



Union High School District

**BOARD OF TRUSTEES
REGULAR BOARD MEETING**

Board of Trustees
Joyce Dalessandro
Beth Hergesheimer
Amy Herman
Maureen "Mo" Muir
John Salazar

Superintendent
Rick Schmitt

**THURSDAY, JANUARY 14, 2016
6:30 PM**

**SAN DIEGUITO HIGH SCHOOL ACADEMY, MEDIA CENTER
800 SANTA FE DRIVE, 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 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.

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

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

PUBLIC INSPECTION OF DOCUMENTS

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

CONSENT CALENDAR

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

CLOSED SESSION

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

CELL PHONES / ELECTRONIC DEVICES

As a courtesy to all meeting attendees, please set cell 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, JANUARY 14, 2016
6:30 PM**

**SAN DIEGUITO HIGH SCHOOL ACADEMY, MEDIA CENTER
800 SANTA FE DRIVE, ENCINITAS, CA 92024**

PRELIMINARY FUNCTIONS (ITEMS 1 – 6)

- 1. CALL TO ORDER 6:00 PM
 - A. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS (2A-C)
- 2. **CLOSED SESSION** **6:01 PM**
 - A. To consider and/or deliberate on student discipline matters.
 - B. To consider personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline /release, dismissal of a public employee or to hear *complaints or charges brought against such employee by another person or employee unless the employee requests a public session.*
 - C. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.
Agency Negotiators: Superintendent and Associate Superintendents (4)
Employee Organizations: San Dieguito Faculty Association / California School Employees Association

**FOLLOWING THIS ITEM, AT 6:25 PM, THE BOARD WILL TEMPORARILY ADJOURN AND CONVENE THE SPECIAL MEETING OF THE SAN DIEGUITO PUBLIC FACILITIES AUTHORITY, THEN RECONVENE THE REGULAR MEETING.*

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 / REGULAR & SPECIAL MEETINGS OF DECEMBER 10 & 17, 2015
Motion by _____, second by _____, to approve the minutes of the December 10, 2015 Regular Meeting and December 17, 2015 Special Meeting, as shown in the attached supplements.
- 7. APPOINTMENT OF BOARD REPRESENTATIVES TO COMMITTEES, 2016
Motion by _____, second by _____, to appoint Board Representatives to the following committees for 2016, as follows:
 - Career Technical Education (2) _____
 - Encinitas City/School District Liaison (2) _____
 - Legislative Action Network, Local/Regional (2) _____
 - North Coastal Consortium for Special Education (1) _____
 - Solana Beach City/School District Liaison (2) _____

NON-ACTION ITEMS (ITEMS 8 - 10)

- 8. BOARD REPORTS AND UPDATES STUDENT BOARD / BOARD OF TRUSTEES
 - A. STUDENT UPDATES

B. BOARD OF TRUSTEES

9. SUPERINTENDENT’S REPORTS, BRIEFINGS, & LEGISLATIVE UPDATES ... RICK SCHMITT, SUPERINTENDENT

10. SCHOOL UPDATES

A. OAK CREST MIDDLE SCHOOL..... BENJAMIN TAYLOR, ED.D., PRINCIPAL

B. SAN DIEGUITO HIGH SCHOOL ACADEMYBJORN PAIGE, 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 the Consent Item number.

11. SUPERINTENDENT

A. GIFTS AND DONATIONS

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

B. FIELD TRIP REQUESTS

Accept the field trips, as shown in the attached supplements.

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

(None Submitted)

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

14. ADMINISTRATIVE SERVICES

A. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

SPECIAL EDUCATION

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

(None Submitted)

D. 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. Brain Learning Psychological Corporation (ICA), amending the fees for the neuropsychological, psychoeducational, and behavior assessments and services contract to \$2,500.00 for Psychoeducational Evaluations, \$4,000.00 for School Neuropsychological Evaluations, \$2,000.00 for Educational Related Mental Health Assessments, and \$2,500.00 for Functional Behavioral Assessments (FBA), during the period January 1, 2016 through June 30, 2016, with no other changes to the contract, to be expended from the General Fund/Restricted 01-00.

E. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS

Approve/ratify the following Parent Settlement and Release Agreements, to be funded by the General Fund 01-00/Special Education, and authorize the Director of Special Education to execute the agreements:

1. Student Case No. 2016-001PS, for special education related services, in the amount of \$36,450.00.
2. Student Case No. 2016-002PS, for special education related services, in the amount of \$35,500.00.

PUPIL SERVICES

F. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

G. APPROVAL/RATIFICATION OF AMENDMENTS TO AGREEMENTS

(None Submitted)

15. BUSINESS / PROPOSITION AA

BUSINESS

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Blackboard, Inc. to provide Blackboard Connect unlimited emergency and outreach notification system to parents of enrolled students, administrators, faculty, staff, and board members, during the period February 14, 2016 through February 13, 2017, and then automatically renewing until terminated, for an annual amount not to exceed \$25,000.00, to be expended from the General Fund/Unrestricted 01-00.
2. School Services of California, Inc., to provide the District with fiscal and mandated cost claims services and the CADIE and SABRE reports, during the period January 1, 2016 through December 31, 2016, for an amount not to exceed \$4,140.00 plus expenses, to be expended from the General Fund/Unrestricted 01-00.
3. Harbottle Law Group, to provide legal services, during the period January 15, 2016 until terminated, at the hourly rates of \$195.00 for Owner/Director Mr. Harbottle, \$190.00 for all other attorneys, and \$95.00 for paralegals and assistants, plus expenses, to be expended from the fund to which the services are charged.
4. Cox California Telcom, LLC, dba Cox Business, to provide Integrated Services Digital Network (ISDN) phone lines and related services to integrate with the district's digital phone system, during the period January 15, 2016 until terminated, at the rates of \$215.00 per Primary Rate Interface (PRI) multiple voice and data transmission line with unlimited local calling, \$0.21 per Direct Inward Dialing (DID) service that allows numerous individual phone numbers to run off a block of dedicated numbers, and \$15.00 per Business Voice Messenger (BVM) measured phone line, to be expended from the General Fund/Unrestricted 01-00.

5. Adobe Systems, Inc., for a district wide Education Enterprise Agreement (EEA) for Adobe products, during the period January 15, 2016 through January 14, 2018, for an estimated not to exceed amount of \$60,000.00 per year, to be expended from the General Fund/Unrestricted 01-00.

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

C. AWARD/RATIFICATION OF CONTRACTS

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

1. Ferandell Tennis Courts, Inc., for the Tennis Court Resurfacing Project at Torrey Pines High School B2016-06, in the amount of \$40,604.00, to be expended from the General Fund/Unrestricted 01-00 with partial reimbursement from the Torrey Pines HS Tennis Boosters.

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)
3. Warrants
4. Revolving Cash Fund

PROPOSITION AA

G. APPROVAL/RATIFICATION OF AGREEMENTS
(None Submitted)

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. SVA Architects, to amend contract CA2014-20, for architectural/engineering services at San Dieguito High School Academy Interim Housing & Tennis Courts, increasing the amount by \$9,700.00 for a new total of \$155,945.00, and extending the contract through completion, to be expended from Building Fund—Prop 39, Fund 21-39.

I. AWARD/RATIFICATION OF CONTRACTS
(None Submitted)

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. San Dieguito High School Academy Stadium Project Phase 2, Interim Housing and Replacement of Tennis Courts, decreasing the amount by \$43,513.74 for a new total of \$3,091,070.27, and extending the contract by 507 days.

K. ACCEPTANCE OF CONSTRUCTION PROJECTS

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

- 1. San Dieguito High School Academy Stadium Project Phase 2, Interim Housing and Replacement of Tennis Courts, CA2014-40, and contract entered into with Gilbane Building Company.

L. AUTHORIZATION TO REDUCE RETENTION WITHHELD

Authorize the administration to reduce the retention being withheld from payment to Balfour Beatty Construction, LLC for construction of the Pacific Trails Middle School project, from 5% to 2.5%, releasing \$769,701.50; and authorize future billings to reflect a 2.5% retainage percentage.

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
 Beth Hergesheimer
 Amy Herman
 Maureen "Mo" Muir
 John Salazar

Sophie McMullen, Canyon Crest Academy
 Madeline Eppel, La Costa Canyon High School
 Emma Schneir, San Dieguito High School Academy
 Mikenzie Bub, Sunset High School
 Isaac Gelman, Torrey Pines High School

DISCUSSION / ACTION ITEMS..... (ITEMS 16-19)

16. ADOPTION OF RESOLUTION / 2014-2015 REPORT ON STATUTORY SCHOOL FEES AND FINDINGS

Motion by _____, second by _____, to adopt the resolution regarding statutory school fees and report for fiscal year 2014-2015, and findings in compliance with Government Code sections 66006 and 66001, as shown in the attached supplements.

- Roll Call

17. ACCEPTANCE OF 2014-15 ANNUAL AUDIT

Motion by _____, second by _____, to accept the 2014-15 annual audit of the San Dieguito Union High School District, as prepared by Wilkinson, Hadley, King & co. LLP, as shown in the attached supplement.

18. APPROVAL OF SALARY INCREASES FOR NON-REPRESENTED EMPLOYEE GROUPS / BP'S #4341.1 ATTACHMENT A, MANAGEMENT SALARY SCHEDULE, #4441.2 ATTACHMENT A, CONFIDENTIAL EMPLOYEES SALARY SCHEDULE, & #4541 ATTACHMENT A, SUPERVISORY EMPLOYEES SALARY SCHEDULE, AND AMENDMENT TO EMPLOYMENT CONTRACTS FOR SUPERINTENDENT & ASSOCIATE SUPERINTENDENTS

Motion by _____, second by _____, to approve the salary increases for the non-represented employee groups of Management, Confidential and Supervisory Employees, BP's #4341.1 Attachment A, Management Salary Schedule, #4441.2 Attachment A, Confidential Employees Salary Schedule, #4541 Attachment A, Supervisory Employees Salary Schedule, and amendment to employment contracts for the Superintendent and four Associate Superintendents, as shown in the attached supplements.

