



**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, SEPTEMBER 19, 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](http://www.sduhsd.net) and/or at the district office. Please contact the [Office of the Superintendent](#) for more information.

**CONSENT CALENDAR**

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

**CLOSED SESSION**

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

**CELL PHONES/PAGERS**

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

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, SEPTEMBER 19, 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. 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.* (2 issues)
  - B. 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
  - C. To conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Codes sections 54956.9(b)(3)(A), (D), and (E) (1 issue): FINRA-DR Arbitration No. 12-00466, San Dieguito Public Facilities Authority v Morgan Stanley & Co., Inc.

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

- 3. RECONVENE REGULAR BOARD MEETING / CALL TO ORDER ..... BOARD PRESIDENT  
\* WELCOME / MEETING PROTOCOL REMARKS
- 4. PLEDGE OF ALLEGIANCE
- 5. REPORT OUT OF CLOSED SESSION
- 6. APPROVAL OF MINUTES OF THE BOARD WORKSHOP AND REGULAR BOARD MEETING OF SEPTEMBER 5, 2013  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve Minutes of September 5, 2013, (2), as shown in the attached supplement(s).

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

- 7. STUDENT UPDATES ..... STUDENT BOARD REPRESENTATIVES
- 8. BOARD REPORTS AND UPDATES ..... BOARD OF TRUSTEES
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, & 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. Scripps Health to provide internship opportunities for San Dieguito Union High School District students, during the period January 1, 2014 through December 31, 2016, at no cost to the district.
2. TeamMates Mentoring Program, a Nebraska nonprofit corporation (TMP), TeamMates of San Diego North Coast, a California nonprofit corporation and authorized chapter of TMP, to provide the TeamMates Mentoring Program for San Dieguito Union High School District students, during the period September 20, 2013 until terminated by either party in writing, at no cost to the district.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

**14. PUPIL SERVICES / SPECIAL EDUCATION**

**SPECIAL EDUCATION**

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

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

1. Dependable Nursing, LLC (ICA), to provide a credentialed school nurse on an as needed basis, during the period August 23, 2013 through June 30, 2014, at the rate \$65.00 per hour, to be expended from the General Fund 03-00.
2. EBS Healthcare, Inc. (ICA), to provide a speech language pathologist on an as needed basis, during the period September 3, 2013 through June 30, 2014, at the rate of \$67.63 per hour for regular hours worked plus travel reimbursement if asked to travel to multiple school sites and time and one half for any holiday or overtime hours worked, to be expended from the General Fund/Restricted 06-00.

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

C. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS

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

1. Student ID No. 2069067475, for psychological services of 60 minutes per week provided by Lori L. Riddle-Walkder, MFT, during the period July 1, 2013 through June 30, 2014.

**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. City of San Diego Parks & Recreation Department, Carmel Valley Recreation Center, for lease of facilities for Carmel Valley Middle School off-campus PE classes, during the period September 10, 2013 through December 19, 2013, for an amount not to exceed \$976.50, to be expended from the General Fund 03-00.
2. Safety Kleen Systems, Inc., to provide solvent tank services at Torrey Pines High School's auto shop, during the period September 9, 2013 until terminated by either party with 30 day written notice, for an amount not to exceed \$1,200.00 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. Rancho Santa Fe Security Systems, Inc., amending the district wide alarm system monitoring & maintenance agreement to include systems added to the San Dieguito Academy Performing Arts Center and La Costa Canyon High School, increasing the annual not to exceed amount for existing systems to \$18,399.24, 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 DELEGATING AUTHORITY IN REGARD TO THE SALE AND DISPOSAL OF SURPLUS PERSONAL PROPERTY

Adopt the attached resolution authorizing delegation of authority in regard to the sale and disposal of surplus personal property.

G. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

1. Purchase Orders
2. Membership Listing

**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. Dudek, to provide District wide Storm Water Pollution Prevention Plan Services, during the period September 20, 2013 through September 19, 2014, in an amount not to exceed \$100,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
2. Nolte Associates, Inc., to provide District wide Storm Water Pollution Prevention Plan Services, during the period September 20, 2013 through September 19, 2014, in an amount not to exceed \$100,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
3. Twining, Inc., to provide District wide Storm Water Pollution Prevention Plan Services, during the period September 20, 2013 through September 19, 2014, in an amount not to exceed \$100,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
4. David Beckwith & Associates, Inc., to provide District wide Storm Water Pollution Prevention Plan Services, during the period September 20, 2013 through September 19, 2014, in an amount not to exceed \$100,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
5. Geocon Inc., to provide Geotechnical Investigation for Retaining Wall at Canyon Crest Academy, during the period September 20, 2013 through March 20, 2014, in the amount of \$8,500.00, to be expended from Building Fund-Prop 39 Fund 21-39.
6. Geocon Inc., to provide Geotechnical Investigation for the Science Building at Torrey Pines High School, during the period September 20, 2013 through March 20, 2014, in the amount of \$6,800.00, to be expended from Building Fund-Prop 39 Fund 21-39.
7. Johnson Consulting Engineers, Inc., to provide Electrical Design of Audiovisual system at Canyon Crest Academy Stadium project, during the period September 20, 2013 through March 20, 2014, in the amount of \$21,000.00, 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)

K. APPROVAL OF CHANGE ORDERS

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

1. Oak Crest Middle School Field Improvement CB2013-09, contract entered into with Gem Industrial Inc., decreasing the contract amount by \$3,144.04 for a new total of \$610,715.96, and extending the contract 69 days.

2. Diegueno Middle School HVAC Upgrades CB2013-02, contract entered into with EC Constructors, Inc., decreasing the contract amount by \$63,246.00 for a new total of \$233,348.00, and extending the contract 38 days.
3. Diegueno Middle School HVAC Upgrades CB2013-02, contract entered into with Pacific Winds Building, Inc., decreasing the contract amount by \$80,506.37 for a new total of \$182,493.63, and extending the contract 38 days.
4. Oak Crest Middle School HVAC Upgrades CB2013-03, contract entered into with EC Constructors, Inc., decreasing the contract amount by \$87,906.00 for a new total of \$70,196.00, and extending the contract 38 days.
5. Oak Crest Middle School HVAC Upgrades CB2013-03, contract entered into with Precision Electric, Inc., decreasing the contract amount by \$100,807.83 for a new total of \$126,692.17, and extending the contract 38 days.

L. ACCEPTANCE OF CONSTRUCTION PROJECTS

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

1. Oak Crest Middle School Field Improvement CB2013-09, contract entered into with Gem Industrial Inc.
2. Diegueno Middle School HVAC Upgrades CB2013-02, contract entered into with EC Constructors, Inc.
3. Diegueno Middle School HVAC Upgrades CB2013-02, contract entered into with Pacific Winds Building, Inc.
4. Oak Crest Middle School HVAC Upgrades CB2013-03, contract entered into with EC Constructors, Inc.
5. Oak Crest Middle School HVAC Upgrades CB2013-03, contract entered into with Precision Electric, Inc.

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

Joyce Dalessandro	Amy Atun, Canyon Crest Academy
Barbara Groth	Jourdan Johnson, Torrey Pines High School
Beth Hergesheimer	Noel Kildiszew, La Costa Canyon High School
Amy Herman	Mary Liesegang, San Dieguito Academy
John Salazar	Madison McKinzie, Sunset High School

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

16. COMMUNITY FACILITIES DISTRICT 95-2 / ANNEXATION NO. 19 / ADOPTION OF RESOLUTION CERTIFYING ELECTION RESULTS / PRIMROSE LANE / A 10-UNIT FAMILY SUBDIVISION/DEVELOPMENT / CITYMARK OLIVENHAIN, LLC

- 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, Certifying the Election Results, as shown in the attached supplement.
- Roll Call

17. APPROVAL OF EDUCATION PLAN – STRATEGIC THEMES, 2013-14

Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve the “2013-14 Education Plan – Strategic Themes” as shown in the attached supplement(s).

18. ADOPTION OF DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Adopt the attached Declaration of Need for Fully Qualified Educators, as per 1994 California Commission on Teacher Credentialing (CCTC) requirement, in order to hire teachers on emergency credentials, as shown in the attached supplement(s).

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

19. REVIEW OF DESIGN CONCEPT & MATERIALS / TORREY PINES HS SCIENCE BLDG

20. LABOR COMPLIANCE PROGRAM ANNUAL REPORT 2013, REPORTING PERIOD JULY 1, 2012 THROUGH JUNE 30, 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. 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.* (2 issues)

B. 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

C. To conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Codes sections 54956.9(b)(3)(A), (D), and (E) (1 issue): FINRA-DR Arbitration No. 12-00466 San Dieguito Public Facilities Authority v Morgan Stanley & Co., Inc.

27. REPORT FROM CLOSED SESSION (AS NECESSARY)

28. MEETING ADJOURNED

*The next regularly scheduled Board Meeting will be held on [Thursday, October 3, 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.*

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

**Superintendent**  
Ken Noah



**Union High School District**

**MINUTES**

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
BOARD OF TRUSTEES  
2013-14 EDUCATION PLAN – STRATEGIC THEMES  
BOARD WORKSHOP**

**THURSDAY, SEPTEMBER 5, 2013  
4:00 PM**

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

The Governing Board of the San Dieguito Union High School District held a Board Workshop on Thursday, September 5, 2013, at the above location, in the Board Room.

Attendance / Board:

Joyce Dalessandro  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
John Salazar

Attendance / District Management:

Rick Schmitt, Superintendent  
Eric Dill, Associate Superintendent, Business Services  
Michael Grove, Ed.D, Associate Superintendent, Educational Services  
Torrie Norton, Associate Superintendent, Human Resources  
Delores Perley, Director, Finance  
Becky Banning, Executive Assistant to the Superintendent / Recording Secretary

1. CALL TO ORDER

President Groth called the meeting to order at 4:45 PM

**INFORMATION ITEMS**

2. OVERVIEW OF SDUHSD 2012-13 ACCOMPLISHMENTS

Superintendent Schmitt made some opening comments, including an overview of the agenda for the workshop.



3. 2013-14 EDUCATION PLAN - STRATEGIC THEMES, DRAFT

Superintendent Schmitt reviewed the District's 2013-14 Education Plan and Strategic Themes, (see page 11 of the attached PowerPoint Presentation).

4. 2013-14 EXECUTIVE DEPARTMENT WORK PLANS & GOALS

- Educational Services, Michael Grove, Ed.D., Associate Superintendent
- Human Resources, Torrie Norton, Associate Superintendent
- Business, Eric Dill, Associate Superintendent

Superintendent Schmitt introduced Associate Superintendents Mike Grove, Torrie Norton, and Eric Dill; who presented on this topic. To see details of this workshop, see the attached Powerpoint Presentation.)

5. ADJOURNMENT

The meeting was adjourned at 5:45 PM

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

# 2013-14 EDUCATION PLAN – STRATEGIC THEMES

**Board Workshop**

**September 5, 2013**

# Working Agenda

2

## Overview of SDUHSD 2012-13 Accomplishments

- Much to be proud of
- Significant work moving ahead
- Highlights only

## 2013-14 Education Plan Strategic Themes, DRAFT

- Superintendent Noah streamlined complex strategic planning, work plans and department goals
- *Education Plan – Strategic Themes* helps lead and focus our work
- Associate Superintendents will briefly highlight plans & goals for Educational Services, Human Resources, and Business Services
- Our six strategic theme categories are unchanged from 2012-13, however our work (the details) has changed due to Common Core, Prop AA & revised CA School Financing

## 2013-14 Executive Department Work Plans & Goals

- Educational Services, Mike Grove
- Human Resource, Torrie Norton
- Business Services, Eric Dill

# Accomplishments / Educational Services

3

## Curriculum, Instruction, & Assessment

- Successfully implemented at least four common assessments in all core academic courses district-wide
- Developed support and process for managing data from common assessments
- All teachers engaged in collaborative instructional conversations about student learning as measured by common assessments
- Gained commitments from feeder district to work collaboratively in 2013-14 on a comprehensive K-12 plan to instruct and support English Learners

## Educational Services (cont'd)

4

### **Pupil Services**

- Developed a district Child Find plan for implementation in 2013-14

### **Special Education**

- Successfully developed plans for and created Seaside Prep as an alternative to private placement for Special Ed students. We have 8 students enrolled for 2013-14

## Accomplishments / Human Resources

5

### **Recruitment and Selection**

- Redesigned the certificated substitute handbook and orientation workshop
- Created and/or reclassified seven job classifications for Prop AA positions.

