current attendance area when special circumstances exist that may be harmful or dangerous to that particular student. Harmful or dangerous special circumstances shall be identified pursuant to law and administrative ~~regulation~~regulations.

The ~~parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of residence within the district. (Education Code 35160.5)~~

The Board shall annually review this policy. (Education Code 35160.5, 48980)

ENROLLMENT PRIORITIES

~~No student currently residing within a school's attendance area shall be displaced by another student~~ give students on the waiting list priority over students transferring from outside the attendance area. (Education Code 35160.5)

~~Once enrolled as an intradistrict transfer, a student shall declare on an annual basis his/her intent to either remain at the high school of choice or return to the high school of residence. However, the student may be subject to displacement due to excessive enrollment.~~

The Superintendent or designee shall grant priority to any district student to attend another district school, including a charter school, outside of his/her attendance area as follows:

1. Any student enrolled in a district school that has been identified on the state's Open Enrollment List. (Education Code 48354)
2. Any student enrolled in a district school receiving Title I funds that has been identified for program improvement (PI), corrective action, or restructuring. (20 USC 6316)
3. Any student enrolled in a district school designated by the California Department of Education as "persistently dangerous." (20 USC 7912; 5 CCR 11992)
4. Any student who is a victim of a violent crime while on school grounds. (20 USC 7912)
5. Upon a finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area. Special circumstances, include, but are not limited to, threats of

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bodily harm or threats to the emotional stability of the student. Any such student may transfer to a district school that is ~~likely to be~~, at capacity and otherwise closed to transfers ~~therefore unable to accommodate any new students~~.

To grant priority under these circumstances, the Superintendent or designee must have received either: (Education Code 35160.5)

- a. A written statement from a representative of an appropriate state or local agency, such as a law enforcement official, social worker, or a properly licensed or registered professional, such as a psychiatrist, psychologist, or marriage and family therapist
 - b. A court order, including a temporary restraining order and injunction
6. Any sibling of a student already in attendance in that school.
7. Any student whose parent/guardian is assigned to that school as his/her primary place of employment.

APPLICATION AND SELECTION PROCESS

The Superintendent or designee shall calculate each school's capacity in a non-arbitrary manner using student enrollment and available space. (Education Code 35160.5)

Except for priorities listed above, the Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever the school receives admission requests that are in excess of the school's capacity. (Education Code 35160.5)

Enrollment decisions shall not be based on a student's academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students. (Education Code 35160.5)

TRANSPORTATION

Except as required by 20 USC 6316 for transfers out of Title I PI schools, the district shall not be obligated to provide transportation for students who attend school outside their ~~outside the school's~~ attendance area.

LEGAL REFERENCES

EDUCATION CODE

- 200 Prohibition against discrimination
- 35160.5 District ~~policies; rules~~ ~~Policies; Rules~~ and ~~regulations~~ ~~Regulations~~
- 35291 Rules
- 35351 Assignment of ~~students~~ ~~Students~~ to ~~particular schools~~ ~~Particular Schools~~
- 46600-46611 Interdistrict attendance agreements
- 48200 Compulsory attendance
- 48204 Residency requirements for school attendance

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48300-48316 Student attendance alternatives, school district of choice program
48350-48361 Open Enrollment Act
48980 Notice at ~~beginning~~~~Beginning~~ of ~~term~~~~Term~~

~~LEGAL~~ CODE OF REGULATIONS, TITLE 5

11992-11994 Definition of persistently dangerous schools

UNITED STATES CODE, TITLE 20

6316 Transfers from program improvement schools
7912 Transfers from persistently dangerous schools

CODE OF FEDERAL REGULATIONS, TITLE 34

200.36 Dissemination of information
200.37 Notice of program improvement status, option to transfer
200.39 Program improvement, transfer option
200.42 Corrective action, transfer option
200.43 Restructuring, transfer option
200.44 Public school choice, program improvement schools
200.48 Transportation funding for public school choice

COURT DECISIONS

Crawford v. Huntington Beach ~~Board of Education (1976) 17 Cal.3d 280~~, (2002) 98 Cal.App.4th 1275

ATTORNEY GENERAL OPINIONS

85 Ops.Cal.Atty.Gen. 95 (2002)
Management Resources:

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Unsafe School Choice Option, May 2004

WEBSITES

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California Department of Education, Unsafe School Choice Option:
~~http://www.cde.ca.gov/ls/ss/se/usco.asp~~
U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov> (3/03 11/08) 3/11

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DISCIPLINE

The Governing Board desires to provide a safe, supportive, and positive school environment conducive to student learning and to prepare students for responsible citizenship. ~~The district shall foster a learning environment which reinforces the concepts of~~ by fostering self-discipline and ~~the acceptance of~~ personal responsibility. The Board believes that high expectations for student behavior, use of effective school and classroom management strategies, and parent involvement can minimize the need for discipline.