19. APPROVAL OF THE REVISED 2015-16 DISTRICT BUDGET

Motion by _____, second by _____, to approve revisions to the First Interim Budget related to the approval of the 2015-16 through 2017-18 collective bargaining agreement with San Dieguito Faculty Association, as shown in the attached supplements.

INFORMATION ITEMS..... (ITEMS 20 - 30)

20. PROPOSED NEW / REVISED / DELETED BOARD POLICIES / ADMINISTRATIVE SERVICES / EDUCATIONAL SERVICES

- A. BP #5113.1, CHRONIC ABSENCE AND TRUANCY (REVISED)
- B. BP #5125, STUDENT RECORDS (REVISED)
- C. BP #5141.3, HEALTH EXAMINATIONS (REVISED)
- D. BP #5141.31, IMMUNIZATIONS (REVISED)
- E. BP #5147, DROPOUT PREVENTION (REVISED)
- F. BP #6141.1, ALTERNATIVE LEARNING OPPORTUNITIES (DELETE)
- G. BP #6145.4, ATHLETIC COMPETITION (REVISED)
- H. BP #6145.2, PUBLIC PERFORMANCES AND EXHIBITIONS (DELETE)
- I. BP #6158, INDEPENDENT STUDY (NEW)
- J. BP #6164.2, GUIDANCE AND COUNSELING SERVICES (REVISED)
- K. BP #6173, EDUCATION FOR HOMELESS CHILDREN (REVISED)
- L. BP #6173.1, EDUCATION FOR FOSTER YOUTH (NEW)
- M. BP #6183, HOME HOSPITAL (REVISED)

This item is being submitted for Board consideration and will be resubmitted for action on February 18, 2016.

21. PERSONNEL COMMISSION / CLASS DESCRIPTION REPORT / CLASSIFIED

- A. CUSTODIAN
- B. CUSTODIAN-FLOATER
- C. CUSTODIAN CREW LEADER
- D. NUTRITION SERVICES PRODUCTION ASSISTANT

This item is being submitted as information only.

22. BUSINESS SERVICES UPDATE ERIC DILL, ASSOCIATE SUPERINTENDENT

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

24. HUMAN RESOURCES UPDATE TORRIE NORTON, ASSOCIATE SUPERINTENDENT

25. ADMINISTRATIVE SERVICES UPDATE JASON VILORIA, ED.D., ASSOCIATE SUPERINTENDENT

26. 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)

27. FUTURE AGENDA ITEMS

28. **ADJOURNMENT TO CLOSED SESSION (AS NECESSARY)**

- A. To consider and/or deliberate on student discipline matters.
- B. To consider personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline /release, dismissal of a public employee or to hear *complaints or charges brought against such employee by another person or employee unless the employee requests a public session.*
- C. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.

Agency Negotiators: Superintendent and Associate Superintendents (4)
Employee Organizations: San Dieguito Faculty Association / California School Employees Association

29. REPORT FROM CLOSED SESSION (AS NECESSARY)

30. ADJOURNMENT

The next regularly scheduled Board Meeting will be held on [Thursday, February 18, 2016, 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
Beth Hergesheimer
Amy Herman
Maureen "Mo" Muir
John Salazar

Superintendent
Rick Schmitt



Union High School District

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

DECEMBER 10, 2015

**THURSDAY, DECEMBER 10, 2015
6:30 PM**

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

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

- 1. CALL TO ORDER..... 6:00 PM
President Hergesheimer called the meeting to order at 6:00 PM to receive public comments on Closed Session agenda items 2A-C. 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 and/or deliberate on student discipline matters. (Case #2015-003SD)
 - B. To consider personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline/ release, dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless the employee requests a public session.
 - C. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.
Agency Negotiators: Superintendent and Associate Superintendents (4)
Employee Organizations: San Dieguito Faculty Association / California School Employees Association

**FOLLOWING CLOSED SESSION, AT 6:25 PM, THE BOARD TEMPORARILY ADJOURNED AND SUMMONED A MEETING OF THE SAN DIEGUITO PUBLIC FACILITIES AUTHORITY, THEN RECONVENED THE REGULAR MEETING AT 6:30 PM.*

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

ATTENDANCE

BOARD OF TRUSTEES AND STUDENT BOARD REPRESENTATIVES

Joyce Dalessandro	Sophie McMullen, Canyon Crest Academy
Beth Hergesheimer	Madeline Eppel, La Costa Canyon High School
Amy Herman	Emma Schneur, San Dieguito High School Academy
Maureen "Mo" Muir	Mikenzie Bub, Sunset High School
John Salazar	Isaac Gelman, Torrey Pines High School

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
 Jason Vilorio, Ed.D., Associate Superintendent, Administrative Services
 Delores Perley, Chief Financial Officer
 Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

ITEM 6

- 3. RECONVENE REGULAR MEETING / CALL TO ORDER(ITEM 3)
 - A. The regular meeting of the Board of Trustees was called to order at 6:31 PM by President Beth Hergesheimer.
- 4. PLEDGE OF ALLEGIANCE(ITEM 4)

President Hergesheimer led the Pledge of Allegiance.
- 5. REPORT OUT OF CLOSED SESSION / ACTION(ITEM 5)
 - A. REPORT OUT OF CLOSED SESSION

The Board met in closed session and had nothing to report.
 - B. STUDENT DISCIPLINE

Motion by Ms. Dalessandro, seconded by Ms. Herman, to approve the stipulated expulsion of Student Case #2015-003SD, for violation of Education Code sections 48900 (d) and 48915 (c)(3), during the period December 11, 2015 through December 11, 2016. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Absent: None. *Motion unanimously carried.*
- 6. APPROVAL OF MINUTES / REGULAR BOARD MEETING NOVEMBER 12, 2015

It was moved by Ms. Herman, seconded by Ms. Dalessandro, to approve the minutes of the November 12, 2015 Regular Board Meeting, as presented. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen, Schneir; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Absent: None. *Motion unanimously carried.*

ORGANIZATION OF THE BOARD(ITEM 7)

- 7a. NOMINATION / ELECTION OF BOARD PRESIDENT

Mr. Salazar nominated Ms. Herman and she respectfully declined.

It was moved by Ms. Dalessandro, seconded by Ms. Herman, that nominations be closed and that Beth Hergesheimer be elected President of the Board for 2016. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen, Schneir; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman; Noes: Muir, Salazar; Absent: None. *Motion carried.*
- 7b. PASSING OF THE GAVEL TO THE NEWLY ELECTED PRESIDENT OF THE BOARD

Current President Hergesheimer was re-elected as the Board President.
- 7c. RECOGNITION OF OUTGOING PRESIDENT

Superintendent Schmitt acknowledged Ms. Beth Hergesheimer by presenting her with a gift and a bouquet of flowers.
- 7d. ELECTION OF VICE PRESIDENT

Mr. Salazar nominated Ms. Herman and she respectfully declined.

It was moved by Ms. Herman, seconded by Ms. Hergesheimer, that nominations be closed and that Joyce Dalessandro be elected as Vice-President of the Board for 2016. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen, Schneir; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman; Noes: Muir, Salazar; Absent: None. *Motion carried.*
- 7e. ELECTION OF CLERK

It was moved by Mr. Salazar, seconded by Ms. Dalessandro, that nominations be closed and that Amy Herman be elected as Clerk of the Board for 2016. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen, Schneir; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Absent: None. *Motion unanimously carried.*
- 7f. APPOINTMENT OF BOARD REPRESENTATIVE / NORTH CITY WEST JOINT POWERS AUTHORITY

It was moved by Mr. Salazar, seconded by Ms. Dalessandro, that Eric Dill, Associate Superintendent of Business Services, be appointed to serve as Board Representative to the North City West Joint Powers Authority, for 2016. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen, Schneir;

ITEM 6

Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar;
Noes: None; Absent: None. *Motion unanimously carried.*

7g. APPOINTMENT OF ALTERNATE BOARD REPRESENTATIVE / NORTH CITY WEST JOINT POWERS AUTHORITY
It was moved by Ms. Dalessandro, seconded by Ms. Herman, that Superintendent Rick Schmitt be appointed to serve as Alternate Board Representative to the North City West Joint Powers Authority, for 2016. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen, Schneir; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Absent: None. *Motion unanimously carried.*

7h. ESTABLISH DATE, TIME AND PLACE OF REGULAR MEETINGS OF THE BOARD FOR 2016
It was moved by Ms. Herman, seconded by Ms. Dalessandro, that the San Dieguito Union High School District Board Meetings be scheduled for 2016, as presented. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen, Schneir; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Absent: None. *Motion unanimously carried.*

7i. APPOINTMENT OF BOARD SECRETARY AND RE-ADOPTION OF BOARD POLICIES
It was moved by Ms. Dalessandro, seconded by Ms. Herman, that the Board re-adopt all Board Policies and appoint the Superintendent to serve as Board Secretary, as specified in Bylaw #9320. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen, Schneir; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Absent: None. *Motion unanimously carried.*

NON-ACTION ITEMS(ITEMS 8 - 10)

8. BOARD REPORTS AND UPDATES STUDENT BOARD / BOARD OF TRUSTEES

A. STUDENT UPDATES

Students gave updates on events and highlights at their schools. Sophie McMullen and Isaac Gelman attended the CSBA Annual Conference and Trade Show recently held in December.

B. BOARD OF TRUSTEES

Ms. Herman attended CSBA Annual Conference and Trade Show, and the Parent Site Representative Council meeting.

Ms. Muir wrote an article, gave a shout out to City of Encinitas, shared information on the Encinitas Parade, and attended the Science Projects at Carmel Valley MS, the CSBA Annual Conference, and an Open House for Pat Bates.