### **Evaluative Support**

- Worked with principals to give direct, individualized assistance to certificated employees identified as needing significant improvement

## Human Resources (cont'd)

6

### **Compliance and Systems**

- Analyzed employee data to align with the new Healthcare Reform Act

### **Employee Relations / Labor Relations**

- Held quarterly Health Care Task Force meetings with management and SDFA

## Accomplishments / Business Services

7

### **Nutrition Services**

- Maintained self-supporting food service program

### **Purchasing**

- Participated in SDCOE MITI project implementation meetings to represent district interests and steer business processes for the new business software package

### **Risk Management**

- Continued downward trend on workers comp claims filed and incurred costs
- Enhanced school security

## Business Services (cont'd)

8

### Technology

- Implemented remote customer service, resulting in smoothest school opening ever with no on-site computer technicians
- Improved Wired/Wireless Network and assisted with VOIP transition
- Assisted Educational Services and Facilities Construction with developing classroom multimedia standards
- Enabled more paperless options

## Business Services (cont'd)

9

### Facilities Planning & Construction

- Developed financing plan to implement Long-Range Facilities Master Plan
- Worked with financial advisor, bond underwriter, and legal counsel to structure the first \$160 million bond issuance that satisfied the San Diego County Treasurer and the anticipated provisions of AB 182
- Prepared credit rating agency presentations that assured the best possible rating prior to bond issuance
- Established Facilities Planning & Construction Office

## Business Services (cont'd)

10

### **Facilities Planning & Construction (cont'd)**

- Negotiated purchase of land for new middle school and achieved all necessary approvals
- Clearly communicated Bond Program priorities, schedules and budgets to Independent Citizens Oversight Committee

### **Transportation**

- Reduced costs by careful route planning
- Continued operation of high school shuttles

# San Dieguito Union High School District Mission To Provide a World-Class Education For All Students: Engaged, Inspired, Prepared

## Vision:

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

### Education Plan: Strategic Themes, 2013-14

Teaching & Learning	Assessment & Learning	Learning Opportunities & Supportive Learning Environments	Accomplished Educators	Community Engagement & Partnership	Planning & Resource Management
<p><i>Our focus on teaching and learning is characterized by:</i></p> <ul style="list-style-type: none"> <li>• The belief that each student can &amp; should learn at a high level</li> <li>• Offering a cohesive curriculum <b>aligned to the Common Core State Standards</b> and focused on 21<sup>st</sup> Century skills</li> <li>• Viewing teaching &amp; learning as collaborative activities</li> <li>• Providing high quality, innovative instruction informed by balanced assessment</li> <li>• A commitment to continuous improvement</li> </ul>	<p><i>We use assessments to <b>accurately measure student mastery</b> of essential learning outcomes by:</i></p> <ul style="list-style-type: none"> <li>• Utilizing a balanced System of Assessment: formal/informal &amp; formative / summative</li> <li>• Viewing and using assessment as a tool to guide teaching and learning</li> <li>• Using assessment as a tool to identify students in need of intervention</li> <li>• Using assessment as a tool to evaluate our programs</li> <li>• Using assessment as a means to measure &amp; report on student learning</li> </ul>	<p><i>We ensure effective learning opportunities by:</i></p> <ul style="list-style-type: none"> <li>• Developing diverse, expanded options for students that extend beyond the classroom and include web-based choices</li> <li>• Utilizing up-to-date educational technology</li> <li>• <b>Developing K-16 partnerships</b> to ensure seamless transitions and appropriate options for all students</li> <li>• Implementing re-teach &amp; intervention strategies for students who do not learn at the level expected of all students</li> <li>• Ensuring that all students are educated in the least restrictive environment that provides appropriate services at an appropriate cost</li> </ul>	<p><i>We staff our schools with accomplished educators and orient all district efforts toward the success of students by:</i></p> <ul style="list-style-type: none"> <li>• Recruiting and selecting highly qualified employees</li> <li>• Training and support of highly qualified employees</li> <li>• Effective support of highly qualified employees through evaluation</li> <li>• Utilizing efficient position control for budget accuracy</li> <li>• Updating office procedures to <b>maximize technology advancement</b></li> <li>• <b>Maintaining and strengthening employer/employee relations</b></li> </ul>	<p><i>A community is known by the schools it supports. We activate community support and engagement by:</i></p> <ul style="list-style-type: none"> <li>• Building relationships with community key leaders &amp; communicators</li> <li>• <b>Providing up-to-date communication</b> of all pertinent information through <b>social &amp; traditional media and community meetings</b></li> <li>• Establishing and supporting collaborative partnerships</li> <li>• Communicating the positive story of the District through local traditional media, SDUHSD website, Facebook &amp; Twitter</li> </ul> <p><i><b>Clearly, effectively &amp; regularly communicating the District's key Priorities and Vision for Success:</b></i></p> <ul style="list-style-type: none"> <li>• <b>Continuous improvement of each student through Common Core</b></li> <li>• <b>Budget Recovery</b></li> <li>• <b>Prop AA 21st Century Facilities</b></li> <li>• <b>Training &amp; supporting talented staff</b></li> </ul>	<p><i>Our commitment to teaching and learning is achieved by:</i></p> <p><i><b>Cautiously managing budget stabilization and recovery:</b></i></p> <ul style="list-style-type: none"> <li>• <b>Eliminating the structural deficit</b></li> <li>• <b>Restoring reserves to pre-recession levels</b></li> <li>• <b>Supporting Common Core State Standards implementation</b></li> </ul> <p><i>Long Range Facilities Master Planning and <b>Proposition AA Oversight:</b></i></p> <ul style="list-style-type: none"> <li>• <b>Aligning projects with instructional priorities and multi-year bond financing plan</b></li> <li>• Focusing on <b>first bond issuance:</b> two-year phasing of planning, design and construction within established budgets</li> <li>• Communicating project, budget and financial status to Board, ICOC, and public</li> </ul> <p><i><b>Enhancing technology:</b></i></p> <ul style="list-style-type: none"> <li>• Planning long-term Prop AA infrastructure upgrades</li> <li>• Supporting instruction with better wireless access and additional bandwidth</li> <li>• Preparing for Common Core State Standards instruction and assessment requirements</li> </ul>



12

## Executive Work Plan & Department Goals

Educational Services

Mike Grove, Associate Superintendent

### Executive Work Plan & Department Goals Educational Services

13

#### **Begin a Successful Transition to CCSS:**

- Provide all teachers & administrators with high quality professional development in support of the transition to CCSS
- Provide teachers with curricular, instructional, and assessment resources in support of the transition to the CCSS
- Begin collaborative experimentation with CCSS-aligned lessons, units, and assessments
- Provide teachers with site-based coaching and support to ensure experimentation
- Develop a comprehensive CCSS transition plan for 2014-15 and beyond

## Executive Work Plan & Department Goals Educational Services (cont'd)

14

### **Refine our continuous improvement practices through the Formative Process:**

- Improve the efficiency and effectiveness with which we administer common assessments & manage data
- Improve the depth and quality of instructional conversations taking place after common assessments
- Begin district-wide experimentation with re-teach and intervention strategies when students demonstrate that they have not learned at the level expected

## Executive Work Plan & Department Goals Educational Services (cont'd)

15

### **Create a vision and plan for the creation of Middle School #5:**

- Collaborate with Facilities Planning to create a plan for the physical plant and attendance boundaries
- Establish a planning team to develop the educational program vision for the school
- Develop a pragmatic action plan leading to the successful opening of MS #5 in fall of 2015

## Executive Work Plan & Department Goals Educational Services (cont'd)

16

### **Academic Intervention and Support Programs:**

- Develop a process by which we regularly measure/monitor effectiveness of district academic intervention programs
- Work to improve the effectiveness of intervention programs related to site and district Title I & III Prog. Improv. efforts
- Collaborate with feeder districts to improve instruction and support for EL's from K to 12
- Implement and refine the District "Child Find" plan to identify and provide early and appropriate intervention for struggling students, including the development of an effective and consistent district-wide SST process

## Executive Work Plan & Department Goals Educational Services (cont'd)

17

### **Budgetary Initiatives:**

- Develop plans to reduce Special Education encroachment on General Fund by 20% and Adult Ed encroachment by 25%
- Improve Ed Services budgeting processes including more effective Title I & III budget development
- Successfully open Seaside Prep as an alternative to private placement for Special Ed students resulting in significant cost savings

## Executive Work Plan & Department Goals Educational Services (cont'd)

18

### **Instructional Technology:**

- Develop a comprehensive vision for how instructional tech can & should be used to improve learning & achievement of 21st century skills
- Develop an action plan designed to achieve the vision for instructional technology
- Develop model practices and procedures to support the success of our District's "Bring Your Own Device" (BYOD) initiative

19

## Executive Work Plan & Department Goals

Human Resources

Torrie Norton, Associate Superintendent

### Executive Work Plan & Department Goals Human Resources

20

#### **Recruiting and Hiring Highly Qualified Employees**

- Expand use of electronic media for advertisements via District webpage and job boards at colleges
- Explore with SDCOE the applicant tracking capabilities within the new Human Resources Information System, PeopleSoft

## Executive Work Plan & Department Goals Human Resources (cont'd)

21

### **Training and Support of Highly Qualified Employees**

- Evaluate content of BTSA(Beginning Teacher and Assessment) and align to common core standards
- Create and implement an electronic orientation for classified and certificated substitutes

### **Provide Evaluation Support for highly qualified Employees**

- Assist site administrators in identifying staff who need support
- Observe all temporary teachers

## Executive Work Plan & Department Goals Human Resources (cont'd)

22

### **Utilizing Efficient Position Control for Budget Accuracy and Fiscal Control**

- Expand the administrative approval process for all extra work and school business agreements in digital schools
- PeopleSoft Data System – direct the implementation of the new HR system. Edit current HR data to prepare for conversion to the new system including Health Care Reform Act Data

### **Implement Office Procedures via Technology**

- Revise and post classified and applications/documents on the District webpage

## Executive Work Plan & Department Goals Human Resources (cont'd)

23

### **Strengthen Employee Relations**

- Recognize the site teacher and classified employees of the year
- Honor all District retirees
- Strengthen relationships with the site administrators and SDFAs site representatives and CSEA leadership
- Complete negotiations for the new three-year contract

24

## Executive Work Plan & Department Goals

Business Services

Eric Dill, Associate Superintendent

### Executive Work Plan & Department Goals Business Services

25

#### **Budget Stabilization & Recovery**

- Eliminate the structural deficit
- Restore reserves to pre-recession levels
- Support implementation of Common Core State Standards
- Coordinated effort between Business & Education Services to reduce encroachment costs in special education, adult education and transportation
- Increased monitoring of Associated Student Body accounts
- Prepare for new SDCOE Financial & Human Resources system



## Executive Work Plan & Department Goals Business Services (cont'd)

26

### **Long Range Facilities Master Plan & Proposition AA**

- Align projects with instructional priorities and multi-year bond financing plan
- Focus on first bond issuance: two-year phasing of planning, design and construction within established budgets
- Frequently communicate project, budget and financial status to Board, ICOC, and public
- Begin public process of establishing boundaries for Middle School #5
- Recognize routine and deferred maintenance needs outside of Prop AA projects and prepare to support new facilities provided by the bond

## Executive Work Plan & Department Goals Business Services (cont'd)

27

### **Enhance Technology**

- Plan long-term Prop AA infrastructure upgrades
- Support instruction with better wireless access and additional bandwidth
- Prepare for technological requirements associated with Common Core State Standards assessment
- Expand user-driven tech support efforts; reduce printer demand

## Executive Work Plan & Department Goals Business Services (cont'd)

28

### **Nutrition Services**

- Enhance sales through upgraded cafeterias, fresh & wholesome menu options, and marketing efforts
- Support student nutrition education

### **Risk Management**

- Integrate school security upgrades with Prop AA projects
- Support emergency planning efforts
- Improve employee injury prevention training

## Executive Work Plan & Department Goals Business Services (cont'd)

29

### **Maintenance, Operations & Transportation**

- Transition management of Maintenance & Operations and Transportation under one director
- Investigate consolidating MOT operations at single location
- Operate bus driver training classes as a means of recruitment



**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

**SEPTEMBER 5, 2013**

**THURSDAY, SEPTEMBER 5, 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. 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.* (2 issues)
  - 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

**OPEN SESSION / ATTENDANCE**

BOARD OF TRUSTEES

Joyce Dalessandro  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
John Salazar

DISTRICT ADMINISTRATORS / STAFF

Rick Schmitt, Superintendent  
Eric Dill, Associate Superintendent, Business Services  
Michael Grove, Ed.D., Associate Superintendent / Educational Services  
Torrie Norton, Associate Superintendent, Human Resources  
Becky Banning, Executive Assistant to the Superintendent / Recording Secretary

- 3. RECONVENE REGULAR MEETING / CALL TO ORDER ..... (ITEM 3)  
The regular meeting of the Board of Trustees was called to order at 6:32 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 #1204078. Ayes: 4; Noes: 1; (J Salazar); Motion carried.
- 6. APPROVAL OF MINUTES OF AUGUST 22, 2013; BOARD WORKSHOP AND, REGULAR BOARD MEETING  
It was moved by Ms. Beth Hergesheimer, seconded by Ms. Joyce Dalessandro, to approve Minutes of August 22<sup>nd</sup>, as presented. Motion unanimously carried.

