



**Union High School District**

**BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

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

**Superintendent**  
Rick Schmitt

**THURSDAY, OCTOBER 16, 2014  
6:30 PM**

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

*Welcome to the meeting of the San Dieguito Union High School District Board of Trustees.*

**PUBLIC COMMENTS**

If you wish to speak regarding an item on the agenda, please complete a speaker slip located at the sign-in desk and present it to the Secretary to the Board prior to the start of the meeting. When the Board President invites you to the podium, please state your name, address, and organization before making your presentation.

Persons wishing to address the Board on any school-related issue not elsewhere on the agenda are invited to do so under the "Public Comments" item. If you wish to speak under Public Comments, please follow the same directions (above) for speaking to agenda items. Complaints or charges against an employee are not permitted in an open meeting of the Board of Trustees.

In the interest of time and order, presentations from the public are limited to three (3) minutes per person, per topic. The total time for agenda and non-agenda items shall not exceed twenty (20) minutes. An individual speaker's allotted time may not be increased by a donation of time from others in attendance.

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

**PUBLIC INSPECTION OF DOCUMENTS**

In compliance with Government Code section 54957.5, agenda-related documents that have been distributed to the Board less than 72 hours prior to the Board Meeting will be available for review on the district website, [www.sduhsd.net](http://www.sduhsd.net) and/or at the district office. Please contact the [Office of the Superintendent](#) for more information.

**CONSENT CALENDAR**

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

**CLOSED SESSION**

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

**CELL PHONES / ELECTRONIC DEVICES**

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

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 16, 2014  
6:30 PM**

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

**PRELIMINARY FUNCTIONS ..... (ITEMS 1 – 6)**

- 1. CALL TO ORDER; PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS ..... 6:00 PM
- 2. **CLOSED SESSION** ..... **6:01 PM**
  - A. To consider personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline/ release, dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless the employee requests a public session.
    - 2 Issues
  - B. To conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Codes sections 54956.9(b)(3)(A), (D), and (E) (1 issue): Guelland v San Dieguito Union High School District (case #37-2010-00061838-CU-PO-NC).

**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 (2) / REGULAR BOARD MEETING OF OCTOBER 2, 2014 & PROP AA PROJECTS TOUR OF OCTOBER 6, 2014
  - Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the Minutes (2) of the October 2, 2014 Regular Board Meeting and October 6, 2014 Prop AA Projects Tour, as shown in the attached supplements.

**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. SCHOOL UPDATE, SUNSET/NORTH COAST ALT. HIGH SCHOOLS ..... RICK AYALA, PRINCIPAL

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

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

**11. SUPERINTENDENT**

A. GIFTS AND DONATIONS

Accept the gifts and donations, as shown in the attached supplement.

B. FIELD TRIP REQUESTS

Accept the field trip requests, as shown in the attached supplement.

**12. HUMAN RESOURCES**

A. PERSONNEL REPORTS

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

1. Certificated and/or Classified Personnel Reports, as shown in the attached supplements.

B. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

**13. EDUCATIONAL SERVICES**

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. 22nd District Agricultural Association for lease of facilities for AP testing, during the period May 3, 2015 through May 14, 2015, for an amount not to exceed \$59,200.00 plus labor & equipment rental fees, to be expended from the General Fund 03-00 and reimbursed by AP Test Service II, LLC as part of the AP Testing Services Agreement.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

**14. PUPIL SERVICES / SPECIAL EDUCATION**

**SPECIAL EDUCATION**

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

Approve/ratify 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. San Dieguito Union High School District – Coastal Learning Academy, to provide special education instruction/services to Carlsbad Unified School District during the 2014-2015 school year, to be reimbursed \$20,007.00 per student per school year.
2. San Dieguito Union High School District – Coastal Learning Academy, to provide special education instruction/services to San Marcos Unified School District during the 2014-2015 school year, to be reimbursed \$20,007.00 per student per school year.
3. Bill Lane & Associates, Inc. (ICA), to provide adolescent transport services for at risk Special Education students to/from residential facilities, during the period August 29, 2014 through June 30, 2015, for an amount not to exceed \$15,000.00 per year, to be expended from the General Fund/Restricted 06-00.

4. Alternative Teaching Strategy Center (NPA), to provide behavior intervention supervision, planning strategies, and aide to special education students, during the period July 1, 2014 through June 30, 2015, at the rates of \$130.00 per hour for (BID) student supervision and \$55.00 per hour for (BII) student aide services, to be expended from the General Fund/Restricted 06-00.
5. Jill Weckerly, Ph.D. (ICA), to provide neuropsychological, psycho educational, and behavior assessments and services, during the period July 1, 2014 through June 30, 2015, in the amount of \$150.00 per hour, to be expended from the General Fund/Restricted 06-00.

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

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

#### **PUPIL SERVICES**

D. APPROVAL/RATIFICATION OF AGREEMENTS  
(None Submitted)

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

#### **BUSINESS**

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Fiscal Crisis & Management Assistance Team (FCMAT), to provide a study and analysis of district special education operations, during the period September 24, 2014 until project completion, for an estimated total cost of \$25,000.00 to be expended from the General Fund/Restricted 06-00.

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

C. AWARD/RATIFICATION OF CONTRACTS  
(None Submitted)

D. APPROVAL OF CHANGE ORDERS  
(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS  
(None Submitted)

F. 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 and all related pertinent documents:

1. Mobile Modular Management Corporation, to provide continued storage rental of 13 relocatable classrooms at San Dieguito High School Academy, on a month-to-month rental during the period September 1, 2014 through June 30, 2015, in an amount not to exceed \$37,000.00 (\$3,700.00 monthly), to be expended from Building Fund–Prop 39 Fund 21-39.
2. D.A. Hogan & Associates, Inc., to provide supplemental permit support for use of reclaimed water at Canyon Crest Academy, during the period October 17, 2014 through completion, on a time and material basis in an amount not to exceed \$10,000.00, to be expended from Building Fund–Prop 39 Fund 21-39.
3. Class Leasing, LLC., to provide DSA approved drawings for (3) 36' x 40' modular buildings at Earl Warren Middle School, during the period October 17, 2014 through completion, on a time and material basis in an amount not to exceed \$22,618.00, to be expended from Building Fund–Prop 39 Fund 21-39.
4. Rancho Santa Fe Security Systems, Inc., to provide updated security system and upgrades at San Dieguito High School Academy, during the period October 17, 2014 through completion, in the amount of \$4,220.00, to be expended from Building Fund–Prop 39 Fund 21-39.
5. Fieldman, Rolapp & Associates, to provide financial advisor services for District General Obligation Bond, during the period October 17, 2014 through June 30, 2015, on a time and material basis in an amount not to exceed \$49,500.00, contingent upon closing of a bond sale and to be expended from future cost of issuance.

#### 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. Placeworks, Inc., amend contract CB2014-01 to provide District wide California Environmental Quality Act (CEQA) Services, during the period October 18, 2014 through June 30, 2015, increasing the amount by \$100,000.00 on a time and material basis for a new total cumulative amount of \$250,000.00, to be expended from Building Fund–Prop 39 Fund 21-39.
2. LSA Associates, Inc., amend contract CB2014-01 to provide District wide California Environmental Quality Act (CEQA) Services, during the period October 18, 2014 through June 30, 2015, increasing the amount by \$100,000.00 on a time and material basis for a new total cumulative amount of \$250,000.00, to be expended from Building Fund–Prop 39 Fund 21-39.
3. URS Corporation, amend contract CB2014-01 to provide District wide California Environmental Quality Act (CEQA) Services, during the period October 18, 2014 through June 30, 2015, increasing the amount by \$100,000.00 on a time and material basis for a new total cumulative amount of \$250,000.00, to be expended from Building Fund–Prop 39 Fund 21-39.
4. Westberg & White, Inc., amend contract B2011-06 to provide additional design services at Oak Crest Middle School for widening streets, fire access analysis and plans, and redesign of existing drop-off area, during the period October 18, 2014 through completion, increasing the amount by \$49,550.00 for a new total of 129,550.00, to be expended from Building Fund–Prop 39 Fund 21-39.

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

Adopt the attached resolution authorizing purchasing pursuant to bid and award documents from Chawanakee Unified School District for the lease of modular buildings, per the pricing structure, terms, and conditions stated in the bid documents, to be expended from the Building Fund–Prop 39 Fund 21-39 and Capital Facilities Fund 25-19 or from the fund to which the purchases are charged.

## 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. Diegueno Middle School Entry Enhancement Media Center CB2014-13 Bid Package #3, contract entered into with Commercial & Industrial Roofing Co. Inc., decreasing the contract amount by \$34,994.00 for a new total of \$50,625.00, and extending the contract 61 days.
2. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #1, contract entered into with EC Constructors, Inc., increasing the contract amount by \$4,028.00 for a new total of \$592,353.00, and extending the contract 61 days.
3. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #2, contract entered into with Commercial & Industrial Roofing Co., Inc., decreasing the contract amount by \$20,835.00 for a new total of \$27,254.00, and extending the contract 61 days.
4. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #3, contract entered into with Peltzer Plumbing, decreasing the contract amount by \$18,965.00 for a new total of \$127,035.00, and extending the contract 61 days.
5. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #4, contract entered into with ACH Mechanical Contractors, Inc., decreasing the contract amount by \$13,918.00 for a new total of \$107,782.00, and extending the contract 61 days.
6. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #5, contract entered into with Ace Electric Inc., decreasing the contract amount by \$44,250.00 for a new total of \$153,750.00, and extending the contract 61 days.
7. San Dieguito High School Academy Stadium Project Phase 2 CA2014-40, contract entered into with Gilbane Building Company, Inc., decreasing the contract amount by \$238,962.27 for a new total of \$2,645,336.73, and extending the contract 108 days.
8. Energy Conservation Services Contract B2009-17-Phase 2, contract entered into with Siemens Industry, Inc., decreasing the contract amount by \$111,596.03 for a new total of \$1,787,143.97.
9. La Costa Canyon High School Information Commons Renovation CB2014-20 Bid Package #2, contract entered into with Roof Construction, Inc., decreasing the contract amount by \$35,310.43 for a new total of \$325,258.57, and extending the contract 61 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 Records' Office:

1. Diegueno Middle School Entry Enhancement Media Center CB2014-13 Bid Package #3, contract entered into with Commercial & Industrial Roofing Co. Inc.
2. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #1, contract entered into with EC Constructors, Inc.
3. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #2, contract entered into with Commercial & Industrial Roofing Co.
4. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #3, contract entered into with Peltzer Plumbing.
5. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #4, contract entered into with ACH Mechanical Contractors, Inc.
6. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #5, contract entered into with Ace Electric, Inc.

- 7. San Dieguito High School Academy Stadium Project Phase 2 CA2014-40, contract entered into with Gilbane Building Company, Inc.
- 8. Energy Conservation Services Contract B2009-17-Phase 2, contract entered into with Siemens Industry, Inc.
- 9. La Costa Canyon High School Information Commons Renovation CB2014-20 Bid Package #2, contract entered into with Roof Construction, Inc.

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

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

Joyce Dalessandro	Gabri Posard, Alternate, San Dieguito HS Academy
Barbara Groth	Melanie Farfel, Canyon Crest Academy
Beth Hergesheimer	Renee Haerle, La Costa Canyon High School
Amy Herman	Erica Lewis, Torrey Pines High School
John Salazar	Hana Rivera Garza, Sunset / North Coast High Schools

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

- 16. ADOPTION OF PROPOSED NEW ADMINISTRATIVE REGULATION, #6159.4/AR-1, "*BEHAVIORAL INTERVENTIONS FOR SPECIAL EDUCATION STUDENTS*"  
 Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the proposed new Administrative Regulation, #6159.4/AR-1, "*BEHAVIORAL INTERVENTIONS FOR SPECIAL EDUCATION STUDENTS*", as shown in the attached supplement.
- 17. ADOPTION OF RESOLUTION OF INTENTION TO CONVEY PERMANENT EASEMENT AND RIGHT-OF-WAY
  - Motion by \_\_\_\_\_, second by \_\_\_\_\_, to adopt the Resolution of Intention to Convey Permanent Easement and Right-of-Way to City of San Diego, for the purpose of access to construct, reconstruct, maintain, operate and repair sewer facilities for the Canyon Crest Academy campus, as described in the attachment
  - Roll Call

**INFORMATION ITEMS..... (ITEMS 18 - 27)**

- 18. BELL SCHEDULES & FLEX START TIMES .....JASON VILORIA, EXECUTIVE DIRECTOR, ED. SVCS.  
This item is being submitted as information only.
- 19. ESTABLISHMENT OF DATE OF ORGANIZATIONAL BOARD MEETING, 2014  
This item is being presented for consideration and will be resubmitted for action at the November 13, 2014 board meeting.
- 20. BUSINESS SERVICES UPDATE..... ERIC DILL, ASSOCIATE SUPERINTENDENT
- 21. HUMAN RESOURCES UPDATE .....TORRIE NORTON, ASSOCIATE SUPERINTENDENT
- 22. EDUCATIONAL SERVICES UPDATE.....MIKE GROVE, ED.D., ASSOCIATE SUPERINTENDENT
- 23. PUBLIC COMMENTS  
In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda. (*See Board Agenda Cover Sheet*)
- 24. FUTURE AGENDA ITEMS
- 25. ADJOURNMENT TO CLOSED SESSION .....(AS REQUIRED)

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

- 2 Issues

B. To conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Codes sections 54956.9(b)(3)(A), (D), and (E) (1 issue): Guelland v San Dieguito Union High School District (case #37-2010-00061838-CU-PO-NC).

26. REPORT FROM CLOSED SESSION (AS NECESSARY)

27. MEETING ADJOURNED

*The next regularly scheduled Board Meeting will be held on [Thursday, November 13, 2014, at 6:30 PM](#) in the SDUHSD District Office Board Room 101. The District Office is located at 710 Encinitas Blvd., Encinitas, CA, 92024.*



ITEM 6

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 2, 2014

THURSDAY, OCTOBER 2, 2014  
6:30 PM

DISTRICT OFFICE BOARD ROOM 10120  
710 ENCINITAS BLVD., ENCINITAS, CA. 92024

**PRELIMINARY FUNCTIONS..... (ITEMS 1 – 6)**

1. CALL TO ORDER..... 6:00 PM

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

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

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

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

- 2 Issues

B. Did not 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): Guelland v San Dieguito Union High School District (case #37-2010-00061838-CU-PO-NC).

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

ATTENDANCE

BOARD OF TRUSTEES AND STUDENT BOARD REPRESENTATIVES

Joyce Dalessandro	Jaycelin Bert, San Dieguito High School Academy
Barbara Groth	Melanie Farfel, Canyon Crest Academy
Beth Hergesheimer	Renee Haerle, La Costa Canyon High School
Amy Herman	Erica Lewis, Torrey Pines High School
John Salazar	Hana Rivera Garza, Sunset Continuation/North Coast Alt. High Schools

DISTRICT ADMINISTRATORS / STAFF

Rick Schmitt, Superintendent  
Eric Dill, Associate Superintendent, Business  
Mike Grove, Ed.D., Associate Superintendent, Educational Services  
Torrie Norton, Associate Superintendent, Human Resources  
Delores Perley, Chief Financial Officer  
David Jaffe, Principal, Torrey Pines High School  
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

3. CALL TO ORDER..... (ITEM 3)

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

4. PLEDGE OF ALLEGIANCE ..... (ITEM 4)

President Dalessandro led the Pledge of Allegiance.