Mr. Salazar attended the CSBA annual conference,

Ms. Dalessandro attended the CSBA Annual Conference, the Canyon Crest Academy production of "Keep Your Pantheon", the La Costa Canyon HS Foundation (LCC) annual fundraiser, and the Encinitas City/School Liaison Committee meeting.

Ms. Hergesheimer attended the LCC Foundation annual fundraiser, the CSBA Delegates Assembly and Annual Conference, and shared thanks to student board representatives Sophie McMullen and Isaac Gelman for attending the CSBA Annual Conference.

9. SUPERINTENDENT'S REPORTS, BRIEFINGS, LEGISLATIVE UPDATES.....RICK SCHMITT, SUPERINTENDENT

Superintendent Schmitt shared his appreciation for our community, shared County Office of Education Board Member Rick Shea's compliments regarding the fabulous job our staff is doing, the historic achievement gains, and how pleased he was to hear that the district reached a Tentative Agreement with our Faculty Association. Mr. Schmitt also attended the CSBA annual conference and reported on his attendance of a Fiscal Outlook & Perspectives workshop presented by the California Legislative Analysts' Office.

10. HIGH SCHOOL PROGRAM & BELL SCHEDULE UPDATE DR. MIKE GROVE

Dr. Grove gave an update on the 2016-17 bell schedule work in process at LCC and TPHS including fine-tuning the schedules after state compliance review. A student survey is being developed to see how many classes students would like to take. In 2016-17, LCC and TPHS students will be able to take up to seven classes. Dr. Grove stated that work is continuing with developing the Honors

ITEM 6

Diploma programs at LCC and TPHS. TPHS is moving forward with the AP Capstone program and LCCHS is continuing to investigate the IB program. Other program enhancements at TPHS include the Year 2 Engineering programs as well as identifying pathways in Engineering, Bio Med and Social Justice. LCCHS will be implementing Year 2 of the Bio Med pathway for implementation in 2016 and is looking at enhancing the Arts program. Both schools will continue to work on program development, and the HS's will be visiting middle schools to explain the 2016-17 bell schedules and programs. All 2016-17 bell schedules and program development will be final prior to the start of the 2016-17 HS Selection process.

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

PUBLIC COMMENTS - Item #15K, Reduce Retention Withheld, was pulled from the Consent Agenda by Steven McDowell who made comments.

Item #15J, Lease-leaseback was pulled from the Consent Agenda by Mr. Salazar.

It was moved by Ms. Herman, seconded by Ms. Muir, that Consent Agenda Items #11-15 (except for Item #15J & #15K) be approved, as amended (*revised 11B, Field Trips Report attached*). ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen, Schneir; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Absent: None. *Motion unanimously carried.*

*It was moved by Ms. Dalessandro, seconded by Ms. Herman, that Consent Agenda Item #15J be approved, as presented. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen; Noes: None; Abstain: None; Absent: Schneir. BOARD Ayes: Dalessandro, Hergesheimer, Herman; Noes: Muir, Salazar; Absent: None. *Motion carried.*

*It was moved by Ms. Dalessandro, seconded by Ms. Herman, that Consent Agenda Item #15K be approved, as presented. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen; Noes: None; Abstain: None; Absent: Schneir. BOARD Ayes: Dalessandro, Hergesheimer, Herman; Noes: Muir, Salazar; Absent: None. *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 revised.*

12. HUMAN RESOURCES

A. PERSONNEL REPORTS

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

- 1. Certificated and/or Classified Personnel Reports.

13. EDUCATIONAL SERVICES

A. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

14. ADMINISTRATIVE SERVICES

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:

ITEM 6

1. Document Tracking Services, LLC (DTS), to provide a license to use DTS's proprietary web-based application, during the period January 1, 2016 through December 31, 2016, for an amount not to exceed \$2,495.00, to be expended from the General Fund/Restricted 01-00.

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

SPECIAL EDUCATION

- C. 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. ARCH Academy (NPS) to provide an alternative education model for diploma bound students with high functioning autism and/or social, emotional, mental health issues, during the period July 1, 2015 through June 30, 2016, at the all-inclusive daily rate of \$227.49, to be expended from the General Fund/Restricted 01-00.
2. Autism Spectrum Consultants, Inc. (NPA) to provide one-to-one educational & behavior related services and consultation for students with autism, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
3. Center for Autism (CARD) (NPA) to provide one-to-one educational & behavior related services and consultation for students with autism, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.

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

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

PUPIL SERVICES

- F. 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
(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
3. Warrants
4. Revolving Cash Fund

PROPOSITION AA

G. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Subsurface Surveys & Associates, Inc., for geophysical survey services district wide, during the period December 11, 2015 through December 10, 2016, on a time and materials basis, to be expended from the fund to which the project is charged.
2. Fredricks Electric, Inc., for technology infrastructure improvements of fiber optics, data and telecommunications cabling at Oak Crest Middle School, during the period December 11, 2015 through completion, in the amount of \$95,776.00, to be expended from Building Fund—Prop 39, Fund 21-39.
3. Roesling Nakamura Terada Architects, for architectural services for HVAC design coordination at the La Costa Canyon High School Performing Arts Center and Gymnasium, during the period December 11, 2015 through completion, in the amount of \$15,000.00 plus reimbursable expenses, to be expended from Building Fund—Prop 39, Fund 21-39.

H. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

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

1. SVA Architects, to amend contract A2013-166, for architectural/engineering services at San Dieguito High School Academy Math & Science Building, increasing the amount by \$9,300.00 for a new total of \$789,900.00, to be expended from Building Fund—Prop 39, Fund 21-39.
2. Geocon, Inc., to amend contract CA2015-44, for geotechnical engineering services at Earl Warren Middle School, extending the term through project completion and increasing the amount by \$4,500.00 for a new total of \$7,500.00, to be expended from Building Fund—Prop 39, Fund 21-39.

I. AWARD/RATIFICATION OF CONTRACTS

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

1. RND Contractors, Inc., Bid Package #3 for structural steel, San Dieguito High School Academy Math & Science Building Phase 1 CB2016-04, during the period December 11, 2015 through June 30, 2017, in the amount of \$1,825,534.00, to be expended from Building Fund—Prop 39 Fund 21-39.
2. Precision Concrete Construction, Inc., Bid Package #4 for concrete, masonry and asphalt, San Dieguito High School Academy Math & Science Building Phase 2 CB2016-04, during the period December 11, 2015 through June 30, 2017, in the amount of \$1,729,000.00, to be expended from Building Fund—Prop 39 Fund 21-39.
3. SWCS, Inc., Bid Package #5 for general construction, San Dieguito High School Academy Math & Science Building Phase 2 CB2016-04, during the period December 11, 2015 through June 30, 2017, in the amount of \$4,313,282.00, to be expended from Building Fund—Prop 39 Fund 21-39.

ITEM 6

4. Sylvester Roofing Co., Inc., Bid Package #6 for roofing and sheet metal, San Dieguito High School Academy Math & Science Building Phase 2 CB2016-04, during the period December 11, 2015 through June 30, 2017, in the amount of \$369,999.00, to be expended from Building Fund—Prop 39 Fund 21-39.
5. JG Tate Fire Protection Systems, Inc., Bid Package #7 for fire protection, San Dieguito High School Academy Math & Science Building Phase 2 CB2016-04, during the period December 11, 2015 through June 30, 2017, in the amount of \$134,567.00, to be expended from Building Fund—Prop 39 Fund 21-39.
6. Interpipe Contracting, Inc., Bid Package #8 for plumbing and utilities, San Dieguito High School Academy Math & Science Building Phase 2 CB2016-04, during the period December 11, 2015 through June 30, 2017, in the amount of \$1,267,000.00, to be expended from Building Fund—Prop 39 Fund 21-39.
7. Chapman Air Systems, Inc., dba W.R. Robbins Company, Bid Package #9 for HVAC and controls, San Dieguito High School Academy Math & Science Building Phase 2 CB2016-04, during the period December 11, 2015 through June 30, 2017, in the amount of \$1,229,000.00, to be expended from Building Fund—Prop 39 Fund 21-39.
8. Fredricks Electric, Inc., Bid Package #10, for electrical, San Dieguito High School Academy Math & Science Building Phase 2 CB2016-04, during the period December 11, 2015 through June 30, 2017, in the amount of \$1,284,000.00, to be expended from Building Fund—Prop 39 Fund 21-39.
9. Western Rim Constructors, Inc., Bid Package #11 for landscaping and irrigation, San Dieguito High School Academy Math & Science Building Phase 2 CB2016-04, during the period December 11, 2015 through June 30, 2017, in the amount of \$416,000.00, to be expended from Building Fund—Prop 39 Fund 21-39.

**Item #15J was pulled from the Consent Agenda and voted on separately, as shown above.*

J. ADOPTION OF RESOLUTION / LEASE-LEASEBACK

Adopt the resolution approving and authorizing execution of Site Lease, Sublease Agreement, and Construction Services Agreement for the Lease-Leaseback Agreement with Balfour Beatty Construction Company for the construction of the new B Building at Canyon Crest Academy, to be expended from Building Fund – Prop 39 Fund 21-39, and developer impact fees, including Mello Roos, as presented.

**Item #15K was pulled from the Consent Agenda and voted on separately, as shown above.*

K. AUTHORIZATION TO REDUCE RETENTION WITHHELD

Authorize the administration to reduce the retention being withheld from payment to Erickson-Hall Construction Co., Inc., for construction of the Torrey Pines High School Phase 1 project, from 5% to 2.5%, releasing \$184,909.23; and authorize future billings to reflect a 2.5% retainage percentage.

DISCUSSION / ACTION ITEMS (ITEMS 16 - 19)

16. CSBA DELEGATE ASSEMBLY NOMINATIONS, 2016

None submitted.

