



**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, OCTOBER 17, 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, OCTOBER 17, 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 ..... 5:15PM

**2. CLOSED SESSION**

**ITEM 2A..... 5:15 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.*

- Superintendent Evaluation

**ITEMS 2B – 2E ..... 6:00 PM**

B. Consideration and/or deliberation of student discipline matters (1 case / Expulsion Appeal)

C. 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

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

E. 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 REGULAR BOARD MEETING OF OCTOBER 9, 2013

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve Minutes of October 9, 2013, 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. UPDATE, EARL WARREN MIDDLE SCHOOL .....MARY ANNE NUSKIN, PRINCIPAL

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

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

**11. SUPERINTENDENT**

A. GIFTS AND DONATIONS

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

B. FIELD TRIP REQUESTS

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

**12. HUMAN RESOURCES**

A. PERSONNEL REPORTS

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

- 1. Certificated and/or Classified Personnel Reports, as shown in the attached supplement(s).

B. APPROVAL/RATIFICATION OF AGREEMENTS

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

- 1. San Diego State University, for student teaching assignments, during the period July 1, 2013 through June 30, 2016, at no cost to the district.

**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. Scott Newman, to provide professional golfer discounts for golf course and various equipment rental fees for San Dieguito Adult Education classes, at the rate of \$45.00 per registered student, during the period July 1, 2013 until terminated by either party, to be expended from the Adult Education Fund 11-00.

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. Rienzi Haytasingh, Psy.D. & Associates (ICA), to provide neuropsychological assessments, evaluations, and appropriate therapy, during the period July 1, 2013 through June 30, 2014, at the rates shown on the attachment, to be expended from the General Fund/Restricted 06-00.

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

C. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS

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

1. Student ID No. 2010671605, at no cost to the district.
2. Student ID No. 9566984147, in the amount of \$85,000.00.
3. Student ID No. 7030957836, in the amount of \$30,400.00.

#### **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. Walroux Enterprises, to provide grant writing, research, and reporting services, during the period October 18, 2013 through July 31, 2014, at the rate of \$75.00 per hour and not to exceed \$9,375.00 per year, to be expended from TUPE Grant Funds and the General Fund/Restricted 06-00.

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

#### **BUSINESS**

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Mojalet Dance Collective, to conduct dance workshops and create choreography for the La Costa Canyon High School Dance Club, during the period October 24, 2013 through December 20, 2013, for an amount not to exceed \$1,000.00, to be expended from the La Costa Canyon High School Foundation and partially reimbursed from a grant coming from the City of Carlsbad.
2. Anna Gagliardo, to conduct dance workshops and create choreography for the La Costa Canyon High School Dance Club, during the period October 24, 2013 through December 20, 2013, for an amount not to exceed \$350.00, to be expended from the La Costa Canyon High School Associated Student Body (ASB).

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

C. AWARD/RATIFICATION OF CONTRACTS  
(None Submitted)

D. APPROVAL OF CHANGE ORDERS  
(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS  
(None Submitted)

F. APPROVAL OF BUSINESS REPORTS  
Approve the following business reports:

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

**PROPOSITION AA**

G. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. LSA Associates, Inc., to provide District wide CEQA services, during the period October 18, 2013 through October 17, 2014, in an amount not to exceed \$150,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
2. The Planning Center, Inc., to provide District wide CEQA services, during the period October 18, 2013 through October 17, 2014, in an amount not to exceed \$150,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
3. URS Corporation, to provide District wide CEQA services, during the period October 18, 2013 through October 17, 2014, in an amount not to exceed \$150,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
4. Geocon, to provide additional Geotechnical Investigation Services for Storage Building and Paved Areas at Canyon Crest Academy, during the period October 18, 2013 through April 18, 2014, in the amount of \$6,500.00, to be expended from Building Fund- Prop 39 Fund 21-39.
5. Roesling Nakamura Terada Architects, Inc. to provide design and construction support for Torrey Pines High School Technology Infrastructure in Building B, during the period October 18, 2013 through October 17, 2014, in the amount of \$29,000.00 plus reimbursable expenses, to be expended from Building Fund- Prop 39 Fund 21-39.
6. Roesling Nakamura Terada Architects, Inc. to provide design and construction support for Torrey Pines High School HVAC South Classrooms in Building B, during the period October 18, 2013 through October 17, 2014, in the amount of \$112,000.00 plus reimbursable expenses, to be expended from Building Fund- Prop 39 Fund 21-39.
7. Trace3 Inc., to provide equipment required to upgrade the data network, telephone system to Voice Over IP and wireless at Carmel Valley Middle School, during the period October 18, 2013 through April 18, 2014, in the amount of \$247,417.48, to be expended from Building Fund-Prop 39 Fund 21-39.
8. Trace3 Inc., to provide wireless licenses needed to upgrade the wireless system district wide, during the period October 18, 2013 through April 18, 2014, in the amount of \$57,790.46, to be expended from Building Fund-Prop 39 Fund 21-39.
9. Trace3 Inc., to provide district wide wireless access at all sites and to support the centralized management of the district data, wireless and VoIP network, during the period October 18, 2013 through April 18, 2014, in the amount of \$49,068.00, to be expended from Building Fund-Prop 39 Fund 21-39.
10. Fredricks Electric, Inc., to provide Carmel Valley Middle School Fiber Re-Cabling, during the period October 18, 2013 through October 17, 2013, in the amount of \$95,300.00, to be expended from Building Fund- Prop 39 Fund 21-39.
11. Fredricks Electric, Inc., to provide La Costa Canyon High School Classroom Fiber Re-Cabling (62) classrooms and (12) offices, during the period October 18, 2013 through October 17, 2013, in the amount of \$102,644.00, to be expended from Building Fund- Prop 39 Fund 21-39.

12. Modular Space Corporation dba ModSpace, for the lease of an office trailer for the Canyon Crest Academy Rough Grading project and Middle School #5 project, during the period October 14, 2013 through October 13, 2014, in the amount of \$2,814.18, to be expended from Building Fund- Prop 39 Fund 21-39.

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

I. AWARD/RATIFICATION OF CONTRACTS

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

1. Byrom-Davey, Inc., Canyon Crest Academy Rough Grade Project CB2014-05, during the period October 23, 2013 through February 28, 2014, in the amount of \$951,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.

J. 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. La Costa Canyon Miscellaneous Sitework CB2013-11A, contract entered into with E.C. Constructors, Inc., decreasing the contract amount by \$11,773.00 for a new total of \$88,757.00, and extending the contract 47 days.
2. La Costa Canyon Electrical Improvements CB2013-11B, contract entered into with Pacific Winds Building, Inc., increasing the contract amount by \$5,213.00 for a new total of \$134,922.10, and extending the contract 47 days.
3. Canyon Crest Academy Athletic Field Replacement Bid Package #1 CB2013-01, contract entered into with Byrom-Davey, Inc., increasing the contract amount by \$52,560.44 for a new total of \$1,846,089.44, and extending the contract 48 days.
4. Canyon Crest Academy Athletic Field Replacement Bid Package #2 CB2013-01, contract entered into with J&B Engineers, Surveyors, increasing the contract amount by \$319.00 for a new total of \$11,269.00, and extending the contract 48 days.
5. Canyon Crest Academy Athletic Field Replacement Bid Package #3 CB2013-01, contract entered into with David Beckwith & Associates, decreasing the contract amount by \$3,000.00 for a new total of \$82,000.00, and extending the contract 48 days.

K. 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. La Costa Canyon Miscellaneous Sitework CB2013-11A, contract entered into with E.C. Constructors, Inc.
2. La Costa Canyon Electrical Improvements CB2013-11B, contract entered into with Pacific Winds Building, Inc.
3. Canyon Crest Academy Athletic Field Replacement Bid Package #1 CB2013-01, contract entered into with Byrom-Davey, Inc.
4. Canyon Crest Academy Athletic Field Replacement Bid Package #2 CB2013-01, contract entered into with J&B Engineers, Surveyors.
5. Canyon Crest Academy Athletic Field Replacement Bid Package #3 CB2013-01, contract entered into with David Beckwith & Associates.

**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 MacKenzie, Sunset High School

**DISCUSSION / ACTION ITEMS..... (ITEMS 16 - 17)**

- 16. SUPERINTENDENT EVALUATION TIMELINE, 2013-14  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to adopt the Superintendent Evaluation Timeline, 2013-14, as shown in the attached supplement(s).
- 17. BOARD POLICY REVISION PROPOSAL (2), #4216.3-21.9 & 4215.3-21.5, JOB DESCRIPTIONS, "NUTRITION SERVICES TRANSPORTER I AND II"  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to adopt the proposed Nutrition Services Transporter job descriptions (I and II), as shown in the attached supplement(s)

**INFORMATION ITEMS..... (ITEMS 18 - 28)**

- 18. DATE OF ORGANIZATIONAL BOARD MEETING, 2013  
This item is being presented for Board consideration and will be resubmitted for action on November 14, 2013.
- 19. UNIFORM COMPLAINT QUARTERLY REPORT, 1<sup>ST</sup> QUARTER  
This item is being submitted as information only, for the first quarter, July through September, 2013, as shown in the attached supplement(s).
- 20. REVIEW OF SAN DIEGUITO ACADEMY MATH & SCIENCE BUILDING  
This item is being submitted as information only.
- 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.*
    - Superintendent Evaluation
  - B. Consideration and/or deliberation of student discipline matters (1 case / Expulsion Appeal)

- C. 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
- D. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.  
Agency Negotiators: Superintendent and Associate Superintendents  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association
- E. 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, November 14, 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  
Rick Schmitt



Union High School District

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

OCTOBER 3, 2013

THURSDAY, OCTOBER 3, 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. 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

**OPEN SESSION / ATTENDANCE**

BOARD OF TRUSTEES AND STUDENT BOARD REPRESENTATIVES

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 Hope Liesegang, San Dieguito Academy
(John Salazar, Absent)	Madison MacKenzie, Sunset High School

DISTRICT ADMINISTRATORS / STAFF

Rick Schmitt, Superintendent  
 Eric Dill, Associate Superintendent, Business  
 Michael Grove, Ed.D., Associate Superintendent / Educational Services  
 Torrie Norton, Associate Superintendent, Human Resources  
 Delores Perley, Director, Finance  
 David Jaffe, Principal, Torrey Pines High School  
 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; there was no action taken.
- 6. APPROVAL OF MINUTES OF THE BOARD WORKSHOP AND REGULAR BOARD MEETING OF SEPTEMBER 19, & SPECIAL MEETING OF SEPTEMBER 26, 2013  
It was moved by Ms. Joyce Dalessandro, seconded by Ms. Beth Hergesheimer, to approve the Minutes of September 19<sup>th</sup> Board Workshop and Regular Meeting, and the September 26<sup>th</sup> Special Meeting, as presented. Motion unanimously carried.