**ITEM 6**

- 5. REPORT OUT OF CLOSED SESSION .....(ITEM 5)  
The Board met in closed session; there was no reportable action taken.
- 6. APPROVAL OF MINUTES (2) / REGULAR BOARD MEETING & BOARD WORKSHOP OF SEPTEMBER 4, 2014  
It was moved by Ms. Groth, seconded by Ms. Herman, to approve the minutes (2) of the September 4, 2014 Regular Board Meeting and Board Workshop, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

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

- 7. STUDENT INTRODUCTIONS & UPDATES
  - A. INTRODUCTIONS AND OATH OF OFFICE ..... RICK SCHMITT, SUPERINTENDENT  
Superintendent Schmitt introduced new student board representative Melanie Farfel, and administered the "Oath of Office".
  - B. STUDENT UPDATES ..... STUDENT BOARD REPRESENTATIVES  
Students gave updates on events and highlights at their schools.
- 8. BOARD REPORTS AND UPDATES ..... BOARD OF TRUSTEES  
Ms. Hergesheimer, Ms. Herman, Ms. Groth and Ms. Dalessandro all attended the San Dieguito Faculty Association Welcome Back event held prior to the Board meeting.  
Ms. Groth attended Back to School Nights at Torrey Pines, La Costa Canyon, San Dieguito HS Academy and Canyon Crest Academy high schools, and Oak Crest and Earl Warren middle schools, the San Diego School Boards Association meeting, the Achievement Gap Task Force meeting, the CIF Coordinating Council meeting, and the Prop AA Parent meeting at La Costa Canyon High School and Carmel Valley Middle School.  
Ms. Hergesheimer attended all Back to School Nights except for Canyon Crest Academy, the CSBA Back to School webinar, and the Prop AA Parent meeting at La Costa Canyon High School.  
Mr. Salazar had nothing to report.  
Ms. Herman attended all Back to School Nights, the Prop AA Parent meetings at Torrey Pines and La Costa Canyon high schools and Carmel Valley Middle School, the Solana Beach School Relations Committee meeting, the San Dieguito for Drug Free Alliance luncheon/meeting, and Middle School #5 planning committee meeting.  
Ms. Dalessandro attended the Solana Beach School Relations Committee meeting, all of the Back to School Nights except Canyon Crest Academy, the San Dieguito for Drug Free Alliance luncheon/meeting, the Middle School #5 planning committee meeting, and the Prop AA Parent meeting at Carmel Valley Middle School.
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, LEGISLATIVE UPDATES.....RICK SCHMITT, SUPERINTENDENT  
Superintendent Schmitt gave an update on his site visits to each campus, and the Prop AA Projects Tour scheduled on Monday, October 6<sup>th</sup> in conjunction with the Independent Citizens’ Oversight Committee.
- 10. DEPARTMENT UPDATE / TORREY PINES HIGH SCHOOL..... DAVID JAFFE, PRINCIPAL  
Mr. Jaffe reported on highlights at his school including the celebration of Torrey Pines High School’s 40<sup>th</sup> year, Prop AA construction on campus, and Common Core implementation. He shared the reshaping of Torrey Pines HS into the future including bell schedule and flex starting times increasing more and different learning opportunities for students, incorporating the STEM program and academic pathways into the school environment.

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

Item 13A1 was pulled from the consent agenda for further discussion.

## ITEM 6

It was moved by Ms. Hergesheimer, seconded by Ms. Groth, that Consent Agenda Items #11-12B & 13A2-15, be approved as amended (*\*revised 12A attached*). Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

Public Comments were made regarding Item 13A1 by Stephen McDowell.

*\*\*It was moved by Ms. Hergesheimer, seconded by Ms. Herman, that Consent Agenda Items #13A1, be approved as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Noes: Salazar. Motion carried.*

## 11. SUPERINTENDENT

### A. GIFTS AND DONATIONS

Accept the gifts and donations, as presented.

### B. FIELD TRIP REQUESTS

Approve the 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.

*\*Revised 12A, Personnel Reports-Certificated, distributed at the meeting.*

### B. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

## 13. EDUCATIONAL SERVICES

### A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Creative Alliance Group, to provide assistance with the creation and implementation of the high school enrollment study group, establishing a collaborative environment between the district and the community, and facilitating and coordinating with all parties regarding attendance boundary areas and school enrollment, during the period October 3, 2014 until project completion or termination by either party with 30 day written notice, at the rate of \$350.00 per hour plus out of pocket expenses, to be expended from the General Fund 03-00.

*\*\*Item 13A1 pulled from the Consent Agenda and voted on separately, as shown above.*

2. MiraCosta Community College District (MCCCD), acting as the Fiscal Agent for Assembly Bill 86 (AB 86) grant funding in the Region that includes San Dieguito Union High School District (SDUHSD), to reimburse SDUHSD \$25,880.79 for its cost to participate in the Consortia effort to develop a plan that serves the needs of Adult Education students in the Region as required by AB 86, during the period July 1, 2014 through June 30, 2015.

### 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/ratify entering into the following non-public school / non-public agency master contracts (NPS/NPAs), independent contractor agreements (ICAs), and or memorandums of

**ITEM 6**

understanding (MOUs), and authorize Christina M. Bennett or Eric R. Dill to execute all pertinent documents:

1. University of California San Diego School of Medicine (MOU), to provide consultation and assessment services, during the period July 1, 2014 through June 30, 2015, at the rate of \$240.00 per hour plus actual travel costs (other than ordinary commuting expenses), to be expended from the General Fund/Restricted 06-00.
2. Carmel Valley Swimming Pool (ICA), for lease of facilities for Torrey Pines High School Adaptive Physical Education, during the period September 8, 2014 through November 21, 2014, for an amount not to exceed \$1,280.00, to be expended from the General Fund/Restricted 06-00.
3. Dennis M. Doyle, PhD (ICA), to assist with the implementation of the Coordinated Early Intervention Services plan (CEIS) including supporting district leaders in reviewing data, identifying areas of improvement, recommend professional development, and provide technical assistance resources and monitoring based upon the approved CEIS plan and amendments, during the period October 3, 2014 through June 30, 2015, for an amount not to exceed \$9,600.00, to be expended from the General Fund/Restricted 06-00.
4. New Alternatives, Inc. (NPA), to provide twenty-four hour residential treatment services for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2014 through June 30, 2015, at the rates \$8,714.00 per month for residential services and \$156.60 per hour for medical care for students who do not have Medi-Cal, to be expended from the General Fund/Restricted 06-00.
5. Fred Finch Youth Center (NPS), to provide alternative education and day treatment for diploma bound students with high functioning autism, moderate to severe learning disabilities, and/or social, emotional, and/or mental health issues, during the period September 2, 2014 through June 30, 2015, at the rate of \$210.00 per day (all inclusive), to be expended from the General Fund/Restricted 06-00

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

(None Submitted)

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

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

1. Student ID #6113119004, for reimbursement of Parentally Placed Private School Student (PPPSS) at Cal Coast Academy for educational tuition, during the period September 18, 2014 through July 31, 2015, in an amount not to exceed \$20,750.00.
2. Student ID #2139960835, for reimbursement of Parentally Placed Private School Student (PPPSS) at Cal Coast Academy for educational tuition, through the period ending September 16, 2014, in an amount not to exceed \$15,800.00.

**PUPIL SERVICES**

**D. APPROVAL/RATIFICATION OF AGREEMENTS**

(None Submitted)

**15. BUSINESS / PROPOSITION AA**

**BUSINESS**

**A. APPROVAL/RATIFICATION OF AGREEMENTS**

(None Submitted)

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

**ITEM 6**

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

1. Fredricks Electric, Inc. for Cable Installations - District Wide B2013-03, extending the contract period from October 1, 2014 through September 30, 2015 with no other changes to the contract, to be expended from the fund to which the project is charged.

**C. AWARD/RATIFICATION OF CONTRACTS**

(None Submitted)

**D. APPROVAL OF CHANGE ORDERS**

(None Submitted)

**E. ACCEPTANCE OF CONSTRUCTION PROJECTS**

(None Submitted)

**F. AUTHORIZATION TO SIGN / CONSTRUCTION PROJECTS**

Authorize Rick Schmitt, Superintendent or Eric R. Dill, Associate Superintendent of Business Services, or Russ Thornton, Chief Facilities Officer to sign on all applications, permits, and associated documents related to construction projects.

**G. APPROVAL OF BUSINESS REPORTS**

Approve the following business reports:

1. Purchase Orders
2. Membership Listing

**PROPOSITION AA**

**H. APPROVAL/RATIFICATION OF AGREEMENTS**

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

1. Kitty Siino & Associates, Inc., to provide an updated appraisal for the Canyon Crest Academy and Middle School #5 parcels, during the period October 3, 2014 through completion, in the amount of \$5,000.00, to be expended from Building Fund–Prop 39 Fund 21-39.
2. Subsurface Surveys & Associates, Inc., to provide District wide geophysical surveys, during the period October 3, 2014 to October 2, 2015, in an amount not to exceed \$10,000.00, to be expended from Building Fund–Prop 39 Fund 21-39.
3. JPBLA, Inc., to provide landscape architecture plan for Oak Crest Middle School field slopes, during the period October 3, 2014 through completion, in a time and material amount of \$15,000.00 plus reimbursables, to be expended from Building Fund–Prop 39 Fund 21-39.
4. JPBLA, Inc., to provide landscape architecture plan for La Costa Canyon High School, during the period October 3, 2014 through completion, in a time and material amount of \$6,500.00 plus reimbursables, to be expended from Building Fund–Prop 39 Fund 21-39.

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

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

1. NTD Architecture, to provide additional DSA Close out certification for various projects, amending contract CA2014-45, extending the contract through February 1, 2015, increasing cost on a time and material basis in an amount not to exceed \$20,000.00 plus reimbursables for a new total not to exceed \$30,000.00 plus reimbursables, to be expended from Building Fund–Prop 39 Fund 21-39.
2. Mod Space, to provide monthly rental on 10' X 32' office trailer at Canyon Crest Academy, amending contract CA2014-12, extending the contract through March 14, 2015, increasing

**ITEM 6**

cost in the amount of \$835.00 for a new total of \$2,659.00, to be expended from Building Fund–Prop 39 Fund 21-39.

- 3. Fuscoe Engineering, Inc. to prepare and process a striping and signage plan for Calle Barcelona at the La Costa Valley site, amending contract CA2014-01, during the period October 3, 2014 through April 3, 2015, increasing the amount by \$4,800.00 for a new total of \$48,847.00, to be expended from Building Fund–Prop 39 Fund 21-39.
- 4. Latitude 33 Planning & Engineering, to provide civil engineering services, storm drain alignment and survey at Oak Crest Middle School, amending contract A2013-150, during the period October 3, 2014 through April 3, 2015, increasing the amount by \$12,500.00 on a time and material basis for a new total of \$28,600.00, to be expended from Building Fund–Prop 39 Fund 21-39.
- 5. Davis Demographics & Planning, Inc., to provide demographics studies and a projection study, amending contract CA2014-07, renewing the contract through June 30, 2015, increasing the amount by \$18,930.00 for a new total of \$45,010.00, to be expended from Building Fund- Prop 39 Fund 21-39.

J. AWARD/RATIFICATION OF CONTRACTS  
(None Submitted)

K. APPROVAL OF CHANGE ORDERS  
(None Submitted)

L. ACCEPTANCE OF CONSTRUCTION PROJECTS  
(None Submitted)

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

16. ADOPTION OF 2014-15 DISTRICT GENERAL FUND BUDGET / FALL REVISION

Motion by Ms. Hergesheimer, seconded by Ms. Hergesheimer, to adopt the 2014-15 District General Fund Budget, Fall Revision, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

17. ADOPTION OF RESOLUTION/REDUCTION OF ONE CLASSIFIED MANAGEMENT POSITION AND INCUMBENT FOR FISCAL YEAR 2014-15

Motion by Ms. Groth, second by Ms. Hergesheimer, to adopt the resolution initiating reduction of one classified management position and incumbent for fiscal year 2014-15, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

18. ADOPTION OF RESOLUTION IN SUPPORT OF DRUG AWARENESS MONTH & RED RIBBON WEEK, 2014

Motion by Ms. Hana Rivera, seconded by Ms. Erica Lewis, to adopt the renew and adopt the San Dieguito Union High School District Resolution for 2014, in support of Red Ribbon Week and Declaring October 2014, as Drug Awareness Month, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

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

19. 2014-15 BELL SCHEDULE & FLEX START TIMES .....JASON VILORIA

This item was pulled and will be resubmitted at the next board meeting on October 16, 2014.

20. PROPOSED NEW ADMINISTRATIVE REGULATION, #6159.4/AR-1, "BEHAVIOR INTERVENTIONS FOR SPECIAL EDUCATION STUDENTS"

This item was submitted as first read and will be resubmitted for action at the October 16, 2014 board meeting.

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

Mr. Dill gave an update on a study and analysis of district Special Education operations that will be requested for approval at the next Board meeting. He also report that the Sally Smith Uniform

ITEM 6

Complaint case was closed and that interviews were conducted yesterday for a financial advisor for the upcoming Series B bonds.

- 22. HUMAN RESOURCES UPDATE .....TORRIE NORTON, ASSOCIATE SUPERINTENDENT  
Ms. Norton had nothing further to report.
- 23. EDUCATIONAL SERVICES UPDATE ..... MIKE GROVE, ASSOCIATE SUPERINTENDENT  
Dr. Grove gave an update on the high school enrollment study group.
- 24. PUBLIC COMMENTS – No comments were presented.
- 25. FUTURE AGENDA ITEMS – None presented.
- 26. ADJOURNMENT TO CLOSED SESSION – No closed session was necessary.
- 27. CLOSED SESSION – Nothing further to report.
- 28. ADJOURNMENT OF MEETING - Meeting adjourned at 7:47 PM.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## PERSONNEL LIST

### CERTIFICATED PERSONNEL

#### Employment

1. **Julie Cuevas**, 20% Temporary Teacher (art) at La Costa Canyon High School for the remainder of the 2014-15 school year, effective 9/08/14 through 6/12/15.
2. **Susan "Brooke" Miller**, 20% Temporary Teacher (life science) at Diegueno Middle School for the remainder of the 2014-15 school year, effective 9/16/14 through 6/12/15.

#### Change in Assignment

1. **Ivonn Barriga**, Temporary Teacher (Spanish) at Diegueno Middle School, change in assignment from 60% to 80% for the 2014-15 school year, effective 8/19/14 through 6/12/15.
2. **Kelly Cassasa**, Temporary Teacher (art) at Diegueno Middle School, change in assignment from 80% to 100% for the 2014-15 school year, effective 8/19/14 through 6/12/15.
3. **Jeannine Marquie**, Temporary Teacher (drama) at Canyon Crest Academy, revision of original employment contract from 67% Semester I & 100% Semester II to 100% assignment for the 2014-15 school year, effective 8/19/14 through 6/12/15.

#### Leave of Absence

1. **Jamie Duck**, Permanent Teacher (social science) at San Dieguito High School Academy, requests a 100% Unpaid Leave of Absence in accordance with CFRA from 9/08/14 through 10/17/14; Ms. Duck will resume her 67% assignment (33% Unpaid Leave for 2014-15) on 10/02/14.

#### Resignation

1. **Terry Hendlin**, Counselor at Sunset High School, resignation for retirement purposes in the 2014-15 school year, effective 10/03/14.

dr  
10/02/14  
certbdagenda



ITEM 6



Union High School District

MINUTES

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

**Superintendent**  
Rick Schmitt

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

**PROP AA FALL PROJECTS TOUR**

**MONDAY, OCTOBER 6, 2014  
8:30 AM**

**LA COSTA CANYON HIGH SCHOOL  
1 MAVERICK WAY, CARLSBAD, CA 92009**

The Governing Board of the San Dieguito Union High School District held a Prop AA Fall Projects Tour on Monday, October 6, 2014, beginning at the above location.

Attendance / Board:

Joyce Dalessandro  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
*John Salazar - Absent*

Attendance / District Management:

Rick Schmitt, Superintendent  
Eric Dill, Associate Superintendent, Business Services  
Michael Grove, Ed.D., Associate Superintendent, Educational Services  
John Addleman, Director, Planning Services  
Russ Thornton, Chief Operations Officer  
Corrie Amador, Director, Classified Personnel  
Tina Peterson, Director, Human Resources  
Delores Perley, Chief Financial Officer  
Christina Bennett, Director, Purchasing/Risk Management  
Joel Van Hooser, Director, Information Technology  
Mike Coy, Director, Technology Project Management  
Cindy Skeber, Executive Assistant, Business Services  
Debbie Rowe, Executive Assistant, Human Resources  
Lori Wilson, CSEA Representative  
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

1. CALL TO ORDER

President Dalessandro called the meeting to order at 8:30 AM.

2. CALL FOR PUBLIC COMMENTS

No public comments made.

3. PROP AA FALL PROJECTS TOUR

The Governing Board of the San Dieguito Union High School District joined with the Independent Citizens' Oversight Committee on a tour of Prop AA Fall projects beginning at 8:30 am at the parking lot at La Costa Canyon High School. The tour schedule was held as follows:

8:30 am	La Costa Canyon High School, ASB/AP Offices
9:30 am	Diegueno Middle School, Media Center
10:10 am	Earl Warren Middle School, Warren Hall
10:50 am	Torrey Pines High School, Science Bldg., Weight Rm./Fields
11:40 am	Middle School #5
12:00 pm	Canyon Crest Academy, Stadium / Break for Lunch
1:30 pm	Arrive at La Costa Canyon High School

4. ADJOURNMENT

The meeting was adjourned 1:20 PM.