17. ADOPTION OF PROPOSED NEW BOARD POLICIES (5) / #4112.6 THROUGH #4116 / HUMAN RESOURCES

Motion by Mr. Salazar, seconded by Ms. Dalessandro, to approve the following proposed new board policies #4112.6 through #4116, as presented. **ADVISORY VOTE** Ayes: Bub, Eppel, Gelman, McMullen; Noes: None; Abstain: None; Absent: Schneir. **BOARD** Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Absent: None. *Motion unanimously carried.*

A. BP #4112.61; 4212.61; 4312.61, EMPLOYMENT REFERENCES

B. BP #4112.8; 4212.8; 4312.8, EMPLOYMENT OF RELATIVES

- C. BP #4112.9, EMPLOYEE NOTIFICATIONS
- D. BP #4115, EVALUATION/SUPERVISION
- E. BP #4116, PROBATIONARY/PERMANENT STATUS

18. ADOPTION OF 2015-16 DISTRICT GENERAL FUND / FIRST INTERIM BUDGET
PUBLIC COMMENTS – Comments were made by Steven McDowell.

Motion by Ms. Dalessandro, seconded by Ms. Herman, to adopt the 2015-16 District General Fund, First Interim Budget and Certification, as presented. ADVISORY VOTE Ayes: Bub, Eppel, Gelman, McMullen; Noes: None; Abstain: None; Absent: Schneir. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: Muir; Absent: None. *Motion carried.*

19. APPROVAL OF TENTATIVE AGREEMENT / SAN DIEGUITO FACULTY ASSOCIATION (SDFA) AND REVISED BP #4141 ATTACHMENT AND APPENDIX A, "CERTIFICATED SALARY SCHEDULE"

This item was postponed to a Special Meeting to be scheduled on December 17, 2015.

INFORMATION ITEMS.....(ITEMS 20 - 29)

20. PUBLIC NOTICE / 2014-2015 REPORT ON STATUTORY SCHOOL FEES AND FINDINGS

This item was submitted for first read and will be resubmitted for action on January 14, 2016.

21. BUSINESS SERVICES UPDATE ERIC DILL, ASSOCIATE SUPERINTENDENT

Mr. Dill had nothing further to report.

22. HUMAN RESOURCES UPDATE TORRIE NORTON, ASSOCIATE SUPERINTENDENT

Ms. Norton had nothing further to report.

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

Dr. Grove had nothing further to report.

24. ADMINISTRATIVE SERVICES UPDATE JASON VILORIA, ED.D., ASSOCIATE SUPERINTENDENT

Dr. Viloría has nothing further to report.

25. PUBLIC COMMENTS –

Mr. Gary Sagunsky made comments regarding building sand volleyball courts on district property.

Mr. Gary Cashman made comments regarding the school discipline of his son.

26. FUTURE AGENDA ITEMS – None presented.

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

28. CLOSED SESSION – Nothing further to report.

29. ADJOURNMENT OF MEETING - Meeting adjourned at 8:09 PM.

Amy Herman, Board Clerk

Date

Rick Schmitt, Superintendent

Date

Attachment to
REVISED 12-10-15 Minutes

FIELD TRIP REQUESTS
SDUHSD BOARD MEETING
December 10, 2015

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	Funding
1	04-07-16 - 04-10-16	Zissi	Jon	TPHS Boys Lacrosse	40	10	Lacrosse games	Denver	CO	None	TPHS Foundation / Parent Donations
2	04-21-16 - 04-24-16	Gelb	Amy	TPHS Jazz Band	20	2	New Orleans Jazz Festival	New Orleans	LA	2 Days	TPHS Foundation / Parent Donations
3	05-20-16 - 05-21-16	Gelb	Amy	TPHS Music	120	4	Music in the Parks / Magic Mountain	Valencia	CA	None	TPHS Foundation / Parent Donations
4	01-07-16 - 01-09-16	Orfield	Michael	CCA Speech & Debate	15	1	Speech & Debate Tournament	Phoenix	AZ	2 Days	CCA Foundation / Parent Donations

Board of Trustees
Joyce Dalessandro
Beth Hergesheimer
Amy Herman
Maureen "Mo" Muir
John Salazar

Superintendent
Rick Schmitt



Union High School District

MINUTES

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

**THURSDAY, DECEMBER 17, 2015
4:00 PM**

**SAN DIEGUITO HIGH SCHOOL ACADEMY, MEDIA CENTER
800 SANTA FE DRIVE, ENCINITAS, CA 92024**

AND VIA TELECONFERENCE: 3566 VAL VERDE, LONG BEACH, CA 90808

The Governing Board of the San Dieguito Union High School District held a Special Meeting on Thursday, December 17, 2015, at the above location. *Pursuant to Government Code section 54953(b), this meeting was also conducted by teleconference at the following location: 3566 Val Verde, Long Beach, CA 90808. This location was accessible to the public. Members of the public wishing to address the Board directly from this location were allowed to do so during the public comment portion of the meeting.*

Attendance / Board:

Joyce Dalessandro
Beth Hergesheimer
Amy Herman
Maureen "Mo" Muir
John Salazar (*via teleconference location noted above*)

Attendance / District Management:

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

1. CALL TO ORDER

President Hergesheimer called the meeting to order at 4:00 PM. Ms. Hergesheimer announced that the meeting was being conducted by teleconference and that the meeting was held at San Dieguito HS Academy Media Center at 800 Santa Fe Drive, Encinitas, California with an additional teleconference site at 3566 Val Verde, Long Beach, California. The telephone line was open. Board Member John Salazar was on the telephone line.

Mr. Salazar announced that the site in Long Beach was accessible to members of the public and to the disabled. Any member of the public could hear the meeting and testify. A copy of the agenda had been posted 72 hours in advance at the teleconference site. An opportunity was offered to the public to address the Board.

DISCUSSION / ACTION ITEMS

3. APPROVAL OF TENTATIVE AGREEMENT / SAN DIEGUITO FACULTY ASSOCIATION (SDFA) AND REVISED BP #4141 ATTACHMENT AND APPENDIX A, "CERTIFICATED SALARY SCHEDULE"

PUBLIC COMMENTS / SDHSA LOCATION:

A citizen made comments about compliance with the Ralph M. Brown Act and the ADA Act of 1990 regarding access to the remote location and requested that the meeting be adjourned and rescheduled.

District Legal Counsel Mr. Peter Fagan stated that he believes the District has substantially complied with the Ralph M. Brown Act and the Board can carry on with the meeting.

PUBLIC COMMENTS / REMOTE LOCATION:

A citizen made comments regarding the Brown Act and disability access, and requested that the meeting be adjourned.

The Board held a discussion regarding the tentative agreement.

Motion by Ms. Dalessandro, seconded by Ms. Herman, to approve the Tentative Agreement with the San Dieguito Faculty Association for a three-year contract for the period July 1, 2015 through June 30, 2018, and revised Board Policy #4141 Attachment and Appendix A, "Certificated Salary Schedule", *as revised (pages 1-3 of BP #4141 Attachment and Appendix A, distributed at the meeting, and attached to the minutes).*

Advisory Vote, Ayes: Bub, Eppel, McMullen, Schneir; Noes: None; Abstain: None; Absent: Gelman. Ayes: Dalessandro, Hergesheimer, Herman; Noes: Muir, Salazar; Abstain: None.

Motion carried.

Mr. Salazar disconnected himself from the teleconference.

PUBLIC COMMENTS / SDHSA LOCATION:

Mr. Bob Croft made comments in regards to the teacher's contract.

3. ADJOURNMENT

The meeting was adjourned at 5:00 PM.

Amy Herman, Board Clerk

Date

Rick Schmitt, Superintendent

Date

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT CERTIFICATED SALARY SCHEDULE

4141 Attachment

SCHEDULE A – 186-Day Work Year

2015-16 School Year¹

Schedule Effective: 7/01/2015 (+\$11,890, +7.00%)

Step	Range 1	Range 2	Range 3	Range 4	Range 5	Range 6	Range 10	Range 7	Range 8	Range 9
	<i>BA ONLY</i>	<i>BA +15 Sem Units</i>	<i>BA +30 Sem Units</i>	<i>BA +45 Sem Units</i>	<i>BA +60 Sem Units (Hired prior to 10/1/76)</i>	<i>BA +75 Sem Units (Hired prior to 10/1/76)</i>	<i>BA + 30 Sem Units w/ Masters \$2,033 Stipend Included</i>	<i>BA + 45 Sem Units w/ Masters \$2,033 Stipend Included</i>	<i>BA + 60 Sem Units w/ Masters \$2,033 Stipend Included</i>	<i>BA + 75 Sem Units w/ Masters \$2,033 Stipend Included</i>
1	47,969	51,612	55,243	58,888	62,533	66,170	57,276	60,921	64,566	68,203
2	50,708	54,335	57,980	61,631	65,260	68,906	60,013	63,664	67,293	70,939
3	53,435	57,077	60,712	64,357	67,996	71,625	62,745	66,390	70,029	73,658
4	56,171	59,799	63,448	67,087	70,723	74,365	65,481	69,120	72,756	76,398
5	58,892	62,536	66,186	69,818	73,466	77,100	68,219	71,851	75,499	79,133
6	61,637	65,268	68,910	72,557	76,194	79,827	70,943	74,590	78,227	81,860
7		68,002	71,642	75,279	78,930	82,551	73,675	77,312	80,963	84,584
8			76,628	78,019	81,665	85,296	78,661	80,052	83,698	87,329
9				80,757	84,390	88,015		82,790	86,423	90,048
10				83,487	87,125	90,749		85,520	89,158	92,782
11				86,223	89,859	93,499		88,256	91,892	95,532

Effective July 1, 2015, an additional increment of \$2,686 will be granted during the ensuing year to unit members upon completion of the 13th, 17th, 21st, 25th, and 29th year of employment within the District. Part-time unit members shall accumulate longevity in proportion to the time taught per day. This additional increment will be granted with the beginning of the school year after the anniversary date.