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

- 7. STUDENT UPDATES ..... STUDENT BOARD REPRESENTATIVES  
Students gave updates on events and highlights at their schools.
- 8. BOARD REPORTS AND UPDATES ..... BOARD OF TRUSTEES  
All five board members attended the Special Meeting / Prop AA Tour on September 26<sup>th</sup> to see the progress on summer projects throughout the district. Trustees Groth, Dalessandro, Herman, and Hergesheimer also attended a San Dieguito Faculty Association Welcome Back event held earlier that day.  
MS. Joyce Dalessandro met with County Supervisor Dave Roberts.  
Ms. Beth Hergesheimer attended the Encinitas City/School Liaison Committee meeting earlier this month; the Diegueno Middle School Back to School Night; and the Canyon Crest Academy Field Dedication.  
Ms. Amy Herman attended Back to School Nights at Torrey Pines High School and Diegueno Middle School; and the Canyon Crest Academy Field Dedication.
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, LEGISLATIVE UPDATES..... RICK SCHMITT, SUPERINTENDENT  
Superintendent Schmitt gave an update on his school site visits; On Monday, he visited La Costa Canyon High School and participated in a staff meeting held during a late start date; also visited Sunset High School today, and Earl Warren Middle School on Tuesday. Mr. Schmitt also reported that he will be meeting with County Supervisor Dave Roberts in the near future.
- 10. UPDATE, TORREY PINES HIGH SCHOOL..... DAVID JAFFE, PRINCIPAL  
Principal Jaffe celebrated accomplishments and achievements at Torrey Pines High School. Current enrollment is higher than was anticipated (120+), however, the school is well-staffed. He also celebrated academic success in increased API scores, particularly in sub-groups.

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

Item 11B was pulled due to a revision; the board voted on that item separately.  
It was moved by Ms. Beth Hergesheimer, seconded by Ms. Joyce Dalessandro that consent Item 11A, and Items 12 through 15, be approved as listed below. Motion unanimously carried.  
It was then moved by Ms. Amy Herman Ms. Beth Hergesheimer to approve item 11B, Field Trips, as presented. (Revision attached). Motion unanimously carried.

**11. SUPERINTENDENT**

- A. GIFTS AND DONATIONS  
Acceptance of Gifts and Donations as presented.

- B. FIELD TRIP REQUESTS  
Approval of Field Trip Requests as presented.

**12. HUMAN RESOURCES**

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

**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. Sharon A. Criger, PT, DPT (ICA), to provide complete physical therapy assessments, reports, and direct therapy, during the period July 1, 2013 through June 30, 2014, at the rates shown on the attachment, to be expended from the General Fund/Restricted 06-00.
- 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. The Institute for Effective Education (NPS), to amend the contract to the rates shown on the attachment.
- C. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS  
(None Submitted)

**PUPIL SERVICES**

- D. APPROVAL/RATIFICATION OF AGREEMENTS  
(None Submitted)

**15. BUSINESS / PROPOSITION AA**

**BUSINESS**

- A. APPROVAL/RATIFICATION OF AGREEMENTS  
Approve/ratify entering into the following agreements and authorize Christina M. Bennett, Eric R. Dill, or Rick Schmitt to execute the agreements:
  - 1. Sowards and Brown Engineering, Inc. to prepare the map for annexation number 20 to Community Facilities District No. 95-2, during the period August 14, 2013 until completion of

the project, for an amount not to exceed \$4,800.00, to be expended from Mello-Roos Funds subject to reimbursement by the developer.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

C. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

D. APPROVAL OF CHANGE ORDERS

(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

F. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

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

**PROPOSITION AA**

G. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. BDS Engineering Inc., to provide District wide Surveying, during the period October 4, 2013 through October 3, 2014, in an amount not to exceed \$100,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
2. RBF Consulting, A Company of Michael Baker Corporation, to provide District wide Surveying Services, during the period October 4, 2013 through October 3, 2014, in an amount not to exceed \$100,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
3. Gold Coast Surveying Inc., to provide District wide Surveying Services, during the period October 4, 2013 through October 3, 2014, in an amount not to exceed \$100,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.
4. VS Athletics, to provide track equipment to Canyon Crest Academy and San Dieguito Academy, during the period of October 4, 2013 through January 4, 2014, in the amount of \$102,317.00, to be expended from Building Fund- Prop 39 Fund 21-39.
5. UCS Inc., to provide track equipment to Canyon Crest Academy and San Dieguito Academy, during the period of October 4, 2013 through January 4, 2014, in the amount of \$49,200.00, to be expended from Building Fund- Prop 39 Fund 21-39.

H. 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. Fuscoe Engineering, Inc., to amend the Civil Engineering Services contract CA2014-01, to include the hydromodification channel screening assessment at the La Costa Valley school site, during the period August 23, 2013 through February 23, 2014, in the amount of \$7,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.

I. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

- J. APPROVAL OF CHANGE ORDERS  
(None Submitted)
- K. ACCEPTANCE OF CONSTRUCTION PROJECTS  
(None Submitted)

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

- 16. ADOPTION OF RESOLUTION IN SUPPORT OF DRUG AWARENESS MONTH AND RED RIBBON WEEK, 2013  
It was moved by Ms. Joyce Dalessandro, seconded by Ms. Amy Herman, to renew and adopt the San Dieguito Union High School District Resolution for 2013, in support of Red Ribbon Week and Declaring October, 2013, as Drug Awareness Month. Motion unanimously carried.
- 17. ADOPTION OF RESOLUTION / COMMUNITY FACILITIES DISTRICT 95-2 / ANNEXATION NO. 20 / ANNEXATION OF PROPERTY / FIORE / A 26-UNIT SINGLE FAMILY SUBDIVISION IN ENCINITAS / LENNAR  
It was moved by Ms. Amy Herman, seconded by Ms. Beth Hergesheimer, to adopt the Resolution of Intention to Annex Territory to the San Dieguito Union High School District Community Facilities District No. 95-2, authorizing the Levy of a Special Tax and Calling for an Election. Motion unanimously carried.
- 18. ADOPTION OF 2013-14 DISTRICT GENERAL FUND BUDGET / FALL REVISION  
It was moved by Ms. Beth Hergesheimer, seconded by Ms. Joyce Dalessandro, to adopt the 2013-14 District General Fund Budget, Fall Revision, as presented. Motion unanimously carried.
- 19. ADOPTION OF RESOLUTION / WRITTEN DETERMINATIONS AND FINDINGS / MIDDLE SCHOOL #5 / PACIFIC HIGHLANDS RANCH  
It was moved by Ms. Beth Hergesheimer, seconded by Ms. Amy Herman, to adopt the attached Resolution of the Board of Trustees of the San Dieguito Union High School District Adopting the Written Determinations and Findings for the New Middle School #5 Project. Motion unanimously carried.
- 20. APPROVAL OF EDUCATION SPECIFICATIONS / MIDDLE SCHOOL #5 / PACIFIC HIGHLANDS RANCH  
It was moved by Ms. Joyce Dalessandro, seconded by Ms. Beth Hergesheimer, to approve the Education Specifications for Middle School #5 in Pacific Highlands Ranch, as presented. Motion unanimously carried.

**INFORMATION ITEMS ..... (ITEMS 21 - 29)**

- 21. SUPERINTENDENT EVALUATION TIMELINE, 2013-14  
This item was presented for first read and will be resubmitted for board action on October 17, 2013.
- 21. BUSINESS SERVICES UPDATE ..... ERIC DILL, ASSOCIATE SUPERINTENDENT  
Mr. Dill gave an update on the Independent Citizens' Oversight Committee meeting held earlier this week.
- 24. HUMAN RESOURCES UPDATE ..... TORRIE NORTON, ASSOCIATE SUPERINTENDENT, HR  
Ms. Norton gave an update on negotiations and announced the upcoming County-wide Salute to Teachers, at Balboa Theatre, where San Diego County Teachers of the Year will be celebrated. This year's Teacher of the Year for the district is Samantha Greenstein.
- 25. EDUCATIONAL SERVICES UPDATE ..... MIKE GROVE, ED.D., ASSOCIATE SUPERINTENDENT, ED SVCS  
Dr. Grove reported on the progress of Math Integrated Courses with the new Common Core Standards, and discussed related pending tasks such as textbook adoption and development of course sequences for next year. More updates will be provided as plans continue to develop.

- 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 7:37 PM.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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	04-07-14 - 04-12-14	Foss	Jesse	LCC Mens Lacrosse	30	4	"Check for Cancer" Lacrosse Tournament	Baltimore	MD	None	LCC Foundation / Parent Donations
2	10-16-13-10-19-13	Santos	Michael	SDA - AVID College Trip	50	4	AVID College Trip	SFO - Merced-Sacramento	CA	2 Days	SDA Foundation/Parents & Community Donations

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 7, 2013

**BOARD MEETING DATE:** October 17, 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



**GIFTS AND DONATIONS**  
**SDUHSD BOARD MEETING**  
**October 17, 2013**

ITEM 11A

Item #	Donation	Description	Donor	Department	School Site
1	\$33.59	BTSA Luncheon Donation	Mission Federal Credit Union	BTSA	DO
2	\$2,895.00	Science Lab Donation	Various Parents	Science	EWMS
3	\$668.67	Miscellaneous Supplies Donation	Target Take Charge of Education	Administration	EWMS
4	\$25.00	Math Duplication Donation	Sheldon Brown	Math	DNO
5	\$20.00	Science Lab Donation	Raquel and Paul Stanzione	Science	DNO
6	\$11,440.00	Chrome Books Donation	Diegueno Middle School PTSA	Technology	DNO
7	\$15.00	Math Duplication Donation	Craig and Elizabeth Williams	Math	DNO
8	\$25.00	Math Duplication Donation	Various Parents	Math	DNO
9	\$170.00	Science Lab Donation	Various Parents	Science	DNO
10	\$70.00	World Language Duplication Donation	Various Parents	World Language	DNO
11	\$10.00	Math Duplication Donation	Tanya and Kent Racz	Math	DNO
12	\$5.00	Math Duplication Donation	Anonymous Parent Donation	Math	DNO
13	\$80.00	Science Lab Donation	Various Parents	Science	DNO
14	\$15.00	Math Duplication Donation	Suzanne A. Brenner	Math	DNO
15	\$15.00	World Language Duplication Donation	Joanne Castro	World Language	DNO
16	\$2,407.80	Student Chairs and Cart Donation	Oak Crest Music Boosters	Band	OCMS
17	\$135.00	Miscellaneous Supplies Donation	Wells Fargo Community Support Campaign	Administration	OCMS
18	\$29.38	Mileage Reimbursement Donation	Canyon Crest Academy Foundation	Athletics	CCA
19	\$642.79	Quest Program Donation	Canyon Crest Academy Foundation	Quest	CCA
20	\$4,800.00	Athletics and PE Donation	Canyon Crest Academy Foundation	Athletics	CCA
21	\$506.17	Donation for Printer Repairs	Canyon Crest Academy Foundation	Technology	CCA
22	\$1,191.67	Donation for Safari Montage Licence Renewal	Canyon Crest Academy Foundation	Technology	CCA
23	\$132.00	Donation for Miscellaneous Supplies	IBM Employee Services Center	Administration	CCA
24	\$183.03	Donation for Miscellaneous Supplies	TRUIST	Administration	CCA
25	\$400.20	Donation for Miscellaneous Supplies	Target Take Charge of Education	Administration	CCA
	<b>\$25,915.30</b>	<b>Monetary Donations</b>			
	<b>\$25,915.30</b>	<b>TOTAL VALUE</b>			