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

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 8, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBJECT:** ACCEPTANCE OF GIFTS AND DONATIONS

.....

### EXECUTIVE SUMMARY

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

### RECOMMENDATION:

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

### FUNDING SOURCE:

Not applicable

**GIFTS AND DONATIONS**  
**SDUHSD BOARD MEETING**  
**October 16, 2014**

ITEM 11A

Item #	Donation	Description	Donor	Department	School Site
1	\$502.58	School Supplies	Canyon Crest Academy Foundation	World Language	CCA
2	\$168.08	School Supplies	Canyon Crest Academy Foundation	World Language	CCA
3	\$200.00	School Supplies	Canyon Crest Academy Foundation	Athletics	CCA
4	\$487.10	School Supplies	Canyon Crest Academy Foundation	Dance	CCA
5	\$2,500.00	Graduation Supplies	Canyon Crest Academy Foundation	Administration	CCA
6	\$183.72	School Supplies	Jostens Inc	Administration	CCA
7	\$5,000.00	Music Coaches	SDAF Music Council	Music	SDHSA
8	\$3,000.00	Mustang Student Newspaper Materials	San Dieguito Academy Foundation	Journalism	SDHSA
9	\$2,000.00	Office Supplies	San Dieguito Academy Foundation	Counseling	SDHSA
10	\$52.96	School Supplies	TRUIST	Administration	CVMS
11	\$60.00	School Supplies	Wells Fargo Community Support Campaign	Administration	OCMS
12	\$40.00	School Supplies	Brooke & William Stamatis	Drama	DMS
13	\$192.78	School Supplies	Diegueno Middle School ASB	Administration	DMS
14	\$192.78	School Supplies	Diegueno Middle School PTSA	Administration	DMS
15	\$1,250.00	School Supplies	Diegueno Middle School PTSA	Administration	DMS
16	\$598.85	Music Coaches	Earl Warren Middle School PTSA	Music	EWMS
17	\$695.23	School Supplies	Target Take Charge of Education	Administration	EWMS
18	\$25.00	School Supplies	Abbot Fund	Administration	EWMS
19	\$16.03	School Supplies	Freecause Inc.	Administration	EWMS
20	\$1,495.00	School Supplies	Carmel Valley Middle School PTSA	Administration	CVMS
21	\$5,000.00	School Supplies	Carmel Valley Middle School PTSA	Technology	CVMS
22	\$5,910.00	Science Supplies	Various Parents	Science	DMS
	<b>\$29,570.11</b>	<b>Monetary Donations</b>			
		<b>*Value of Donated Items</b>			
	<b>\$29,570.11</b>	<b>TOTAL VALUE</b>			

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 8, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

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

-----

### EXECUTIVE SUMMARY

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

#### **RECOMMENDATION:**

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 16, 2014**

## ITEM 11B

Item #	Date	Sponsor, Last Name	First Name	School Team/Club	Total # Students	Total # Chaperones	Event Description / Name of Conference	City	State	Loss of Class Time	\$ Cost
1	11-09-14 - 11-14-14	Kokkinis	Anastasia	TPHS AVID Program	16	2	AVID College Tour	Sacto, San Francisco, Los Angeles	CA	2-3 days	TPHS Foundation / Parent Donations
2	11-05-14 - 11-08-14	Black	Christopher	CCA Advanced Journalism	12	2	National Journalism Convention	Washington	DC	3 Days	CCA Foundation / Parent Donations
3	10-25-14	Thorne	Brent	TPHS Cross Country	35	7	Mt. Sac Cross Country Race	Walnut	CA	None	TPHS 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 7, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

-----

### EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board Approval:

#### Certificated

Employment  
Status Change

#### Classified

Employment  
Change in Assignment  
Resignation

#### RECOMMENDATION:

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

#### FUNDING SOURCE:

General Fund

## PERSONNEL LIST

### CERTIFICATED PERSONNEL

#### Employment

1. **Marin Fantino**, 20% Temporary Teacher (English – ELD) at Carmel Valley Middle School for the remainder of the 2014-15 school year, effective 10/13/14 through 6/12/15.

#### Status Change

1. **Patricia Reeves**, Temporary Teacher (Special Ed. – Mild/Moderate Disabilities) at San Dieguito High School Academy, change in employment status for the 2014-15 school year from Temporary to 2<sup>nd</sup> Year Probationary, effective 8/19/14.
2. **Bernadette Takano**, Temporary Teacher (World Languages – French) at Canyon Crest Academy, change in employment status for the 2014-15 school year from Temporary to 2<sup>nd</sup> Year Probationary, effective 8/19/14.
3. **Rebecca Vincent**, Temporary Counselor at Canyon Crest Academy, change in employment status for the 2014-15 school year from Temporary to 2<sup>nd</sup> Year Probationary, effective 8/06/14.



ITEM 12A

**PERSONNEL LIST**

**CLASSIFIED PERSONNEL**

**Employment**

1. **Courtney, Mary**, Instructional Assistant-SpEd(NS), SR34, 37.50% FTE, Torrey Pines High School, effective 9/29/14
2. **Jordens-Downs, Nicole**, Instructional Assistant-SpEd(NS), SR34, 37.50% FTE, Torrey Pines High School, effective 09/24/14

**Change in Assignment**

1. **Glica, Steven**, from Instructional Assistant-SpEd(SH), SR36, 87.50% FTE, Torrey Pines High School to Instructional Assistant-SpEd(NS), SR34, 48.75% FTE, Torrey Pines High School, effective 10/06/14

**Resignation**

1. **Ma, Kam Wun**, Nutrition Services Assistant I, SR25, 43.75% FTE, Torrey Pines High School, effective 10/13/14

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 7, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

-----

### EXECUTIVE SUMMARY

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

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on attached list

## ITEM 13A

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

EDUCATIONAL SERVICES - PROFESSIONAL SERVICES REPORTBoard Meeting Date: 10-16-14

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
05/03/15 – 05/14/15	22nd District Agricultural Association	Lease of facilities for AP testing	General Fund 03-00 and reimbursed by AP Test Service II, LLC as part of the AP Testing Services Agreement	\$59,200.00 plus labor & equipment rental fees

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 7, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL / RATIFICATION OF AGREEMENTS

-----

### EXECUTIVE SUMMARY

The attached Special Education Agreements report summarizes five contracts.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on the attached report.

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

ITEM 14A

**SPECIAL EDUCATION AGREEMENTS****Board Meeting Date: 10-16-14**

<b><u>Contract Effective Dates</u></b>	<b><u>Contractor/Vendor</u></b>	<b><u>Description of Services</u></b>	<b><u>Department Budget</u></b>	<b><u>Current # of Students</u></b>	<b><u>Fee Not to Exceed</u></b>
2014-2015 school year	San Dieguito Union High School District – Coastal Learning Academy	Provide special education instruction/services to Carlsbad Unified School District	N/A	N/A	N/A
2014-2015 school year	San Dieguito Union High School District – Coastal Learning Academy	Provide special education instruction/services to San Marcos Unified School District	N/A	N/A	N/A
08/29/14 – 06/30/15	Bill Lane & Associates, Inc. (ICA)	Provide adolescent transport services for at risk Special Education students to/from residential facilities.	General Fund / Restricted 06-00	Varies	\$15,000.00 per year
07/01/14 – 06/30/15	Alternative Teaching Strategy Center (NPA)	Provide behavior intervention supervision, planning strategies, and aide to special education students	General Fund / Restricted 06-00	1	\$130.00 per hour for (BID) student supervision  \$55.00 per hour (BII) student aide
07/01/14 – 06/30/15	Jill Weckerly, Ph.D. (ICA)	Provide neuropsychological, psycho educational, and behavior assessments and services.	General Fund / Restricted 06-00	1	\$150.00 per hour

ITEM 15A

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 7, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes 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 report.

## ITEM 15A

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**BUSINESS - PROFESSIONAL SERVICES REPORT****Board Meeting Date: 10-16-14**

<b><u>Contract Effective Dates</u></b>	<b><u>Contractor/ Vendor</u></b>	<b><u>Description of Services</u></b>	<b><u>School/ Department Budget</u></b>	<b><u>Fee Not to Exceed</u></b>
09/24/14 and continuing until project completion	Fiscal Crisis & Management Assistance Team (FCMAT)	Provide a study and analysis of district special education operations	General Fund / Restricted 06-00	\$25,000.00

# San Dieguito Union High School District

## **INFORMATION REGARDING BOARD AGENDA ITEM**

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 7, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL OF BUSINESS REPORTS

-----

### **EXECUTIVE SUMMARY**

Please find the following business reports submitted for your approval:

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

### **RECOMMENDATION:**

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

### **FUNDING SOURCE:**

Not applicable



PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 09/23/14 THRU 10/06/14ITEM 15F<sup>1</sup>

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
251021	09/23/14	13	STAPLES ADVANTAGE	035	MATERIALS AND SUPPLI	\$360.83
251022	09/23/14	03	ACCURATE LABEL DESIG	005	MATERIALS AND SUPPLI	\$233.51
251023	09/23/14	03	WARD'S MEDIA TECH	035	NON-CAPITALIZED TECH	\$647.60
251024	09/23/14	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$7,586.16
251028	09/23/14	06	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLI	\$300.00
251029	09/23/14	03	HERFF JONES	013	MATERIALS AND SUPPLI	\$1,500.00
251030	09/23/14	03	STAPLES ADVANTAGE	013	MATERIALS AND SUPPLI	\$400.00
251031	09/23/14	13	GOOD SOURCE SOLUTION	031	PURCHASES FOOD	\$2,100.00
251032	09/23/14	06	AMERICAN PRINTING HO	024	TEXTBOOKS	\$460.20
251033	09/23/14	06	CENGAGE LEARNING	024	TEXTBOOKS	\$7,373.70
251034	09/23/14	06	APPERSON EDUCATION P	024	MATERIALS AND SUPPLI	\$312.90
251035	09/23/14	03	APPERSON EDUCATION P	004	MATERIALS AND SUPPLI	\$96.23
251036	09/23/14	06	APPERSON EDUCATION P	024	MATERIALS AND SUPPLI	\$397.35
251037	09/23/14	03	BLICK, DICK (DICK BL	004	MATERIALS AND SUPPLI	\$500.18
251038	09/23/14	03	TREETOP PUBLISHING I	004	MATERIALS AND SUPPLI	\$621.27
251039	09/23/14	03	SMART AND FINAL CORP	008	MATERIALS AND SUPPLI	\$500.00
251040	09/23/14	06	TWEEN PUBLISHING LLC	008	BOOKS OTHER THAN TEX	\$132.67
251041	09/23/14	03	ALEKS CORP/MCGRAW HI	024	COMPUTER LICENSING	\$1,750.00
251042	09/23/14	03	HOME SCIENCE TOOLS	008	MATERIALS AND SUPPLI	\$39.00
251043	09/23/14	03	AMERICAN CHEMICAL &	008	MATERIALS AND SUPPLI	\$194.40
251044	09/23/14	03	AMAZON.COM	013	MATERIALS AND SUPPLI	\$606.69
251045	09/24/14	06	AMAZON.COM	013	MATERIALS AND SUPPLI	\$32.39
251046	09/24/14	03	PREMIER AGENDAS INC	008	MATERIALS AND SUPPLI	\$385.56
251048	09/24/14	06	LIBRARY REPRODUCTION	024	TEXTBOOKS	\$1,054.50
251049	09/24/14	06	MISSION FEDERAL CRED	009	MATERIALS AND SUPPLI	\$314.66
251050	09/24/14	06	MISSION FEDERAL CRED	004	MATERIALS AND SUPPLI	\$38.02
251051	09/24/14	03	FRONTIER FENCE COMPA	025	REPAIRS BY VENDORS	\$863.00
251052	09/24/14	06	NASCO MODESTO	024	MATERIALS AND SUPPLI	\$142.24
251053	09/24/14	06	OFFICE DEPOT	024	PRINTING	\$111.02
251054	09/24/14	03	EDUCATIONAL DATA SYS	009	MATERIALS AND SUPPLI	\$586.60
251055	09/24/14	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$91.69
251056	09/24/14	03	CONCEPTS SCHOOL AND	008	MATERIALS AND SUPPLI	\$254.97
251057	09/24/14	13	INDUSTRIAL ELECTRIC	031	REPAIRS BY VENDORS	\$499.17
251058	09/24/14	03	SOUTHWEST SCHOOL/OFF	013	MATERIALS AND SUPPLI	\$76.72
251059	09/24/14	03	AMAZON.COM	024	MATERIALS AND SUPPLI	\$61.40
251060	09/25/14	03	UNITED SITE SERVICES	008	RENTS & LEASES	\$3,000.00
251061	09/25/14	13	STAPLES ADVANTAGE	035	MATERIALS AND SUPPLI	\$360.83
251062	09/25/14	13	STAPLES ADVANTAGE	035	MATERIALS AND SUPPLI	\$360.83
251063	09/25/14	03	STAPLES ADVANTAGE	035	MATERIALS AND SUPPLI	\$138.13
251064	09/25/14	03	AMAZON.COM	035	MATERIALS AND SUPPLI	\$208.44
251065	09/25/14	03	AMAZON.COM	035	MATERIALS AND SUPPLI	\$333.42
251066	09/25/14	03	STAPLES ADVANTAGE	003	AERIES SUPPLIES	\$444.53
251067	09/25/14	03	PARK IT BIKE RACKS C	014	NON CAPITALIZED EQUI	\$691.98
251069	09/26/14	03	STAPLES ADVANTAGE	035	MATERIALS AND SUPPLI	\$50.75
251070	09/26/14	06	STAPLES ADVANTAGE	035	MATERIALS AND SUPPLI	\$138.13
251071	09/26/14	03	CHEVRON U S A, INC	028	FUEL	\$11,100.00
251072	09/26/14	06	SSID#: 2139960835	030	MEDIATION SETTLEMENT	\$15,800.00
251073	09/26/14	21-39	FRONTIER FENCE COMPA	036	NEW CONSTRUCTION	\$3,582.00
251074	09/26/14	25-19	U S A SHADE & FABRIC	036	REPAIRS BY VENDORS	\$6,190.00
251075	09/26/14	06	SSID #: 2069067475	030	OTHER SERV.& OPER.EX	\$200.00
251076	09/26/14	06	SSID #: 5033861032	030	OTHER SERV.& OPER.EX	\$5,000.00
251077	09/26/14	21-39	MRC360 AKA MR COPY	036	IMPROVEMENT	\$185.00
251078	09/26/14	06	SSID#: 4157229870	030	PAY IN LIEU OF TRANS	\$3,728.93
251079	09/26/14	03	NORTH COUNTY CONFERE	040	DUES-CIF	\$6,000.00
251080	09/26/14	06	SEHI-PROCOMP COMPUTE	035	NON-CAPITALIZED TECH	\$2,624.16