Longevity	Range 1	Range 2	Range 3	Range 4	Range 5	Range 6	Range 10	Range 7	Range 8	Range 9
After 13 years of Service Credit in SDUHSD	64,323	70,688	79,314	88,909	92,545	96,185	81,347	90,942	94,578	98,218
After 17 years of Service Credit in SDUHSD	67,009	73,374	82,000	91,595	95,231	98,871	84,033	93,628	97,264	100,904
After 21 years of Service Credit in SDUHSD	69,695	76,060	84,686	94,281	97,917	101,557	86,719	96,314	99,950	103,590
After 25 years of Service Credit in SDUHSD	72,381	78,746	87,372	96,967	100,603	104,243	89,405	99,000	102,636	106,276
After 29 years of Service Credit in SDUHSD	75,067	81,432	90,058	99,653	103,289	106,929	92,091	101,686	105,322	108,962

- Master's Degree Value: \$ 2,033 (included in salary figures listed in first chart above in Ranges 7, 8, 9, & 10)
- Doctorate Degree + MA Degree: Additional Stipend \$ 2,033
- Doctorate Degree without MA Degree: Additional Stipend \$ 4,066
- Education Specialist Degree: Additional Stipend \$ 1,019
- Longevity Increments: \$ 2,686 (each increment is included in salary figures listed in Longevity chart above in Ranges 1 – 10)
- Hourly (Curriculum Related): \$ 36.86
- Hourly (Non-Curriculum Related): \$ 32.38

¹This salary schedule implements the following increases, which recognize the transition from the Flexible Spending Account to the District Credit effective January 1, 2016:
 EL Stipend value added to salary schedule and eliminated as stipend
 Flex increase of 5% to \$12,890 per year; amount of the increased Flex, less \$2,000 District Credit will be added to the salary schedule net of the amounts paid through December 31, 2015
 Salary Schedule increase of 7% to include above two items

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT CERTIFICATED SALARY SCHEDULE

4141 Attachment

SCHEDULE A – 186-Day Work Year

2015-16 School Year²

Schedule Effective: 1/01/2016 (+\$11,890, +7.00%)

Step	Range 1	Range 2	Range 3	Range 4	Range 5	Range 6	Range 10	Range 7	Range 8	Range 9
	BA ONLY	BA +15 Sem Units	BA +30 Sem Units	BA +45 Sem Units	BA +60 Sem Units (Hired prior to 10/1/76)	BA +75 Sem Units (Hired prior to 10/1/76)	BA + 30 Sem Units w/ Masters \$2,033 Stipend Included	BA + 45 Sem Units w/ Masters \$2,033 Stipend Included	BA + 60 Sem Units w/ Masters \$2,033 Stipend Included	BA + 75 Sem Units w/ Masters \$2,033 Stipend Included
1	58,245	61,888	65,519	69,164	72,809	76,446	67,552	71,197	74,842	78,479
2	60,985	64,611	68,256	71,907	75,537	79,182	70,289	73,940	77,570	81,215
3	63,711	67,353	70,988	74,634	78,273	81,901	73,021	76,667	80,306	83,934
4	66,447	70,075	73,724	77,363	80,999	84,641	75,757	79,396	83,032	86,674
5	69,168	72,812	76,462	80,094	83,742	87,376	78,495	82,127	85,775	89,409
6	71,914	75,544	79,186	82,833	86,470	90,104	81,219	84,866	88,503	92,137
7		78,278	81,918	85,555	89,206	92,827	83,951	87,588	91,239	94,860
8			86,904	88,295	91,941	95,572	88,937	90,328	93,974	97,605
9				91,033	94,666	98,291		93,066	96,699	100,324
10				93,763	97,401	101,025		95,796	99,434	103,058
11				96,499	100,135	103,775		98,532	102,168	105,808

Effective July 1, 2015, an additional increment of \$2,686 will be granted during the ensuing year to unit members upon completion of the 13th, 17th, 21st, 25th, and 29th year of employment within the District. Part-time unit members shall accumulate longevity in proportion to the time taught per day. This additional increment will be granted with the beginning of the school year after the anniversary date.

Longevity	Range 1	Range 2	Range 3	Range 4	Range 5	Range 6	Range 10	Range 7	Range 8	Range 9
After 13 years of Service Credit in SDUHSD	74,600	80,964	89,590	99,185	102,821	106,461	91,623	101,218	104,854	108,494
After 17 years of Service Credit in SDUHSD	77,286	83,650	92,276	101,871	105,507	109,147	94,309	103,904	107,540	111,180
After 21 years of Service Credit in SDUHSD	79,972	86,336	94,962	104,557	108,193	111,833	96,995	106,590	110,226	113,866
After 25 years of Service Credit in SDUHSD	82,658	89,022	97,648	107,243	110,879	114,519	99,681	109,276	112,912	116,552
After 29 years of Service Credit in SDUHSD	85,344	91,708	100,334	109,929	113,565	117,205	102,367	111,962	115,598	119,238

- Master's Degree Value: \$ 2,033 (included in salary figures listed in first chart above in Ranges 7, 8, 9, & 10)
- Doctorate Degree + MA Degree: Additional Stipend \$ 2,033
- Doctorate Degree without MA Degree: Additional Stipend \$ 4,066
- Education Specialist Degree: Additional Stipend \$ 1,019
- Longevity Increments: \$ 2,686 (each increment is included in salary figures listed in Longevity chart above in Ranges 1 – 10)
- Hourly (Curriculum Related): \$ 36.86
- Hourly (Non-Curriculum Related): \$ 32.38

²This salary schedule implements the following increases, which recognize the transition from the Flexible Spending Account to the District Credit effective January 1, 2016:

- EL Stipend value added to salary schedule and eliminated as stipend
- Flex increase of 5% to \$12,890 per year less \$2,000 District Credit added to salary schedule
- Salary Schedule increase of 7% to include above two items

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT CERTIFICATED SALARY SCHEDULE

4141 Attachment

SCHEDULE A – 186-Day Work Year

2016-18 School Year

Schedule Effective: 7/01/2016 (+5.50%)

Step	Range 1	Range 2	Range 3	Range 4	Range 5	Range 6	Range 10	Range 7	Range 8	Range 9
	<i>BA ONLY</i>	<i>BA +15 Sem Units</i>	<i>BA +30 Sem Units</i>	<i>BA +45 Sem Units</i>	<i>BA +60 Sem Units (Hired prior to 10/1/76)</i>	<i>BA +75 Sem Units (Hired prior to 10/1/76)</i>	<i>BA + 30 Sem Units w/ Masters \$2,145 Stipend Included</i>	<i>BA + 45 Sem Units w/ Masters \$2,145 Stipend Included</i>	<i>BA + 60 Sem Units w/ Masters \$2,145 Stipend Included</i>	<i>BA + 75 Sem Units w/ Masters \$2,145 Stipend Included</i>
1	61,449	65,292	69,123	72,968	76,814	80,651	71,268	75,113	78,959	82,796
2	64,339	68,164	72,010	75,862	79,691	83,537	74,155	78,007	81,836	85,682
3	67,215	71,058	74,892	78,738	82,578	86,406	77,037	80,883	84,722	88,550
4	70,102	73,930	77,779	81,618	85,454	89,297	79,924	83,763	87,599	91,441
5	72,972	76,817	80,668	84,499	88,348	92,182	82,812	86,644	90,493	94,327
6	75,869	79,699	83,542	87,389	91,226	95,059	85,686	89,534	93,371	97,204
7	-	82,583	86,424	90,261	94,112	97,932	88,568	92,405	96,257	100,077
8	-	-	91,684	93,152	96,998	100,829	93,829	95,296	99,142	102,974
9	-	-	-	96,040	99,873	103,697	-	98,185	102,018	105,842
10	-	-	-	98,920	102,758	106,582	-	101,065	104,903	108,726
11	-	-	-	101,806	105,642	109,483	-	103,951	107,787	111,627

Effective July 1, 2016, an additional increment of \$2,834 will be granted during the ensuing year to unit members upon completion of the 13th, 17th, 21st, 25th, and 29th year of employment within the District. Part-time unit members shall accumulate longevity in proportion to the time taught per day. This additional increment will be granted with the beginning of the school year after the anniversary date.

Longevity	Range 1	Range 2	Range 3	Range 4	Range 5	Range 6	Range 10	Range 7	Range 8	Range 9
After 13 years of Service Credit in SDUHSD	78,703	85,417	94,518	104,640	108,476	112,317	96,663	106,785	110,621	114,461
After 17 years of Service Credit in SDUHSD	81,537	88,251	97,352	107,474	111,310	115,151	99,497	109,619	113,455	117,295
After 21 years of Service Credit in SDUHSD	84,371	91,085	100,186	110,308	114,144	117,985	102,331	112,453	116,289	120,129
After 25 years of Service Credit in SDUHSD	87,205	93,919	103,020	113,142	116,978	120,819	105,165	115,287	119,123	122,963
After 29 years of Service Credit in SDUHSD	90,039	96,753	105,854	115,976	119,812	123,653	107,999	118,121	121,957	125,797

- Master's Degree Value: \$ 2,145 (included in salary figures listed in first chart above in Ranges 7, 8, 9, & 10)
- Doctorate Degree + MA Degree: Additional Stipend \$ 2,145
- Doctorate Degree without MA Degree: Additional Stipend \$ 4,290
- Education Specialist Degree: Additional Stipend \$ 1,075
- Longevity Increments: \$ 2,834 (each increment is included in salary figures listed in Longevity chart above in Ranges 1 – 10)
- Hourly (Curriculum Related): \$ 38.89
- Hourly (Non-Curriculum Related): \$ 34.16

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 7, 2016

BOARD MEETING DATE: January 14, 2016

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

SUBJECT: ACCEPTANCE OF GIFTS AND DONATIONS

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EXECUTIVE SUMMARY

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

RECOMMENDATION:

It is recommended that the Board accept the gifts and donations to the district, as shown on the attached report.