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

- 7. STUDENT INTRODUCTIONS / UPDATES
  - A. INTRODUCTIONS AND OATH OF OFFICE..... RICK SCHMITT, SUPERINTENDENT  
Superintendent Schmitt introduced the new student board representatives for 2013-14 and administered the “Oath of Office”.
  - B. STUDENT UPDATES ..... STUDENT BOARD REPRESENTATIVES  
Students gave updates on events and highlights at their schools.
- 8. BOARD UPDATES ..... BOARD OF TRUSTEES  
All board members attended the Board workshop held just prior to the board meeting.  
Trustees Dalessandro, Hergesheimer, and Herman attended Back-to-School Night at Carmel Valley Middle School.  
Ms. Joyce Dalessandro – welcomed the student board; attended Mexican-American Education Guidance Association, (MAEGA) fundraiser at Tony’s Jacal, where grants are awarded to SDUHSD graduates; and a Solana Beach City/School Liaison Committee Meeting.  
Ms. Amy Herman – Attended a “Parents’ Coffee” at Canyon Crest Academy; the MAEGA fundraiser; and the Solana beach City/School Liaison Committee Meeting.  
Ms. Barbara Groth – Attended MAEGA fundraiser night, and stated that the organization raised over \$100,000 last year.
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, LEGISLATIVE UPDATES..... RICK SCHMITT, SUPERINTENDENT  
Superintendent Schmitt gave an upate on current enrollment totals at the sites for the start of 2013-14; announced that the recent release of API scores this year reflected an overall increase in test scores for SDUHSD; and reminded the board of an upcoming board workshop on September 19<sup>th</sup>, where the topic will be Student Achievement.
- 10. DEPARTMENT UPDATE, SPECIAL EDUCATION ..... CHARLES ADAMS, DIRECTOR  
Mr. Adams highlighted successes of the department, including ways in which the department has reduced significant costs to the district. Of notice is the launch of Seaside Prep, a new Non-Public School option for students who until now, had been enrolled in similar (and costly) programs out of town or out of state. Currently, the program serves eight students who require NPS placement. The school is run by internal district staff and is the first of its kind. Director Adams was commended by the board for his leadership and for his presentation.

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

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

**11. SUPERINTENDENT**

- A. GIFTS AND DONATIONS  
(None submitted)
- B. FIELD TRIP REQUESTS  
Approval of Field Trip Requests as presented.

## 12. HUMAN RESOURCES

### A. PERSONNEL REPORTS

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

1. Certificated and/or Classified Personnel Reports

## 13. EDUCATIONAL SERVICES

### A. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

### 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. The Institute for Effective Education (NPS), during the period July 1, 2013 through June 30, 2014.
2. Dependable Nursing, LLC (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

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. 8097144658, for NPA services at Alternative Teaching Strategy Center, during the period July 1, 2013 through June 30, 2014, in the amount of \$89,300.00.
2. Student ID No. 688798, for NPA services at Lindamood-Bell Learning Processes, during the period August 27, 2013 through February 8, 2014, in the amount of \$30,240.00.
3. Student ID No. 688799, for NPA services at Lindamood-Bell Learning Processes, during the period August 27, 2013 through February 8, 2014, in the amount of \$30,240.00.

### PUPIL SERVICES

#### D. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Edhive, Inc., to provide residency check services and support to the Director of Pupil Services and Alternative Programs by participating in School Attendance Review Board (SARB) and administrative hearing panels on an as needed basis, during the period July 1, 2013 through June 30, 2014, at the rate of \$200.00 per hour, to be expended from the General Fund 03-00.

## 15. BUSINESS / PROPOSITION AA

### BUSINESS

#### A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. FieldTurf USA, Inc., to provide annual Advanced Care Program 1 field maintenance services on the La Costa Canyon High School and Torrey Pines High School FieldTurf fields, during the period September 6, 2013 through June 30, 2014 and then continuing until terminated with 30 day notice, at the annual rate of \$5,700.00, to be expended from the General Fund 03-00.
2. Clean Energy Fuels Corp. dba Clean Energy, to provide monthly preventative maintenance services on the Transportation Department's two FM-Q10 compressors, 12 auxiliary panels with hoses, and 6 van air dryers, during the period September 6, 2013 through September 5, 2014 and then continuing until terminated with 30 day notice, at the rates \$12,000.00 per year for the compressors and panels and \$935.00 per year for the dryers, to be expended from the General Fund/Restricted 06-00.
3. Continental Environmental Solutions, Inc., to provide Indoor Air Quality (IAQ) restoration services in San Dieguito Academy's rooms 10 & 12, during the period August 19, 2013 through August 30, 2013, for an estimated amount not to exceed \$5,414.42, to be expended from the General Fund 03-00.

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

(None Submitted)

#### C. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

#### D. APPROVAL OF CHANGE ORDERS

(None Submitted)

#### E. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

#### F. ADOPTION OF RESOLUTION / COOPERATIVE BID

Adopt the attached resolution authorizing purchasing pursuant to bid and award documents from Desert Sands Unified School District for the purchase of Chromebooks and related operating system software 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. ADOPTION OF RESOLUTION ESTABLISHING GANN LIMIT

Adopt the attached resolution establishing the Gann Limit, which identifies the estimated appropriate limit for the current year and actual appropriations for the preceding year.

#### H. APPROVAL OF 2013-14 SCHOOL BELL SCHEDULES

Approve the 2013-14 bell schedules for Carmel Valley, Diegueno, Earl Warren, Oak Crest Middle Schools, and Canyon Crest Academy, La Costa Canyon, San Dieguito Academy, Sunset Continuation, and Torrey Pines High Schools, as shown in the attached supplements.

I. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

- 1. Purchase Orders
- 2. Membership Listing

**PROPOSITION AA**

J. 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. URS Corporation, to provide CEQA Services at La Costa Valley site, during the period September 6, 2013 through March 6, 2014, in the amount of \$52,753.00, to be expended from Building Fund-Prop 39 Fund 21-39.
- 2. Davis Demographic & Planning, Inc., to provide District wide Demographic Services and Projection Study, in the amount of \$26,080.00, to be expended from Capital Facilities Fund 25-19.

K. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

L. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

M. APPROVAL OF CHANGE ORDERS

(None Submitted)

N. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

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

16. PROPOSED BOARD POLICY REVISION (1): BP #3270, "SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL PROPERTY)"

It was moved by Ms. Joyce Dalessandro, seconded by Ms. Amy Herman, to approve the Board Policy Revision #3270, "Sale and Disposal of Books, Equipment and Supplies (Personal Property)", as presented. Motion unanimously carried.

17. 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"

It was moved by Ms. Beth Hergesheimer seconded by Ms. Joyce Dalessandro , to approve the board policy revision proposals (7), as presented. Motion unanimously carried.

18. PROPOSED BOARD POLICY REVISION, #4320.1, "DESIGNATION OF MANAGEMENT POSITIONS"

It was moved by Ms. Amy Herman, seconded by Ms. Beth Hergesheimer, to approve the board policy revision proposal as presented. Motion unanimously carried.

19. SUFFICIENCY OF INSTRUCTIONAL MATERIALS, 2013-14, / ADOPTION OF RESOLUTION MAKING WRITTEN DETERMINATION THAT EVERY PUPIL HAS SUFFICIENT TEXTBOOKS OR INSTRUCTIONAL MATERIALS

- PUBLIC HEARING – President Groth opened the hearing and called for public comments at 7:13 PM. No comments presented. Hearing closed at 7:13 PM.
- ADOPTION OF RESOLUTION  
It was moved by Ms. Beth Hergesheimer, seconded by Ms. Amy, to adopt the Resolution, *Sufficiency of Instructional Materials*, as shown in the attached supplement. Motion unanimously carried.

20. CERTIFICATION OF THE 2012-13 UNAUDITED ACTUAL INCOME AND EXPENDITURES

It was moved by Ms. Beth Hergesheimer, seconded by Ms. Joyce Dalessandro, to certify the 2012-13 Unaudited Actual Income and Expenditures, as shown in the attached supplements. Motion unanimously carried.

**INFORMATION ITEMS..... (ITEMS 21 - 28)**

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

Mr. Dill addressed enrollment projections and “Middle School 5”; and gave an update on Nutrition Services, who has been required by the state to repeat a pilot program this year due to lack of sufficient advertisement last year.

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

Ms. Norton gave an update on the status of staffing numbers, based on student enrollment at the beginning of the school year. Ms. Norton also reminded the board about three upcoming flu shot clinics offered to all district employees.

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

Dr. Grove reported gave an update on pending new Science standards being adopted by the State Board of Education. The state is in the process of creating a task force who will develop an implementation plan, including new textbooks, in future years.

26. PUBLIC COMMENTS – (None 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 7:42 PM.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 3, 2013

**BOARD MEETING DATE:** September 19, 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:** September 6, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** APPROVAL / RATIFICATION OF  
FIELD TRIP REQUESTS

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### EXECUTIVE SUMMARY

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

### RECOMMENDATION:

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

### FUNDING SOURCE:

As listed on the attached supplement.

**FIELD TRIP REQUESTS**  
**SDUHSD BOARD MEETING**  
**September 19, 2013**

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	10/17/13 - 10/19/13	Santos	Michael	SDA AVID	50	4	AVID College Field Trip	Merced, Sacramento, San Francisco	CA	2 Days	SDA Foundation / Parent Donations
2	10/18/13 - 10-20-13	Krause	Rachel	TPHS Speech & Debate	40	5	CSU Fullerton Tournament	Fullerton	CA	1 Day	TPHS Foundation / Parent Donations
3	11/1/13 - 11/3/13	Krause	Rachel	TPHS Speech & Debate	5	1	USC Invitational Tournament	Los Angeles	CA	1 Day	TPHS Foundation / Parent Donations
4	12/13/13 - 12/14/13	Krause	Rachel	TPHS Speech & Debate	40	5	Cypress Invitational Tournament	Cypress	CA	1 Day	TPHS Foundation / Parent Donations
5	1/11/14 - 1/13/14	Krause	Rachel	TPHS Speech & Debate	6	2	Victory Briefs Invitational Tournament	Los Angeles	CA	1 Day	TPHS Foundation / Parent Donations
6	2/7/14 - 2/9/14	Krause	Rachel	TPHS Speech & Debate	30	5	Stanford Invitational Tournament	Stanford	CA	1 Day	TPHS Foundation / Parent Donations
7	2/15/14 - 2/17/14	Krause	Rachel	TPHS Speech & Debate	30	6	Cal Invitational Tournament	Berkeley	CA	None	TPHS Foundation / Parent Donations
8	3/29/14 - 3/30/14	Krause	Rachel	TPHS Speech & Debate	20	3	National Qualifying Tournament	Santa Margarita	CA	None	TPHS Foundation / Parent Donations
9	4/25/14 - 4/27/14	Krause	Rachel	TPHS Speech & Debate	15	3	State Championship Tournament	Modesto	CA	1 Day	TPHS Foundation / Parent Donations
10	09/28/13 - 09/29/13	Bolig	Lily	SDA Speech & Debate	40	6	Jack Howe Memorial Tournament	Fullerton	CA	None	SDA Foundation / Parent Donations
11	09/28/13	Vice	Bill	LCC Cross Country	14	2	Stanford Cross Country Invitational	Stanford	CA	1 Day	LCC Foundation / Parent Donations
12	10/11/13 - 10/13/13	Wuertz	Jeremy	SDA Band	20	6	Mt. Laguna Leadership Retreat	San Diego	CA	None	SDA Foundation / Parent Donations
13	09-28-13	Corman	Andrew	CCA Cross Country	80	6	Cross Country Invitational	Dana Point	CA	None	CCA Foundation / Parent Donations
14	10-11-13 - 10-12-13	Corman	Andrew	CCA Cross Country	14	2	Clovis Cross Country Invitational	Fresno	CA	1 Day	CCA Foundation / Parent Donations
15	09-22-13	Siers	Stephanie	SDA Theatre	25	4	Melrose Theater Trip	Los Angeles	CA	None	SDA Foundation / Parent Donations