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 09/23/14 THRU 10/06/14ITEM 15<sup>2</sup>F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
251081	09/29/14	03	BLICK, DICK (DICK BL	005	MATERIALS AND SUPPLI	\$5,500.00
251082	09/29/14	21-39	DIVISION OF STATE AR	036	NEW CONSTRUCTION	\$211,350.00
251083	09/29/14	03	AUTO GLASS BY ROBERT	028	REPAIRS-VEHICLES	\$250.00
251084	09/29/14	03/06	STAPLES ADVANTAGE	030	MEDICAL SUPPLIES	\$32.31
251085	09/30/14	03	EN POINTE TECH SALES	035	COMPUTER LICENSING	\$492.88
251086	09/30/14	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$9,836.84
251087	09/30/14	11	SUSCO MEDIA, INC.	009	ADVERTISING	\$693.00
251088	09/30/14	11	L M D WEB, INC.	009	ADVERTISING	\$1,400.00
251089	09/30/14	03/06	MISSION LINEN SUPPLY	005	OTHER SERV.& OPER.EX	\$1,400.00
251090	09/30/14	03	OFFICE DEPOT	014	MATERIALS AND SUPPLI	\$30.74
251091	09/30/14	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$154.81
251092	10/01/14	03	S AND R TOWING INC	028	OTHER SERV.& OPER.EX	\$2,500.00
251093	10/01/14	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$46.74
251094	10/01/14	03	C D W G.COM	035	COMPUTER LICENSING	\$4,260.00
251095	10/01/14	03	C D W G.COM	035	MATERIALS AND SUPPLI	\$5,622.60
251096	10/01/14	03	C D W G.COM	035	MATERIALS AND SUPPLI	\$926.60
251098	10/01/14	21-39	BANG, DAVE ASSOCIATE	036	NEW CONSTRUCTION	\$7,485.19
251099	10/01/14	25-19	TMP SERVICES	036	EQUIPMENT	\$7,187.40
251100	10/01/14	21-39	CULVER NEWLIN INC	036	IMPROVEMENT	\$10,358.63
251101	10/01/14	06	MISSION FEDERAL CRED	024	MATERIALS AND SUPPLI	\$4.80
251102	10/02/14	06	T E R I INC	030	OTHER CONTR-N.P.S.	\$58,477.40
251103	10/02/14	06	T E R I INC	030	OTHER CONTR-N.P.S.	\$58,477.40
251104	10/02/14	06	T E R I INC	030	OTHER CONTR-N.P.S.	\$58,477.40
251105	10/02/14	06	T E R I INC	030	OTHER CONTR-N.P.S.	\$58,477.40
251106	10/02/14	06	T E R I INC	030	OTHER CONTR-N.P.S.	\$49,768.00
251107	10/02/14	06	T E R I INC	030	OTHER CONTR-N.P.S.	\$58,477.40
251108	10/02/14	21-39	FREDRICKS ELECTRIC I	036	NEW CONSTRUCTION	\$900.00
251109	10/02/14	21-39	WESTERN ENVIRONMENTA	036	NEW CONSTRUCTION	\$2,955.00
251110	10/02/14	21-39	LONGSTRETH SPORTING	036	EQUIPMENT	\$4,451.76
251111	10/02/14	03	WARD'S MEDIA TECH	035	NON-CAPITALIZED TECH	\$1,757.40
251112	10/02/14	06	S AND S WORLDWIDE IN	030	MATERIALS AND SUPPLI	\$373.87
251115	10/06/14	13	S AND S BAKERY INC	031	PURCHASES FOOD	\$25,000.00
251116	10/06/14	21-39	UNITED SITE SERVICES	036	NEW CONSTRUCTION	\$464.35
251117	10/06/14	06	OFFICE DEPOT	024	PRINTING	\$5,733.26
251118	10/06/14	06	JODIE K SCHULLER & A	030	OTHER CONTR-N.P.A.	\$800.00
850055	09/23/14	03	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$125.00
850065	09/23/14	06	N S T A	022	CONFERENCE,WORKSHOP,	\$350.00
850067	09/25/14	13	SAN JOSE STATE UNIVE	022	CONFERENCE,WORKSHOP,	\$125.00
850068	09/29/14	03	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$340.00
850069	09/29/14	13	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$125.00
850070	10/01/14	03	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$125.00
850071	10/01/14	03	COLLEGE BOARD - WRO	022	CONFERENCE,WORKSHOP,	\$215.00
REPORT TOTAL						\$746,289.94

ITEM 15F

Individual Membership Listings  
For the Period of September 23, 2014 through October 6, 2014

<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 6, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

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

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### EXECUTIVE SUMMARY

The attached Proposition AA – Agreements report summarizes five agreements.

The first agreement pertains to Mobile Modular Management Corporation, who will provide continued storage rental of 13 relocatable classrooms at San Dieguito High School Academy on a month-to-month basis.

The second agreement pertains to D.A. Hogan & Associates, Inc., who will provide supplemental permit support for use of reclaimed water at Canyon Crest Academy.

The next agreement pertains to Class Leasing, Inc., who will provide DSA approved drawings for (3) 36' x 40' modular buildings at Earl Warren Middle School. In accordance with Public Contract Code section 20118, the District will utilize a piggy back agreement from Chawanakee Unified School District.

The fourth agreement pertains to Rancho Santa Fe Security Systems, Inc., who will install a security system in a classroom and perform work to upgrade security panels at San Dieguito High School Academy.

The fifth agreement pertains to Fieldman, Rolapp & Associates to provide financial advisor services. Please refer to the write up under separate cover for additional information.

### 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

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

### PROPOSITION AA – AGREEMENTS FACILITIES PLANNING & CONSTRUCTION

Board Meeting Date: 10-16-14

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
September 1, 2014- June 30, 2015	Mobile Modular Management Corporation	Provide continued storage rental of 13 relocatable classrooms at San Dieguito High School Academy on a month-to-month basis	Fund–Prop 39 Fund 21-39	Not to exceed total \$37,000.00 Monthly fee (\$3,700.00)
October 17, 2014- through completion	D.A. Hogan & Associates, Inc.	Provide supplemental permit support for use of reclaimed water at Canyon Crest Academy	Fund–Prop 39 Fund 21-39	Not to exceed \$10,000.00
October 17, 2014- through completion	Class Leasing, LLC.	Provide DSA approved drawings for (3) 36' x 40' modular buildings at Earl Warren Middle School	Fund–Prop 39 Fund 21-39	Time and Materials \$22,618.00
October 17, 2014- through completion	Rancho Santa Fe Security Systems, Inc.	Provide updated security system and upgrades at San Dieguito High School Academy	Fund–Prop 39 Fund 21-39	\$4,220.00
October 17, 2014- June 30, 2015	Fieldman, Rolapp, & Associates	Provide financial advisor services for District General Obligation Bond	Contingent upon closing of bond sale	Time and Materials Not to Exceed \$49,500.00

Proposal for Financial Advisor Bond Services  
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
September 19, 2014

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ITEM 15G

## APPENDIX E

Scope of Services



Any potential bond issuance will be analyzed on a case-by-case basis under all possible financing scenarios and structuring parameters to ensure that the most cost effective strategy is being utilized for the School District. The length of time FRA has been in business and the depth of experience at the firm has provided FRA with ample experience in not only the type of bonds issued, but also the method of issuance. FRA has sold bonds on a negotiated basis, competitively, and via public and private sales; all methods of which were utilized to meet that client's specific needs.

Detailed below are the steps of a typical transaction which specifies the scope of services we provide for the issuance of GO Bonds and other transactions.

## Detailed Steps of Financing Transactions

### 1. FINANCE REVIEW AND RECOMMENDATIONS

Our goal in this step is to review the finances of the School District and become more familiar with both the facility and financial goals of the School District to craft the most optimal solution.

- a) Provide the School District with a detailed summary of all their financings
- b) Review facility needs
- c) Evaluate potential options with risk review
- d) Recommend optimal finance structure

### 2. INITIAL MEETING AND SET-UP OF PROJECT MANAGEMENT PROTOCOLS

Our aim in this stage of the work is to ensure that everyone has a clear understanding of the financing and policy goals of the School District. Ensuring that everyone has a thorough grasp of the School District's goals will empower the financing team to work smoothly and efficiently.

- a) Financial Advisor will conduct and provide an analysis of the financing options available in order to determine the most appropriate and cost-effective financing methods, terms, security provisions, and repayment structures.
- b) School District, Financial Advisor and other Finance Team Members will confer in a "kick-off" meeting regarding the financing and agree on deadlines for deliverables and other matters necessary to ensure timely completion of the financing.
- c) School District and Financial Advisor shall establish a periodic report format to keep the School District advised of developments in the financing.
- d) Bi-weekly or as needed conference calls will be established to check progress, discuss developments and review financial documents.

### 3. PREPARE AND MONITOR SCHEDULE

To ensure milestones are met in a timely manner and that the preparation for a bond measure or the issuance of bonds occurs according to schedule, our firm will work with the rest of the Finance Team to draft a schedule of responsibilities. Thereafter, we will coordinate the team to make certain that financing activities are occurring according to schedule.

- a) Financial Advisor will prepare a financing schedule to meet the School District's goal of issuing bonds.
- b) Financial Advisor will monitor and ensure that all members of the Finance Team have completed their assigned tasks within the pre-established time frames.

### 4. REVIEW FINANCING DOCUMENTS

FRA will review documents, including the preliminary and final official statements and will review the highlights and notable points with School District staff, saving time for the staff.



- a) Financial Advisor will work with the School District and the finance team to ensure that the documents are accurate.
- b) Financial Advisor will work with legal staff to evaluate all possible financing structures to propose a variety of possible financing methods for the School District to consider, including the method of sale.
- c) Financial Advisor will work with the School District and the finance team to ensure that all documents are delivered prior to the Board deadlines.
- d) Financial Advisor will review existing documents that may have an impact on the transaction and will report any findings with the School District and Finance team to arrive at a collaborative conclusion.

#### 5. STRUCTURING OF THE BOND ISSUE

FRA will review the various financing structures and alternatives that are available to the School District and will assist the School District in choosing the one that provides the administrative and financial points that best fit with the School District at the best price.

- a) Financial Advisor will review current market conditions, School District's financial data, County data, and the School District's policies in order to make a recommendation as to the appropriate structure for the transaction. Financial Advisor will report on the advantages and disadvantages of each proposed financing.
- b) Financial Advisor will confer with the Rating Agencies and Bond Insurance Companies to determine additional finance structures that would best suit the School District.
- c) Financial Advisor will prepare Bond sizing analysis and prepare sensitivity analysis to rising interest rates.
- d) Financial Advisor will present all structuring scenarios to the Finance Team to decide on an agreed upon structure.

#### 6. MEETINGS WITH RATING AGENCIES AND BOND INSURERS (*if applicable*)

FRA will take the lead with the School District to procure debt at the best price by ensuring the market is aware of School District's strong rating.

- a) Financial Advisor will prepare presentations to Rating Agencies and Bond Insurance Companies.
- b) Financial Advisor will prepare presentations to the Board of Education and School District Staff.
- c) Financial Advisor will coordinate meetings or conference calls with Rating Agencies and Bond Insurance Companies.
- d) Financial Advisor will attend Board of Education Meetings for Resolution of Issuance and, if needed, for a Board Workshop.

#### 7. SELLING THE BONDS

- a) Financial Advisor will coordinate marketing plan with underwriter.
- b) Financial Advisor will post Preliminary Official Statement and Official Statement to interested parties.
- c) Financial Advisor will facilitate calls before and at pricing of the bonds.
- d) Financial Advisor will review pricing and make recommendations to the School District regarding structure and interest rates
- e) Financial Advisor will analyze arbitrage reports relate to the financings.





## 8. CLOSING ACTIVITIES

- a) Financial Advisor will prepare press-release.
- b) Financial Advisor will prepare closing memorandum with wire instructions and coordinate with the Trustee and Underwriter to ensure the smooth closing of the transaction.
- c) Financial Advisor will review all closing documents for accuracy and completeness.
- d) Financial Advisor will coordinate with the financing team on all closing activities, including a printer and advising on the investment of bond proceeds (if needed).
- e) Financial Advisor will prepare a presentation (if needed) summarizing the transaction and results to be made available to the public.
- f) Financial Advisor will analyze implications of the financing moving forward, including future bond sales, tax rates, etc.

## 9. AFTER THE BOND SALE

- a) Financial Advisor will monitor the trading activity of the School District's bonds.
- b) Financial Advisor will prepare quarterly or biannual Board updates.
- c) Financial Advisor will monitor for refunding opportunities
- d) Financial Advisor will help manage the necessary tax rates with the County.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 6, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

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

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### EXECUTIVE SUMMARY

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

The first three amendments pertain to California Environmental Quality Act (CEQA) Services; LSA Associates, Inc., Placeworks, 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. The three firms in the past year have satisfactorily performed the tasks assigned with these contracts.

The last amendment pertains to Westberg & White, Inc., amending contract B2011-06 to provide additional design services at Oak Crest Middle School for City of Encinitas required school frontage improvements along Balour Drive, fire access analysis and plans, and redesign of existing accessible drop-off area for Division of State Architect certification of prior project.

### 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.

ITEM 15H

**FUNDING SOURCE:**

Building Fund-Prop 39 Fund 21-39

## ITEM 15H

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT****PROPOSITION AA – AMENDMENTS**  
**FACILITIES PLANNING & CONSTRUCTION****Board Meeting Date: 10-16-14**

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
October 18, 2014 – June 30, 2015	Placeworks, Inc.	Amend contract CB2014-01 District wide California Environmental Quality Act (CEQA) Services	Building Fund- Prop 39 Fund 21-39	Cumulative amount of \$250,000.00 plus reimbursables
October 18, 2014 – June 30, 2015	LSA Associates, Inc.	Amend contract CB2014 -01 District wide California Environmental Quality Act (CEQA) Services	Building Fund- Prop 39 Fund 21-39	Cumulative amount of \$250,000.00 plus reimbursables
October 18, 2014 – June 30, 2015	URS Corporation	Amend contract CB2014-01 District wide California Environmental Quality Act (CEQA) Services	Building Fund- Prop 39 Fund 21-39	Cumulative amount of \$250,000.00 plus reimbursables
October 18, 2014 – through completion	Westberg & White, Inc.	Amend contract B2011-06 provide additional design services at Oak Crest Middle School for school frontage improvements, fire access analysis and plans, and redesign of existing drop-off area	Building Fund- Prop 39 Fund 21-39	Fixed fee of 49,550.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 6, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** ADOPTION OF RESOLUTION / COOPERATIVE BID

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### EXECUTIVE SUMMARY

In order to proceed with securing the modular buildings for Earl Warren Middle School, Oak Crest Middle School and Torrey Pines High School, District staff reviewed contract documents from other school districts that allow purchasing items from that bid. The Chawanakee Unified District has a cooperative bid and award of contract with Class Leasing, LLC. for leasing of DSA approved modular buildings. It was determined that Class Leasing, LLC. provided the best value of those reviewed.

In its initial use of the cooperative bid, the District will utilize the services of Class Leasing, LLC. to provide DSA approved drawings for (3) 36' x 40' modular buildings at Earl Warren Middle School. As mentioned previously the District will further utilize the cooperative bid to secure modular buildings at the above mentioned sites.

### RECOMMENDATION:

It is recommended that the Board adopt the attached resolution authorizing contracting pursuant to bid and award documents from Chawanakee Unified School District for the lease of modular buildings, per the pricing structure, terms, and conditions stated in the bid documents, and authorize Christina M. Bennett or Eric R. Dill to execute all necessary documents.

### FUNDING SOURCE:

Building Fund-Prop 39 Fund 21-39, Capital Facilities Fund 25-19 or from the fund to which the purchases are charged.

**RESOLUTION**

**AUTHORIZING CONTRACTING PURSUANT TO COOPERATIVE BID AND AWARD DOCUMENTS FROM THE  
CHAWANAKEE UNIFIED SCHOOL DISTRICT**

**ON MOTION** of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, the following resolution is adopted:

**WHEREAS**, the Board of Trustees of San Dieguito Union High School District of San Diego County, State of California, has determined that the District is in need of temporary DSA approved modular buildings to facilitate the construction of new buildings throughout the District in support of Proposition AA; and

**WHEREAS**, Public Contract Code provides authority for the Governing Board of any school district to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the District without advertising for bids through another agency if the purchase is made in the manner in which the public agency is authorized by law to make the leases or purchases; and

**WHEREAS**, the Chawanakee Unified School District has conducted a cooperative bid process which named the San Dieguito Union High School District as a district which may utilize the contract under the same prices, terms, and conditions for the lease of DSA approved modular buildings, and related items as the Chawanakee Unified School District pursuant to Public Contract Code Section 20118; and

**WHEREAS**, sealed bids were timely filed at the Business Office, Chawanakee Unified School District, P.O Box 400, North Fork, California, 94643, and

**WHEREAS**, said bids were opened and publicly read aloud at the time and place specified in Notice to Bidders, and it was determined that the low bidder for the lease of DSA approved modular buildings was Class Leasing, LLC. who was thereafter awarded the bid, and

**WHEREAS**, the San Dieguito Union High School District wishes to lease DSA approved modular buildings as needed in support of Proposition AA, and

**WHEREAS**, this Board has determined it to be in the best interests of the District to lease or contract for the above-stated items using the bid awarded by the Chawanakee Unified School District, and

**NOW, THEREFORE, BE IT RESOLVED, ORDERED AND DECLARED** that the lease or contract for DSA approved modular buildings, is hereby authorized and approved and is subject to all terms, conditions and documents as specified in the Chawanakee Unified School District's bid and award documents.

ITEM 15I

**BE IT FURTHER RESOLVED, ORDERED AND DECLARED** that Christina M. Bennett, Director of Purchasing, or Eric R. Dill, Associate Superintendent of Business Services is hereby authorized to execute the necessary contract documents with Class Leasing, LLC., naming the District as the contracting party.