FUNDING SOURCE:

Not applicable

GIFTS AND DONATIONS
SDUHSD BOARD MEETING
January 14, 2016

ITEM 11A

Item #	Donation	Description	Donor	Department	School Site
1	\$25.00	School Supplies	Mission Federal Credit Union	Administration	OCMS
2	\$175.67	Supplemental Support Costs	San Dieguito Academy Foundation	Administration	SDHSA
3	\$500.00	Special Education Costs	Joseph A. and Kary L. Puhl	Special Ed	District
4	\$2,000.00	Safari Montage Costs	Wells Fargo Foundation	Administration	PTMS
5	\$1,485.64	Athletics Support Costs	Canyon Crest Academy Foundation	Athletics	CCA
6	\$610.20	Music Support Costs	Oak Crest MS Band Boosters	Music	OCMS
7	\$620.00	School Supplies	Carmel Valley Middle School PTSA	World Language	CVMS
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22		*Donated Items:			
23	\$800.00	1960 Chevy Apache Pickup Truck	Neil Hokanson	Auto	SDHSA
24	\$300.00	Carvin Pro Bass Ampliphier	Joanne and Alan Lighton	Music	SDHSA
	\$5,416.51	Monetary Donations			
	\$1,100.00	*Value of Donated Items			
	\$6,516.51	TOTAL VALUE			

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 7, 2016

BOARD MEETING DATE: January 14, 2016

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
January 14, 2016

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	Funding
1	03-18-16 - 03-20-16	Niddrie	Jacqueline	TPHS Mock Trial Team	20	5	State Mock Trial Competition	Riverside	CA	1 Day	TPHS Foundation / Parent Donations
2	03-20-16 - 03-22-16	Wilson	Raymond	SDHSA Boys Volleyball	12	10	Volleyball Tournament	Las Vegas	NV	2 Days	SDA Foundation / Parent Donations
3	01-16-16 - 01-17-16	Golden	Brad	LCC Theater	15	4	CETA Theater Festival	Fullerton	CA	None	LCC Foundation / Parent Donations
4	02-12-16 - 02-15-16	Jaffe	David	TPHS Speech & Debate	35	4	Speech & Debate Tournament	Berkeley	CA	None	TPHS Foundation / Parent Donations

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 5, 2016

BOARD MEETING DATE: January 14, 2016

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

Change in Assignment
Leave of Absence
Resignation

Classified

Employment
Change in Assignment
Dismissal of Probationary Employee
Resignation

RECOMMENDATION:

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

FUNDING SOURCE:

General Fund

PERSONNEL LIST

CERTIFICATED PERSONNEL

Change in Assignment

1. **Trudi Santimachio**, Temporary Teacher (English) at Diegueno Middle School, change in assignment for the remainder of the 2015-16 school year, from 20% assignment to 40% assignment, effective 12/07/15 through 6/10/16.

Leave of Absence

1. **Stephanie Siers**, Teacher (drama) at San Dieguito High School Academy, requests a 100% CFRA Unpaid Leave of Absence, effective 12/02/15 through 12/18/15. She plans to resume teaching her 100% assignment effective 1/04/16.

Resignation

1. **Joseph Kutney**, Temporary Teacher (mathematics) at Diegueno Middle School, resignation from employment, effective 12/25/15.

ITEM 12A

PERSONNEL LIST

CLASSIFIED PERSONNEL**Employment**

1. **Chow, Lai Lai**, Nutrition Services Assistant I, SR25, 43.75% FTE, Canyon Crest Academy, effective 01/04/16.
2. **Larsen, Cory**, Nutrition Services Assistant I, SR25, 25.00% FTE, Pacific Trails Middle School, effective 01/04/16.
3. **Maule, Kelsea**, Instructional Assistant-SpEd(SH), SR36, 81.25% FTE, Torrey Pines High School, effective 01/04/16.
4. **Paredes, Kate**, Instructional Assistant-SpEd(BI), SR36, 75.00% FTE, Torrey Pines High School, effective 01/07/16.
5. **Rahon, Kelsey**, Instructional Assistant-SpEd(NS), SR34, 75.00% FTE, La Costa Canyon High School, effective 01/04/16.

Change in Assignment

1. **McGraw, Corina**, from Instructional Assistant-SpEd(SH), SR36, 75.00% FTE, Oak Crest Middle School, to Health Technician, SR35, 100.00% FTE, La Costa Canyon High School, effective 12/08/15.
2. **Miller, Carie**, from School Bus Driver, SR38, 55.25% FTE, Transportation Department, to Health Technician, SR35, 100.00% FTE, Torrey Pines High School, effective 01/04/16.
3. **Scherer, Kathryn**, from Instructional Assistant-SpEd(NS), SR34, 37.50% FTE, La Costa Canyon High School to 75.00% FTE, effective 12/08/15.
4. **Villa, Norma**, from Administrative Secretary-Middle School, SR38, 100.00% FTE, Diegueno Middle School to Registrar, SR40, 100.00% FTE, La Costa Canyon High School, effective 12/18/15.

Dismissal of Probationary Employee

1. **Employee Number 600-814**, Custodian Floater, SR33, 100.00% FTE, Facilities Department, effective 12/21/15.

Leave of Absence**Resignation**

1. **Bassett, Mary**, Nutrition Services Production Assistant, SR33, 100.00% FTE, Canyon Crest Academy, resignation for the purpose of retirement effective 04/18/16.
2. **Costa Sanchez, Lisa**, Nutrition Services Assistant I, SR25, 31.25% FTE, Torrey Pines High School, resignation effective 12/18/15.
3. **James Boatner, Patricia**, Instructional Assistant-SpEd(NS), SR34, 75.00% FTE, La Costa Canyon High School, resignation effective 12/26/15.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 5, 2016

BOARD MEETING DATE: January 14, 2016

PREPARED BY: Chuck Adams, Director of Special Education
Jason Vilorio, Ed.D., Associate Superintendent,
Administrative Services

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: APPROVAL / RATIFICATION OF
AMENDMENTS TO AGREEMENTS

EXECUTIVE SUMMARY

The attached Special Education Amendment to Agreements Report summarizes one amendment to an agreement.

RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the amendment to the agreement, as shown on the attached Special Education Amendment Report.

FUNDING SOURCE:

As noted on the attached report.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14D

SPECIAL EDUCATION – AMENDMENTS TO AGREEMENTS REPORT

Board Meeting Date: 01-14-16

<u>Contract Effective Dates</u>	<u>Contractor/Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
07/01/15 – 06/30/16	Brain Learning Psychological Corporation (ICA)	Amending the fees for the neuropsychological, psychoeducational, and behavior assessments and services contract.	General Fund / Restricted 01-00	Psychoeducational Evaluations: \$2,500.00 School Neuropsychological Evaluations: \$4,000.00 Educational Related Mental Health Assessment: \$2,000.00 Functional Behavioral Assessment (FBA): \$2,500.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 4, 2016

BOARD MEETING DATE: January 14, 2016

PREPARED BY: Chuck Adams, Director of Special Education
Jason Vilorio, Ed.D., Associate Superintendent,
Administrative Services

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: APPROVAL OF PARENT SETTLEMENT
AND RELEASE AGREEMENT

EXECUTIVE SUMMARY

The attached Special Education Agreement report for Parent Settlements and Release Agreements summarizes two Settlement Agreements that provides services for Special Education Students.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on the attached report.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14E

SPECIAL EDUCATION AGREEMENTSBoard Meeting Date: 01/14/16

<u>Student #</u>	<u>Description of Services</u>	<u>Date Executed</u>	<u>Budget #</u>	<u>Amount</u>
2016-001PS	Pursuant to the Settlement Agreement, a negotiated agreement has been reached between the San Dieguito Union High School District and student #2016-001PS for special education related services.	12/04/15	General Fund Special Education 01-00	\$36,450.00
2016-002PS	Pursuant to the Settlement Agreement, a negotiated agreement has been reached between the San Dieguito Union High School District and student #2016-002PS for special education related services.	12/03/15	General Fund Special Education 01-00	\$35,500.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 5, 2016

BOARD MEETING DATE: January 14, 2016

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 five contracts.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached report

ITEM 15A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

BUSINESS - PROFESSIONAL SERVICES REPORT**Board Meeting Date: 01-14-16**

<u>Contract Effective Dates</u>	<u>Contractor/Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
02/14/16 – 02/13/17 and then automatically renewing until terminated	Blackboard, Inc.	Provide Blackboard Connect unlimited emergency and outreach notification system to parents of enrolled students, administrators, faculty, staff, and board members	General Fund / Unrestricted 01-00	\$25,000.00 annually
01/01/16 – 12/31/16	School Services of California, Inc.	Provide the District with fiscal and mandated cost claims services and the CADIE and SABRE reports	General Fund / Unrestricted 01-00	\$4,140.00 plus expenses
01/15/16 until terminated	Harbottle Law Group	Provide legal services	The fund to which the services are charged	\$195.00 for Owner/Director Mr. Harbottle \$190.00 for all other attorneys \$95.00 for paralegals and assistants plus expenses
01/15/16 until terminated	Cox California Telcom, LLC, dba Cox Business	Provide Integrated Services Digital Network (ISDN) phone lines and related services to integrate with the district's digital phone system	General Fund / Unrestricted 01-00	\$215.00 per Primary Rate Interface (PRI) with unlimited local calling \$0.21 per Direct Inward Dialing (DID) service

ITEM 15A

				\$15.00 per Business Voice Messenger (BVM) measured phone line
01/15/16 – 01/14/18	Adobe Systems, Inc.	For a district wide Education Enterprise Agreement (EEA) for Adobe products	General Fund / Unrestricted 01-00	\$60,000.00 per year

ITEM 15C

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 6, 2016

BOARD MEETING DATE: January 14, 2016

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

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: AWARD / RATIFICATION OF CONTRACT

EXECUTIVE SUMMARY

On December 15, 2015 two bids were received for the Tennis Court Resurfacing Project at Torrey Pines High School B2016-06. The bid submittals were reviewed by District staff for compliance and determination of the lowest responsive and responsible bidder. A bid recap is attached.