The Superintendent or designee shall approve, for each school, a complement of effective, age-appropriate strategies for correcting student behavior. Such strategies may include, but are not limited to, conferences with students and their parents/guardians; use of study, guidance, or other intervention-related teams; enrollment in a program teaching pro-social behavior or anger management; and participation in a restorative justice program. Staff shall use preventative ~~Students are expected to progress from being adult-directed to self-directed with minimal application of disciplinary measures~~ and positive conflict resolution techniques whenever possible.

Disciplinary measures that may result in loss of instructional time or cause students to be disengaged from school, such as suspension and expulsion, shall be imposed only when required by law and when other means of correction have failed. (Education Code 48900.5)

~~In order to maintain an environment conducive to attaining the highest quality of education in the district, there must exist certain disciplinary policies and~~

Board policies and administrative regulations ~~relating to~~ shall outline acceptable student conduct ~~which delineates acceptable behavior and provides~~ and provide the basis for sound disciplinary practices.

~~within each school in the district. These policies and~~ administrative staff at each school may develop disciplinary rules to meet the school's particular needs. However, the rules shall be consistent with law, Board policy, and district regulations ~~will be enforced~~. The Board may review, at an open meeting, the approved school discipline rules for consistency with Board policy and state law. (Education Code 35291.5)

At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline. When misconduct occurs, staff shall attempt to identify the causes of the student's behavior and implement appropriate discipline. When choosing between different disciplinary strategies, staff shall consider the effect of each option on the student's health and opportunity to learn.

Persistently disruptive students may be assigned to alternative programs or removed from school in accordance with law, Board policy, and administrative regulation.

Staff shall enforce disciplinary rules ~~fairly and uniformly and, consistently without regard to race, creed, color or sex,~~ and in accordance with the district's non-discrimination policies. ~~The administration, teachers and classified staff share the mutual responsibility for student conduct and safety and the enforcement of district policies and regulations. The Board shall give all reasonable support and assistance to all employees with respect to the student discipline.~~

~~The Board recognizes that not all students will adhere to district rules for appropriate behavior. Sufficient support services shall be provided so that continually disruptive students will not be returned to regular classes without~~

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~~some modification of behavior. Students may be assigned to other alternative programs or be subject to removal from school.~~

~~In order to ensure that school site rules for student discipline are enforced fairly and uniformly and consistently, the~~

~~The Superintendent or designee shall establish procedures for the provide professional development of such rules. All school site rules shall be strictly based on district policy, regulation and existing law. All avenues provided in policy, regulation and law for the discipline of students may be utilized as necessary to assist staff in developing site level rules. These include, but are not limited to advising and counseling students, conferencing consistent classroom management skills, implementing effective disciplinary techniques, and establishing cooperative relationships with parents/guardians. detention during and after school hours, alternative educational environments and, if necessary, suspension and expulsion. All adopted school site rules shall be subject to Board review and approval prior to implementation. School site rules shall be revised periodically as required by any changes in district policy, regulation or law and shall undergo the site level rule review and adoption process at least every four (4) years.~~

The principal of each school shall ensure that every student and his/her parent/guardian is notified in writing of all Board policies, administrative regulations and individual school rules related to discipline at the beginning of each school year and that transfer students and their parents/guardians are so advised at the time of enrollment in school. The notice shall include the fact that these rules and regulations are available on request at the principal's office in all district schools.

CORPORAL PUNISHMENT

Corporal punishment shall not be used as a disciplinary measure against any student. ~~School administrators and teachers shall employ other means of disciplining students who violate school rules, district regulations or district policies.~~ Corporal punishment includes the willful infliction of, or willfully causing the infliction of, physical pain on a student. (Education Code 49001)

~~The~~ However, corporal punishment does not include any pain or discomfort suffered by a student as a result of his/her voluntary participation in an athletic or other recreational competition or activity. In addition, an employee's use of force that is reasonable and necessary ~~force by an employee to protect oneself or himself/herself, students, staff, or other persons, to prevent damage to district property shall, or to obtain possession of weapons or other dangerous objects within the control of the student is not be considered~~ corporal punishment ~~for purposes of this policy.~~ (Education Code 49001)

LEGAL REFERENCE

EDUCATION CODE

32280-32288 School safety plans
35146— Closed sessions
35291— Rules
35291.5— ~~School-adopted discipline rules~~
-35291.7 School-adopted discipline rules: ~~additional employees~~
37223 Weekend classes

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44807.5 — Restriction from recess ~~for disciplinary purposes~~
~~48630-48644.5~~ — ~~Opportunity schools~~
48900-~~48925~~ — ~~48926~~ Suspension and expulsion
~~48908~~ — ~~Duties of pupils~~
48980-48985 — Notification of ~~parents or guardians~~ parent/guardian
49000-49001 — Prohibition of corporal punishment
49330-~~49334~~ — ~~49335~~ Injurious objects

CIVIL CODE

1714.1 Parental liability for child's misconduct

CODE OF REGULATIONS, TITLE 5

307 Participation in school activities until departure of bus
353 — Detention after school

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Maximizing Opportunities for Physical Activity during the School Day, Fact Sheet, 2009

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Classroom Management: A California Resource Guide for Teachers and Administrators of Elementary and Secondary Schools, 2000

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01-02 School Safety, Discipline, and Attendance, March 2001

WEBSITES

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California Department of Education: <http://www.cde.ca.gov>
U.S. Department of Education: <http://www.ed.gov>
(11/02 3/11) 11/12

QUESTIONING AND APPREHENSION BY LAW ENFORCEMENT

QUESTIONING

The Governing Board believes that the safety of district students and staff is essential to achieving the goal of student learning. In accordance with standards specified in law, law enforcement officers may ~~the right to~~ interview and question students on school premises and may remove them when appropriate.