**PASSED AND ADOPTED** by the San Dieguito Union High School District Board of Trustees at Encinitas, California, on October 16, 2014, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

State of California )

County of San Diego )

I, Beth Hergesheimer, Clerk of the Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution accepted by said Board at a regular meeting held at its regular place of meeting by the vote above stated, which resolution is on file in the office of the said Board.

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Clerk of the Board of Trustees

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 6, 2014

**BOARD MEETING DATE:** October 16, 2014

**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 Diegueno Middle School Entry Enhancement Media Center CB2014-13 is partially complete. Commercial & Industrial Roofing Co. Inc., who performed bid package #3, has a change order decreasing the contract amount by \$34,994.00 for a new total of \$50,625.00

The Oak Crest Middle School Art and Technology Building Modernization CB2014-10 and the bid packages associated with the project are now complete. EC Constructors, Inc., who performed bid package #1, has one change order increasing their contract amount by \$4,028.00 for a new total of \$592,353.00 largely related to Division of State Architect requirements. Commercial & Industrial Roofing Co., Inc., who performed bid package #2, has a change order decreasing the contract amount by \$20,835.00 for a new total of \$27,254.00. Peltzer Plumbing, who performed bid package #3, has a change order decreasing the contract amount by \$18,965.00.00 for a new total of \$127,035.00. ACH Mechanical Contractors, Inc., who performed bid package #4, has a change order decreasing the contract amount by \$13,918.00 for a new total of \$107,782.00. Finally, Ace Electric Inc., who performed bid package #5, has a change order decreasing the contract amount by \$44,250.00 for a new total of \$153,750.00. The net result of the listed change orders for all bid packages is a credit back to the District of \$93,940.00 as summarized in the attached "Oak Crest CB2014-10 Recap Change Orders".

The San Dieguito High School Academy Stadium Project Phase 2 CA2014-40 is now complete. The project was delivered under a Lease Leaseback delivery method. Gilbane Building Company, Inc., has a change order decreasing the contracted guaranteed maximum price(GMP) by \$238,962.27 for a new total of \$2,645,336.73.



## ITEM 15J

The Energy Conservation Services Contract B2009-17-Phase 2 portion of work completed at La Costa Canyon High School is now complete. Siemens Industry, Inc., has a change order decreasing the contract by \$111,596.03 for a new total of \$1,787,143.97.

The La Costa Canyon High School Information Commons Renovation CB2014-20 is partially complete. Roof Construction, Inc., who performed bid package #2, has a change order decreasing the contract amount by \$35,310.43 for a new total of \$325,258.57

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. Diegueno Middle School Entry Enhancement Media Center CB2014-13 Bid Package #3, contract entered into with Commercial & Industrial Roofing Co. Inc., decreasing the contract amount by \$34,994.00 for a new total of \$50,625.00, and extending the contract 61 days.
2. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #1, contract entered into with EC Constructors, Inc., increasing the contract amount by \$4,028.00 for a new total of \$592,353.00, and extending the contract 61 days.
3. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #2, contract entered into with Commercial & Industrial Roofing Co., Inc., decreasing the contract amount by \$20,835.00 for a new total of \$27,254.00, and extending the contract 61 days.
4. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #3, contract entered into with Peltzer Plumbing, decreasing the contract amount by \$18,965.00 for a new total of \$127,035.00, and extending the contract 61 days.
5. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #4, contract entered into with ACH Mechanical Contractors, Inc., decreasing the contract amount by \$13,918.00 for a new total of \$107,782.00, and extending the contract 61 days.
6. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #5, contract entered into with Ace Electric Inc., decreasing the contract amount by \$44,250.00 for a new total of \$153,750.00, and extending the contract 61 days.
7. San Dieguito High School Academy Stadium Project Phase 2 CA2014-40, contract entered into with Gilbane Building Company, Inc., decreasing the contract amount by \$238,962.27 for a new total of \$2,645,336.73, and extending the contract 108 days.

ITEM 15J

8. Energy Conservation Services Contract B2009-17-Phase 2, contract entered into with Siemens Industry, Inc., decreasing the contract amount by \$111,596.03 for a new total of \$1,787,143.97.
9. La Costa Canyon High School Information Commons Renovation CB2014-20 Bid Package #2, contract entered into with Roof Construction, Inc., decreasing the contract amount by \$35,310.43 for a new total of \$325,258.57 and extending the contract 61 days.

**FUNDING SOURCE:**

N/A

ITEM 15J

## Change Order

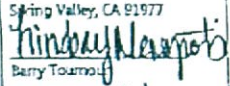


Project:	Diegueno MS Media Remodel 2150 Village Park Way Encinitas, CA 92024	Contractor:	Commercial & Industrial Roofing Co, Inc. 9239 Olive Drive Spring Valley, CA 91977
Change Order Number:	BP03-01	Change Order Date:	9/30/2014
Notice to Proceed Date:	4/15/14	Contractual Duration:	123 Days
DSA Application Number:	04-113321	Westberg+White Job:	11007.02

<b>Change Order Summary:</b>	Final Deductive Change Order to the Contract
Total (Add-/ Credit):	\$ 34,994
Time Extension:	61 Days

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

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

Original Contract Sum:	\$ 85,619
Net Change by previously authorized Change Order(s):	\$ 0
Contract Sum prior to this Change Order:	\$ 85,619
The Contract Sum shall be <del>increased</del> <u>decreased</u> / <del>unchanged</del> by this Change Order in the amount of:	<\$ 34,994>
The new Contract Sum including this Change Order:	\$ 50,625
The Contract Time shall be <del>increased</del> <u>decreased</u> / <del>unchanged</del> by:	61 days
The date of Acceptance by the Board as of the date of this Change Order therefore is:	October 16, 2014.

C&I Roofing 9239 Olive Drive Spring Valley, CA 91977  Barry Toarnoff Date: 9/29/14	Erickson-Hall Construction 500 Corporate Way Escondido, CA 92029  Jim Fisher Date: 9/30/14	Westberg+White Architects 1775 Hancock St., Ste. 120 San Diego, CA 92116  David Terpley Date: 09.29.14	San Diego Union HS District 730 Encinitas Blvd Encinitas, CA 92024  Eric R. Dill Date:
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Prepared by: Erickson-Hall Construction Co.  
500 Corporate Drive  
Escondido, CA 92029

ITEM 15J

Diegueno Middle School - Media Center Modernization

Bid Package 03 C&I Roofing				Total Contract (Incl Allowance)	\$85,619.00
Roofing and Sheet Metal		DSA # 04-113321		Final Contract	\$50,625.00
Date	AUR#	Description	AUR Amount	Balance	
		ORIGINAL ALLOWANCE		\$	40,000.00
8/25/2014	31	Sawcut panels and credit for Coping	\$ 2,531.00	\$	37,469.00
8/25/2014	32	T&M Roofing Issues	\$ 2,475.00	\$	34,994.00
		Total	\$ 5,006.00		
		Final Deductive CO Issued		\$	34,994.00

# Change Order

Project: Oak Crest Middle School Art and Technology Modernization 675 Balour Drive Encinitas, CA 92024	Contractor: EC Constructors, Inc. 9834 River St. Lakeside, CA 92040
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Change Order Number: BP01-01	Change Order Date: 10/03/2014
Notice to Proceed Date: 4/15/14	Contractual Duration: 123 Days
DSA Application Number: 04-113320	Westberg+White Job: 11008.04

<u>Change Order Summary:</u>	Final Additive Change Order to the Contract
Total (Add /-Credit):	\$4,028
Time Extension:	61 Days

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

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

Original Contract Sum:	\$ 588,325
Net Change by previously authorized Change Order(s):	\$ 0
Contract Sum prior to this Change Order:	\$ 588,325
The Contract Sum shall be <del>increased / decreased / unchanged</del> by this Change Order in the amount of:	\$ 4,028
The new Contract Sum including this Change Order:	\$ 592,353
The Contract Time shall be <del>increased / decreased / unchanged</del> by:	61 days
The date of Acceptance by the Board as of the date of this Change Order therefore is: October 16, 2014.	

EC Constructors 9834 River Street Lakeside, CA 92040	Erickson-Hall Construction 300 Corporate Way Escondido, CA 92029	Westberg+White Architects 1775 Hancock St., Ste. 120 San Diego, CA 92110	San Dieguito Union HS District 710 Encinitas Blvd. Encinitas, CA 92024
_____ Jim Summers	_____ Jim Fisher	_____ David Tarpley	_____ Christina Bennett
Date:	Date:	Date:	Date:

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

ITEM 15J



Bid Package Allowances  
3339 Oak Crest Art and Tech

Bid Package 01		EC Constructors		Total Contract (Incl Allowance)		\$588,325.00
Demo/Grading/GC				Final Contract		
Date	Signed	AUR#	Description	AUR Amount		Balance
			ORIGINAL ALLOWANCE		\$	100,000.00
7/30/2014	Yes	1	Add Concrete Sealer to Flooring	\$ 5,038.00	\$	94,962.00
7/30/2014	Yes	12	Demo Wall Between Art and Tech	\$ 1,598.00	\$	93,364.00
7/30/2014	Yes	13	Additional Abatement Bldg C	\$ 4,471.00	\$	88,893.00
7/30/2014	Yes	4	Add One Window Type E/Bldg E	\$ 855.00	\$	88,038.00
7/30/2014	Yes	3	Remove Remaining Roofing/Bldg E	\$ 4,719.00	\$	83,319.00
7/30/2014	Yes	6	Delete VCE Add Cone Sealer in E05	\$ 806.00	\$	82,513.00
8/5/2014	Yes	11H	ADA Bud Drop Off/DSA Requirement	\$ 34,337.00	\$	48,176.00
7/31/2014	Yes	14	Add R-19 Insulation on High Roof Bldg E	\$ 3,159.00	\$	45,017.00
9/18/2014		5R1	OT Cost for ADA Dropoff & Saturday 8/9 Drywall Revisions, Credit for Deleted Ceiling	\$ 1,423.00	\$	43,594.00
9/18/2014		8R1	Demo	\$ 6,375.00	\$	37,219.00
9/18/2014		23	OT Costs for Miscellaneous Work	\$ 1,761.00	\$	35,458.00
9/18/2014		24	DSA & Misc. Changes to Framing Remove Acoustical Wall Tiles, Wet Carpet & Insulation	\$ 5,936.00	\$	29,522.00
9/18/2014		26	Concrete Pad for Dust Collector & Backing for Roof Drains & Kln Hood	\$ 3,533.00	\$	25,989.00
9/18/2014		27R	Additional Lath & Plaster, Grind & Seal Floors in E06 & E07, Reattach Ceramic Tile in G DSA Changes Adding Work in C & G for Toilet	\$ 7,006.00	\$	(1,548.00)
9/25/2014		32	Compartments & Accessories	\$ 1,888.00	\$	(3,436.00)
		33	Credit Casework Changes	\$ (755.00)	\$	(2,641.00)
9/29/2014		32	OT for RDE & Daryl Grills	\$ 984.00	\$	(3,625.00)
9/29/2014		32	SS Ralls at Trough Sinks	\$ 403.00	\$	(4,028.00)
			Total	\$ 104,028.00		
				TOTAL \$	104,028.00	
				Final Change Order	\$	1,028.00

ITEM 15J

## Change Order

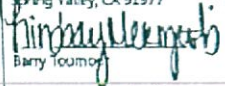
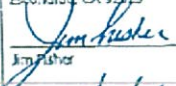
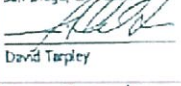
Project: Oak Crest Middle School Art and Technology Modernization 675 Balour Drive Encinitas, CA 92024	Contractor: Commercial & Industrial Roofing Co., Inc. 9239 Olive Dr. Spring Valley, CA 91977
Change Order Number: 8P02-01	Change Order Date: 9/30/2014
Notice to Proceed Date: 4/15/14	Contractual Duration: 123 Days
DSA Application Number: 04-113320	Westberg+White Job: 11008.04

<u>Change Order Summary:</u>	Final Deductive Change Order to the Contract
Total (Add / Credit):	<\$ 20,835>
Time Extension:	61 Days

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

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

Original Contract Sum:	\$ 48,089
Net Change by previously authorized Change Order(s):	\$ 0
Contract Sum prior to this Change Order:	\$ 48,089
The Contract Sum shall be <del>increased / decreased / unchanged</del> by this Change Order in the amount of:	\$ <20,835>
The new Contract Sum including this Change Order:	\$ 27,254
The Contract Time shall be <del>increased / decreased / unchanged</del> by:	61 days
The date of Acceptance by the Board as of the date of this Change Order therefore is: October 16, 2014.	

C&I Roofing 9239 Olive Drive Spring Valley, CA 91977  Barry Tomoy Date: 9/29/14	Erickson-Hall Construction 500 Corporate Way Escondido, CA 92029  Jim Fisher Date: 9/30/14	Westberg+White Architects 1775 Hancock St, Ste. 120 San Diego, CA 92108  David Tarpley Date: 9.29.14	San Dieguito Union HS District 710 Encinitas Blvd. Encinitas, CA 92024 Eric R. Dill Date:
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Prepared by: Erickson-Hall Construction Co.  
 500 Corporate Drive  
 Escondido, CA 92029

ITEM 15J

Oak Crest Middle School - Art and Tech Modification

Bid Package 02		C&I Roofing	Total Contract (Incl Allowance)		\$48,089.00
Roofing/Sheet Metal			Final Contract		\$27,254.00
Date	AURI	Description	AUR Amount		Balance
		ORIGINAL ALLOWANCE		\$	25,000.00
8/22/2014	16	Roofing Modifications: Lower Roof Patch	\$ 4,165.00	\$	20,835.00
		HVAC Curb at E, Added Roof Drains	\$ -	\$	20,835.00
		TOTAL	\$ 4,165.00		
		Final Deductive Change Order		\$	20,835.00



ITEM 15J

# Change Order

Project: Oak Crest Middle School Art and Technology Modernization 675 Balour Drive Encinitas, CA 92024	Contractor: Peltzer Plumbing PO Box 07 Valley Center, CA 92082
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Change Order Number: BP03-01	Change Order Date: 10/03/2014
Notice to Proceed Date: 4/15/14	Contractual Duration: 123 Days
DSA Application Number: 04-113320	Westberg+White Job: 11008.04

<u>Change Order Summary:</u>	Final Deductive Change Order to the Contract
Total (Add-/ Credit):	<\$18,965 >
Time Extension:	61 Days

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

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

Original Contract Sum:	\$ 146,000
Net Change by previously authorized Change Order(s):	\$ 0
Contract Sum prior to this Change Order:	\$ 146,000
The Contract Sum shall be <del>increased</del> <u>decreased</u> / unchanged by this Change Order in the amount of:	\$ <18,965>
The new Contract Sum including this Change Order:	\$ 127,035
The Contract Time shall be <del>increased</del> / <u>decreased</u> / unchanged by:	61 days
The date of Acceptance by the Board as of the date of this Change Order therefore is: October 16, 2014.	

Peltzer Plumbing PO Box 07 Valley Center, CA 92082	Erickson-Hall Construction 500 Corporate Way Escondido, CA 92029	Westberg+White Architects 1775 Hancock St, Ste. 120 San Diego, CA 92110	San Dieguito Union HS District 710 Encinitas Blvd. Encinitas, CA 92024
_____ Vern Peltzer	_____ Jim Fisher	_____ David Tarpley	_____ Christina Bennett
Date:	Date:	Date:	Date:

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

ITEM 15J

Bfd Package 03		Peltzer	Total Contract (Incl Allowance)		\$146,090.00
Plumbing			Final Contract		
Date	AUR#	Description	AUR Amount		Balance
		ORIGINAL ALLOWANCE		\$	20,000.00
9/18/2014	21	Install Roof Drains & Downspouts	\$ 7,991.00	\$	12,009.00
		Items Not Approved to Date - Estimated	\$ -	\$	12,009.00
9/19/2014	29	Change Sinks	\$ 2,582.00	\$	9,427.00
9/18/2014	20	Install Water Hammer Arrestors	\$ 472.00	\$	8,955.00
		T&M's 7/9/14 - 8/15/14 - Est \$5,360	\$ -	\$	8,955.00
		Credit for Water and Sewer at Aelos (Est) at			
9/18/2014	22R	\$5,000	\$ (3,502.00)	\$	12,457.00
9/29/2014	31	OSA Clouded Changes/Credits	\$ (6,508.00)	\$	18,965.00
		TOTAL	\$ 1,035.00		
		Final Deductive Change Order		\$	18,965.00

ITEM 15J

## Change Order

Project:	Oak Crest Middle School Art and Technology Modernization 675 Balour Drive Encinitas, CA 92024	Contractor:	ACH Mechanical Contractors, Inc. 411 Business Center Court Redlands, CA 92373
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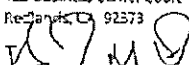

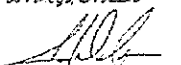
Change Order Number:	BP04-01	Change Order Date:	9/30/2014
Notice to Proceed Date:	4/16/14	Contractual Duration:	123 Days
DSA Application Number:	04-113320	Westberg+White Job:	11008.04

<b>Change Order Summary:</b>	Final Deductive Change Order to the Contract
Total ( <del>Add</del> Credit):	<\$ 13,918>
Time Extension:	61 Days

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

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

Original Contract Sum:	\$ 121,700
Net Change by previously authorized Change Order(s):	\$ 0
Contract Sum prior to this Change Order:	\$ 121,700
The Contract Sum shall be <del>increased</del> <u>decreased</u> / unchanged by this Change Order in the amount of:	\$ <13,918>
The new Contract Sum including this Change Order:	\$ 107,782
The Contract Time shall be <del>increased</del> / <del>decreased</del> / unchanged by:	61 days
The date of Acceptance by the Board as of the date of this Change Order therefore is: October 16, 2014.	