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

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

**BOARD MEETING DATE:** October 17, 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**  
**October 17, 2013**

ITEM 11B

Item #	Date	Sponsor, Last Name	First Name	School Team/Club	Total # Students	Total # Chaperones	Event Description / Name of Conference	City	State	Loss of Class Time	\$ Cost
1	11-13-13 - 11-16-13	Black	Christopher	CCA Advanced Journalism	10	1	National Journalism Convention	Boston	MA	3 Days	CCA Foundation / Parent Donations
2	10-26-13	Vice	Bill	LCC Cross Country	21	2	Mt. Sac Cross Country Meet	Walnut	CA	None	LCC Foundation / Parent Donations
3	12-16-13 - 12-21-13	Cassaw	David	LCC Boys Basketball	15	5	JV Boys Basketball Tournament	Lake Forest	CA	1 hour	LCC Foundation / Parent Donations
4	10-18-13 - 10-20-13	Bolig	Lily	SDA Speech & Debate	40	4	Tournament	Fullerton	CA	1 Day	SDA Foundation / Parent Donations
5	12-13-13 - 12-14-13	Bolig	Lily	SDA Speech & Debate	40	4	Tournament	Cypress	CA	1	SDA Foundation / Parent Donations
6	01-10-14 - 01-11-14	Bolig	Lily	SDA Speech & Debate	30	4	Tournament	Tempe	AZ	1	SDA Foundation / Parent Donations
7	03-29-14 - 03-30-14	Bolig	Lily	SDA Speech & Debate	20	3	Tournament	Santa Margarita	CA	None	SDA Foundation / Parent Donations
8	04-25-13 - 04-27-14	Bolig	Lily	SDA Speech & Debate	30	4	Tournament	Modesto	CA	1	SDA Foundation / Parent Donations
9	11-03-13 - 11-07-13	Kokkinis	Anastasia	TPHS AVID Seniors	14	2	AVID College Tour	Sacramento, San Francisco, Los Angeles	CA	4 Days	TPHS Foundation / Parent Donations
10	10-26-13	Thorne	Brent	TPHS Cross Country	14	2	Mt. Sac Cross Country Meet	Walnut	CA	None	TPHS Foundation / Parent Donations
11	10/26/13	Santos	Michael	SDA Mustang Minds	5	1	Irvine Quizbowl Tournament	Irvine	CA	None	SDA Foundation / Parent Donations
12	06-14-14	Nuskin	Mary Anne	EW 8th Grade	380	10	Disneyland Trip	Anaheim	CA	None	EW Parent Donations / ASB
13	11-30-13	Buth	Dwayne	LCC Wrestling	45	6	Wrestling Tournament	San Clemente	CA	None	LCC Foundation / Parent Donations
14	12-03-13	Buth	Dwayne	LCC Wrestling	22	3	Varsity Wrestling Tournament	San Clemente	CA	None	LCC Foundation / Parent Donations
15	12-06-13 - 12-07-13	Buth	Dwayne	LCC Wrestling	18	4	Varsity Wrestling Tournament	Placentia	CA	None	LCC Foundation / Parent Donations
16	12-20-13 - 12-21-13	Buth	Dwayne	LCC Wrestling	14	3	Varsity Wrestling Tournament	Reno	NV	None	LCC 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.

**FIELD TRIP REQUESTS**  
**SDUHSD BOARD MEETING**  
**October 17, 2013**

ITEM 11B

Item #	Date	Sponsor, Last Name	First Name	School Team/Club	Total # Students	Total # Chaperones	Event Description / Name of Conference	City	State	Loss of Class Time	\$ Cost
17	01-03-14 - 01-04-14	Buth	Dwayne	LCC Wrestling	22	4	Varsity Wrestling Tournament	Norwalk	CA	None	LCC Foundation / Parent Donations
18	01-11-14	Buth	Dwayne	LCC Wrestling	22	4	Varsity Wrestling Tournament	EL Monte	CA	None	LCC Foundation / Parent Donations
19	01-17-14 - 01-18-14	Buth	Dwayne	LCC Wrestling	14	2	Wrestling Tournament	Temecula	CA	None	LCC Foundation / Parent Donations
20	03-07-14 - 03-08-14	Buth	Dwayne	LCC Wrestling	14	2	Wrestling Tournament	Bakersfield	CA	None	LCC Foundation / Parent Donations
21	03-15-14 - 03-16-14	Buth	Dwayne	LCC Wrestling	22	4	Grade State Wrestling Championships	Lemoore	CA	None	LCC Foundation / Parent Donations
22	03-27-14	Buth	Dwayne	LCC Wrestling	6	2	National Wrestling Championships	Virginia Beach	VA	None	LCC 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:** October 8, 2013

**BOARD MEETING DATE:** October 17, 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

Change in Assignment

#### Classified

Employment  
Change in Assignment  
Resignation

#### RECOMMENDATION:

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

#### FUNDING SOURCE:

General Fund

## PERSONNEL LIST

### CERTIFICATED PERSONNEL

#### Change in Assignment

1. **Katherine Stapko**, Temporary Teacher (science) at La Costa Canyon High School, change in assignment from 80% to 100% for the remainder of the 2013-14 school year, effective 10/01/13 through 6/13/14.

## PERSONNEL LIST

### CLASSIFIED PERSONNEL

#### Employment

1. **Staelens-Goode, Deborah**, Instructional Assistant SpEd, SR34, 48.75% FTE, Torrey Pines HS, effective 10/02/13

#### Change in Assignment

1. **Arechiga, Aurelio**, Instructional Assistant SpEd SH, SR36, 75% FTE, La Costa Canyon High School, to Custodian, SR32, 100% FTE, La Costa Canyon High School, effective 10/14/13

#### Resignation

1. **Padron, David**, School Plant Supervisor-Middle School, SR39, 100% FTE, Oak Crest Middle School, resignation for the purpose of retirement, effective 12/30/13

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

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

**BOARD MEETING DATE:** October 17, 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 CONTRACT/ HUMAN  
RESOURCES

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Human Resources summarizes one contract.

#### RECOMMENDATION:

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

#### FUNDING SOURCE:

As noted on attached list.



ITEM 12B

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**HUMAN RESOURCES - PROFESSIONAL SERVICES REPORT**

**Board Meeting Date: 10-17-13**

<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>
07/01/13 – 06/30/16	San Diego State University	Student teaching assignments	NA	NA

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

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

**BOARD MEETING DATE:** October 17, 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 one contract.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on attached list

ITEM 13A

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**EDUCATIONAL SERVICES - PROFESSIONAL SERVICES REPORT**

**Board Meeting Date: 10-17-13**

<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>
07/01/13 until terminated by either party	Scott Newman	Provide professional golfer discounts for golf course and various equipment rental fees for San Dieguito Adult Education classes	Adult Education Fund 11-00	\$45.00 per registered student

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

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

**BOARD MEETING DATE:** October 17, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF AGREEMENTS

-----

### EXECUTIVE SUMMARY

The attached Special Education Agreements report summarizes one contract.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on the attached report.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14A

SPECIAL EDUCATION AGREEMENTS

DATE: 010-17-13

<u>Contract Effective Dates</u>	<u>Contractor/Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
07/01/13 – 06/30/14	Rienzi Haytasingh, Psy.D. & Associates (ICA)	Provide neuropsychological assessments, evaluations, and appropriate therapy	General Fund/ Restricted 06-00	Rates shown in the attachment



**ITEM 14A**  
**Fee Schedule**

*"Ensuring Success, one child at a time."*

**BRAIN LEARNING**  
**Rienzi Haytasingh, Psy.D. & Associates**

*Child & Adolescent Educational Psychology*

SCHOOL YEAR: 2013-2014

8414 Lemon Avenue, La Mesa California 91941  
Phone 760.613.2670 Fax 619.462.5437  
[drhaytasingh@brainlearning.com](mailto:drhaytasingh@brainlearning.com)

DATE	DESCRIPTION			HOURS	AMOUNT
	IEE Rate: Hourly			1	\$200
	Includes, Neuropsychological, Psychoeducational, Behavior Assessments.				
	Expert Witness Testimony/ Prep			1	\$200
	Drive Time			1	\$200
	Psychoeducational Assessments				\$2,500- \$3,500
	School Neuropsychological Assessments				\$3,500- \$5,000
<b>HOUR BASE RATE:</b>	<b>REPORT RATE</b>		<b>SCHOOL OBSERVATION</b>	<b>PHONE CONSULTATION</b>	<b>AMOUNT DUE</b>
\$200	\$200		\$200	\$200	

[Empty box for signature]

*Rienzi Haytasingh, Psy.D. is a Licensed Educational Psychologist in the state of California: LEP # 2732*

Make all checks payable to Dr. Rienzi Haytasingh  
**THANK YOU FOR YOUR BUSINESS!**

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 4, 2013

**BOARD MEETING DATE:** October 17, 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 AGREEMENTS

-----

### EXECUTIVE SUMMARY

The attached Special Education Agreement reports for Parent Settlement and Release Agreements summarize three (3) Settlement Agreements that provided services for three Special Education Students.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on the attached report.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14C

SPECIAL EDUCATION – PARENT SETTLEMENT AGREEMENTS

BOARD MEETING DATE: 10/17/13

Student SSID #	Description of Services	Date Executed	Budget #	Amount
2010671605	<b>Parent Settlement Agreement</b> Services provided by district employees	09/26/2013	N/A	\$0.00
9566984147	<b>Parent Settlement Agreement</b> Reimbursement for student placement at PPPSS of parents' choice Duration: 10/03/13 – 08/31/14	10/03/2013	General Fund Special Ed 06-00	\$85,000.00
7030957836	<b>Parent Settlement Agreement</b> Reimbursement for student placement at NPS, ARCH Duration: 11/28/12 – 09/30/13	09/24/2013	General Fund Special Ed 06-00	\$30,400.00



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

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

**BOARD MEETING DATE:** October 17, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF AGREEMENTS

-----

### EXECUTIVE SUMMARY

The attached Pupil Services Agreements report summarizes one agreement.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on the attached report.