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

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 11, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

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### EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board Approval:

#### Certificated

Employment  
Change in Assignment  
Contract Status Reduction  
Leave of Absence  
Resignation

#### Classified

Employment  
Resignation

#### RECOMMENDATION:

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

#### FUNDING SOURCE:

General Fund

## PERSONNEL LIST

### CERTIFICATED PERSONNEL

#### Employment

1. **Dawn Durkot**, 100% Temporary Teacher (Spanish) at Torrey Pines High School for the remainder of Semester I/2013-14 school year, effective 9/16/13 through 1/24/14.
2. **Colleen Krivacek**, 20% Temporary Teacher (biology) at Torrey Pines High School for the remainder of the 2013-14 school year, effective 9/09/13 through 6/13/14.
3. **Jae Won Lee**, 40% Temporary Teacher (mathematics) at Torrey Pines High School for the remainder of the 2013-14 school year, effective 9/09/13 through 6/13/14.
4. **Caroline Przymus**, 20% Temporary Teacher (music) at Diegueno Middle School for the remainder of the 2013-14 school year, effective 9/09/13 through 6/13/14.
5. **Laura Sumiejski**, 67% Temporary Teacher (mathematics) at San Dieguito Academy for the remainder of Semester I/2013-14 school year, effective 9/11/13 through 1/24/14.

#### Change in Assignment

1. **Katherine Chang-Liu**, Temporary Teacher (Mandarin) at Torrey Pines High School, change in assignment from 80% to 100% for the remainder of the 2013-14 school year, effective 9/04/13 through 6/13/14.
2. **Robin Dobashi**, Temporary Teacher (mathematics) split between Canyon Crest Academy and Torrey Pines High School, change in assignment to 100% at Canyon Crest Academy only for the remainder of Semester I/2013-14 school year, effective 9/06/13 through 1/24/14; Assignment will be reduced to 67% Semester II at Canyon Crest Academy, effective 1/27/14 through 6/13/14.
3. **Renee Fegan**, Temporary Teacher (English) at La Costa Canyon High School, change in assignment from 80% to 100% for the remainder of the 2013-14 school year, effective 9/04/13 through 6/13/14.
4. **Victoria Polyak**, Temporary Teacher (art) at Diegueno Middle School, change in assignment from 80% to 100% for the remainder of the 2013-14 school year, effective 9/05/13 through 6/13/14.

#### Contract Reduction

1. **Daniel Salas**, 100% Permanent Teacher (math/computers), requests a permanent contract status reduction from 100% to 80%, effective 9/12/13.

### **Leave of Absence**

1. **Angelina Allen**, Permanent Teacher (English) at Torrey Pines High School, requests a 20% Unpaid Leave of Absence (80% assignment) for the remainder of the 2013-14 school year, effective 8/28/13 through 6/13/14.
2. **Deirdre Shannon**, Permanent Teacher (Spanish) at Torrey Pines High School, 100% Unpaid Leave of Absence for medical reasons, for the remainder of Semester I/2013-14, effective 8/29/13 through 1/24/14.
3. **Kellee Ybarra**, Permanent Teacher (mathematics) at Carmel Valley Middle School, requests to rescind her Board approved 20% Unpaid Leave of Absence (80% assignment) for the 2013-14 school year, to resume teaching 100% for the remainder of the 2013-14 school year, effective 9/04/13 through 6/13/14.

### **Resignation**

1. **Vladilen Bgatov**, 20% Temporary Teacher (music) at Diegueno Middle School, resignation from employment, effective 9/04/13.

## PERSONNEL LIST

### CLASSIFIED PERSONNEL

#### Employment

1. **Crozier, Barbara,** Campus Supervisor Middle School, SR29, 48.75% FTE, Earl Warren MS, effective 9/11/13
2. **Lyde, Mishaun,** Instructional Assistant SpEd, SR34, 37.5% FTE, Carmel Valley MS, effective 9/09/13

#### Resignation

1. **Bersamin, Venice,** Maintenance Worker II, SR40, 100% FTE, Facilities Department, resignation for the purpose of retirement, effective 9/30/13
2. **Torres, Michelle,** Instructional Assistant SpEd, SR34, 37.5% FTE, Torrey Pines HS, resignation effective 8/23/13



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 12, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Educational Services summarizes two contracts.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on attached list

ITEM 13A

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**EDUCATIONAL SERVICES - PROFESSIONAL SERVICES REPORT**

**Board Meeting Date: 09-19-13**

<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>
01/01/14 – 12/31/16	Scripps Health	Provide internship opportunities for San Dieguito Union High School District students	NA	NA
09/20/13 until terminated by either party in writing	TeamMates Mentoring Program, a Nebraska nonprofit corporation (TMP), TeamMates of San Diego North Coast, a California nonprofit corporation and authorized chapter of TMP	Provide the TeamMates Mentoring Program for San Dieguito Union High School District students	NA	NA

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 12, 2013

**BOARD MEETING DATE:** September 19, 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 two contracts.

### 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: 09-19-13**

<b><u>Contract Effective Dates</u></b>	<b><u>Contractor/Vendor</u></b>	<b><u>Description of Services</u></b>	<b><u>School/ Department Budget</u></b>	<b><u>Fee Not to Exceed</u></b>
08/23/13 – 06/30/14	Dependable Nursing, LLC (ICA)	Provide a credentialed school nurse on an as needed basis	General Fund 03-00	\$65.00 per hour
09/03/13 – 06/30/14	EBS Healthcare, Inc. (ICA)	Provide a speech language pathologist on an as needed basis	General Fund/ Restricted 06-00	\$67.63 per hour for regular hours worked plus travel reimbursement if asked to travel to multiple school sites and time and one half for any holiday or overtime hours worked

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 6, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL OF PARENT SETTLEMENT  
AND RELEASE AGREEMENT

-----

### EXECUTIVE SUMMARY

The attached Special Education Agreement report for a Parent Settlement and Release Agreement summarizes one Settlement Agreement that provided services for a Special Education Student.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on the attached report.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14C

SPECIAL EDUCATION AGREEMENTS

DATE: 09/19/13

<u>Student SSID No.</u>	<u>Description of Services</u>	<u>Date Executed</u>	<u>School/Department Budget</u>	<u>Amount</u>
2069067475	Parent Settlement Agreement	07/12/13	General Fund Special Education 06-00	Lori L. Riddle-Walkder, MFT 60 minutes per week 07/01/13 – 06/30/14

ITEM 15A

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 12, 2013

**BOARD MEETING DATE:** September 19, 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 two contracts.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on attached report.

ITEM 15A

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**BUSINESS - PROFESSIONAL SERVICES REPORT**

**Board Meeting Date: 09-19-13**

<b><u>Contract Effective Dates</u></b>	<b><u>Contractor/ Vendor</u></b>	<b><u>Description of Services</u></b>	<b><u>School/ Department Budget</u></b>	<b><u>Fee Not to Exceed</u></b>
09/10/13 – 12/19/13	City of San Diego Parks & Recreation Department, Carmel Valley Recreation Center	Lease of facilities for Carmel Valley Middle School off-campus PE classes	General Fund 03-00	\$976.50
09/09/13 – until terminated by either party with 30 day written notice	Safety Kleen Systems, Inc.	Provide solvent tank services at Torrey Pines High School's auto shop	General Fund 03-00	\$1,200.00 per year



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 12, 2013

**BOARD MEETING DATE:** September 19, 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: 09-19-13**

<b><u>Contract Effective Dates</u></b>	<b><u>Contractor/ Vendor</u></b>	<b><u>Description of Services</u></b>	<b><u>School/ Department Budget</u></b>	<b><u>Fee Not to Exceed</u></b>
NA	Rancho Santa Fe Security Systems, Inc.	Amending the district wide alarm system monitoring & maintenance agreement to include systems added to the San Dieguito Academy Performing Arts Center and La Costa Canyon High School	General Fund 03-00	\$18,399.24

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 12, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** RESOLUTION DELEGATING AUTHORITY IN  
REGARD TO THE SALE AND DISPOSAL OF  
SURPLUS PERSONAL PROPERTY

-----

### EXECUTIVE SUMMARY

Education Code Section 35161 authorizes the Board to delegate to any officer or employee of the District any power or duty delegated to the District or the Board by law, although the Board retains responsibility over the performance of the powers or duties so delegated.

During the course of every year personal property items (equipment, supplies, textbooks, etc.) are gathered by District Personnel for the purpose of disposal by public sales or other means as outlined in Education Code Sections 17540 through 17546.

Adopting the attached resolution will provide the necessary authorization for the District Superintendent and/or the Associate Superintendent of Business Services, or to their designee the authority to conduct the sale and/or disposal of surplus personal property in accordance with Education Code Sections 17540-17546.

### RECOMMENDATION:

It is recommended that the Board adopt the attached resolution authorizing delegation of authority in regard to the sale and disposal of surplus personal property.

### FUNDING SOURCE:

N/A

ITEM 15F

**DELEGATING AUTHORITY IN REGARD )  
TO THE SALE AND DISPOSAL OF )  
SURPLUS PERSONAL PROPERTY )**

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

**WHEREAS**, Education Code Sections 17540-17546 outline procedures for disposing and/or donation of property no longer needed or that is unsuitable for school use; and

**WHEREAS**, the Governing Board (“Board”) of the San Dieguito Union High School District (“District”), is required pursuant to Education Code Sections 17540-17546 to dispose of surplus personal property through public sale or private sale or local dump as prescribed in the code; and

**WHEREAS**, Education Code Section 35161 authorizes the Board to delegate to any officer or employee of the District any power or duty delegated to the District or the Board by law, although the Board retains responsibility over the performance of the powers or duties so delegated; and

**WHEREAS**, the Board desires to delegate to District staff certain authority in regard to the sale and disposal of personal property.

**NOW, THEREFORE**, the Board does hereby determine, resolve, and order as follows:

**Section 1.** The foregoing recitals are true and correct.

**Section 2.** The Board hereby delegates the authority and discretion to the Superintendent and the Associate Superintendent of Business Services, or to their designee, to dispose of personal property in the following manner as authorized in Education Code Sections 17540-17546:

- 1) sale to another public entity
- 2) sale at public sale through sealed bid
- 3) private sale or disposed of in the local dump when offered at public sale unsuccessfully
- 4) private sale when one or more items do not exceed in value the sum of \$2,500
- 5) donation to a charitable organization when items are found to be of insufficient value to defray the cost of a sale

**Section 3.** This Resolution shall take effect immediately and shall remain in effect until rescinded by the Board.

ITEM 15F

**PASSED AND ADOPTED** by the Governing Board of the San Dieguito Union High School District at Encinitas, California, on this 19th day of September, 2013, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

STATE OF CALIFORNIA    )  
  )  
COUNTY OF SAN DIEGO    )

I, Rick Schmitt, Secretary of the Governing Board of the San Dieguito Union High School District of Encinitas, California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by said Board at the regular meeting held at its regular place of meeting on September 19, 2013, which resolution is on file in the office of said Board.