ACH Mechanical Contractors, Inc. 411 Business Center Court Redlands, CA 92373  Hector Vargas Date: 9/29/14	Erickson-Hall Construction 500 Corporate Way Escondido, CA 92029  Jim Foster Date: 9/31/14	Westberg+White Architects 1775 Hancock St, Ste. 120 San Diego, CA 92110  David Tarpley Date: 9.29.14	San Diego's Union HS District 710 Encinitas Blvd. Encinitas, CA 92024  Eric R. Dill Date:
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Prepared by: Erickson-Hall Construction Co  
500 Corporate Drive  
Escondido, CA 92029

ITEM 15J

Oak Crest Middle School - Art and Tech Modification

Bid Package 04		ACH Mechanical		Total Contract (Incl Allowance)	\$121,700.00
HVAC				Final Contract	\$107,782.00
Date	AUR#	Description	AUR Amount	Balance	
		ORIGINAL ALLOWANCE		\$	20,000.00
7/30/2014	15	New Kiln and Exhaust Fan	\$ 5,523.00	\$	14,477.00
9/18/2014	17	Vibration Isolator for Dust collector	\$ 559.00	\$	13,918.00
		TOTAL	\$ 6,082.00		
		Final Deductive Change Order		\$	13,918.00

ITEM 15J

## Change Order

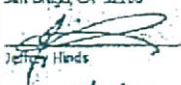
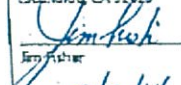
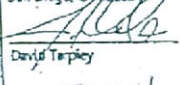
<b>Project:</b> Oak Crest Middle School Art and Technology Modernization 675 Balour Drive Encinitas, CA 92024	<b>Contractor:</b> Ace Electric, Inc. P.O. Box 601071 San Diego, CA 92160
<b>Change Order Number:</b> BP05-01	<b>Change Order Date:</b> 9/30/2014
<b>Notice to Proceed Date:</b> 4/15/14	<b>Contractual Duration:</b> 123 Days
<b>DSA Application Number:</b> 04-113320	<b>Westberg+White Job:</b> 11008.04

<b>Change Order Summary:</b>	Final Deductive Change Order to the Contract
<b>Total (Add-/ Credit):</b>	<\$ 44,250>
<b>Time Extension:</b>	61 Days

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

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

Original Contract Sum:	\$ 198,000
Net Change by previously authorized Change Order(s):	\$ 0
Contract Sum prior to this Change Order:	\$ 198,000
The Contract Sum shall be <del>increased</del> <u>decreased</u> / unchanged by this Change Order in the amount of:	\$ <44,250>
The new Contract Sum including this Change Order:	\$ 153,750
The Contract Time shall be <u>increased</u> / <del>decreased</del> / unchanged by:	61 days
The date of Acceptance by the board as of the date of this Change Order therefore is: October 16, 2014.	

Ace Electric, Inc. P.O. Box 601071 San Diego, CA 92160   Jeffrey Hinds Date: 9/29/14	Erickson-Hall Construction 500 Corporate Way Escondido, CA 92029   Jim Fisher Date: 9/30/14	Westberg+White Architects 1775 Hancock St, Ste 120 San Diego, CA 92110   David Terpley Date: 9.29.14	San Diego/El Union HS District 710 Encinitas Blvd. Encinitas, CA 92024  Eric R. Gill Date:
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Prepared by: Erickson-Hall Construction Co.  
 500 Corporate Drive  
 Escondido, CA 92029

ITEM 15J

Oak Crest Middle School - Art and Tech Modification

Bid Package 05		Ace Electrical		Total Contract (Incl Allowance)	\$198,000.00
HVAC				Final Contract	\$153,750.00
Date	AUR#	Description	AUR Amount	Balance	
		ORIGINAL ALLOWANCE		\$ 70,000.00	
7/30/2014	2	New Wire Mold	\$ 8,813.00	\$ 61,187.00	
7/30/2014	10R	Dust Collector Electrical Work	\$ 4,072.00	\$ 57,115.00	
9/18/2014	18	Expedite Panel Delivery	\$ 950.00	\$ 56,165.00	
		Remove Disconnect, Provide Toggle, Replace			
9/18/2014	19	Ceiling Sensor, OT 7/9-7/10	\$ 1,343.00	\$ 54,822.00	
		New Kilo Hood & EF Electrical Work, and			
9/18/2014	9R	Speaker Wire Rework	\$ 3,426.00	\$ 51,396.00	
		Add Fire Alarm Devices in G with EF Control			
9/18/2014	7R	Tie-In to Lights	\$ 2,934.00	\$ 48,462.00	
		Bldg. G Receptacles, Misc. Bldg. E Electrical			
9/19/2014	28	Work, Receptacles, & Power Poles	\$ 3,028.00	\$ 45,434.00	
9/29/2014	30	OT Work on 7/2, 7/3, 7/7, 7/8, & 8/2/14.	\$ 1,184.00	\$ 44,250.00	
		TOTAL	\$ 25,750.00		
		Final Deductive Change Order		\$ 44,250.00	

ITEM 15J

Owner Change Order (OCO)



Project Name: San Dieguito  
Academy Stadium Project Phase  
2  
Gilbane Project No.: J06218.000

OCO: OCO-0002

PCI: OS-00005

Alternate Tracking #:

Attention: Russell Thornton  
Owner: San Dieguito Union High School District  
Address: 710 Encinitas Boulevard  
Encinitas, CA 92024  
Architect: MVE Institutional, Inc., Nathan Herrero

Date Issued: 9/26/2014 10:55:00 AM

The Contract changes as follows:

Scope Of Changes: Final Reconciliation of Owner Allowances, Contingency, and Rental and Site Services

Description: This change order is to return the unused portions of the Owner Allowances, Contingency, and Rental and Site Services budgets for the SDA Stadium Phase 2 Project.

Attachments:

Number	Title	PCI	Change Date	Revision

Job	PCI Code	Phase Code	Description	Subcontractor	Basis	Amount	Accept	ATP
J06218.000		14.001.910112.Z	Owner Allowance			-\$31,093.00	<input type="checkbox"/> Yes <input type="checkbox"/> No	
J06218.000		15.925.930890.Z	Site Services			-\$22,688.05	<input type="checkbox"/> Yes <input type="checkbox"/> No	
J06218.000		98.985.899800.X	Contingency			-\$185,181.22	<input type="checkbox"/> Yes <input type="checkbox"/> No	
TOTAL FOR PCI No. OS-00005						(\$238,962.27)		

Submitted Amt: -\$238,962.27 Total: (\$238,962.27)

ITEM 15J

Signature of the Owner indicates agreement herewith, including any adjustment in the Contract Sum or the Contract Time

The Original Contract price was	\$2,884,299.00
Net change by previously authorized Change Orders	\$ .00
Contract Price prior to this Change Order	\$2,884,299.00
Contract Price will be changed by this Change Order in the Amount	-\$238,962.27
The new Contract Price including this Change Order will be	\$2,645,336.73
The Contract Time will be changed by	108 days
The date of Substantial Completion for construction as of the date of this Change Order therefore is	06/30/2014

Gilbane Building Company

Gilbane Building Company  
Signed: 9/26/2014 10:55:00 AM Eastern Standard Time - By: Alex Alon (Senior Project Executive )  
Gilbane Building Company: 10.129.20.77

San Dieguito Union High School District

By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Date: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

Distribution:

- Gilbane Building Company
- Russell Thornton(San Dieguito Union High School District)



CHANGE ORDER

*PROJECT:* *CHANGE ORDER #1*  
Energy Conservation Services Contract B2009-17 – La Costa Canyon HS, Oak Crest MS,  
Diegueno MS – Phase 2

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

*CONTRACTOR:*  
Siemens Industry, Inc.  
10100 Willow Creek Road  
San Diego, CA 92131

*The contract is changed as follows:*

---

The contract sum was	\$1,898,740.00
Net change by previously approved change orders	\$ 0.00
The contract sum prior to this change order was	\$1,898,740.00
The contract sum will be decreased by this change order in the amount of	\$111,596.03
The new contract sum, including this change order will be	\$1,787,143.97

---

CONTRACTOR  
Siemens Industry, Inc.

OWNER  
San Dieguito Union H.S.D.

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

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

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

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

Board Acceptance Date:

ITEM 15J



Siemens Industry, Inc.  
Building Technologies  
Project Operations

**CHANGE ORDER LOG**

PROJECT: SDUHSD LCC, Oak, Diegueno  
CONTRACT HOLDER: SIEMENS  
PO/CONTRACT#:

PROJECT #: 44OP-143203  
DATE: 9/26/2014  
PROJECT MGR.: David Zabrosky

Description	PCO #	Issue Date	Status			Approved Date	Comments
			Pending	Rejected	Approved		
Original Contract Value					\$ -		
LCC Duct credit and cleaning	SIE01	8/27/2014	\$ (5,126.00)	\$ -	\$ -		
Diegueno EF, and damper add	SIE02	8/27/2014	\$ 4,132.36	\$ -	\$ -		
OAK sheetmetal flashing and louver	SIE03	8/27/2014	\$ 2,544.08	\$ -	\$ -		
LCC Overtime B800 7-26-14	SIE04	8/27/2014	\$ 2,352.92	\$ -	\$ -		
LCC Powered Exhaust for AC1 AC2	SIE05	8/27/2014	\$ 12,850.20	\$ -	\$ -		
LCC 800S existing RTU Controls	SIE06	8/27/2014	\$ 2,653.44	\$ -	\$ -		
LCC B600 wall removal and replome	SIE07	8/27/2014	\$ 3,298.10	\$ -	\$ -		
LCC B600 disconnect credit	SIE08	8/27/2014	\$ (2,484.05)	\$ -	\$ -		
LCC Premium time for crane lift	SIE09	8/27/2014	\$ 2,721.08	\$ -	\$ -		
Diegueno MS Stat re-location	SIE10	8/27/2014	\$ 763.46	\$ -	\$ -		
LCC Re-locate AP thermostat	SIE11	9/9/2014	\$ 461.38	\$ -	\$ -		
LCC Bard and Media balance	SEI12	9/26/2014	\$ 2,816.00	\$ -	\$ -		
			\$ -	\$ -	\$ -		
			\$ -	\$ -	\$ -		
			\$ -	\$ -	\$ -		
			\$ -	\$ -	\$ -		
<b>Total Changes</b>			<b>\$ 26,982.97</b>	<b>\$ -</b>	<b>\$ -</b>		

Contingancy in SIEMENS contract	\$ 138,579.00
Total Changes	\$ (26,982.97)
Credit of un-used contingency back to district	\$ 111,596.03

ITEM 15J

**CHANGE ORDER**

*PROJECT:* CB2014-20 Bid Package #2

*CHANGE ORDER #1*

*DISTRICT:*

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

*CONTRACTOR:*

Mr. Ronald Chambers  
Roof Construction  
1563 Sterling Ct.  
Escondido, CA 92029

*The contract is changed as follows:*

This change order represents settlement of all contractor cost and time issues related to this project through October 16, 2014 as follows:

Extend contract end date to coincide with Board acceptance date: 61 calendar days

These changes represent full and complete compensation for all costs, 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.

The contract sum was	\$	360,569.00
Net change by previously approved change orders	\$	0.00
The contract sum prior to this change order was	\$	360,569.00
The contract sum will be changed by this change order in the amount of	\$	(35,310.43)
The new contract sum, including this change order will be	\$	325,258.57

Upon signing by the Contractor, and Owner, the above noted contract is hereby amended according to this Change Order and the terms of the Agreement.

CONTRACTOR  
Roof Construction, Inc

OWNER  
San Dieguito Union H.S.D.

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

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

Name: \_\_\_\_\_

Name: Christina Bennett

Title: \_\_\_\_\_

Title: Director of Purchasing

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

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

ITEM 15J



Roof Construction  
1563 Sterling Court  
Escondido, CA 92029  
760-738-1050 phone 760-738-1054 fax

9/5/2014

**La Costa Canyon High School Commons Roof Replacement #14-017**

CO Number	Date	Description	Amount
1	6/26/2014	EBS Tile Change	\$ 7,905.00
2	6/19/2014	Tile Disposal	\$ 8,351.57
3	6/26/2014	Plywood Replacement	\$ 1,165.00
4	8/18/2014	ISO Credit	\$ (5,375.00)
5	7/12/2014	Kynar Coping Change	\$ 2,643.00
			<b>\$ 14,689.57</b>

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 6, 2014

**BOARD MEETING DATE:** October 16, 2014

**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 Art/C-Smart Classroom project (CB2014-10) at Oak Crest Middle School, the roofing packages relates to the Diegueno Middle School (CB 2014-13) and La Costa Canyon High School (CB 2014-20) media center projects, the related Energy Conservation and HVAC project (B2009-17) for La Costa Canyon High School commons and Building 600, as well as Phase 2 of the Stadium project (CA2014-40) at San Dieguito High School Academy were completed on time and were under budget. It is recommended that the Board of Trustees accept the 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 and notice the Labor Commissioner:

1. Diegueno Middle School Entry Enhancement Media Center CB2014-13 Bid Package #3, contract entered into with Commercial & Industrial Roofing Co. Inc..
2. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #1, contract entered into with EC Constructors, Inc.
3. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #2, contract entered into with Commercial & Industrial Roofing Co.
4. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #3, contract entered into with Peltzer Plumbing.
5. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #4, contract entered into with ACH Mechanical Contractors, Inc.
6. Oak Crest Middle School Art and Technology Building Modernization CB2014-10 Bid Package #5, contract entered into with Ace Electric, Inc.

ITEM 15K

7. San Dieguito High School Academy Stadium Project Phase 2 CA2014-40, contract entered into with Gilbane Building Company, Inc.
8. Energy Conservation Services Contract B2009-17-Phase 2, contract entered into with Siemens Industry, Inc.
9. La Costa Canyon High School Information Commons Renovation CB2014-20 Bid Package #2, contract entered into with Roof Construction, Inc.

**FUNDING SOURCE:**

N/A

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 3, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** **ADOPTION OF PROPOSED NEW BOARD POLICY ADMINISTRATIVE REGULATION, #6159.4/AR-1, "BEHAVIORAL INTERVENTIONS FOR SPECIAL EDUCATION STUDENTS"**

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### EXECUTIVE SUMMARY

This new administrative regulation outlines school staff obligations when determining if a functional behavioral assessment (FBA) and/or behavioral interventions are required for a special education student, pursuant to a manifestation determination that was conducted as specified in 34 CFR 300.530. In addition, this administrative regulation lists approved emergency interventions (Education Code 56521.1) and prohibited interventions (Education Code 56521.2) for special education students.

### RECOMMENDATION:

It is recommended that the Board adopt the proposed revised board policy administrative regulation: #6159.4/AR-1, "Behavioral Interventions for Special Education Students", as shown in the attached supplement.

### FUNDING SOURCE:

Not applicable

## INSTRUCTION

6159.4 / AR-1

### BEHAVIORAL INTERVENTIONS FOR SPECIAL EDUCATION STUDENTS

Generally, any student identified as a student with a disability pursuant to the Individuals with Disabilities Education Act, 20 USC 1400-1482, is subject to the same disciplinary measures applicable to all students for violations of the code of conduct, except when the student's behavior is determined to be a manifestation of his/her disability.