ITEM 14D

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

**PUPIL SERVICES AGREEMENTS**

**Board Meeting Date: 10-17-13**

<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>
10/18/13 – 06/30/14	Walroux Enterprises	Provide grant writing, research, and reporting services	TUPE Grant Funds and the General Fund /Restricted 06-00	\$75.00 per hour - not to exceed \$9,375.00 per year

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

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

**BOARD MEETING DATE:** October 17, 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: 10-17-13**

<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>
10/24/13 – 12/20/13	Mojalet Dance Collective	Conduct dance workshops and create choreography for the La Costa Canyon High School Dance Club	La Costa Canyon High School Foundation and partially reimbursed from a grant coming from the City of Carlsbad	\$1,000.00
10/24/13 – 12/20/13	Anna Gagliardo	Conduct dance workshops and create choreography for the La Costa Canyon High School Dance Club	La Costa Canyon High School Associated Student Body (ASB)	\$350.00

# San Dieguito Union High School District

## **INFORMATION REGARDING BOARD AGENDA ITEM**

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 8, 2013

**BOARD MEETING DATE:** October 17, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL OF BUSINESS REPORTS

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### **EXECUTIVE SUMMARY**

Please find the following business reports submitted for your approval:

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

### **RECOMMENDATION:**

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

### **FUNDING SOURCE:**

Not applicable

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 09/24/13 THRU 10/07/13<sup>1</sup>  
ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
240876	09/25/13	21-39	SAN DIEGO DAILY TRAN	036	SITES	\$483.80
240877	09/25/13	25-19	CHRISTIAN WHEELER EN	036	NEW CONSTRUCTION	\$1,500.00
240878	09/25/13	03	TROXELL COMMUNICATIO	035	NON-CAPITALIZED TECH	\$1,200.96
240879	09/25/13	03	GRAND PACIFIC CHARTE	028	SUBAGREEMENTS FOR SE	\$60,000.00
240880	09/25/13	06	SOL TRANSPORTATION,	028	SPEC.ED.TRANSPORTATI	\$5,000.00
240881	09/25/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$1,583.71
240882	09/25/13	06	SIMPLEX -GRINNELL L	028	OTHER TRANSPORT.SUPP	\$2,459.00
240883	09/25/13	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$97.20
240884	09/25/13	03	NO CTY STUDENT TRANS	028	SUBAGREEMENTS FOR SE	\$125,000.00
240885	09/25/13	03	SAN DIEGO SCENIC TOU	028	FLD. TRIPS BY PRV. C	\$40,000.00
240886	09/25/13	03	SUNDANCE STAGE LINES	028	FLD. TRIPS BY PRV. C	\$40,000.00
240887	09/25/13	03	SUN DIEGO CHARTER CO	028	FLD. TRIPS BY PRV. C	\$20,000.00
240888	09/25/13	03	WESS TRANSPORTATION	028	FLD. TRIPS BY PRV. C	\$10,000.00
240889	09/25/13	03	GOLDFIELD STAGE & CO	028	FLD. TRIPS BY PRV. C	\$10,000.00
240890	09/25/13	06	CRIGER, SHARON A., P	030	PROF/CONSULT./OPER E	\$13,000.00
240891	09/25/13	06	MALONE, NELL	030	PAY IN LIEU OF TRANS	\$4,301.91
240892	09/25/13	06	HALLSTROM, LUWANNA	030	OTHER SERV.& OPER.EX	\$2,500.00
240893	09/25/13	03	AMAZON.COM	035	MATERIALS AND SUPPLI	\$242.33
240894	09/25/13	06	AMAZON.COM	035	MATERIALS AND SUPPLI	\$246.73
240895	09/25/13	06	RASIX COMPUTER CENTE	035	MATERIALS AND SUPPLI	\$273.65
240896	09/25/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$3,000.90
240897	09/25/13	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$25,352.00
240898	09/25/13	03	SEHI-PROCOMP COMPUTE	035	MATERIALS AND SUPPLI	\$474.45
240899	09/26/13	03	WARD'S MEDIA TECH	035	NON-CAPITALIZED TECH	\$2,209.80
240900	09/26/13	03	TRUE SHARP LLC	001	OTHER SERV.& OPER.EX	\$243.00
240901	09/26/13	06	AL-SHAMMA, MARIA	030	OTHER SERV.& OPER.EX	\$2,500.00
240902	09/26/13	06	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$70.35
240903	09/26/13	03	SAN DIEGO DIGITAL SO	012	COPIER OVERAGE CHGS	\$484.11
240904	09/26/13	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$80.56
240905	09/26/13	03	C D W G.COM	035	MATERIALS AND SUPPLI	\$11,245.20
240906	09/26/13	03	RASIX COMPUTER CENTE	014	MATERIALS AND SUPPLI	\$316.98
240907	09/27/13	03	RASIX COMPUTER CENTE	003	DUPLICATING SUPPLIES	\$169.87
240908	09/27/13	06	SCHOOL SPECIALTY, IN	040	MATERIALS AND SUPPLI	\$243.80
240909	09/27/13	06	MISSION FEDERAL CRED	040	MATERIALS AND SUPPLI	\$167.94
240910	09/27/13	06	POSITIVE PROMOTIONS,	040	MATERIALS AND SUPPLI	\$897.17
240911	09/27/13	03	AMAZON.COM	035	MATERIALS AND SUPPLI	\$242.33
240912	09/27/13	03	SINGLEWIRE SOFTWARE,	035	COMPUTER LICENSING	\$3,000.00
240913	09/30/13	03	SMART AND FINAL CORP	004	REFRESHMENTS	\$300.00
240914	09/30/13	03	POSITIVE PROMOTIONS,	004	MATERIALS AND SUPPLI	\$411.67
240915	09/30/13	03	TCR SERVICES	004	MATERIALS AND SUPPLI	\$56.48
240917	09/30/13	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$29.15
240918	09/30/13	03	G A SYSTEMS	025	BLDG.-REPAIR MATERIA	\$2,028.00
240920	09/30/13	03	TROXELL COMMUNICATIO	012	MATERIALS AND SUPPLI	\$950.40
240921	09/30/13	03	DOVETAIL MARKETING C	025	MATERIALS AND SUPPLI	\$5,262.93
240922	09/30/13	03	SIMPLEX -GRINNELL L	025	REPAIRS BY VENDORS	\$2,051.62
240923	09/30/13	03	A C T	024	TEST SCORING	\$300.00
240924	09/30/13	03	A C T EDUCATION AND	033	TEST SCORING	\$170.00
240925	09/30/13	03	CONCEPTS SCHOOL AND	013	MATERIALS AND SUPPLI	\$600.26
240926	10/01/13	25-19	DIVISION OF STATE AR	036	NEW CONSTRUCTION	\$500.00
240927	10/01/13	03	POTTER LEGAL TRANSPR	040	OTHER SERV.& OPER.EX	\$513.00
240928	10/01/13	06	CA ASSOC OF SCHOOL E	022	TRAVEL AND CONFERENC	\$90.00
240929	10/01/13	03	SOUTHWEST SCHOOL/OFF	008	MATERIALS AND SUPPLI	\$50.80
240930	10/01/13	03	FROGUTS INC	024	COMPUTER LICENSING	\$1,080.00
240931	10/03/13	03	GOOGLE, INC.	035	COMPUTER LICENSING	\$150.00
240932	10/03/13	03	AMAZON.COM	014	MATERIALS AND SUPPLI	\$124.84

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 09/24/13 THRU 10/07/132  
ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
240933	10/03/13	03	MISSION FEDERAL CRED	005	MATERIALS AND SUPPLI	\$215.46
240934	10/03/13	03	STAPLES ADVANTAGE	030	PRINTING	\$59.51
240935	10/03/13	03	STAPLES ADVANTAGE	030	PRINTING	\$29.75
240936	10/03/13	13	SAN DIEGO RESTAURANT	031	EQUIPMENT	\$6,955.20
240937	10/03/13	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$59.51
240938	10/03/13	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$29.75
240939	10/03/13	03	PACIFIC RIM HYDROSEE	025	OTHER SERV.& OPER.EX	\$960.00
240940	10/03/13	03	GOPHER SPORT	014	MATERIALS AND SUPPLI	\$135.24
240941	10/03/13	13	LOPEZ FOOD DISTRIBUT	031	PURCHASES FOOD	\$2,000.00
240942	10/03/13	13	ECONOMY RESTAURANT S	031	MATERIALS AND SUPPLI	\$372.97
240943	10/03/13	03	DEPT OF PESTICIDE RE	025	FEES - ADMISSIONS, T	\$300.00
240944	10/03/13	06	PAXTON/PATTERSON	004	MATERIALS AND SUPPLI	\$559.99
240945	10/03/13	11	P B D INC	009	BOOKS OTHER THAN TEX	\$1,658.80
240946	10/03/13	13	RASIX COMPUTER CENTE	031	OFFICE SUPPLIES	\$56.48
240947	10/03/13	03	TCR SERVICES	013	MATERIALS AND SUPPLI	\$59.35
240948	10/03/13	03	MATH LEAGUE PRESS	013	MATERIALS AND SUPPLI	\$90.00
240949	10/03/13	06	MAKERBOT INDUSTRIES	013	NON CAPITALIZED EQUI	\$2,809.18
240950	10/03/13	06	BANYAN TREE EDUCATIO	030	OTHER CONTR-N.P.A.	\$2,554.40
240951	10/03/13	06	BANYAN TREE EDUCATIO	030	OTHER CONTR-N.P.A.	\$2,554.40
240952	10/03/13	06	BANYAN TREE EDUCATIO	030	OTHER CONTR-N.P.A.	\$3,193.00
240953	10/03/13	06	BANYAN TREE EDUCATIO	030	OTHER CONTR-N.P.A.	\$1,277.20
240954	10/03/13	06	BANYAN TREE EDUCATIO	030	OTHER CONTR-N.P.A.	\$5,108.80
240955	10/03/13	06	BANYAN TREE EDUCATIO	030	OTHER CONTR-N.P.S.	\$10,340.00
240956	10/03/13	06	BANYAN TREE EDUCATIO	030	OTHER CONTR-N.P.S.	\$10,120.00
240957	10/03/13	06	BANYAN TREE EDUCATIO	030	OTHER CONTR-N.P.S.	\$10,120.00
240959	10/04/13	06	FREDRICKS ELECTRIC I	025	OTHER SERV.& OPER.EX	\$1,535.00
240960	10/04/13	03	MATHESON TRI-GAS INC	010	MATERIALS AND SUPPLI	\$500.00
240961	10/04/13	03	A O REED	025	REPAIRS BY VENDORS	\$660.45
240962	10/04/13	03	ADVANCED WEB OFFSET	013	PRINTING	\$5,759.00
240963	10/04/13	03	HERFF JONES	013	MATERIALS AND SUPPLI	\$1,900.00
240964	10/04/13	13	TAYLOR FREEZER	031	REPAIRS BY VENDORS	\$621.19
240965	10/04/13	03	TCR SERVICES	004	MATERIALS AND SUPPLI	\$47.47
240966	10/04/13	03	AMAZON.COM	013	MATERIALS AND SUPPLI	\$278.66
240967	10/04/13	03	C D W G.COM	013	MATERIALS AND SUPPLI	\$562.26
240968	10/04/13	03	AMAZON.COM	013	MATERIALS AND SUPPLI	\$124.15
240969	10/04/13	03	PIONEER DRAMA SERVIC	004	MATERIALS AND SUPPLI	\$44.99
240971	10/04/13	11	SILVERSTONE, MONTY	024	MATERIALS AND SUPPLI	\$1,000.00
240972	10/04/13	06	AMAZON.COM	005	MATERIALS AND SUPPLI	\$407.16
240973	10/04/13	03	AMAZON.COM	008	MATERIALS AND SUPPLI	\$81.12
240974	10/04/13	03	TCR SERVICES	010	MATERIALS AND SUPPLI	\$268.76
240975	10/04/13	03	TCR SERVICES	025	MATERIALS AND SUPPLI	\$89.59
240976	10/04/13	03	TCR SERVICES	013	MATERIALS AND SUPPLI	\$73.39
240977	10/04/13	11	SURF AND TURF GOLF	009	FEES - ADMISSIONS, T	\$5,500.00
240978	10/04/13	11	VIANNA, ANTONIO	024	MATERIALS AND SUPPLI	\$800.00
240979	10/04/13	11	FOX POINT FARMS	009	MATERIALS AND SUPPLI	\$1,500.00
240981	10/04/13	03	WENGER CORPORATION	004	MATERIALS AND SUPPLI	\$2,407.80
240982	10/04/13	03	XEROX CORPORATION	010	DUPLICATING SUPPLIES	\$2,000.00
240983	10/04/13	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$611.61
240984	10/04/13	03	TUCKER APPLIANCE REP	010	REPAIRS BY VENDORS	\$89.00
240985	10/04/13	13	MISSION FEDERAL CRED	031	OFFICE SUPPLIES	\$43.18
240986	10/05/13	06	AMAZON.COM	013	MATERIALS AND SUPPLI	\$49.66
240987	10/05/13	06	HOME DEPOT	005	MATERIALS AND SUPPLI	\$365.04
240988	10/05/13	03	RASIX COMPUTER CENTE	008	MATERIALS AND SUPPLI	\$273.62
240989	10/05/13	03	HAPARA INC	024	COMPUTER LICENSING	\$6,000.00
240990	10/05/13	06	AMAZON.COM	013	MATERIALS AND SUPPLI	\$30.77