\_\_\_\_\_  
Secretary, Board of Trustees  
San Dieguito Union High School District

\_\_\_\_\_  
Date

# San Dieguito Union High School District

## **INFORMATION REGARDING BOARD AGENDA ITEM**

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 10, 2013

**BOARD MEETING DATE:** September 19, 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 Listings

### **RECOMMENDATION:**

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

### **FUNDING SOURCE:**

Not applicable

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 08/28/13 THRU 09/09/13ITEM 15G<sup>1</sup>

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
240644	08/28/13	21-39	OHNO CONSTRUCTION, I	036	LAND IMPROVEMENTS	\$2,409,000.00
240645	08/28/13	03	SEHI-PROCOMP COMPUTE	035	MATERIALS AND SUPPLI	\$777.60
240646	08/28/13	03	RASIX COMPUTER CENTE	035	MATERIALS AND SUPPLI	\$273.65
240647	08/28/13	06	MAXIM HEALTHCARE SER	030	OTHER CONTR-N.P.A.	\$63,344.00
240648	08/28/13	06	C A S C	013	DUES AND MEMBERSHIPS	\$85.00
240649	08/28/13	06	AMERICAN SCHOOL COUN	013	DUES AND MEMBERSHIPS	\$119.00
240652	08/28/13	03	EDUCATIONAL SYSTEMS	010	MATERIALS AND SUPPLI	\$247.54
240653	08/28/13	03	EDUCATIONAL SYSTEMS	004	MATERIALS AND SUPPLI	\$31.14
240654	08/28/13	03	FRONTIER FENCE COMPA	025	REPAIRS BY VENDORS	\$1,303.00
240655	08/28/13	03	BLICK, DICK (DICK BL	013	MATERIALS AND SUPPLI	\$1,300.00
240656	08/29/13	06	SAROYAN LUMBER	024	MATERIALS AND SUPPLI	\$2,000.00
240657	08/29/13	06	SOCO GROUP, INC.	028	FUEL	\$355,000.00
240658	08/30/13	03	ENCINITAS, CITY OF	036	SEWER CHARGES	\$49,594.78
240659	08/30/13	03	RASIX COMPUTER CENTE	008	MATERIALS AND SUPPLI	\$181.44
240660	09/03/13	21-39	SAN DIEGO DAILY TRAN	036	LAND IMPROVEMENTS	\$223.40
240661	09/03/13	03	CONCEPTS SCHOOL AND	003	MATERIALS AND SUPPLI	\$1,296.00
240663	09/03/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$3,912.55
240664	09/03/13	06	WESTAIR GASES & EQUI	028	RENTS & LEASES	\$1,250.00
240665	09/03/13	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$800.00
240666	09/03/13	06	DION INTERNATIONAL	028	REPAIRS-VEHICLES	\$1,524.92
240667	09/03/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$2,894.78
240668	09/03/13	06	RASIX COMPUTER CENTE	035	MATERIALS AND SUPPLI	\$136.83
240669	09/03/13	06	SEHI-PROCOMP COMPUTE	035	MATERIALS AND SUPPLI	\$259.20
240670	09/03/13	03	SEHI-PROCOMP COMPUTE	035	MATERIALS AND SUPPLI	\$258.02
240671	09/03/13	03	SAN DIEGUITO UHSD CA	012	REFRESHMENTS	\$600.00
240672	09/03/13	03/06	P A R, INC.	030	MATERIALS AND SUPPLI	\$1,484.80
240673	09/04/13	03	GOPHER SPORT	005	MATERIALS AND SUPPLI	\$750.64
240674	09/04/13	03	COMM USA INC	014	MATERIALS AND SUPPLI	\$155.80
240675	09/04/13	06	FOLLETT EDUCATIONAL	014	TEXTBOOKS	\$7,948.80
240676	09/04/13	06	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLI	\$500.00
240677	09/04/13	03	STAPLES ADVANTAGE	013	MEDICAL SUPPLIES	\$37.12
240678	09/04/13	03	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLI	\$500.00
240679	09/04/13	03	SOUTHWEST SCHOOL/OFF	010	DUPLICATING SUPPLIES	\$18,000.00
240680	09/04/13	03	AMAZON.COM	013	MATERIALS AND SUPPLI	\$750.00
240681	09/04/13	03	STAPLES ADVANTAGE	013	MATERIALS AND SUPPLI	\$300.00
240682	09/04/13	03	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLI	\$500.00
240683	09/04/13	03	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLI	\$400.00
240684	09/04/13	03	STAPLES ADVANTAGE	013	MATERIALS AND SUPPLI	\$500.00
240685	09/04/13	11	EDUCATION TO GO	024	PROF/CONSULT./OPER E	\$13,000.00
240686	09/04/13	03/06	CALUMET PHOTOGRAPHIC	013	MATERIALS AND SUPPLI	\$2,750.00
240687	09/04/13	06	COSTCO CARLSBAD	030	MATERIALS AND SUPPLI	\$300.00
240688	09/04/13	03	SIMPLEX -GRINNELL L	025	BLDG.-REPAIR MATERIA	\$4,091.40
240689	09/04/13	06	XEROX CORPORATION	030	RENTS & LEASES	\$593.61
240690	09/04/13	06	XEROX CORPORATION	030	RENTS & LEASES	\$2,202.94
240691	09/04/13	03	XEROX CORPORATION	030	RENTS & LEASES	\$4,350.02
240692	09/04/13	03	XEROX CORPORATION	014	RENTS & LEASES	\$19,287.98
240693	09/04/13	03	XEROX CORPORATION	014	RENTS & LEASES	\$11,809.15
240694	09/04/13	03	XEROX CORPORATION	006	RENTS & LEASES	\$3,781.21
240695	09/04/13	03	XEROX CORPORATION	006	RENTS & LEASES	\$3,013.46
240696	09/04/13	03	AMAZON.COM	013	MATERIALS AND SUPPLI	\$37.05
240697	09/04/13	03	MOBIL CONSTRUCTION S	025	OTHER SERV. & OPER.EX	\$805.00
240698	09/04/13	03	SCHOOLS FOR SOUND FI	021	DUES AND MEMBERSHIPS	\$6,000.00
240699	09/04/13	06	MOSESMAN, SHELLY	030	MEDIATION SETTLEMENT	\$3,320.00
240700	09/04/13	06	ERIC'S MEDICAL SUPPL	030	MATERIALS AND SUPPLI	\$178.00
240703	09/05/13	03	FREE FORM CLAY & SUP	013	MATERIALS AND SUPPLI	\$1,892.00

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 08/28/13 THRU 09/09/132  
ITEM 15G

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
240704	09/05/13	03	AMAZON.COM	004	MATERIALS AND SUPPLI	\$22.46
240705	09/05/13	03	RASIX COMPUTER CENTE	008	MATERIALS AND SUPPLI	\$140.94
240706	09/05/13	03	STAPLES ADVANTAGE	013	MATERIALS AND SUPPLI	\$114.74
240707	09/05/13	25-19	JOHNSTON TRACTOR, IN	036	OTHER SERV. & OPER.EX	\$5,500.00
240708	09/05/13	03	RASIX COMPUTER CENTE	013	MATERIALS AND SUPPLI	\$136.83
240709	09/05/13	25-19	VIRCO MANUFACTURING	005	MATERIALS AND SUPPLI	\$699.84
240710	09/05/13	06	FOLLETT EDUCATIONAL	005	TEXTBOOKS	\$6,722.19
240711	09/05/13	06	FOLLETT EDUCATIONAL	005	TEXTBOOKS	\$9,742.68
240712	09/05/13	06	FOLLETT EDUCATIONAL	005	TEXTBOOKS	\$7,862.83
240713	09/05/13	06	XEROX CORPORATION	030	RENTS & LEASES	\$2,576.84
240714	09/05/13	03	TROXELL COMMUNICATIO	035	NON-CAPITALIZED TECH	\$1,200.96
240715	09/05/13	03	SEHI-PROCOMP COMPUTE	035	MATERIALS AND SUPPLI	\$259.20
240716	09/05/13	03	RASIX COMPUTER CENTE	035	MATERIALS AND SUPPLI	\$339.75
240717	09/05/13	03	RASIX COMPUTER CENTE	035	MATERIALS AND SUPPLI	\$136.83
240718	09/05/13	03	RASIX COMPUTER CENTE	005	MATERIALS AND SUPPLI	\$364.34
240719	09/05/13	03	RASIX COMPUTER CENTE	013	MATERIALS AND SUPPLI	\$124.20
240720	09/05/13	03	RASIX COMPUTER CENTE	013	OFFICE SUPPLIES	\$50.22
240721	09/05/13	03	STAPLES ADVANTAGE	013	MATERIALS AND SUPPLI	\$500.00
240722	09/05/13	03	YANT, DAVE SIGNS	025	PRINTING	\$360.00
240723	09/05/13	03	ENGRAVING PLACE, THE	010	MATERIALS AND SUPPLI	\$51.84
240724	09/05/13	06	POSITIVE PROMOTIONS,	040	MATERIALS AND SUPPLI	\$639.68
240725	09/05/13	03	ALPHA GRAPHICS	010	PRINTING	\$239.05
240726	09/05/13	03	SAFARI MONTAGE	035	COMPUTER LICENSING	\$12,505.01
240727	09/05/13	03	APPERSON EDUCATION P	005	MATERIALS AND SUPPLI	\$537.11
240728	09/05/13	03	APPERSON EDUCATION P	014	MATERIALS AND SUPPLI	\$270.53
240729	09/05/13	03	SOUTHWEST SCHOOL/OFF	004	MATERIALS AND SUPPLI	\$37.25
240730	09/05/13	06	TEXTBOOK WAREHOUSE	005	TEXTBOOKS	\$3,810.51
240731	09/05/13	06	TEXTBOOK WAREHOUSE	013	TEXTBOOKS	\$1,388.34
240732	09/06/13	25-19	DEPT OF GENERAL SERV	036	OTHER DEBT SERVICE -	\$357,867.99
240733	09/06/13	25-19	DIVISION OF STATE AR	036	NEW CONSTRUCTION	\$500.00
240734	09/06/13	21-39	NINYO & MOORE	036	IMPROVEMENT	\$1,000.00
240735	09/06/13	03	CONTINENTAL ENVIRONM	025	REPAIRS BY VENDORS	\$5,414.42
240736	09/09/13	03	D A D ASPHALT	025	REPAIRS BY VENDORS	\$4,030.50
240737	09/09/13	03	D A D ASPHALT	025	REPAIRS BY VENDORS	\$380.00
740004	09/05/13	03	GRAINGER, WW INC	025	NON CAPITALIZED EQUI	\$2,155.68
840020	09/03/13	03	ACSA - ASSC OF CAL S	022	CONFERENCE,WORKSHOP,	\$695.00
840021	09/04/13	03	C I F	022	CONFERENCE,WORKSHOP,	\$25.00

REPORT TOTAL \$3,434,054.59



ITEM 15G

Individual Membership Listings  
For the Period of August 28, 2013 through September 9, 2013

<u>Staff Member Name</u>	<u>Organization Name</u>	<u>Amount</u>
Vicki DeJesus	The California Association of School Counselors, Inc.	\$85.00
Ann Nebolon	American School Counselor Association	\$119.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 9, 2013

**BOARD MEETING DATE:** September 19, 2013

**PREPARED BY:** 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

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### EXECUTIVE SUMMARY

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

One contract pertains to the electrical design of the audiovisual system at Canyon Crest Academy Stadium project by Johnson Consulting Engineers, Inc. The design includes provisions for data, telephone, public address, and class paging as well as a new sound system head-end and exterior speakers. At the field, design of a wireless microphone system, and power and data to serve the track and field timing system as well as scoreboards. Then at the stadium bleachers, the design of an assisted listening and voice evacuation system.

Two contracts pertain to additional geotechnical investigation by Geocon, Inc. for the Science Building at Torrey Pines High School and the retaining wall at the stadium bleachers at Canyon Crest Academy.

Four contracts pertain to Storm Water Pollution Prevention Plan Services; Dudek, Nolte Associates, Inc., David Beckwith and Associates, Inc., and Twining, Inc. were selected from eleven firms responding to the District's Request for Proposals CB2013-31. The four firms will represent a pool by which the District may request such services. As each school project is developed, a proposal will be obtained and work directed by a notice to proceed in order to track cost against the agreements' not to exceed amounts. Participation in the pool and future work will be subject to the ongoing positive performance of the firms, their capacity to perform such work and the availability of funding.