However, when the behavior of a student with a disability impedes his/her learning or the learning of others, the student's individualized education program (IEP) team shall consider the use of positive behavioral interventions and supports and other strategies consistent with 20 USC 1414(d) to address the student's behavior.

If, pursuant to a manifestation determination conducted as specified in 34 CFR 300.530, the student's behavior is determined to be a manifestation of his/her disability, the IEP team shall conduct a functional behavioral assessment (FBA) and implement a behavioral intervention plan (BIP) for the student. If a BIP is already in place for the student, the IEP team shall review and modify the BIP to address the student's behavior.

In addition, when the disciplinary removal of a student with a disability will result in a change in the student's placement as specified in 34 CFR 300.530, the student shall receive an FBA and behavioral intervention services and modifications designed to address the student's behavior so that it does not recur.

#### FUNCTIONAL BEHAVIORAL ASSESSMENT

Prior to providing any behavioral intervention to a student with a disability, a FBA focusing on identifying the function or purpose of the student's behavior shall be conducted by the IEP student's IEP team.

Before any FBA is conducted, the Superintendent or designee shall notify the student's parent/guardian in accordance with Education Code 56321 and obtain the parent/guardian's consent.

If the parent/guardian disagrees with the result of an FBA, he/she has the right to obtain an independent educational evaluation at district expense, subject to the conditions specified in 34 CFR 300.502.

#### BEHAVIORAL INTERVENTION PLAN AND SERVICES

When any behavioral intervention, support, or other strategy is to be used by the district, the Superintendent or designee shall consider the student's physical freedom and social interaction, administer the intervention, support, or other strategy in a manner that respects the student's dignity and personal privacy, and ensure the student's right to be placed in the least restrictive educational environment.



## INSTRUCTION

**6159.4 / AR-1**

When a student for whom a BIP is to be developed is also the responsibility of another agency for residential care or related services, the Superintendent or designee shall cooperate with the other agency to ensure that the BIP, to the extent possible, is implemented in a consistent manner.

Behavior assessments and behavioral intervention services shall be provided only by individuals who possess the qualifications specified in Education Code 56525 or 5 CCR 3065.

### EMERGENCY INTERVENTIONS

Emergency interventions may be used only to control unpredictable, spontaneous behavior that poses clear and present danger of serious physical harm to the student or others and that cannot be immediately prevented by a response less restrictive than the temporary application of a technique used to contain the behavior. Emergency interventions shall not be used as a substitute for a systematic BIP that is designed to change, replace, modify, or eliminate a targeted behavior.

No emergency intervention shall be used for longer than is necessary to contain the behavior. For any situation that requires a prolonged use of an emergency intervention, staff shall seek assistance of the principal or law enforcement agency, as applicable to the situation.

Emergency interventions shall not involve the use of force exceeding what is reasonable and necessary under the circumstances. In addition, use of locked seclusion or a device, material, or objects that simultaneously immobilize all hands and feet shall not be allowed except as allowed by law.

Parents/guardians and, if appropriate, residential care providers shall be notified within one school day whenever emergency intervention is used or serious property damage occurs. A behavior emergency report shall immediately be completed, kept in the student's file, and forwarded to the Superintendent or designee for review. This report shall include all of the following information:

1. The name and age of the student
2. The setting and location of the incident
3. The name of the staff or other persons involved
4. A description of the incident and the emergency intervention used
5. A statement of whether the student is currently engaged in a systematic BIP
6. Details of any injuries sustained by the student or others, including staff, as a result of the incident

If the behavior emergency report is for a student who does not have a BIP, the Superintendent or designee shall, within two days, schedule an IEP team meeting to review the emergency report, determine the necessity for an FBA, and determine the necessity for an interim BIP. The IEP team shall document the reasons for not conducting the FBA and/or not developing the interim BIP.

## INSTRUCTION

**6159.4 / AR-1**

If the behavior emergency report is for a student who has a BIP, any incident involving a previously unseen serious behavior problem or where a previously designed intervention is not effective shall be referred to the IEP team. The IEP team shall review the incident and determine whether the student's plan needs to be modified.

### PROHIBITED INTERVENTIONS

The district prohibits the use of corporal punishment as defined in Education Code 49001 as an intervention. In addition, the district prohibits all of the following:

1. Any intervention designed or likely to cause physical pain, including, but not limited to, electric shock
2. Any intervention that involves the release of noxious, toxic, or otherwise unpleasant sprays, mists, or substances near the student's face
3. Any intervention that denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities
4. Any intervention that is designed to subject, used to subject, or likely to subject the student to verbal abuse, ridicule, or humiliation or that can be expected to cause excessive emotional trauma
5. Any restrictive intervention that uses a device, material, or objects which simultaneously immobilize all hands and feet, including the procedure known as prone containment, except that prone containment or similar techniques may be used by trained staff as a limited emergency intervention
6. Locked seclusion, unless in a facility otherwise licensed or permitted by state law to use a locked room
7. Any intervention that precludes adequate supervision of the student
8. Any intervention that deprives the student of one or more of his/her senses

### LEGAL REFERENCES

#### EDUCATION CODE

49001	Prohibition of corporal punishment
56321	Notice of parental rights; consent of parents
56500-56508	Procedural safeguards, including due process rights
56520-56525	Behavioral interventions

#### CODE OF REGULATIONS, TITLE 5

3065	Staff qualifications - related services
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## INSTRUCTION

6159.4 / AR-1

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### UNITED STATES CODE, TITLE 20

- 1400-1482 Individuals with Disabilities Education Act, especially:
- 1412 State eligibility
- 1415 Procedural safeguards

### CODE OF FEDERAL REGULATIONS, TITLE 34

- 300.1-300.818 Assistance to states for the education of students with disabilities

### MANAGEMENT RESOURCES

#### FEDERAL REGISTER

Rules and Regulations, August 14, 2006, Vol. 71, Number 156, pages 46539-46845

#### WEB SITES

Behavior Analyst Certification Board: <http://www.calaba.org/bacb.shtm>

U.S. Department of Education, Office of Special Education Programs:

<http://www2.ed.gov/about/offices/list/osers/osep>

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 6, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** RESOLUTION OF INTENTION TO CONVEY  
PERMANENT EASEMENT AND RIGHT-  
OF-WAY

-----

### EXECUTIVE SUMMARY

As part of Canyon Crest Academy field project design, the City of San Diego requires an easement and right-of-way for access to existing sewer facilities located along the northern edge of the parcel acquired for the varsity baseball fields.

The adoption of the Resolution of Intention to Convey Interest in Real Property and Right-of-Way is the first step in granting an easement. The final steps will require a public hearing and adoption of a Resolution Conveying an Interest in a Permanent Easement and Right-of-Way at the November 13, 2014 board meeting.

### RECOMMENDATION:

It is recommended that the Board adopt the Resolution of Intention to Convey Permanent Easement and Right-of-Way to the City of San Diego, for the purpose of access to construct, reconstruct, maintain, operate and repair sewer facilities for the Canyon Crest Academy campus, as described in the attachment.

### FUNDING SOURCE:

Not applicable.

ITEM 17

Resolution of Intention to Convey )  
Permanent Easement and Right-of-Way )  
\_\_\_\_\_)

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

WHEREAS, the City of San Diego, a municipal corporation, has requested this Board to convey a permanent easement and right-of-way to said applicant for purposes set forth below; and

WHEREAS, in the judgment of this Board public convenience makes it expedient that said request be granted; NOW THEREFORE

BE IT RESOLVED AND ORDERED pursuant to the provisions of the Education Code, Section 17556, et seq., that the Governing Board of the San Dieguito Union High School District of the County of San Diego, State of California, hereby declares that it is the intention of this Board to convey to the City of San Diego, a municipal corporation, upon the terms and conditions that are set forth in that certain form entitled " Grant Deed – Access Easement", a copy of which is attached hereto, marked Exhibit "A" and by this reference made a part hereof, a permanent easement in real property and right-of-way belonging to said District and more particularly described in said Exhibit "A" for access to construct, reconstruct, maintain, operate and repair sewer facilities, including any or all appurtenances thereto, together with the right of ingress and egress, over, along and cross all that real property situated in the City of San Diego, County of San Diego, State of California described in its Exhibit "A" as Legal Description Access Easements, and illustrated in Exhibit "B" Access Easements subject to the condition that the erecting of buildings, masonry walls, and other permanent structures; the plant of trees; the changing of the surface grade; and the installation of privately owned pipe lines shall be prohibited except by an Encroachment Maintenance and Removal Agreement issued by the City Engineer..

BE IT RESOLVED AND ORDERED that a public meeting be held by this Board at its regular place of meeting, San Dieguito Union High School District, 710 Encinitas Boulevard, Encinitas, California, on November 13, 2014 at 6:30 p.m., at which time all persons interested may appear and show cause, if any they have, why said conveyance should not be made.

ITEM 17

Resolution of Intention to Convey  
Permanent Easement and Right-of-Way  
(Continued)

BE IT RESOLVED AND ORDERED that a notice of the adoption of this resolution and of the time and place of holding said meeting shall be given by posting copies of said resolution, signed by the members of this Board, or by a majority thereof, in three (3) public places in said District not less than (10) days before the date of the meeting and by publishing the notice attached hereto, marked Exhibit "B", once not less than (5) days before the date of the meeting in U-T San Diego, a newspaper of general circulation published in the District in which this District is located and having a general circulation in the District.

PASSED AND ADOPTED by the Governing Board of the San Dieguito Union High School District of San Diego County, California, this 16th day of October 2014.

\_\_\_\_\_  
Joyce Dalessandro

\_\_\_\_\_  
Amy Herman

\_\_\_\_\_  
Beth Hergesheimer

\_\_\_\_\_  
Barbara Groth

\_\_\_\_\_  
John Salazar

Members of the Governing Board of the San Dieguito  
Union High School District

ITEM 17

**Exhibit “A”**

“Grant Deed – Access Easement”

RECORDING REQUESTED BY:

**THE CITY OF SAN DIEGO**

AND WHEN RECORDED MAIL TO:

CITY CLERK  
CITY OF SAN DIEGO  
MAIL STATION 2A

Originating Dept – DSD/LDR – M.S. 501

(THIS SPACE FOR RECORDER'S USE ONLY)

## GRANT DEED – ACCESS EASEMENT

I.O. NO: 24004925

ASSESSOR'S PARCEL NO: 305-031-26,350-031-44,305-040-32

PTS NO: 381166

DWG NO: 38297-B

NO DOCUMENT TAX DUE  
R & T CODE 11922

NO FEE FOR GOVT. AGENCY  
GOVERNMENT CODE 27383

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

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

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

Reserving unto the Grantor herein, heirs and assigns the continued use of the above described parcel of land subject to the following conditions:

The erecting of buildings, masonry walls, and other permanent structures; the planting of trees; the changing of the surface grade; and the installation of privately owned pipe lines shall be prohibited except by an Encroachment Maintenance and Removal Agreement issued by the City Engineer.

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

Grantor: (type or print) Rick Schmitt

By: (signature)  
(type or print name)

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

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

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

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



## EXHIBIT 'A'

### LEGAL DESCRIPTION ACCESS EASEMENTS

#### PARCEL 'A' – ACCESS EASEMENT

BEING A PORTION OF PARCEL 1 OF PARCEL MAP 21127 FILED IN THE OFFICE OF THE SAN DIEGO COUNTY RECORDER ON MAY 12, 2014 AS FILE NO. 2014-0193430 IN THE CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE SOUTHWEST CORNER OF PARCEL 1 OF SAID PARCEL MAP 21127; THENCE

- |                         |              |   |
|-------------------------|--------------|---|
| 1. NORTH 59°51'24" EAST | 171.57 FEET  | TO THE TRUE POINT OF BEGINNING, SAID POINT ALSO LYING ON THE SOUTHERLY LINE OF AN EXISTING 30 FEET WIDE WATER EASEMENT GRANTED TO THE CITY OF SAN DIEGO PER PARCEL MAP 19841 FILED IN THE OFFICE OF THE SAN DIEGO COUNTY RECORDER ON SEPTEMBER 19, 2005 AS FILE NO. 2005-0806588 IN THE CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA; THENCE ALONG SAID SOUTHERLY LINE |
| 2. NORTH 43°04'27" EAST | 19.59 FEET;  | THENCE LEAVING SAID SOUTHERLY LINE  |
| 3. SOUTH 70°09'19" EAST | 48.77 FEET;  | THENCE  |
| 4. NORTH 89°59'55" EAST | 397.53 FEET  | TO A POINT ON THE NORTHERLY LINE OF AN EXISTING 25 FEET WIDE SEWER EASEMENT GRANTED TO THE CITY OF SAN DIEGO PER SAID PARCEL MAP 19841; THENCE ALONG SAID NORTHERLY LINE  |
| 5. SOUTH 63°41'27" WEST | 1.36 FEET    | TO AN ANGLE POINT ON THE NORTHERLY LINE OF SAID SEWER EASEMENT; THENCE CONTINUING ALONG SAID NORTHERLY LINE   |
| 6. SOUTH 75°37'47" WEST | 70.10 FEET;  | THENCE LEAVING SAID NORTHERLY LINE  |
| 7. SOUTH 89°59'55" WEST | 331.55 FEET; | THENCE  |
| 8. NORTH 70°09'19" WEST | 59.65 FEET   | TO THE TRUE POINT OF BEGINNING.   |

SAID EASEMENT CONTAINS 0.173 ACRES MORE OR LESS.

## ITEM 17

**PARCEL 'B' – ACCESS EASEMENT**

BEING A PORTION OF PARCEL 3 OF PARCEL MAP 21102 FILED IN THE OFFICE OF THE SAN DIEGO COUNTY RECORDER ON DECEMBER 13, 2013 AS FILE NO. 2013-0720347 IN THE CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE NORTHWEST CORNER OF PARCEL 3 OF SAID PARCEL MAP 21102; THENCE

- |                         |              |   |
|-------------------------|--------------|---|
| 1. SOUTH 45°54'55" EAST | 77.60 FEET   | TO THE <b>TRUE POINT OF BEGINNING</b> , SAID POINT ALSO LYING ON THE SOUTHERLY LINE OF AN EXISTING 25 FEET WIDE SEWER EASEMENT GRANTED TO THE CITY OF SAN DIEGO PER SAID PARCEL MAP 19841; THENCE ALONG SAID SOUTHERLY LINE |
| 2. NORTH 81°29'25" EAST | 274.72 FEET  | TO AN ANGLE POINT ON THE SOUTHERLY LINE OF SAID SEWER EASEMENT; THENCE CONTINUING ALONG SAID SOUTHERLY LINE   |
| 3. NORTH 75°37'47" EAST | 15.63 FEET   | TO A POINT HEREINAFTER REFERRED TO AS POINT 'A'; THENCE LEAVING SAID SOUTHERLY LINE   |
| 4. SOUTH 33°10'20" WEST | 22.22 FEET;  | THENCE  |
| 5. SOUTH 81°29'25" WEST | 275.28 FEET; | THENCE  |
| 6. NORTH 09°17'56" WEST | 15.00 FEET   | TO THE <b>TRUE POINT OF BEGINNING</b> .   |

SAID EASEMENT CONTAINS 0.097 ACRES MORE OR LESS.