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 09/24/13 THRU 10/07/133  
ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
240991	10/05/13	06	MISSION FEDERAL CRED	005	MATERIALS AND SUPPLI	\$694.85
240992	10/05/13	03	MISSION FEDERAL CRED	008	MATERIALS AND SUPPLI	\$227.28
240994	10/05/13	06	SMART AND FINAL CORP	024	REFRESHMENTS	\$1,000.00
240995	10/05/13	06	FOLLETT EDUCATIONAL	014	TEXTBOOKS	\$3,698.68
240996	10/05/13	06	A S C D	012	MATERIALS AND SUPPLI	\$397.89
240997	10/05/13	06	HOLT MCDOUGAL	012	E-BOOKS OTHER THAN T	\$216.00
240998	10/05/13	06	HOLT MCDOUGAL	004	E-BOOKS OTHER THAN T	\$324.00
240999	10/05/13	03	COSTCO CARLSBAD	025	MATERIALS AND SUPPLI	\$32.40
241000	10/07/13	03	RASIX COMPUTER CENTE	014	MATERIALS AND SUPPLI	\$50.22
241001	10/07/13	06	VERDUGO TESTING CO.,	028	FEES - ADMISSIONS, T	\$6,900.00
241002	10/07/13	03	PROCURETECH	035	COMPUTER SUPPLIES	\$888.19
241003	10/07/13	03	ATLAS PUMPING SERVIC	025	REPAIRS BY VENDORS	\$5,625.00
241004	10/07/13	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$29.75
241005	10/07/13	03	BARNES & NOBLE BOOKS	035	MATERIALS AND SUPPLI	\$400.00
241006	10/07/13	03	MISSION FEDERAL CRED	013	MATERIALS AND SUPPLI	\$182.87
241007	10/07/13	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$149.00
241008	10/07/13	03	FURNITURE25.COM	035	NON-CAPITALIZED TECH	\$1,280.17
241009	10/07/13	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$56.81
241010	10/07/13	06	RASIX COMPUTER CENTE	030	MATERIALS AND SUPPLI	\$1,548.60
241011	10/07/13	06	ONE STOP TONER AND I	030	MATERIALS AND SUPPLI	\$102.57
840027	09/25/13	03	SANDCASE	022	CONFERENCE, WORKSHOP,	\$35.00
840028	09/25/13	03/06	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$60.00
840030	10/03/13	06	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$90.00
840031	10/04/13	03	SAN DIEGO COUNTY OFF	022	CONFERENCE, WORKSHOP,	\$50.00
REPORT TOTAL						\$522,539.04



ITEM 15F

Individual Membership Listings  
For the Period of September 24, 2013 through October 7, 2013

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

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 8, 2013

**BOARD MEETING DATE:** October 17, 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 twelve contracts.

Three contracts pertain to California Environmental Quality Act Services; LSA Associates, Inc., The Planning Center, Inc., and URS Corporation were selected from eight firms responding to the District's Request for Proposals CB2014-01. The three 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.

One contract pertains to additional geotechnical investigation by Geocon, Inc. for the storage building and paved area for the Canyon Crest Academy stadium project.

Two contracts pertain to design and construction support for Torrey Pines High School Technology Infrastructure and HVAC of the south classrooms at Building B.

Three contracts pertain to Trace3 Inc. Two to provide equipment required to upgrade the data network, telephone system to Voice Over IP and wireless at Carmel Valley Middle School, and one to provide wireless licenses needed to upgrade the wireless system district wide.

The parts, materials, and equipment to upgrade the data network, telephone system to Voice Over IP and wireless will be procured pursuant to District Board Policies 3310 and 3311, Purchasing Procedures and Bids, respectively, and to ensure these policies are being

## ITEM 15G

followed, the Board has adopted a Resolution on February 19, 2009 authorizing contracting pursuant to cooperative bid and award documents from Western State Contracting Alliance (WSCA) Computer Equipment Software, Peripherals & Related Services Contract, State of Minnesota for the purchase of computer equipment, software, peripherals, & related services. The WSCA documents call for Trace3, Inc. to provide a standard discount of 38% off list price. Per WSCA rules, local agencies are allowed to negotiate a better price, and therefore staff negotiated a discount extending the discount to 40% off list price.

Two contracts pertain to Fredricks Electric, Inc. to provide fiber re-cabling for Carmel Valley Middle School to upgrade the site's technology infrastructure, as well as upgrade the classroom component (62 classrooms and 12 offices) for audio/visual at La Costa Canyon High School. This data component is procured by the competitively bid unit price contract B2013-03 for district wide data cabling installations.

One contract pertains to Modular Space Corporation dba ModSpace, for the lease of an office trailer for the Canyon Crest Academy Rough Grading project and Middle School #5 project for use by the construction project management team to be located at the back student lot of Canyon Crest Academy.

### **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 15G

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**PROPOSITION AA - PROFESSIONAL SERVICES REPORT**  
**FACILITIES PLANNING & CONSTRUCTION****Board Meeting Date: 10-17-13**

<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>
October 18, 2013- October 17, 2014	LSA Associates, Inc.	Provide Districtwide CEQA Services	Building Fund- Prop 39 Fund 21-39	\$150,000.00 Time and Material Basis
October 18, 2013- October 17, 2014	The Planning Center, Inc.	Provide Districtwide CEQA Services	Building Fund- Prop 39 Fund 21-39	\$150,000.00 Time and Material Basis
October 18, 2013- October 17, 2014	URS Corporation	Provide Districtwide CEQA Services	Building Fund- Prop 39 Fund 21-39	\$150,000.00 Time and Material Basis
October 18, 2013- April 18, 2014	Geocon Inc.	Provide Additional Geotechnical Investigation Services for Storage Building and Paved Areas at Canyon Crest Academy	Building Fund- Prop 39 Fund 21-39	\$6,500.00
October 18, 2013- October 17, 2014	Roesling, Nakamura, Terada Architects, Inc.	Provide design and construction support at Torrey Pines High School Technology Infrastructure in Building B	Building Fund- Prop 39 Fund 21-39	\$29,000.00 plus reimbursable expenses
October 18, 2013- October 17, 2014	Roesling, Nakamura, Terada Architects, Inc.	Provide design and construction support at Torrey Pines High School HVAC South Classrooms in Building B	Building Fund- Prop 39 Fund 21-39	\$112,000.00 plus reimbursable expenses

## ITEM 15G

October 18 2013- April 18, 2014	Trace3, Inc.	Provide equipment required to upgrade the data network and wireless at Carmel Valley Middle School	Building Fund- Prop 39 Fund 21-39	\$247,417.48.
October 18 2013- April 18, 2014	Trace3, Inc.	Provide Voice Over IP system at Carmel Valley Middle School	Building Fund- Prop 39 Fund 21-39	\$57,790.46
October 18, 2013- April 18, 2014	Trace3, Inc.	Provide district wide wireless access at all sites and to support the centralized management of the district data, wireless and VoIP network	Building Fund- Prop 39 Fund 21-39	\$49,068.00
October 18, 2013- October 17, 2014	Fredricks Electric, Inc.	Provide Carmel Valley Middle School Fiber Re-Cabling	Building Fund- Prop 39 Fund 21-39	\$95,300.00
October 18, 2013- October 17, 2014	Fredricks Electric, Inc.	Provide La Costa Canyon High School Classroom Fiber Re-Cabling (62) classrooms and (12) offices	Building Fund- Prop 39 Fund 21-39	\$102,644.00
October 14, 2013- October 13, 2014	Modular Space Corporation dba ModSpace	Lease of an office trailer for the Canyon Crest Academy Rough Grading project and Middle School #5 project	Building Fund- Prop 39 Fund 21-39	\$2,814.18

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 8, 2013

**BOARD MEETING DATE:** October 17, 2013

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** AWARD/RATIFICATION OF CONTRACTS

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### EXECUTIVE SUMMARY

On Tuesday, October 1, 2013, bid CB2014-05 was held for the Canyon Crest Academy Rough Grade Project. The bid received good coverage with four firms submitting, the lowest responsive responsible bidder was Byrom-Davey, Inc. with an amount of \$951,000.00, which was \$25,000.00 less than the next low bid and lower than the lowest engineer's estimate of \$1,250,000.

### RECOMMENDATION:

It is recommended that the Board approve and/or ratify the contract, and authorize Christina M. Bennett or Eric R. Dill to execute the contract:

1. Byrom-Davey, Inc., Canyon Crest Academy Rough Grade Project CB2014-05 during the period October 23, 2013 through February 28, 2014, in the amount of \$951,000.00, to be expended from Building Fund-Prop 39 Fund 21-39.

### FUNDING SOURCE:

N/A

ITEM 15I

Canyon Crest Academy Rough Grade Project CB2014-05	Bid Results
<b>Bidder</b>	<b>Amount</b>
Byrom-Davey, Inc.	\$ 951,000.00
FJ Willard Contracting	\$ 1,186,500.00
Sierra Pacific West, Inc.	\$ 976,000.00
Whillock Contracting, Inc.	\$ 2,050,355.00
Bid Date	10/1/2013

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 8, 2013

**BOARD MEETING DATE:** October 17, 2013

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** APPROVAL OF CHANGE ORDERS

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### EXECUTIVE SUMMARY

The La Costa Canyon Miscellaneous Sitework CB2013-11A and Electrical Improvements CB2013-11B portions relating to the Phase 1a HVAC project at La Costa Canyon High School are now complete. EC Constructors, Inc. has one change order decreasing their contract amount by \$11,773.00 for a new total of \$88,757 for the deletion of condensate drains, and additions for the demolition of concrete at the switchgear area, and for the clearing of heavily landscaped areas to facilitate trenching and backfill. Pacific Winds Building, Inc. has one change order increasing their contract amount by \$5,213.00 for a new total of \$134,922.10 for concrete coring through site concrete masonry walls, and for hand excavation parallel to the existing ductbanks.