ITEM 15H

**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: 09-19-13**

<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>
September 20, 2013-September 19, 2014	Dudek	District wide Storm Water Pollution Prevention Plan Services	Building Fund-Prop 39 Fund 21-39	\$100,000.00 Time and Material Basis
September 20, 2013-September 19, 2014	Nolte Associates, Inc.	District wide Storm Water Pollution Prevention Plan Services	Building Fund-Prop 39 Fund 21-39	\$100,000.00 Time and Material Basis
September 20, 2013-September 19, 2014	Twining, Inc.	District wide Storm Water Pollution Prevention Plan Services	Building Fund-Prop 39 Fund 21-39	\$100,000.00 Time and Material Basis
September 20, 2013-September 19, 2014	David Beckwith and Associates, Inc.	District wide Storm Water Pollution Prevention Plan Services	Building Fund-Prop 39 Fund 21-39	\$100,000.00 Time and Material Basis
September 20, 2013-March 20, 2014	Geocon, Inc.	Geotechnical Investigation Retaining Wall at Canyon Crest Academy	Building Fund-Prop 39 Fund 21-39	\$8,500.00
September 20, 2013-March 20, 2014	. Geocon, Inc.	Geotechnical Investigation for the Science Building at Torrey Pines High School	Building Fund-Prop 39 Fund 21-39	\$6,800.00

ITEM 15H

September 20, 2013- March 20, 2014	Johnson Consulting Engineers, Inc.	Electrical Design of Audiovisual system at Canyon Crest Academy Stadium project	Building Fund- Prop 39 Fund 21-39	\$21,000.00
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# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 9, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** APPROVAL OF CHANGE ORDERS

-----

### EXECUTIVE SUMMARY

The Diegueno Middle School HVAC Upgrades CB2013-02 (Phase 1a) is now complete. The project was completed on time and within budget. Both contractors, EC Constructors, Inc. and Pacific Winds Building, Inc., have each one change order decreasing their contract amount, by \$63,246.00 and \$80,506.37 respectively for the return of construction allowance. The total reduction of \$143,752.37 will result in a total project cost of approximately \$2.1 million, a \$119 thousand savings from the \$2.22 million budget.

The Oak Crest Middle School HVAC Upgrades CB2013-03 and Field Improvement CB2013-09 (Phase 1a/HVAC and Field) are now complete. The total phase was completed on time and within budget. Both contractors concerning the HVAC Upgrades, EC Constructors, Inc. and Precision Electric, Inc., have each one change order decreasing their contract amount, by \$87,906.00 and \$100,807.83 respectively for the return of construction allowance. As well, the field contractor, Gem Industrial Inc., has one change order decreasing their contract by \$3,144.04. This will result in a total project cost of approximately \$1.78 million, a \$626 thousand savings from the \$2.41 million budget.

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

### RECOMMENDATION:

It is recommended that the Board approve change orders to the following projects, and authorize Christina M. Bennett or Eric R. Dill to execute the change orders:

ITEM 15K

1. Oak Crest Middle School Field Improvement CB2013-09, contract entered into with Gem Industrial Inc., decreasing the contract amount by \$3,144.04 for a new total of \$610,715.96, and extending the contract 69 days.
2. Diegueno Middle School HVAC Upgrades CB2013-02, contract entered into with EC Constructors, Inc., decreasing the contract amount by \$63,246.00 for a new total of \$233,348.00, and extending the contract 38 days.
3. Diegueno Middle School HVAC Upgrades CB2013-02, contract entered into with Pacific Winds Building, Inc., decreasing the contract amount by \$80,506.37 for a new total of \$182,493.63, and extending the contract 38 days.
4. Oak Crest Middle School HVAC Upgrades CB2013-03, contract entered into with EC Constructors, Inc., decreasing the contract amount by \$87,906.00 for a new total of \$70,196.00, and extending the contract 38 days.
5. Oak Crest Middle School HVAC Upgrades CB2013-03, contract entered into with Precision Electric, Inc., decreasing the contract amount by \$100,807.83 for a new total of \$126,692.17, and extending the contract 38 days.

**FUNDING SOURCE:**

N/A

 **Document G701™ – 2001**

**Change Order**

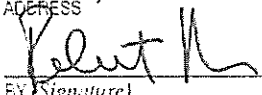
PROJECT: <i>(Name and address)</i> Oak Crest Middle School 675 Balour Drive Encinitas, CA 92024	CHANGE ORDER NUMBER: <b>1</b> DATE: August 29, 2013 ARCHITECT'S PROJECT NUMBER:	OWNER <input checked="" type="checkbox"/> ARCHITECT <input checked="" type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> OTHER <input type="checkbox"/>
TO CONTRACTOR: <i>(Name and address)</i> GEM Industrial 16902 Rio Maria Road Lakeside, CA 92040	CONTRACT DATE: June 11, 2013 CONTRACT FOR: Field Improvements	

The Contract is changed as follows:  
*(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*  
See documents attached: Summary Spreadsheet, Change Order Proposals, 1, 2, 3, 4, 5 & 6.

The original (Contract Sum) ( <del>Guaranteed Maximum Price</del> ) was	\$ <u>613,860.00</u>
The net change by previously authorized Change Orders	\$ <u>0</u>
The (Contract Sum) ( <del>Guaranteed Maximum Price</del> ) prior to this Change Order was	\$ <u>613,860.00</u>
The (Contract Sum) ( <del>Guaranteed Maximum Price</del> ) will be ( <del>increased</del> ) ( <del>decreased</del> ) ( <del>unchanged</del> ) by this Change Order in the amount of <b>Three thousand, one hundred forty-four</b>	\$ <u>3,144.04</u>
<b>dollars and four cents</b>	
The new (Contract Sum) ( <del>Guaranteed Maximum Price</del> ) including this Change Order will be	\$ <u>610,715.96</u>
The Contract Time will be ( <del>increased</del> ) ( <del>decreased</del> ) ( <del>unchanged</del> ) by <b>Sixty-nine ( 69 )</b> days	
The date of Substantial Completion as of the date of this Change Order therefore is	<b>September 19, 2013</b>

*(Note: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.)*

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

<u>D.A. Hogan &amp; Associates, Inc.</u> ARCHITECT <i>(Firm name)</i> <u>110 1st Ave S, Suite 110</u> ADDRESS <u>Seattle, WA 98104</u> ADDRESS	<u>GEM Industrial, Inc.</u> CONTRACTOR <i>(Firm name)</i> <u>16902 Rio Maria Road</u> ADDRESS <u>Lakeside, CA 92040</u> ADDRESS	<u>San Dieguito Union High School District</u> OWNER <i>(Firm name)</i> <u>684 Requeza Street</u> ADDRESS <u>Encinitas, CA 92024</u> ADDRESS
 BY <i>(Signature)</i>	BY <i>(Signature)</i>	BY <i>(Signature)</i>
<u>Robert S. Harding</u> <i>(Typed name)</i>	<i>(Typed name)</i>	<i>(Typed name)</i>
<u>August 29, 2013</u> DATE	DATE	DATE

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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ITEM 15K

<b>Oak Crest Middle School Field Improvements</b>		
San Dieguito Union High School District		
Change Order #1		Aug. 29, 2013
<u>PCO#</u>	<u>Description</u>	<u>Total</u>
1	Remove & relocate existing drinking fountain	\$3,932.45
2	Modify soccer netting at south perimeter of field	\$1,606.50
3	Remove & reinstall existing natural gas line	\$11,324.20
4	Modify chain link fencing at SW corner of site	\$458.55
5	Credit for reduced maintenance period	(\$11,000.00)
6	Modify asphalt paving	\$5,534.26
Subtotal		\$11,855.96
Contract Allowance		(\$15,000.00)
Net Change Order		(\$3,144.04)

# Change Order

Project: Diegueno MS HVAC Upgrades 2150 Village Park Way Encinitas, CA 92024	Contractor: EC Constructors, Inc. 9834 River St. Lakeside, CA 92040
--	---

Change Order Number: BP01-01	Change Order Date: 8/20/2013
Notice to Proceed Date: 6/11/2013	Contractual Duration: 62 Days
DSA Application Number: 04-112840	Westberg+White Job: 11007.01

<u>Change Order Summary:</u>	Final Deductive Change Order to the Contract
Total ( <del>Add</del> / Credit):	\$ 63,246.00
Time Extension:	38 Days

I have reviewed the figures submitted by the Prime Contractor and they have been reviewed and accepted by the Architect of Record. I believe this request is valid and recommend your approval for acceptance.

**Not valid until signed by the Owner, Architect, and Contractor**

Original Contract Sum:	\$ 296,594.00
Net Change by previously authorized Change Order(s):	\$ 0
Contract Sum prior to this Change Order:	\$ 296,594.00
The Contract Sum shall be <del>increased</del> / decreased / <del>unchanged</del> by this Change Order in the amount of:	\$ 63,246.00
The new Contract Sum including this Change Order:	\$ 233,348.00
The Contract Time shall be increased / <del>decreased</del> / <del>unchanged</del> by:	38 days
The date of Acceptance by the Board as of the date of this Change Order therefore is: September 19, 2013.	

EC Constructors, Inc. 9834 River St. Lakeside, CA 92040	Erickson-Hall Construction 500 Corporate Way Escondido, CA 92029	Westberg+White Architects 1775 Hancock St., Ste. 120 San Diego, CA 92110	San Dieguito Union HS District 710 Encinitas Blvd. Encinitas, CA 92024
_____ Jim Summers	_____ Jim Fisher	_____ David Tarpley	_____ Eric R. Dill
Date:	Date: 9/11/13	Date:	Date:

Prepared by: Erickson-Hall Construction Co  
500 Corporate Drive  
Escondido, CA 92029

ITEM 15K



Bid Package Allowances  
3317 Diegueno MS HVAC Upgrades

Bid Package 01 EC Constructors			Total Contract (Incl Allowance)	\$296,594.00
Demo, Earthwork, Concrete, Asphalt Repair			Final Contract	\$233,348.00
Date	AUR#	Description	AUR Amount	Balance
		ORIGINAL ALLOWANCE		\$ 100,000.00
6/20/2013	003	Replace Addl Concrete Panels	\$ 2,440.00	\$ 97,560.00
6/21/2013	001a	{1} 4" Conduit to Media Center	\$ 2,207.00	\$ 95,353.00
7/16/2013	005	Remove Portion Ftg at Planter	\$ 432.00	\$ 94,921.00
7/16/2013	007a	Electrical Trench Repair	\$ 3,622.00	\$ 91,299.00
7/17/2013	012	Chip Split Face Block at Bldg G	\$ 303.00	\$ 90,996.00
7/22/2013	009	Upgrade Concrete Reinforcement	\$ 1,539.00	\$ 89,457.00
7/29/2013	014	Replace Construction Damaged Concrete	\$ 11,941.00	\$ 77,516.00
8/7/2013	016	Delete Planter Bldg G/Mod Grading	\$ 10,099.00	\$ 67,417.00
8/20/2013	013a	Repair Damaged CMU Walls	\$ 4,171.00	\$ 63,246.00
		<b>TOTAL</b>	<b>\$ 36,754.00</b>	
8/20/2013	OCO BP01-01	Final Deductive Change Order	\$ (63,246.00)	\$ -

# Change Order

Project: Diegueno MS HVAC Upgrades 2150 Village Park Way Encinitas, CA 92024	Contractor: Pacific Winds Building, Inc. 19 Hammond, Ste. 504 Irvine, CA 92618
--	--

Change Order Number: BP02-01	Change Order Date: 8/27/2013
Notice to Proceed Date: 6/18/2013	Contractual Duration: 55 Days
DSA Application Number: 04-112840	Westberg+White Job: 11007.01

<u>Change Order Summary:</u>	Final Deductive Change Order to the Contract
Total (Add / Credit):	\$ 80,506.37
Time Extension:	38 Days

I have reviewed the figures submitted by the Prime Contractor and they have been reviewed and accepted by the Architect of Record. I believe this request is valid and recommend your approval for acceptance.

**Not valid until signed by the Owner, Architect, and Contractor**

Original Contract Sum:	\$ 263,000.00
Net Change by previously authorized Change Order(s):	\$ 0
Contract Sum prior to this Change Order:	\$ 263,000.00
The Contract Sum shall be <del>increased / decreased / unchanged</del> by this Change Order in the amount of:	\$ 80,506.37
The new Contract Sum including this Change Order:	\$ 182,493.63
The Contract Time shall be <del>increased / decreased / unchanged</del> by:	38 days
The date of Acceptance by the Board as of the date of this Change Order therefore is: September 19, 2013.	