**PARCEL 'C' – ACCESS EASEMENT**

BEING A PORTION OF PARCEL 3 OF SAID PARCEL MAP 21102 AND A PORTION OF PARCEL 2 OF SAID PARCEL MAP 21127 AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE AFOREMENTIONED POINT 'A', SAID POINT ALSO LYING ON THE SOUTHERLY LINE OF AN EXISTING 25 FEET WIDE SEWER EASEMENT GRANTED TO THE CITY OF SAN DIEGO PER SAID PARCEL MAP 19841; THENCE ALONG SAID SOUTHERLY LINE

- |                         |              |  |
|-------------------------|--------------|--|
| 1. NORTH 75°37'47" EAST | 4.97 FEET    | TO THE <b>TRUE POINT OF BEGINNING</b> ; THENCE CONTINUING ALONG SAID SOUTHERLY LINE                    |
| 2. NORTH 75°37'47" EAST | 237.37 FEET; | THENCE LEAVING SAID SOUTHERLY LINE   |
| 3. SOUTH 89°15'46" EAST | 14.31 FEET;  | THENCE   |
| 4. NORTH 75°37'43" EAST | 187.33 FEET  | TO THE BEGINNING OF A 7.50 FOOT RADIUS CURVE CONCAVE NORTHWESTERLY; THENCE ALONG THE ARC OF SAID CURVE |

ITEM 17

- 5. NORTHEASTERLY 15.62 FEET THROUGH A CENTRAL ANGLE OF 119°20'45"; THENCE
- 6. NORTH 43°43'02" WEST 29.48 FEET TO A POINT ON THE EASTERLY LINE OF A 20 FEET WIDE SEWER EASEMENT GRANTED TO THE CITY OF SAN DIEGO PER SAID PARCEL MAP 19841; THENCE ALONG SAID EASTERLY LINE
- 7. NORTH 03°44'10" WEST 46.27 FEET; THENCE LEAVING SAID EASTERLY LINE
- 8. SOUTH 33°54'12" EAST 110.28 FEET; THENCE
- 9. SOUTH 56°06'39" WEST 18.00 FEET; THENCE
- 10. NORTH 33°54'12" WEST 5.95 FEET TO THE BEGINNING OF A 7.50 FOOT RADIUS CURVE CONCAVE SOUTHWESTERLY; THENCE ALONG THE ARC OF SAID CURVE
- 11. NORTHWESTERLY 9.22 FEET THROUGH A CENTRAL ANGLE OF 70°28'05"; THENCE
- 12. SOUTH 75°37'43" WEST 240.81 FEET; THENCE
- 13. NORTH 14°22'13" WEST 10.23 FEET; THENCE
- 14. SOUTH 75°37'47" WEST 40.74 FEET; THENCE
- 15. NORTH 14°22'13" WEST 6.00 FEET; THENCE
- 16. SOUTH 75°37'47" WEST 146.54 FEET; THENCE
- 17. SOUTH 87°14'27" WEST 22.36 FEET TO THE TRUE POINT OF BEGINNING.

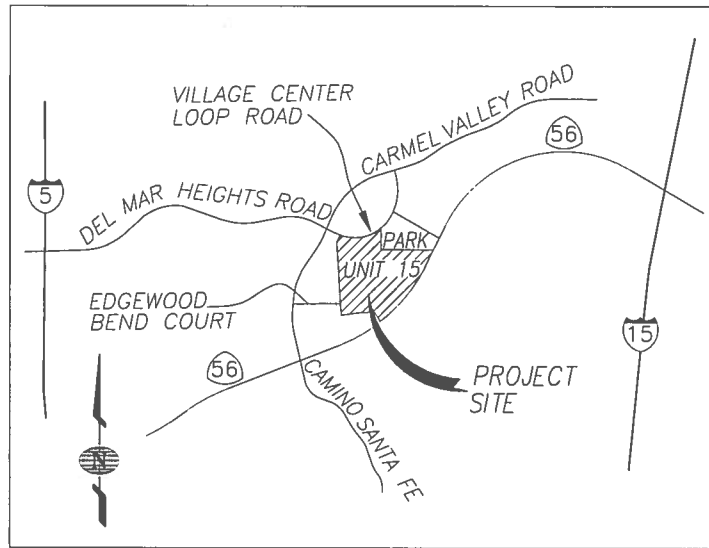
SAID EASEMENT CONTAINS 0.166 ACRES MORE OR LESS.

ATTACHED HERETO IS A DRAWING NO. 38297-B LABELED EXHIBIT 'B' AND BY THIS REFERENCE MADE A PART HEREOF.

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




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

I.O. NO. 24004925  
DWG. NO. 38924-B  
PTS. NO. 381166



VICINITY MAP  
NTS

**LEGEND:**

- P.O.B. INDICATES POINT OF BEGINNING
- T.P.O.B. INDICATES TRUE POINT OF BEGINNING
-  INDICATES ACCESS EASEMENT ACQUIRED PARCEL 'A' = 0.173 ACRES
-  INDICATES ACCESS EASEMENT ACQUIRED PARCEL 'B' = 0.097 ACRES
-  INDICATES ACCESS EASEMENT ACQUIRED PARCEL 'C' = 0.166 ACRES

**ASSESSOR'S PARCEL NUMBER:**

305-031-26, 305-031-44, 305-040-32

**REFERENCE DRAWING:**

PM 19841, PM 21063, PM 21102, PM 21127

**BASIS OF BEARINGS:**

THE BASIS OF BEARINGS FOR THIS DRAWING IS THE EASTERLY LINE OF PARCEL 1 OF PARCEL MAP NO. 21063, IE N03°30'00"W

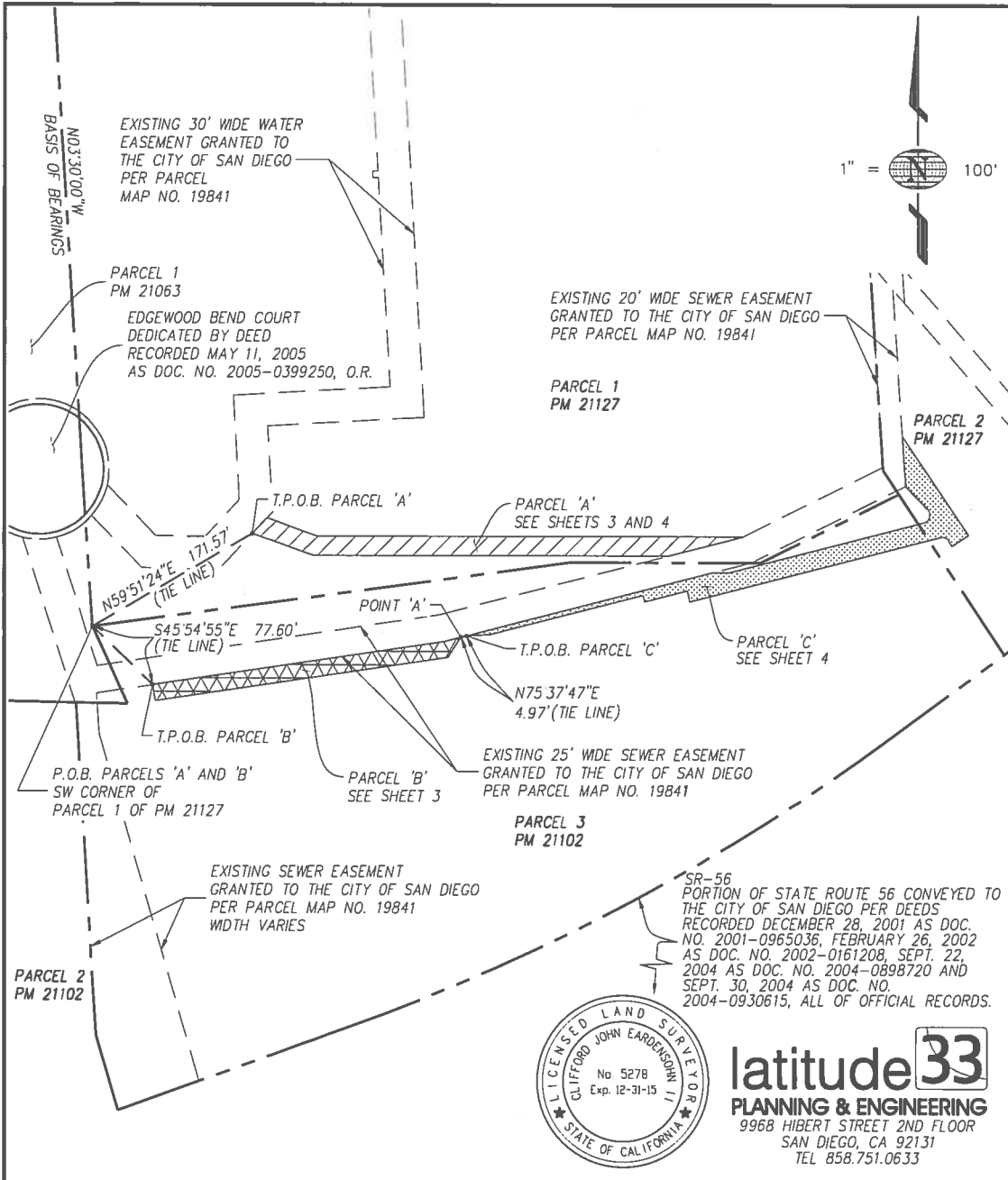
**latitude 33**  
PLANNING & ENGINEERING  
9968 HIBERT STREET 2ND FLOOR  
SAN DIEGO, CA 92131  
TEL 858.751.0633



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

**ACCESS EASEMENTS**  
IN A PORTION OF PARCELS 1 AND 2 OF PM 21127  
AND PARCEL 3 OF PM 21102

DESCRIPTION	BY	APPROVED	DATE	FILMED	CITY OF SAN DIEGO, CALIFORNIA DEVELOPMENT SERVICES DEPARTMENT SHEET 1 OF 4 SHEETS		I.O. NO. 24004925
ORIGINAL	LAT33				FOR CITY ENGINEER _____ DATE _____		P.T.S. NO. 381166
							1928-6271 CCS '83 COORDINATES
							288-1711 LAMBERT COORDINATES
							38297-B



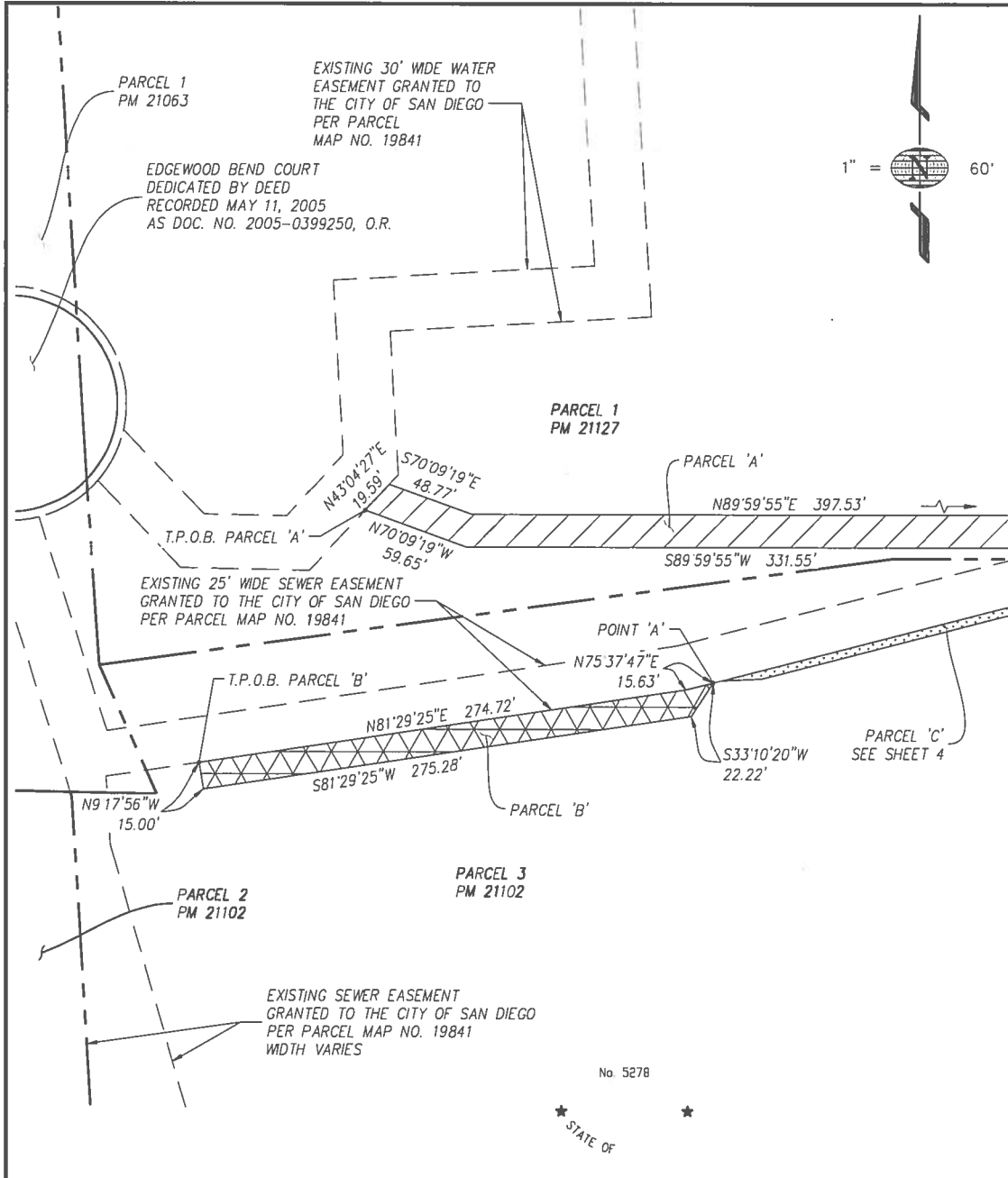
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IN A PORTION OF PARCELS 1 AND 2 OF PM 21127  
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DESCRIPTION	BY	APPROVED	DATE	FILMED	CITY OF SAN DIEGO, CALIFORNIA DEVELOPMENT SERVICES DEPARTMENT SHEET 2 OF 4 SHEETS	I.O. NO. 24004925
ORIGINAL	LAT33				FOR CITY ENGINEER	P.T.S. NO. 381166
					DATE	1928-6271 CCS '83 COORDINATES
						288-1711 LAMBERT COORDINATES
						38297-B

ITEM 17



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

DESCRIPTION	BY	APPROVED	DATE	FILMED	CITY OF SAN DIEGO, CALIFORNIA DEVELOPMENT SERVICES DEPARTMENT SHEET 3 OF 4 SHEETS		I.O. NO.
ORIGINAL	LAT33				FOR CITY ENGINEER _____ DATE _____		1928-6271
							CCS '83 COORDINATES
							288-1711
							LAMBERT COORDINATES



ITEM 17

**Exhibit “B”**

“Notice”



NOTICE OF INTENTION TO CONVEY  
PERMANENT EASEMENT AND RIGHT-OF-WAY

NOTICE IS HEREBY GIVEN that the Governing board of the San Dieguito Union High School District on October 16, 2014, adopted a Resolution of Intention to Convey Permanent Easement and Right-of-Way to dedicate to the City of San Diego, a municipal corporation, a permanent easement and right-of-way across property of this District located at Canyon Crest Academy, 5951 Village Center Loop Road, San Diego, County of San Diego, State of California, for access to construct, reconstruct, maintain, operate and repair sewer facilities, including any or all appurtenances thereto, together with the right of ingress and egress, over, along and cross all that real property (a description of the purposes of the easement, of the route therein and other particulars of the dedication are on file and may be examined in the office of the Director of Planning Services of the San Dieguito Union High School District located at 684 Requeza Drive, Encinitas, CA) and has set 6:30 o'clock, p.m., November 13, 2014, at San Dieguito Union High School District, 710 Encinitas Blvd., Encinitas, California for a public hearing upon the question of making such conveyance, at which time interested parties may appear and protest.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

By: Beth Hergesheimer  
Clerk

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 9, 2014

**BOARD MEETING DATE:** October 16, 2014

**PREPARED BY:** Jason Vilorio, Executive Director,  
Educational Services  
Michael Grove, Ed.D., Assoc. Superintendent,  
Educational Services

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** BELL SCHEDULE & FLEX START TIMES  
UPDATE

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### EXECUTIVE SUMMARY

Staff will make a presentation at the Board meeting on October 16, 2014. Presentation materials, if any, will be made available at the meeting.

### RECOMMENDATION:

This item is being submitted as information only.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 9, 2014

**BOARD MEETING DATE:** October 16, 2014

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

**SUBJECT:** ESTABLISHMENT OF DATE OF ORGANIZATIONAL MEETING, DECEMBER 11, 2014

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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 on a date between December 5 and 19, 2014.

### RECOMMENDATION:

It is recommended that December 11, 2014 be established as the date for the Organizational Board Meeting. This item is being submitted for consideration and will be resubmitted for board action on November 13, 2014.

### FUNDING SOURCE:

Not applicable

ITEM 19

Organizational Meetings of Governing Boards -4-

October 7, 2014

**NOTICE OF DECEMBER 2014  
ORGANIZATIONAL MEETING OF THE GOVERNING BOARD**

Complete and submit no later than November 20, 2014, 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

Date of Organizational Meeting: December 11, 2014  
*(Date between December 5 and December 19 inclusive)*

Time of Meeting: 6:30 pm

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

\_\_\_\_\_  
Date