The Canyon Crest Academy Athletic Field Replacement project is now complete.

- Bid Package #1, Bryom-Davey, Inc. has one change order increasing the contract amount by a net \$52,560.44 for a new total of \$1,846,089.44 for the deletion of work associated with a ramp, and project sign, and additions for a change in block type at the landscape wall adjacent to the asphalt road to meet structural requirements for a change to its height, to relocate utilities for irrigation at the northeast corner of the track, and to repair the subgrade of the field in order to provide a stable subgrade for the field installation.
- Bid Package #2, J&B Engineers, Surveyors, has one change order increasing the contract amount by \$319.00 for a new total of \$11,269.00 to supply a Payment and Performance Bond required by the District but not by contract.
- Bid Package #3, David Beckwith & Associates, has one change order decreasing the contract amount by \$3,000.00 for a new total of \$82,000.00 for the return of unused storm water pollution prevention plan allowance.



ITEM 15J

The project budget of \$3,931,010 included a contingency amount of \$294,783. The net add of the three bid packages, \$49,879.44, will be deducted from the contingency.

For administrative purposes, the completion date needs to be extended on the contracts 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:

1. La Costa Canyon Miscellaneous Sitework CB2013-11A, contract entered into with E.C. Constructors, Inc., decreasing the contract amount by \$11,773.00 for a new total of \$88,757.00, and extending the contract 47 days.
2. La Costa Canyon Electrical Improvements CB2013-11B, contract entered into with Pacific Winds Building, Inc., increasing the contract amount by \$5,213.00 for a new total of \$134,922.10, and extending the contract 47 days.
3. Canyon Crest Academy Athletic Field Replacement Bid Package #1 CB2013-01, contract entered into with Byrom-Davey, Inc., increasing the contract amount by \$52,560.44 for a new total of \$1,846,089.44, and extending the contract 48 days.
4. Canyon Crest Academy Athletic Field Replacement Bid Package #2 CB2013-01, contract entered into with J&B Engineers, Surveyors, increasing the contract amount by \$319.00 for a new total of \$11,269.00, and extending the contract 48 days.
5. Canyon Crest Academy Athletic Field Replacement Bid Package #3 CB2013-01, contract entered into with David Beckwith & Associates, decreasing the contract amount by \$3,000.00 for a new total of \$82,000.00, and extending the contract 48 days.

**FUNDING SOURCE:**

N/A

ITEM 15J

**Change Order**

ROESLING  
NAKAMURA  
TERADA  
Architects, Inc.

363 FIFTH AVENUE  
SAN DIEGO  
CALIFORNIA 92101  
619 233-1023  
FAX 619 233-0016  
mal@mlarchitects.com

Owner   
Architect   
Contractor   
Field   
Other

Project:	<b>Miscellaneous Sitework at La Costa Canyon High School</b>	CO No:	01
	CB2013-11A	Initiation Date:	Sept. 30, 2013
To Contractor:	EC Constructors	Project No:	631.02
	9824 River Street	Contract For:	CB2013-11A
	Lakeside, CA 92040	Contract Date:	July 3, 2013

The Contract is changed as follows:

Deductive COR #1 for deleted condensate drains.	<\$19,697.00>
Additive COR #2 for added concrete demolition at switchgear.	\$1210.00
Additive COR #3 for added landscaping clear and grub.	\$6000.00
Additive COR #4 for added landscaping clear and grub.	\$714.00
<u>Total</u>	<u>&lt;\$11,773.00&gt;</u>

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

The original (Contract Sum) (~~Guaranteed Maximum Price~~) was ..... \$ 100,530.00  
 Net change by previously authorized Change Orders ..... \$ 0  
 The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was ..... \$ 100,530.00  
 The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (~~increased~~) (~~decreased~~) (~~unchanged~~) by  
 this Change Order ..... \$ <11,773.00>  
 The new (Contract Sum) (~~Guaranteed Maximum Price~~) including this Change Order will be ..... \$ 88,757.00  
 The Contract Time will be (~~increased~~) (~~decreased~~) (~~unchanged~~) by ..... ( 47 ) days  
 The date of Substantial Completion as of the date of this Change Order therefore is ..... October 17, 2013

ARCHITECT **RNT Architects, Inc.**

ADDRESS 363 5th Avenue, #202, San Diego, CA 92101

BY Joe Mansfield DATE 9/30/13



CONTRACTOR **EC Constructors**

ADDRESS 9824 River St., Lakeside, CA 92040

BY \_\_\_\_\_ DATE \_\_\_\_\_

OWNER \_\_\_\_\_

ADDRESS \_\_\_\_\_

BY \_\_\_\_\_ DATE \_\_\_\_\_

OWNER **San Dieguito Union High School District**

ADDRESS 710 Encinitas Blvd. Encinitas, CA 92024

BY \_\_\_\_\_ DATE \_\_\_\_\_

ITEM 15J

**Change Order**

ROESLING  
NAKAMURA  
TERADA  
Architects, Inc.  
  
363 FIFTH AVENUE  
SAN DIEGO  
CALIFORNIA 92101  
619 233-1023  
FAX 619 233-0016  
mail@rntarchitects.com

Owner   
Architect   
Contractor   
Field   
Other

Project:	<b>Electrical Improvements For HVAC Upgrades at Classrooms at La Costa Canyon High School CB2013-11B</b>	CO No:	01
To Contractor:	Pacific Winds Building Inc.	Initiation Date:	Sept. 30, 2013
	19 Hammond Ste. 504	Project No:	631.02
	Irvine, CA 92618	Contract For:	CB2013-11B
		Contract Date:	July 3, 2013

The Contract is changed as follows:

Additive COR #1 for added concrete coring through site concrete masonry walls.	\$4316.24
Additive COR #2 for hand excavation at parallel ductbank.	\$896.86
<b>Total</b>	<b>\$5213.10</b>

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

The original (Contract Sum) (~~Guaranteed Maximum Price~~) was ..... \$ 129,709.00  
 Net change by previously authorized Change Orders ..... \$ 0  
 The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was ..... \$ 129,709.00  
 The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (increased) (~~decreased~~) (~~unchanged~~) by  
 this Change Order ..... \$ 5,213.00  
 The new (Contract Sum) (~~Guaranteed Maximum Price~~) including this Change Order will be ..... \$ 134,922.10  
 The Contract Time will be (increased) (~~decreased~~) (~~unchanged~~) by ..... ( 47 ) days  
 The date of Substantial Completion as of the date of this Change Order therefore is ..... Oct 17, 2013

ARCHITECT **RNT Architects, Inc.**  
 ADDRESS 363 5th Avenue, #202, San Diego, CA 92101  
 BY Joe Mansfield DATE 9/30/13

CONTRACTOR **Pacific Winds Building Inc.**  
 ADDRESS 19 Hammond Ste. 504, Irvine, CA 92618  
 BY \_\_\_\_\_ DATE \_\_\_\_\_

OWNER **San Dieguito Union High School District**  
 ADDRESS 710 Encinitas Blvd. Encinitas, CA 92024  
 BY \_\_\_\_\_ DATE \_\_\_\_\_

ITEM 15J

## CONTRACT CHANGE ORDER REQUEST

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

Date: October 04, 2013

RE: CCA Phase 1 Field Replacement  
D.S.A. #: 04-112835  
Lionakis #: 012308.01

CHANGE ORDER REQUEST #: 1  
BBC JOB #: 12564000  
Byrom Davey PCO #: 1-6

Page 1 of 2

Sir/Madam:

This change order represents settlement for all contractor cost and time issues related to this project through July 31, 2013, as follows:

Project PCO#	Description	Value
PCO #1	Deduct: Removal of work associated with ADA Ramp (per CCD#1)	[\$33,802.00]
PCO #3	Add: Repair Pumping Sub-grade	\$60,865.75
PCO #4	Add: Landscape Wall	\$20,274.52
PCO #5	Add: North East Utilities	\$3,759.76
PCO #6	Deduct: Project Sign	[\$440.00]
PCO #7	Add: Additional Fence at North East Corner	\$1,902.41
<p><b>The Contract Time will be increased by 48 days. The date of Substantial Completion as of the date of this Change Order therefore is October 17, 2013.</b></p>		

Performance of the above-defined work will INCREASE the CONTRACT price in the amount of \$52,560.44

*Enclosure: Potential Costs Log and Prime Contractor Byrom Davey Change Order Requests related breakdown and backup.*

Upon signing by the Owner, CM Agency and Contractor, the above noted Contract is hereby amended per this Change Order and the terms of the Agreement.

This change represents full and complete compensation for all cost, direct and indirect, associated with the work and time agreed herein, including but not limited to, all costs incurred for extended overhead, disruption or suspension of work, labor inefficiencies, and the change's impact on the unchanged work. Acceptance of this change order constitutes approval to fund these changes from the Owner's Contingency.

ORIGINAL CONTRACT AMOUNT	\$1,793,529.00
AMOUNT THIS CHANGE ORDER REQUEST	\$52,560.44
TOTAL CHANGE ORDER AMOUNT	\$52,560.44
REVISED CONTRACT AMOUNT	\$1,846,089.44
BOARD APPROVED AMOUNT	\$52,560.44

ITEM 15J

BY (Tom Christian)	Lionakis	ARCHITECT	DATE

<i>Cginglardy</i>			09/05/13
BY (Cindy Ginglardy)	Balfour Beatty Construction	CM AGENCY	DATE

BY (Christina Bennett)	San Dieguito Union HS District	DISTRICT	DATE

ITEM 15J

## CONTRACT CHANGE ORDER REQUEST

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

Date: October 4, 2013

RE: CCA Phase 1 Field Replacement  
D.S.A. #: 04-112835  
Lionakis #: 012308.01

CHANGE ORDER REQUEST #: 1  
BBC JOB #: 12564000  
J & B Survey PCO #: 001

Sir/Madam:

This change order represents settlement for all contractor cost and time issues related to this project through July 31, 2013, as follows:

Project PCO#	Description	Value
PCO # <u>1</u>	<b>Add:</b> Reimbursement for Payment & Performance Bond (required by District but not by contract)	<b>\$319.00</b>
<p><b>The Contract Time will be increased by 48 days.</b>  <b>The date of Substantial Completion as of the date of this Change Order therefore is October 17, 2013.</b></p>		

Performance of the above-defined work will **INCREASE** the **CONTRACT** price in the amount of **\$319.00.**

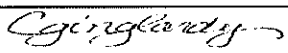
*Enclosure: Potential Costs Log and Prime Contractor Byrom Davey Change Order Requests related breakdown and backup.*

Upon signing by the Owner, CM Agency and Contractor, the above noted Contract is hereby amended per this Change Order and the terms of the Agreement.

This change represents full and complete compensation for all cost, direct and indirect, associated with the work and time agreed herein, including but not limited to, all costs incurred for extended overhead, disruption or suspension of work, labor inefficiencies, and the change's impact on the unchanged work. Acceptance of this change order constitutes approval to fund these changes from the Owner's Contingency.