RECOMMENDATION:

Award a contract for the Tennis Court Resurfacing Project at Torrey Pines High School B2016-06 to Ferandell Tennis Courts, Inc., for an amount not to exceed \$40,604.00, and authorize Christina M. Bennett or Eric R. Dill to execute all pertinent documents.

FUNDING SOURCE:

General Fund/Unrestricted 01-00 with partial reimbursement from the Torrey Pines HS Tennis Boosters.

ITEM 15C

Bidders Recap				
Project: B2016-06 – Tennis Court Resurfacing Project @ TPHS				
Bid Opening Date: December 15, 2015				
Bidder	Bid Bond	Designation of Subs	Non-Collusion	Total Project Cost
Ferandell Tennis Courts Inc.	X	X	X	\$40,604.00
Match Point Tennis Courts, Inc.	X	X	X	\$44,850.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 6, 2016

BOARD MEETING DATE: January 14, 2016

PREPARED BY: Eric R. Dill
Associate Superintendent, Business

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: APPROVAL OF BUSINESS REPORTS

EXECUTIVE SUMMARY

Please find the following business reports submitted for your approval:

1. Purchase Orders
2. Membership Listings (None Submitted)
3. Warrants
4. Revolving Cash Fund

RECOMMENDATION:

It is recommended that the Board approve the following business reports: 1) Purchase Orders, 2) Membership Listings (None Submitted), 3) Warrants, and 4) Revolving Cash Fund.

FUNDING SOURCE:

Not applicable

ITEM 15F

PO REPORT DECEMBER 1, 2015 THROUGH JANUARY 4, 2016

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
0000002943	12/1/2015	2139	BLUE COAST CONSULTING	007	NEW CONSTRUCTION	\$279,956.82
0000002944	12/1/2015	0100	WESTERN RENEWABLE ENERGY	007	DATA PROCESSING CONTRACT	\$350.00
0000002945	12/1/2015	2139	COUNTY OF SAN DIEGO	007	NEW CONSTRUCTION	\$1,136.00
0000002946	12/2/2015	0100	22ND DIST AGRICULTURAL ASSN	001	RENTS & LEASES	\$9,875.00
0000002947	12/2/2015	0100	AMAZON.COM	500	NON-CAPITALIZED TECH EQUIPMENT	\$785.99
0000002948	12/2/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$624.93
0000002949	12/2/2015	0100	AMAZON.COM	017	MATERIALS AND SUPPLIES	\$207.68
0000002950	12/2/2015	0100	ACCURATE LABEL DESIGNS	500	MATERIALS AND SUPPLIES	\$161.99
0000002951	12/2/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$72.51
0000002952	12/2/2015	0100	MISSION FEDERAL CREDIT UNION	500	MATERIALS AND SUPPLIES	\$239.38
0000002953	12/2/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$86.38
0000002954	12/2/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$200.52
0000002955	12/2/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$174.70
0000002956	12/3/2015	0100	MISSION FEDERAL CREDIT UNION	013	ADVERTISING	\$142.80
0000002957	12/3/2015	0100	C D W G.COM	500	MATERIALS AND SUPPLIES	\$313.20
0000002958	12/3/2015	0100	LYNDA.COM INC	017	COMPUTER TRAINING	\$388.67
0000002959	12/3/2015	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$281.63
0000002960	12/3/2015	0100	SD COUNTY SUPT OF SCHOOLS	021	CONFERENCE,WORKSHOP,SEM.	\$225.00
0000002961	12/3/2015	0100	CENGAGE LEARNING	001	TEXTBOOKS	\$1,491.22
0000002962	12/3/2015	0100	GOPHER SPORT	500	MATERIALS AND SUPPLIES	\$674.63
0000002963	12/3/2015	0100	MISSION FEDERAL CREDIT UNION	500	MATERIALS AND SUPPLIES	\$19.43
0000002964	12/3/2015	0100	HOME DEPOT CREDIT SERVICES	500	MATERIALS AND SUPPLIES	\$224.64
0000002965	12/3/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$186.38
0000002966	12/3/2015	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$259.09
0000002967	12/3/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$93.05
0000002968	12/3/2015	0100	NAPA AUTO PARTS	500	MATERIALS AND SUPPLIES	\$500.00
0000002969	12/3/2015	0100	OFFICE SOLUTIONS BUSINESS	500	MATERIALS AND SUPPLIES	\$157.68
0000002970	12/3/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$83.78
0000002971	12/3/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$85.32
0000002972	12/3/2015	0100	SCHOOL NURSE SUPPLY COMPANY	500	MATERIALS AND SUPPLIES	\$25.54
0000002973	12/3/2015	0100	TCR SERVICES	600	MATERIALS AND SUPPLIES	\$372.22
0000002974	12/3/2015	0100	BANYAN TREE LEARNING CENTER	002	OTHER CONTR-N.P.A.	\$1,120.00
0000002975	12/3/2015	0100	BANYAN TREE LEARNING CENTER	002	SUB/OTHER CONTR-NPS	\$30,385.00
					OTHER CONTR-N.P.S.	\$25,000.00
					OTHER CONTR-N.P.A.	\$6,300.00
0000002976	12/3/2015	0100	BANYAN TREE LEARNING CENTER	002	SUB/OTHER CONTR-NPS	\$30,385.00
					OTHER CONTR-N.P.S.	\$25,000.00
					OTHER CONTR-N.P.A.	\$9,082.50
0000002977	12/3/2015	0100	BANYAN TREE LEARNING CENTER	002	SUB/OTHER CONTR-NPA	\$7,000.00
					OTHER CONTR-N.P.A.	\$25,000.00
0000002978	12/3/2015	0100	BANYAN TREE LEARNING CENTER	002	OTHER CONTR-N.P.A.	\$22,400.00
0000002979	12/3/2015	0100	BANYAN TREE LEARNING CENTER	002	OTHER CONTR-N.P.S.	\$5,830.00
0000002980	12/3/2015	0100	BANYAN TREE LEARNING CENTER	002	SUB/OTHER CONTR-NPS	\$30,385.00
					OTHER CONTR-N.P.S.	\$25,000.00
0000002981	12/3/2015	0100	DELTA BIOLOGICALS	600	MATERIALS AND SUPPLIES	\$1,660.66
0000002982	12/3/2015	0100	AREY JONES ED SOLUTIONS	002	NON-CAPITALIZED TECH EQUIPMENT	\$1,520.40
0000002983	12/3/2015	0100	AMAZON.COM	002	MATERIALS AND SUPPLIES	\$177.12
0000002984	12/3/2015	0100	AMAZON.COM	002	MATERIALS AND SUPPLIES	\$34.54
0000002985	12/3/2015	0100	GUARDIAN ELEVATOR	012	OTHER SERV. & OPER.EXP.	\$34,090.00
0000002986	12/3/2015	0100	OFFICE SOLUTIONS BUSINESS	500	MATERIALS AND SUPPLIES	\$30.24
0000002987	12/3/2015	0100	SSID # 5018539432	002	PAY IN LIEU OF TRANSP>	\$812.82
0000002988	12/3/2015	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$129.55
0000002989	12/3/2015	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$189.86
0000002990	12/3/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$406.62
0000002991	12/3/2015	0100	PHONAK	002	NON CAPITALIZED EQUIP	\$1,672.95
0000002992	12/3/2015	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$2,020.11
0000002993	12/4/2015	0100	Daily Journal Corporation	017	ADVERTISING	\$164.30
0000002994	12/4/2015	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$222.41
0000002995	12/4/2015	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$74.31
0000002996	12/4/2015	0100	CHENG & TSUI COMPANY	500	MATERIALS AND SUPPLIES	\$40.98
0000002997	12/4/2015	0100	MEDCO SUPPLY CO INC	002	MATERIALS AND SUPPLIES	\$436.50
0000002998	12/4/2015	1300	S N A / SCHOOL NUTRITION ASSOC	014	CONFERENCE,WORKSHOP,SEM.	\$545.00
0000002999	12/4/2015	0100	SCRIPPS HEALTH	600	FEES - ADMISSIONS, TOURN	\$1,579.50
0000003000	12/4/2015	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	002	CONFERENCE,WORKSHOP,SEM.	\$400.00
0000003001	12/4/2015	0100	PROMPTER PEOPLE INC	600	NON CAPITALIZED EQUIP	\$4,671.36
0000003002	12/4/2015	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$64.96
0000003003	12/4/2015	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$51.17
0000003004	12/4/2015	0100	AMERICAN CHEMICAL	600	MATERIALS AND SUPPLIES	\$194.40
0000003005	12/4/2015	0100	WAYNE GOSSETT FORD INC	013	REPAIRS-VEHICLES	\$4,130.04
0000003006	12/4/2015	0100	OCEANSIDE TRANSMISSION	013	REPAIRS-VEHICLES	\$2,941.41