Pacific Winds Building, Inc. 19 Hammond, Ste. 504 Irvine, CA 92618	Erickson-Hall Construction 500 Corporate Way Escondido, CA 92029	Westberg+White Architects 1775 Hancock St., Ste. 120 San Diego, CA 92110	San Dieguito Union HS District 710 Encinitas Blvd. Encinitas, CA 92024
_____ Joe Longo	_____ Jim Fisher	_____ David Tarpley	_____ Eric R. Dill
Date:	Date: 9/11/13	Date:	Date:

Prepared by: Erickson Hall Construction Co.  
500 Corporate Drive  
Escondido, CA 92029

ITEM 15K

Bid Package 02 Pacific Winds Construction			Total Contract (Incl Allowance)		\$263,000.00
Electrical			Final Contract		\$182,493.63
Date	AUR#	Description	AUR Amount		Balance
		ORIGINAL ALLOWANCE		\$	100,000.00
6/21/2013	001b	(1) 4" Conduit to Media Center	\$ 4,131.93	\$	95,868.07
6/24/2013	004	Trench Plates for Crane Access	\$ 749.55	\$	95,118.52
7/3/2013	007b	Electrical Trench Repair	\$ 4,227.00	\$	90,891.52
7/16/2013	006	RFI 002 Comm Conduit Repair	\$ 6,833.20	\$	84,058.32
7/22/2013	008	RFI 005 Existing Underground Utilities	\$ 3,952.62	\$	80,105.70
8/12/2013	010	RFI 003r2 Power Conduit at MSB	\$ 2,886.85	\$	77,218.85
8/19/2013	013b	Repair Damaged CMU Walls	\$ (4,171.00)	\$	81,389.85
8/20/2013	011	RFI 008 Soffit Work Bldg F	\$ 883.48	\$	80,506.37
		<b>TOTAL</b>	<b>\$ 19,493.63</b>		
8/27/2013	OCO BP02-01	Final Deductive Change Order	\$ (80,506.37)	\$	-

# Change Order

Project: Oak Crest MS HVAC Upgrades 675 Balour Dr. Encinitas, CA 92024	Contractor: EC Constructors, Inc. 9834 River St. Lakeside, CA 92040
--	---

Change Order Number: BP01-01	Change Order Date: 8/19/2013
Notice to Proceed Date: 6/11/2013	Contractual Duration: 62 Days
DSA Application Number: 04-112839	Westberg+White Job: 11008.01

<u>Change Order Summary:</u>	Final Deductive Change Order to the Contract
Total ( <del>Add</del> / Credit):	\$ 87,906.00
Time Extension:	38 Days

I have reviewed the figures submitted by the Prime Contractor and they have been reviewed and accepted by the Architect of Record. I believe this request is valid and recommend your approval for acceptance.

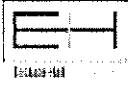
**Not valid until signed by the Owner, Architect, and Contractor**

Original Contract Sum:	\$ 158,102.00
Net Change by previously authorized Change Order(s):	\$ 0
Contract Sum prior to this Change Order:	\$ 158,102.00
The Contract Sum shall be <del>increased</del> / <del>decreased</del> / <del>unchanged</del> by this Change Order in the amount of:	\$ 87,906.00
The new Contract Sum including this Change Order:	\$ 70,196.00
The Contract Time shall be <del>increased</del> / <del>decreased</del> / <del>unchanged</del> by:	38 days
The date of Acceptance by the Board as of the date of this Change Order therefore is: September 19, 2013.	

EC Constructors, Inc. 9834 River St. Lakeside, CA 92040	Erickson-Hall Construction 500 Corporate Way Escondido, CA 92029	Westberg+White Architects 1775 Hancock St., Ste. 120 San Diego, CA 92110	San Dieguito Union HS District 710 Encinitas Blvd. Encinitas, CA 92024
_____ Jim Summers	_____ Jim Fisher	_____ David Tarpley	_____ Eric R. Dill
Date:	Date: 9/11/13	Date:	Date:

Prepared by: Erickson-Hall Construction Co  
500 Corporate Drive  
Escondido, CA 92029

ITEM 15K



Bid Package Allowances  
3318 Oak Crest MS HVAC Upgrades

Bid Package 01 EC Constructors			Total Contract (Incl Allowance)	\$158,102.00
Demo, Earthwork, Concrete, Asphalt Repair			Final Contract	\$70,196.00
Date	AUR#	Description	AUR Amount	Balance
		ORIGINAL ALLOWANCE		\$ 100,000.00
6/21/2013	003	Trench Plates for Crane Access	\$ 864.00	\$ 99,136.00
7/5/2013	001	R&R Sidewalk at Nutrition Svcs	\$ 539.00	\$ 98,597.00
7/5/2013	002	Remove Extra Thick Conc at Switchgear	\$ 587.00	\$ 98,010.00
7/23/2013	005r1	Misc Concrete Repair	\$ 10,104.00	\$ 87,906.00
		<b>TOTAL</b>	<b>\$ 12,094.00</b>	
8/8/2013	OCO BP01-01	Final Deductive Change Order	\$ (87,906.00)	\$ -

# Change Order

Project: Oak Crest MS HVAC Upgrades 675 Balour Dr. Encinitas, CA 92024	Contractor: Precision Electric, Inc. 8137 Winter Gardens Blvd. Lakeside, CA 92040
--	---

Change Order Number: BP02-01	Change Order Date: 8/19/2013
Notice to Proceed Date: 6/18/2013	Contractual Duration: 55 Days
DSA Application Number: 04-112839	Westberg+White Job: 11008.01

<u>Change Order Summary:</u>	Final Deductive Change Order to the Contract
Total ( <del>Add</del> / Credit):	\$ 100,807.83
Time Extension:	38 Days

I have reviewed the figures submitted by the Prime Contractor and they have been reviewed and accepted by the Architect of Record. I believe this request is valid and recommend your approval for acceptance.

**Not valid until signed by the Owner, Architect, and Contractor**

Original Contract Sum:	\$ 227,500.00
Net Change by previously authorized Change Order(s):	\$ 0
Contract Sum prior to this Change Order:	\$ 227,500.00
The Contract Sum shall be <del>increased</del> / <del>decreased</del> / <del>unchanged</del> by this Change Order in the amount of:	\$ 100,807.83
The new Contract Sum including this Change Order:	\$ 126,692.17
The Contract Time shall be <del>increased</del> / <del>decreased</del> / <del>unchanged</del> by:	38 days
The date of Acceptance by the Board as of the date of this Change Order therefore is: September 19, 2013.	

Precision Electric, Inc. 8137 Winter Gardens Blvd. Lakeside, CA 92040	Erickson-Hall Construction 500 Corporate Way Escondido, CA 92029	Westberg+White Architects 1775 Hancock St., Ste. 120 San Diego, CA 92110	San Dieguito Union HS District 710 Encinitas Blvd. Encinitas, CA 92024
_____ Enrique Castillo	_____ Jim Fisher	_____ David Tarpley	_____ Eric R. Dill
Date:	Date: 9/11/13	Date:	Date:

Prepared by: Erickson-Hall Construction Co  
500 Corporate Drive  
Escondido, CA 92029



ITEM 15K



Bid Package Allowances  
3318 Oak Crest MS HVAC Upgrades

Bid Package 02 Precision Electric		Total Contract (Incl Allowance)	\$227,500.00
Electrical		Final Contract	\$126,692.17
Date	AUR#	Description	Balance
		ORIGINAL ALLOWANCE (Includes \$2500 fencing allowance)	\$ 102,500.00
8/6/2013	004	RFI 002 Fire Alarm Conduit	\$ 1,123.28 \$ 101,376.72
8/6/2013	006	Repair 2" Irrigation	\$ 568.89 \$ 100,807.83
		<b>TOTAL</b>	<b>\$ 1,692.17</b>
8/19/2013	OCO BP02-01	Final Deductive Change Order	\$ (100,807.83) \$ -

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 9, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** ACCEPTANCE OF CONSTRUCTION PROJECTS

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### EXECUTIVE SUMMARY

The Phase 1a construction projects, at both Diegueno Middle School and Oak Crest Middle School are now complete.

The Diegueno Middle School HVAC Upgrades CB2013-02 construction project as well as, the Oak Crest Middle School HVAC Upgrades CB2013-03 and Field Improvement CB2013-09 construction project were completed on time and within budget. It is recommended that the Board of Trustees accept these construction projects as complete.

### RECOMMENDATION:

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

1. Oak Crest Middle School Field Improvement CB2013-09, contract entered into with Gem Industrial Inc.
2. Diegueno Middle School HVAC Upgrades CB2013-02, contract entered into with EC Constructors, Inc.
3. Diegueno Middle School HVAC Upgrades CB2013-02, contract entered into with Pacific Winds Building, Inc.
4. Oak Crest Middle School HVAC Upgrades CB2013-03, contract entered into with EC Constructors, Inc.
5. Oak Crest Middle School HVAC Upgrades CB2013-03, contract entered into with Precision Electric, Inc.

### FUNDING SOURCE:

N/A

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 10, 2013

**BOARD MEETING DATE:** September 19, 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 NO. 95-2 / ANNEXATION NO. 19 / ADOPTION OF RESOLUTION CERTIFYING ELECTION RESULTS / PRIMROSE LANE / A 10 UNIT SINGLE FAMILY SUBDIVISION / CITYMARK OLIVENHAIN, LLC

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### EXECUTIVE SUMMARY

At the August 22, 2013 Board meeting, the Board adopted a resolution which requested the election official to conduct a special election to be held on September 10, 2013, for Community Facilities District No. 95-2, Annexation No. 19. The election material was forwarded to the property owners, and the deadline for the election was 5:00 p.m. on September 10th. Attached as Appendix A to the resolution is the completed Certificate of Election Official declaring the election as having a 100% return and approval. The final step in the annexation process will be to file a Notice of Special Tax Lien with the County Recorder's Office within 15 days of the election.

### RECOMMENDATION:

It is recommended that the Board adopt the attached Resolution Certifying the Results of the Election with Respect to Community Facilities District No. 95-2, Annexation No. 19 of the San Dieguito Union High School District.

### FUNDING SOURCE:

Not applicable.

Enclosures: Certificate of Election Official

**RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
CERTIFYING THE RESULTS OF AN ELECTION WITH RESPECT TO  
COMMUNITY FACILITIES DISTRICT NO. 95-2, ANNEXATION NO. 19 OF  
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

WHEREAS, on August 22, 2013, the Board of Trustees (the “Board”) of the San Dieguito Union High School District (the “District”) adopted a resolution entitled “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” (the “Resolution”) annexing certain territory into Community Facilities District No. 95-2 of the School District, authorizing the levy of a special tax, authorizing the incurrence of bonded indebtedness not to exceed \$50,000,000 and calling an election on September 10, 2013.

WHEREAS, pursuant to the Resolution, a special election was held and conducted in the District on September 10, 2013, at which election there was submitted to the qualified voters of the District the following bond proposition, to wit:

Proposition No. DD: Shall Community Facilities District No. 95-2 of the San Dieguito Union High School District incur an indebtedness and issue bonds in the maximum aggregate principal amount of \$50,000,000, for a maximum term of not more than 35 years with interest not to exceed the maximum interest rate permitted by law, the proceeds of which will be used to pay for the cost of acquiring, leasing and/or construction school facilities and equipment and other facilities to be used in conjunction with school facilities and for certain incidental expenses; shall a special tax as provided in the Resolution of Formation with respect to the District be levied to pay the principal of and interest on such bonds and to pay for leasing, construction and/or acquisition of the facilities and equipment described above; shall an appropriations limit be established for the District equal to the amount of all proceeds of the special tax collected annually as adjusted for changes in the cost of living and changes in population.

WHEREAS, the Board of Trustees has received from Eric Dill, the Election Official appointed by the Board with respect to the election, the certificate attached hereto as Appendix A and hereby incorporated by reference which certifies that more than two-thirds votes cast at the election were cast in favor of incurring bonded indebtedness, levying certain special taxes and establishing an appropriations limit for the District.