ORIGINAL CONTRACT AMOUNT	\$10,950.00
AMOUNT THIS CHANGE ORDER REQUEST	\$319.00
TOTAL CHANGE ORDER AMOUNT	\$319.00
REVISED CONTRACT AMOUNT	\$11,269.00
BOARD APPROVED AMOUNT	\$319.00

BY (Tom Christian) Lionakis	ARCHITECT	DATE

		10/04/13
BY (Cindy Ginglardy) Balfour Beatty Construction	CM AGENCY	DATE

BY (Christina Bennett) San Dieguito Union HS District	DISTRICT	DATE

ITEM 15J

## CONTRACT CHANGE ORDER REQUEST

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

Date: October 4, 2013

RE: CCA Phase 1 Field Replacement  
D.S.A. #: 04-112835  
Lionakis #: 012308.01

CHANGE ORDER REQUEST #: 1  
BBC JOB #: 12564000  
Dave Beckwith & Associates  
PCO #: 1

Sir/Madam:

This change order represents settlement for all contractor cost and time issues related to this project through October 04, 2013, as follows:

Project PCO#	Description	Value
PCO # <u>1</u>	Credit: Unused SWPPP Allowance	[\$3,000.00]
<p>The Contract Time will be increased by 48 days. The date of Substantial Completion as of the date of this Change Order therefore is October 17, 2013.</p>		

Performance of the above-defined work will DECREASE the CONTRACT price in the amount of [\$3,000.00]

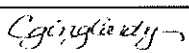
*Enclosure: Potential Costs Log and Prime Contractor Byrom Davey Change Order Requests related breakdown and backup.*

Upon signing by the Owner, CM Agency and Contractor, the above noted Contract is hereby amended per this Change Order and the terms of the Agreement.

This change represents full and complete compensation for all cost, direct and indirect, associated with the work and time agreed herein, including but not limited to, all costs incurred for extended overhead, disruption or suspension of work, labor inefficiencies, and the change's impact on the unchanged work. Acceptance of this change order constitutes approval to fund these changes from the Owner's Contingency.

ORIGINAL CONTRACT AMOUNT	\$85,000.00
AMOUNT THIS CHANGE ORDER REQUEST	[\$3,000.00]
TOTAL CHANGE ORDER AMOUNT	[\$3,000.00]
REVISED CONTRACT AMOUNT	\$82,000.00
BOARD APPROVED AMOUNT	[\$3,000.00]

BY (Tom Christian) Lionakis	ARCHITECT	DATE

		10/04/13
BY (Cindy Ginglardy) Balfour Beatty Construction	CM AGENCY	DATE

BY (Christina Bennett) San Dieguito Union HS District	DISTRICT	DATE

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 8, 2013

**BOARD MEETING DATE:** October 17, 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 miscellaneous sitework and electrical improvements project at La Costa Canyon High School is now complete.

In addition, the Phase 1a athletic field replacement at Canyon Crest Academy is now complete.

Both projects 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. La Costa Canyon Miscellaneous Sitework CB2013-11A, contract entered into with E.C. Constructors, Inc.
2. La Costa Canyon Electrical Improvements CB2013-11B, contract entered into with Pacific Winds Building, Inc.
3. Canyon Crest Academy Athletic Field Replacement Bid Package #1 CB2013-01, contract entered into with Byrom-Davey, Inc.
4. Canyon Crest Academy Athletic Field Replacement Bid Package #2 CB2013-01, contract entered into with J&B Engineers, Surveyors
5. Canyon Crest Academy Athletic Field Replacement Bid Package #3 CB2013-01, contract entered into with David Beckwith & Associates

### FUNDING SOURCE:

N/A



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 8, 2013

**BOARD MEETING DATE:** October 17, 2013

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

**SUBJECT:** SUPERINTENDENT EVALUATION  
TIMELINE, 2013-14

.....

### EXECUTIVE SUMMARY

Attached for the Board's consideration is a *Timeline for the Superintendent Evaluation Process, 2013-14*. This item was presented to the Board for first read on October 3, 2013 and is now being submitted for Board Action.

### RECOMMENDATION:

It is recommended that the Board approve the *Timeline for the Superintendent Evaluation Process, 2013-14*, as shown in the attached supplement(s).

### FUNDING SOURCE:

Not applicable

ITEM 16

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

**Superintendent**  
Rick Schmitt

Office of the Superintendent  
Fax (760) 943-3501

# San Dieguito

## Union High School District

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

### SUPERINTENDENT EVALUATION TIMELINE, 2013-14

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October 17	Extended Closed Session Meeting of the Board (5:15 – 6:00 PM) <ul style="list-style-type: none"><li>• <i>Board / Superintendent Working Agreements</i></li><li>• <i>2013-14 Education Plan: Strategic Themes and Goals</i></li><li>• <i>Superintendent Performance Standards and Objectives</i></li><li>• <i>2013-14 Superintendent Evaluation Timeline (to be approved in Open Session)</i></li></ul>
June 2 - 23	Individual Board Members fill out Evaluation Form
June 24 - 30	Compilation of Results
July 1 - 10	Board President Finalizes Evaluation Document
July 17	Superintendent Evaluation: Closed Session (Board Discussion)
August 21	Superintendent Evaluation Closed Session (Review with Superintendent)
September 18	Review / Action: Superintendent's Contract

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

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

**BOARD MEETING DATE:** October 17, 2013

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** BOARD POLICY REVISION PROPOSALS (2);  
“NUTRITION SERVICES TRANSPORTER I & II”

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### EXECUTIVE SUMMARY

Attached for board review is a proposed new Board Policy #4216.3-21.9, “*Nutrition Services Transporter II*”, and proposed revisions and retitle of current Board Policy 4216.3-21.5, “*Nutrition Services Transporter I*”.

There are currently three positions assigned to the long-standing classification *Nutrition Services Assistant-Transporter*. The establishment of a single central kitchen at Canyon Crest Academy has resulted in additional duties and scope of responsibility for one of the Transporter positions at that site. To appropriately recognize this change in complexity and responsibility, the recommendation is to establish two levels of *Transporter* – the higher level being the position at the central kitchen at Canyon Crest Academy. The *Level I* Nutrition Services positions that serve Torrey Pines and San Dieguito Academy/Sunset have not changed significantly, but a change in title to *Nutrition Services Transporter I* (vs Assistant) is recommended to differentiate two levels of work in a series.

The recommendation to allocate the new classification at range 29 of the classified bargaining unit is consistent with internal classification pay relationships and in line with available external comparisons for the entry level and top level classes in the Nutrition Services series.

This change was approved by the District’s Personnel Commission at its regular meeting on October 8, 2013. The Commission’s process includes the participation and concurrence of the classified bargaining unit, CSEA Chapter #241.

### RECOMMENDATION:

It is recommended that the Board approve and adopt these Board Policy Revision Proposals (2), as shown in the attached supplement(s), effective October 17, 2013.

### FUNDING SOURCE:

District General Fund.

## CLASSIFIED PERSONNEL

4216.3-21.5

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### NUTRITION SERVICES ~~ASSISTANT~~ TRANSPORTER I

#### OVERALL JOB PURPOSE STATEMENT

Under the direction of an assigned supervisor, the job of Nutrition Services ~~Assistant~~ Transporter I is done for the purposes of transporting food, supplies and equipment to District schools; performing tasks relating to the preparation, serving and sale of food at a school site location.

#### DISTINGUISHING CHARACTERISTICS

Positions in the nutritional services series prepare, assemble, transport and serve food in compliance with current health standards for meeting mandated nutritional standards and meeting projected meal requirements with a minimum of waste. They verify quantities and specifications of orders, prepare documentation of items prepared and sold and provide information and direction to customers about the type and cost of meals.

The Nutritional Services ~~Assistant~~ Transporter I class is a more experienced level in the series, performing responsible and complex food service duties such as loading/unloading a vehicle for transporting prepared meals, food items and equipment to school site nutritional services areas. Positions in the class also service the transport vehicle as appropriate, inspecting engine fluid level and tire pressure as directed. This class differs from the Nutrition Services Assistant I which performs routine duties such as setup, serving, cleaning and basic food assembly and operating a point of sale terminal. The Nutrition Services Assistant II assists or substitutes for the Nutrition Services Supervisor as necessary in a satellite facility, but does not load/unload a vehicle, transport food or maintain a transport vehicle.

#### ESSENTIAL JOB FUNCTIONS:

- Transports food and equipment from the central kitchen to other campuses for the purpose of providing food and supply items in support of the school lunch program.
- Maintains assigned vehicle (e.g. tracking routine maintenance, cleaning, washing, checking fluids, etc.) for the purpose of ensuring that the vehicle is in safe operating condition.
- Cleans utensils, equipment and the storage, food preparation and serving areas for the purpose of maintaining sanitary conditions in compliance with current health standards.
- Estimates food preparation amounts for the purpose of meeting projected meal requirements and minimizing waste.
- Sets-up work and food serving areas for the purpose of meeting standards for efficient and effective food assembly and serving of food items, ensuring adequate quantity and quality of items to be served at scheduled meal times.
- Responds to inquiries of students, staff and the public for the purpose of providing information and/or direction regarding the type and/or cost of meals, marketing items to increase sales and to present a pleasant atmosphere for eating.

## CLASSIFIED PERSONNEL

4216.3-21.5

- Inspects one or more items of food and/or supplies for the purpose of verifying quantity and specifications of orders and/or complying with mandated health requirements.
- Operates a point of sale terminal in accordance with established procedures (e.g. setup, maintenance, etc.) for the purpose of selling food items and accounting for monies received from, and change made for, customers.
- Assembles and serves food and beverage items for the purpose of meeting mandated nutritional requirements and projected meal requirements and/or requests of students and school personnel.
- Stores unused food items in accordance with health and sanitation standards for the purpose of maintaining items for future use.
- Maintains equipment in the storage, food preparation and serving areas (e.g. cleans, stores, organizes, etc.) for the purpose of maintaining sanitary conditions in compliance with current health standards.
- Stocks food, condiments, beverages and supplies for the purpose of maintaining adequate quantities and security of items.
- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.
- Attends meetings (e.g. inservice training, etc.) for the purpose of receiving and/or conveying information.

### OTHER JOB FUNCTIONS:

- Performs other related duties as assigned.

### JOB REQUIREMENTS- MINIMUM QUALIFICATIONS

### SKILLS, KNOWLEDGE AND ABILITIES

### ESSENTIAL JOB REQUIREMENTS – QUALIFICATIONS

#### Skills, Knowledge, and Abilities

SKILLS are required to perform multiple, non-technical tasks. Adhering to safety practices. Operating equipment used in quantity food production. Operating a vehicle to transport food and supplies. Preparing and maintaining accurate records.

KNOWLEDGE IS REQUIRED TO PERFORM basic math; read a variety of manuals; understand written procedures; write routine documents, speak clearly; and understand complex, multi-step written and oral instructions; health standards and hazards related to cooking, transporting and storing food; quantity cooking and safety practices and procedures; standard kitchen equipment, utensils and measurements.