The Superintendent~~principal~~ or designee shall collaborate with local law enforcement agencies to establish procedures which enable law enforcement officers to carry out their duties on school campus, including, when necessary, the questioning and/or apprehension of students.

When any law enforcement ~~if the~~ officer requests ~~needs to~~ interview with ~~the~~ student ~~immediately~~, the principal or designee shall request the officer's identity, his/her official capacity, and the legal authority under which the interview is to be conducted. The principal or designee shall maintain a record of all documentation relative to law enforcement interviews of students.

The principal or designee shall accommodate the interview ~~questioning~~ in a way that causes the least possible disruption ~~to~~ the student and school and ~~provides process, gives~~ the student appropriate privacy, ~~and models exemplary cooperation with community law enforcement authorities.~~

At the law enforcement officer's discretion and with the student's approval, the principal or designee may be present during the interview.

Except in cases of child abuse or neglect, the principal or designee shall attempt to notify the student's parent/guardian ~~as soon as practicable after the~~ ~~when an~~ law enforcement officer has interviewed the student ~~requests a interview~~ on school premises.

~~If a minor At the law officer's discretion and with the student's approval, the principal or designee may be present during the interview. The law officer should advise the student that he/she has the right to remain silent, but that he/she is~~ removed from school into the custody of ~~encouraged to cooperate with~~ law enforcement, ~~agencies.~~

~~If in the course of the interview the law officer finds it necessary to remove the student from school so as to better aid the investigation, the principal or designee shall first ascertain the reason for such action. Upon releasing the student, the principal, designee or law enforcement shall immediately inform the student's parent/guardian.~~

APPREHENSION

~~When a site administrator releases a student into the custody of a law enforcement officer, he/she shall immediately~~ notify the parent/guardian or responsible relative ~~regarding~~ of the student's release and the place to which ~~he/she the student~~ is reportedly being taken, except ~~when the minor has been taken into custody as a victim of in cases of~~ suspected child abuse. (Education Code 48906)

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SUBPOENAS

Although subpoenas may legally be served at school on students age 12 or older, the Board believes that serving officials should be strongly urged to serve subpoenas at the home of the student whenever possible. When served at school, the principal or designee shall take reasonable steps to protect the student's privacy rights and to minimize loss of class time for the student.

~~Whenever a student is suspected of being a victim of child abuse and is being removed from the school premises, the Superintendent or designee must give the telephone number and address of the student's parent/guardian to the law enforcement officer. The officer then has the responsibility of immediately notifying the parent/guardian.~~

~~Personnel responsible for releasing a student from school custody shall exercise diligence to prevent such release to any unauthorized or unidentified person.~~

LEGAL REFERENCE

EDUCATION CODE

- 44807 Duty concerning conduct of pupils
- 48264 Arrest of truants
- 48265 Delivery of truant
- 48902 Notice to law enforcement authorities
- 48906 Release of minor pupil to peace officers; notice to parent, guardian ~~or relative~~
- 48909 Narcotics and other hallucinogenic drugs (re arrest)

CODE OF CIVIL PROCEDURE

- 416.60 Service of summons or complaint to a minor

PENAL CODE

- 830-832.17 ~~Peace~~ ~~re-peace~~ officers
- ~~833-851.85 re arrests~~
- 1328 Service of subpoena

WELFARE AND INSTITUTIONS CODE

- 627 Custody of minor

CODE OF REGULATIONS, TITLE 5

- 303 Duty to remain at school

COURT DECISIONS

- Camreta v. Greene, (2011) 131 S.Ct. 2020

STUDENTS

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People v. Lessie, (2010) 47 ~~vs. Burton (1971) 6~~ Cal. 4th 1152 ~~3d 375~~
In re William V., (2003) 111 ~~Donaldson 269~~ Cal.-App.4th 1464 ~~2d 509~~

ATTORNEY GENERAL OPINIONS

~~Baines v. Brady 122 Cal. App. 2d Supp. 957, 960~~

~~In the matter of Paul P., 85 Daily Journal D.A.R. 2594~~

~~32 Ops. Cal. Atty. Gen. 46~~

34 Ops. ~~Cal. Atty. Gen. 93~~

54 Ops. ~~Cal. Atty. Gen. 96~~ (1971)

34 Ops. ~~Cal. Atty. Gen. 93~~ (1959)

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(10/96 3/10) 7/11