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

ITEM 16

Section 1. That more than two-thirds of the votes cast at a special election which was duly and legally held and conducted in the District on September 10, 2013, were cast in favor of incurring bonded indebtedness in an amount of \$50,000,000, levying certain special taxes and establishing an appropriations limit for the District.

Section 2. This Resolution shall take effect upon adoption.

ADOPTED SIGNED AND APPROVED, this 19th day of September, 2013.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

By \_\_\_\_\_  
Title: President

ATTEST:

By \_\_\_\_\_  
Title: Recording Secretary

ITEM 16

APPENDIX A  
CERTIFICATE OF ELECTION  
OFFICIAL

**CERTIFICATE OF THE ELECTION OFFICIAL  
DECLARING THE RESULTS OF THE MAILED-BALLOT  
SPECIAL ELECTION REGARDING  
COMMUNITY FACILITIES DISTRICT NO. 95-2, ANNEXATION NO. 19  
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

I, Eric R. Dill, designated as the election official for the mailed-ballot special election (the "Election") regarding the annexation of certain territory into Community Facilities District No. 95-2 of the San Dieguito Union High School District, pursuant to the "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" adopted by the Board of Trustees of the San Dieguito Union High School District on August 22, 2013 (the "Resolution"), do hereby certify as follows:

1. That the Election was closed at the hour of 5 o'clock p.m. on September 10, 2013
2. That the total number of votes eligible to be cast on Proposition DD was 1 which is equal to one vote per acre or a portion of an acre within the proposed District. The total number of votes actually cast was 1;
3. That the results are as follows:  
1 vote(s) in favor of Proposition DD  
0 votes in opposition to Proposition DD;
4. That the percentages are as follows:  
100% in favor of Proposition DD  
0% in opposition to Proposition DD;
5. That two-thirds (2/3) of the total number of votes cast are needed to approve Proposition DD, to wit at least 1 vote(s) of the total cast;
6. That the number of votes cast in favor of Proposition DD, based on the results outlined in Section 3 hereof and the percentages outlined in Section 4 hereof are at least equal to two-thirds (2/3) of the total number of votes cast, and, thus Proposition DD was duly approved.

Dated: September 10, 2013    COMMUNITY FACILITIES DISTRICT NO. 95-2  
OF THE SAN DIEGUITO UNION HIGH  
SCHOOL DISTRICT



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Election Official  
For the Mailed-Ballot Special Election  
Regarding Annexation No. 19 into  
Community Facilities District No. 95-2 of the  
San Dieguito Union High School District

ITEM 16

STATE OF CALIFORNIA            )  
  )       ss  
COUNTY OF SAN DIEGO        )

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 19th day of September, 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



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 9, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBJECT:** 2013-14 SDUHSD EDUCATION  
PLAN - STRATEGIC THEMES

.....

### EXECUTIVE SUMMARY

During the Board Workshop of September 5, 2013, the Superintendent and Executive Cabinet Staff gave a presentation that highlighted key points of the San Dieguito Union High School District's *2013-14 Education Plan – Strategic Themes*. A draft of this document was submitted for the Board's consideration and is now being submitted for Board Action.

### RECOMMENDATION:

It is recommended that the Board adopt the *2013-14 Education Plan - Strategic Themes*, as shown in the attached supplement(s).

### FUNDING SOURCE:

Not applicable

RS/bb

# San Dieguito Union High School District Mission To Provide a World-Class Education For All Students: Engaged, Inspired, Prepared

## Vision:

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

### Education Plan: Strategic Themes, 2013-14

Teaching & Learning	Assessment & Learning	Learning Opportunities & Supportive Learning Environments	Accomplished Educators	Community Engagement & Partnership	Planning & Resource Management
<p><i>Our focus on teaching and learning is characterized by:</i></p> <ul style="list-style-type: none"> <li>● The belief that each student can &amp; should learn at a high level</li> <li>● Offering a cohesive curriculum <b>aligned to the Common Core State Standards</b> and focused on 21<sup>st</sup> Century skills</li> <li>● Viewing teaching &amp; learning as collaborative activities</li> <li>● Providing high quality, innovative instruction informed by balanced assessment</li> <li>● A commitment to continuous improvement</li> </ul>	<p><i>We use assessments to <b>accurately measure student mastery</b> of essential learning outcomes by:</i></p> <ul style="list-style-type: none"> <li>● Utilizing a balanced System of Assessment: formal/informal &amp; formative / summative</li> <li>● Viewing and using assessment as a tool to guide teaching and learning</li> <li>● Using assessment as a tool to identify students in need of intervention</li> <li>● Using assessment as a tool to evaluate our programs</li> <li>● Using assessment as a means to measure &amp; report on student learning</li> </ul>	<p><i>We ensure effective learning opportunities by:</i></p> <ul style="list-style-type: none"> <li>● Developing diverse, expanded options for students that extend beyond the classroom and include web-based choices</li> <li>● Utilizing up-to-date educational technology</li> <li>● <b>Developing K-16 partnerships</b> to ensure seamless transitions and appropriate options for all students</li> <li>● Implementing re-teach &amp; intervention strategies for students who do not learn at the level expected of all students</li> <li>● Ensuring that all students are educated in the least restrictive environment that provides appropriate services at an appropriate cost</li> </ul>	<p><i>We staff our schools with accomplished educators and orient all district efforts toward the success of students by:</i></p> <ul style="list-style-type: none"> <li>● Recruiting and selecting highly qualified employees</li> <li>● Training and support of highly qualified employees</li> <li>● Effective support of highly qualified employees through evaluation</li> <li>● Utilizing efficient position control for budget accuracy</li> <li>● Updating office procedures to <b>maximize technology advancement</b></li> <li>● <b>Maintaining and strengthening employer/employee relations</b></li> </ul>	<p><i>A community is known by the schools it supports. We activate community support and engagement by:</i></p> <ul style="list-style-type: none"> <li>● Building relationships with community key leaders &amp; communicators</li> <li>● <b>Providing up-to-date communication</b> of all pertinent information through <b>social &amp; traditional media and community meetings</b></li> <li>● Establishing and supporting collaborative partnerships</li> <li>● Communicating the positive story of the District through local traditional media, SDUHSD website, Facebook &amp; Twitter</li> </ul> <p><i><b>Clearly, effectively &amp; regularly communicating the District's key Priorities and Vision for Success:</b></i></p> <ul style="list-style-type: none"> <li>● <b>Continuous improvement of each student through Common Core</b></li> <li>● <b>Budget Recovery</b></li> <li>● <b>Prop AA 21st Century Facilities</b></li> <li>● <b>Training &amp; supporting talented staff</b></li> </ul>	<p><i>Our commitment to teaching and learning is achieved by:</i></p> <p><i><b>Cautiously managing budget stabilization and recovery:</b></i></p> <ul style="list-style-type: none"> <li>● <b>Eliminating the structural deficit</b></li> <li>● <b>Restoring reserves to pre-recession levels</b></li> <li>● <b>Supporting Common Core State Standards implementation</b></li> </ul> <p><i>Long Range Facilities Master Planning and <b>Proposition AA Oversight:</b></i></p> <ul style="list-style-type: none"> <li>● <b>Aligning projects with instructional priorities and multi-year bond financing plan</b></li> <li>● Focusing on <b>first bond issuance:</b> two-year phasing of planning, design and construction within established budgets</li> <li>● Communicating project, budget and financial status to Board, ICOC, and public</li> </ul> <p><i><b>Enhancing technology:</b></i></p> <ul style="list-style-type: none"> <li>● Planning long-term Prop AA infrastructure upgrades</li> <li>● Supporting instruction with better wireless access and additional bandwidth</li> <li>● Preparing for Common Core State Standards instruction and assessment requirements</li> </ul>

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 9, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL OF DECLARATION OF NEED  
FOR FULLY QUALIFIED EDUCATORS

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### EXECUTIVE SUMMARY

According to the 1994 California Commission on Teacher Credentialing (CCTC) requirement, in order to hire teachers on emergency credentials a "Declaration of Need" must be approved by the Board of Trustees and forwarded to the Commission. The attached form covers anticipated 2013-14 school year.

### RECOMMENDATION:

It is recommended that the Board approve the attached "Declaration of Need for Fully Qualified Educators."

### FUNDING SOURCE:

Not Applicable.



State of California  
Commission on Teacher Credentialing  
Certification, Assignment and Waivers Division  
1900 Capitol Avenue  
Sacramento, CA 95811-4213

Email: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)  
Website: [www.ctc.ca.gov](http://www.ctc.ca.gov)

## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2013-14  
 Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT

Name of District: San Dieguito Union High School District District CDS Code: 68346

Name of County: San Diego County CDS Code: 37

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 09 / 19 / 13 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2014.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Rick Schmitt</u>		<u>Superintendent</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>760-943-3505</u>	<u>760-753-6491</u>	<u>09/19/2013</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>710 Encinitas Blvd. Encinitas, CA 92024</u>		
<small>Mailing Address</small>		
<u>rick.scmitt@sduhsd.net</u>		
<small>E Mail Address</small>		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_\_ / \_\_\_\_ / \_\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
EMail Address		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	8
<input checked="" type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	1
List target language(s) for bilingual authorization: _____	_____
<input type="checkbox"/> Resource Specialist	_____
<input type="checkbox"/> Teacher Librarian Services	_____
<input type="checkbox"/> Visiting Faculty Permit	_____

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	0
Single Subject	0
Special Education	4
TOTAL	4

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved intern program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?  Yes  No

If no, explain. The District does not have a need at this time.

Does your agency participate in a Commission-approved college or university intern program?  Yes  No

If yes, how many interns do you expect to have this year? 5

If yes, list each college or university with which you participate in an intern program.

CSUSM, SDSU, National University

If no, explain why you do not participate in an intern program.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 11, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** REVIEW OF DESIGN CONCEPT &  
MATERIALS / TORREY PINES HS SCIENCE  
BLDG

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### EXECUTIVE SUMMARY

The architect and staff will review the design concept and materials for the Torrey Pines HS Science Building at the Board meeting on September 19, 2013. Materials will be made available at the meeting.

### RECOMMENDATION:

This item is being submitted for review only.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 12, 2013

**BOARD MEETING DATE:** September 19, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** LABOR COMPLIANCE PROGRAM ANNUAL  
REPORT 2013

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### EXECUTIVE SUMMARY

Under the rules and regulations of the Labor Compliance Program, the Board of Trustees is to be presented with an annual report of activities in this program. The District reported that there were not any contracts involving the Labor Compliance Program during the period July 1, 2012 through June 30, 2013 fiscal year.

### RECOMMENDATION

The Labor Compliance Program Annual Report 2013, for the reporting period July 1, 2012 through June 30, 2013, is being submitted as an information item, as shown in the attached supplement.

### FUNDING SOURCE

Not applicable



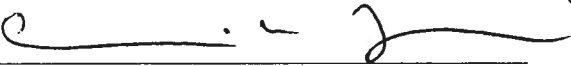
**LCP-AR1**

**ITEM 20**

**LABOR COMPLIANCE PROGRAM ANNUAL REPORT**

*Format for Awarding Body that enforces its own Labor Compliance Program for some but not all projects*

Report for the reporting period 7/1/2012 to 6/30/13

1. Name of Labor Compliance Program (LCP) : San Dieguito Union High School District		
2. LCP I.D. Number (assigned by DIR): 2003.00093	3. Date of Initial Approval: 3/27/2003	
4. Contact person (include name, title, address, telephone, fax, and e-mail, if available): Christina Bennett, Director of Purchasing, 710 Encinitas Blvd., Encinitas, CA 92024; PH: 760-753-6491; christina.bennett@sduhsd.net		
5. Did LCP perform any LC § 1771.5 enforcement activities during the 12 months in the reporting period?  Please check one: <input type="checkbox"/> Yes    If Yes, proceed to item 6 on the next page  <input checked="" type="checkbox"/> No    If No, complete the information below, sign the form and submit to DIR, Office of the Director, Attn: LCP Special Assistant, X 455 Golden Gate Avenue, 10th Floor, San Francisco CA 94102		
What suggestions do you have for the Department of Industrial Relations to better assist you with your program in the coming year? (attach additional sheets if necessary)  N/A		
<b>SUBMITTED BY:</b>		
	<u>Christina M. Bennett, Director of Purchasing</u>	<u>8.27.13</u>
Signature	Name and Title	Date