## CLASSIFIED PERSONNEL

4216.3-21.5

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ABILITY TO Schedule activities. Gather and/or collate data. Consider a number of factors when using equipment Work with a diversity of individuals and/or groups. Work with specific, job-related data. Utilize a variety of job-related equipment. Assemble, serve and sell a variety of food items in large quantities in a sanitary kitchen and/or food service area. Operate a point of sale terminal and compute daily cash totals. Make change and arithmetic calculations quickly and accurately. Understand and follow oral and written directions. Interpret and apply rules, regulations, policies and procedures. Establish and maintain cooperative and effective working relationships with others. Meet deadlines and schedules.

### **Problem Solving**

In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation. Problem solving with equipment is limited to moderate.

### **Flexibility**

Work with others in a variety of circumstances. Work with data utilizing specific, defined processes. Operate equipment using standardized methods.

### **Responsibility**

Responsibilities include: working under direct supervision using standardized procedures providing information and/or advising others; and operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the Organization's services.

### **Working Environment**

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; some stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 25% sitting, 30% walking and 40% standing. This job requires the ability to lift objects weighing up to 50 lbs. The job is performed under some temperature extremes and some hazardous conditions.

### **EXPERIENCE**

Any combination equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed above.

### **EDUCATION**

High School diploma or equivalent.

### **REQUIRED TESTING**

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

## CLASSIFIED PERSONNEL

4216.3-21.5

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### CONTINUING EDUCATION/TRAINING

None specified.

### LICENSES AND CERTIFICATES

State of California Food Handler's Certificate ~~within 3 months~~ at time of employment; ~~Serve/Safe Certification within 6 months of employment~~; Valid California Class C or higher Driver's License and evidence of insurability; record of driving history issued by the California DMV on its Form H-6 less than 30 days prior to applying for the position.

### CLEARANCES

Criminal Justice Fingerprint/Background Clearance; TB Clearance every 4 years; pre-employment physical exam including drug screen.

## **NUTRITION SERVICES TRANSPORTER II**

### **OVERALL JOB PURPOSE STATEMENT**

Under the direction of an assigned supervisor, the job of Nutrition Services Transporter II is done for the purposes of transporting food, supplies, volume commodities, money and nutrition services equipment to District schools; performing tasks relating to the preparation, serving and sale of food at a school site location.

### **DISTINGUISHING CHARACTERISTICS**

Positions in the nutritional services series prepare, assemble, transport and serve food in compliance with current health standards for meeting mandated nutritional standards and meeting projected meal requirements with a minimum of waste. They verify quantities and specifications of orders, prepare documentation of items prepared and sold and provide information and direction to customers about the type and cost of meals.

The Nutrition Services Transporter II class is a more experienced level in the series, performing responsible and complex food service duties such as loading/unloading a vehicle for transporting volume commodities, prepared meals, food items and nutrition services equipment to school site nutritional services areas. Positions in the class also service the transport vehicle as appropriate, inspecting engine fluid level and tire pressure as directed. This class differs from the Nutrition Services Transporter I which performs routine duties such as setup, serving, cleaning and basic food assembly and operating a point of sale terminal. The Nutrition Services Assistant II assists or substitutes for the Nutrition Services Supervisor as necessary in a satellite facility, but does not load/unload a vehicle, transport food or maintain a transport vehicle.

### **ESSENTIAL JOB FUNCTIONS:**

- Transports prepared food, supplies, volume commodities, money and nutrition services equipment from the central kitchen to other campuses for the purpose of providing food and supply items in support of the school lunch program.
- Organizes delivery products and delivery points to ensure that prepared foods remain at required hot or cold temperatures to avoid spoilage.
- Adapts workday schedule as needed to accommodate large commodity deliveries and varying site schedules.
- Maintains assigned vehicle (e.g. tracking routine maintenance, cleaning, washing, checking fluids, adding fuel, etc.) for the purpose of ensuring that the vehicle is in safe and ready operating condition.
- Cleans utensils, equipment and the storage, food preparation and serving areas for the purpose of maintaining sanitary conditions in compliance with current health standards.
- Estimates food preparation amounts for the purpose of meeting projected meal requirements and minimizing waste.



## CLASSIFIED PERSONNEL

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4216.3-21.9

- Sets-up work and food serving areas for the purpose of meeting standards for efficient and effective food assembly and serving of food items, ensuring adequate quantity and quality of items to be served at scheduled meal times.
- Responds to inquiries of students, staff and the public for the purpose of providing information and/or direction regarding the type and/or cost of meals, marketing items to increase sales and to present a pleasant atmosphere for eating.
- Inspects one or more items of food and/or supplies for the purpose of verifying quantity and specifications of orders and/or complying with mandated health requirements.
- Ensures that replenishment orders are placed in a timely manner for the purpose of ensuring adequate supplies to maintain production schedules.
- Signs for incoming deliveries for the purpose of ensuring that correct items and quantities are supplied by vendors.
- Operates a point of sale terminal in accordance with established procedures (e.g. setup, maintenance, etc.) for the purpose of selling food items and accounting for monies received from, and change made for, customers.
- Operates a variety of delivery and storage equipment such as trucks with lift gates, pallet jack, motor coach, hand trucks, and food containers for the purpose of completing deliveries.
- Assembles and serves food and beverage items for the purpose of meeting mandated nutritional requirements and projected meal requirements and/or requests of students and school personnel.
- Stores unused food items in accordance with health and sanitation standards for the purpose of maintaining items for future use.
- Maintains equipment in the storage, food preparation and serving areas (e.g. organizes and cleans kitchen areas, refrigeration floors, hoods, vents, coils, condensers, etc.) for the purpose of maintaining sanitary conditions in compliance with current health standards.
- Stocks food, condiments, beverages and supplies for the purpose of maintaining adequate quantities and security of items.
- Assists in setting up and breaking down equipment and preparing for opening and closing of kitchens for the purpose of timely food service operations.
- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.

### OTHER JOB FUNCTIONS:

- Performs other related duties as assigned.

## CLASSIFIED PERSONNEL

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4216.3-21.9

### ESSENTIAL JOB REQUIREMENTS – QUALIFICATIONS

#### Knowledge, Skills and Abilities

**SKILLS** are required to perform multiple, non-technical tasks. Adhering to safety practices. Operating equipment used in quantity food production. Operating a vehicle to transport food and supplies. Preparing and maintaining accurate records.

**KNOWLEDGE IS REQUIRED TO PERFORM** basic math; read a variety of manuals; understand written procedures; write routine documents, speak clearly; and understand complex, multi-step written and oral instructions; health standards and hazards related to cooking, transporting and storing food; quantity cooking and safety practices and procedures; standard kitchen equipment, utensils and measurements.

**ABILITY TO** Schedule activities. Gather and/or collate data. Consider a number of factors when using equipment Work with a diversity of individuals and/or groups. Work with specific, job-related data. Utilize a variety of job-related equipment. Assemble, serve and sell a variety of food items in large quantities in a sanitary kitchen and/or food service area. Operate a point of sale terminal and compute daily cash totals. Make change and arithmetic calculations quickly and accurately. Understand and follow oral and written directions. Interpret and apply rules, regulations, policies and procedures. Establish and maintain cooperative and effective working relationships with others. Meet deadlines and schedules.

#### Problem Solving

In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation. Problem solving with equipment is limited to moderate.

#### Flexibility

Work with others in a variety of circumstances. Work with data utilizing specific, defined processes. Operate equipment using standardized methods.

#### Responsibility

Responsibilities include: working under direct supervision using standardized procedures providing information and/or advising others; and operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the Organization's services.

#### Working Environment

The usual and customary methods of performing the job's functions requires the following physical demands as part of a rigorous work schedule driving and lifting heavy loads: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; some stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 25% sitting, 30% walking and 40% standing. This job requires the ability to lift repeatedly and daily objects weighing up to 50 pounds and frequently up to 75 pounds. Push wheeled carts weighing over 100 pounds to move products into

## **CLASSIFIED PERSONNEL**

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ITEM 17  
4216.3-21.9

and off from vehicles and within storage areas. The job is performed under some temperature extremes and some hazardous conditions.

### **EXPERIENCE**

Any combination equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed above.

### **EDUCATION**

High School diploma or equivalent.

### **REQUIRED TESTING**

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

### **CONTINUING EDUCATION/TRAINING**

None specified.

### **LICENSES AND CERTIFICATES**

State of California Food Handler's Certificate at time of employment; Serve/Safe Certification within 6 months of employment. Valid California Class C or higher Driver's License and evidence of insurability; record of driving history issued by the California DMV on its Form H-6 less than 30 days prior to applying for the position.

### **CLEARANCES**

Criminal Justice Fingerprint/Background Clearance; TB Clearance every 4 years; pre-employment physical exam including drug screen.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 8, 2013

**BOARD MEETING DATE:** October 17, 2013

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

**SUBJECT:** DATE OF ORGANIZATIONAL MEETING,  
DECEMBER 12, 2013

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### EXECUTIVE SUMMARY

According to Education Code sections 35143 and 7200(c)(2), all Governing Boards are required to hold an annual organizational meeting for the purpose of establishing future meeting dates and electing officers. The outcome of said meeting is then reported to the County Office of Education within a specific window of time. The San Diego County Office of Education requests that this meeting be held between December 6 and 20, 2013.

### RECOMMENDATION:

District administration recommends December 12, 2013 as the date for the Organizational Board Meeting. This item is being submitted for consideration by the board will be submitted for board action on November 14, 2013.

### FUNDING SOURCE:

Not applicable

**NOTICE OF DECEMBER 2013  
ORGANIZATIONAL MEETING OF THE GOVERNING BOARD**

Complete and submit no later than December 1, 2013 to:

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

School District: San Dieguito Union High School District

Date of Organizational Meeting: December 12, 2013  
*(date between December 6 and December 2, 2013, inclusive)*

Time of Meeting: 6:30 PM

Beth Hergesheimer, Board Clerk

Date

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 30, 2013

**BOARD MEETING DATE:** October 17, 2013

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** UNIFORM COMPLAINT REPORT

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### EXECUTIVE SUMMARY

State law requires school districts to submit reports to the San Diego County Office of Education (SDCOE) and the district governing board on the number of complaints each district has received related to the Williams Settlement, i.e., instructional materials, emergency facilities issues, and teacher vacancies and misassignments. Secondary districts that receive CAHSEE Intensive Instruction and Services funding must also submit data on uniform complaints related to the Valenzuela Settlement, ( i.e., the provision of intensive instruction and services).

Attached is the report for the first quarter, 2013-14, from July through September, 2013.

### RECOMMENDATION:

Review and acceptance of the attached Uniform Complaint Report is recommended.

### FUNDING SOURCE:

Not applicable.



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

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

**BOARD MEETING DATE:** October 17, 2013

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** REVIEW OF SAN DIEGUITO ACADEMY  
MATH & SCIENCE BUILDING

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### EXECUTIVE SUMMARY

The architect and staff will review the design concept and materials for the San Dieguito Academy Math and Science Building at the Board meeting on October 17, 2013.

### RECOMMENDATION:

This item is being submitted as information only.



ITEM 20



1 PERSPECTIVE VIEW



**1** FIRST FLOOR GRAPHIC PLAN  
1/8" = 1'-0"



1 SECOND FLOOR GRAPHIC PLAN  
1/8" = 1'-0"