ITEM 15F

PO REPORT DECEMBER 1, 2015 THROUGH JANUARY 4, 2016

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
000003007	12/4/2015	0100	C D W G.COM	500	MATERIALS AND SUPPLIES	\$73.22
000003008	12/4/2015	0100	C D W G.COM	002	MATERIALS AND SUPPLIES	\$113.40
000003009	12/7/2015	0100	OFFICE DEPOT, INC	600	MATERIALS AND SUPPLIES	\$500.00
000003010	12/7/2015	0100	WARD'S NATURAL SCIENCE	500	MATERIALS AND SUPPLIES	\$98.33
000003011	12/7/2015	2139	San Dieguito Union High School District	007	NEW CONSTRUCTION	\$440.00
000003012	12/7/2015	2139	AMAZON.COM	007	EQUIPMENT	\$1,324.07
000003013	12/7/2015	2139	AREY JONES ED SOLUTIONS	007	EQUIPMENT	\$5,057.44
000003014	12/7/2015	2139	WESTBERG & WHITE, INC.	007	NEW CONSTRUCTION	\$49,550.00
000003015	12/7/2015	0100	AMAZON.COM	002	MATERIALS AND SUPPLIES	\$971.81
000003016	12/7/2015	2139	M A Engineers Inc.	007	NEW CONSTRUCTION	\$24,000.00
000003018	12/7/2015	2139	Lee's Lock & Safe	007	NEW CONSTRUCTION	\$153.00
000003019	12/7/2015	0100	PITSCO, INC.	600	MATERIALS AND SUPPLIES	\$2,248.07
000003020	12/7/2015	2139	Daily Journal Corporation	007	NEW CONSTRUCTION	\$192.20
000003022	12/8/2015	0100	MULTI HEALTH SYSTEMS, INC(MHS)	002	MATERIALS AND SUPPLIES	\$223.02
000003023	12/8/2015	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$258.98
000003024	12/8/2015	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	002	CONFERENCE,WORKSHOP,SEM.	\$400.00
000003026	12/8/2015	0100	C D W G.COM	500	MATERIALS AND SUPPLIES	\$108.86
000003029	12/9/2015	0100	CAROLINA BIOLOGICAL SUPPLY CO	500	MATERIALS AND SUPPLIES	\$2,185.63
000003030	12/9/2015	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	004	CONFERENCE,WORKSHOP,SEM.	\$400.00
000003031	12/9/2015	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	001	CONFERENCE,WORKSHOP,SEM.	\$35.00
000003032	12/9/2015	0100	AMERICAN CHEMICAL	500	MATERIALS AND SUPPLIES	\$777.60
000003033	12/10/2015	0100	VISTA UNIFIED SCHOOL DISTRICT	001	PROF/CONSULT./OPER EXP	\$24.79
000003034	12/10/2015	0100	NORTH COAST SIGNS	500	NON CAPITALIZED EQUIP	\$1,019.98
000003035	12/10/2015	0100	NORTH COAST SIGNS	500	MATERIALS AND SUPPLIES	\$1,962.81
000003036	12/10/2015	0100	CITY OF SOLANA BEACH	012	SEWER CHARGES	\$7,735.00
000003037	12/10/2015	0100	B J'S RENTALS	500	OTHER SERV. & OPER.EXP.	\$161.00
000003038	12/10/2015	0100	E A I EDUCATION	001	MATERIALS AND SUPPLIES	\$286.20
000003039	12/10/2015	0100	SUPPLYWORKS	012	NON CAPITALIZED EQUIP	\$1,374.94
000003040	12/10/2015	0100	FLINN SCIENTIFIC INC	018	COMPUTER LICENSING	\$1,439.55
000003041	12/11/2015	0100	LUNA GRILL	500	REFRESHMENTS	\$140.00
000003042	12/11/2015	0100	FREE FORM CLAY & SUPPLY	500	MATERIALS AND SUPPLIES	\$303.13
000003043	12/11/2015	0100	SAFETY KLEEN CORP	500	REPAIRS BY VENDORS	\$242.28
000003044	12/11/2015	0100	BLICK, DICK (DICK BLICK)	500	MATERIALS AND SUPPLIES	\$56.31
000003045	12/11/2015	0100	A O REED	012	REPAIRS BY VENDORS	\$2,881.60
000003046	12/11/2015	0100	FLINN SCIENTIFIC INC	500	MATERIALS AND SUPPLIES	\$1,102.97
000003047	12/11/2015	0100	CAROLINA BIOLOGICAL SUPPLY CO	600	MATERIALS AND SUPPLIES	\$228.62
000003048	12/11/2015	0100	ARCH ACADEMY, THE	002	MEDIATION SETTLEMENTS	\$48,227.88
000003049	12/11/2015	0100	ARCH ACADEMY, THE	002	MEDIATION SETTLEMENTS	\$48,227.88
000003050	12/11/2015	0100	ARCH ACADEMY, THE	002	MEDIATION SETTLEMENTS	\$48,227.88
000003051	12/11/2015	0100	ARCH ACADEMY, THE	002	MEDIATION SETTLEMENTS	\$48,227.88
000003052	12/11/2015	0100	PROVO CANYON SCHOOL	002	ROOM & BOARD	\$12,410.00
					MENTAL HEALTH SVCS	\$6,570.00
					OTHER CONTR-N.P.S.	\$8,500.00
000003053	12/11/2015	0100	PROVO CANYON SCHOOL	002	ROOM & BOARD	\$18,870.00
					MENTAL HEALTH SVCS	\$9,990.00
					OTHER CONTR-N.P.S.	\$12,920.00
000003054	12/11/2015	0100	New Haven Youth & Family Services	002	OTHER CONTR-N.P.A.	\$16,573.33
000003055	12/11/2015	1100	FAIRBROTHER, SUSAN	019	MATERIALS AND SUPPLIES	\$300.00
000003056	12/14/2015	0100	URBAN TREE CARE, INC.	012	OTHER SERV. & OPER.EXP.	\$1,710.00
000003057	12/14/2015	0100	URBAN TREE CARE, INC.	012	OTHER SERV. & OPER.EXP.	\$360.00
000003058	12/14/2015	0100	DEPENDABLE NURSING, LLC	002	SUB/OTHER CONTR-NPA	\$21,400.00
					OTHER CONTR-N.P.A.	\$25,000.00
000003059	12/14/2015	0100	A1 GOLF CARS, INC	500	OTHER SERV. & OPER.EXP.	\$959.44
000003060	12/14/2015	1300	A1 GOLF CARS, INC	014	REPAIRS BY VENDORS	\$130.00
000003061	12/14/2015	0100	FREDRICKS ELECTRIC INC	012	REPAIRS BY VENDORS	\$915.00
000003062	12/14/2015	0100	FREDRICKS ELECTRIC INC	012	REPAIRS BY VENDORS	\$1,575.00
000003063	12/14/2015	0100	EN POINTE TECH SALES INC	017	COMPUTER LICENSING	\$54,596.66
000003064	12/14/2015	0100	MISSION FEDERAL CREDIT UNION	004	BOOKS OTHER THAN TEXTBOOKS	\$32.24
000003065	12/14/2015	0100	AUTISM SPECTRUM	002	SUB/OTHER CONTR-NPA	\$32,276.00
					OTHER CONTR-N.P.A.	\$25,000.00
000003066	12/14/2015	0100	AUTISM SPECTRUM	002	OTHER CONTR-N.P.A.	\$2,226.00
000003067	12/14/2015	0100	AUTISM SPECTRUM	002	OTHER CONTR-N.P.A.	\$16,397.50
000003068	12/14/2015	0100	AUTISM SPECTRUM	002	SUB/OTHER CONTR-NPA	\$46,610.60
					OTHER CONTR-N.P.A.	\$25,000.00
000003069	12/15/2015	0100	MISSION FEDERAL CREDIT UNION	500	MATERIALS AND SUPPLIES	\$57.24
000003070	12/15/2015	1100	AMERICAN CHEMICAL	019	MATERIALS AND SUPPLIES	\$77.76
000003071	12/15/2015	0100	STEVE WEISS MUSIC	600	NON CAPITALIZED EQUIP	\$1,452.29
000003072	12/15/2015	0100	PACIFIC BACKFLOW, INC	012	REPAIRS BY VENDORS	\$435.00
000003073	12/15/2015	0100	SIMPLEX -GRINNELL LP	012	NON CAPITALIZED EQUIP	\$1,055.00

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PO REPORT DECEMBER 1, 2015 THROUGH JANUARY 4, 2016

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
000003074	12/15/2015	0100	SOUTHWEST SCHOOL/OFFICE SUPPLY	600	MATERIALS AND SUPPLIES	\$73.76
000003075	12/15/2015	0100	STAPLES ADVANTAGE	600	MATERIALS AND SUPPLIES	\$600.00
000003076	12/15/2015	0100	ILLUMINATE EDUCATION, INC.	004	PROF/CONSULT./OPER EXP	\$1,500.00
000003077	12/15/2015	0100	ALTERNATIVE TEACHING STRATEGY	002	NPS LATE FEES	\$51.30
000003078	12/15/2015	0100	MISSION JANITORIAL SUPPLIES	012	REPAIRS BY VENDORS	\$346.55
000003079	12/15/2015	0100	PLANT-TEK, INC	012	PEST CONTROL	\$1,350.00
000003080	12/15/2015	0100	BANG, DAVE ASSOCIATES INC	500	NON CAPITALIZED EQUIP	\$3,399.63
				600	NON CAPITALIZED EQUIP	\$1,359.84
000003081	12/15/2015	0100	FREDRICKS ELECTRIC INC	012	REPAIRS BY VENDORS	\$2,255.00
000003082	12/15/2015	0100	FREDRICKS ELECTRIC INC	012	REPAIRS BY VENDORS	\$1,485.00
000003083	12/15/2015	0100	BRAIN LEARNING PSYCHOLOGICAL CORPORATION	002	PROF/CONSULT./OPER EXP	\$5,000.00
000003084	12/15/2015	0100	MISSION FEDERAL CREDIT UNION	500	MATERIALS AND SUPPLIES	\$141.12
000003085	12/15/2015	0100	SSID #: 8076842638	002	PAY IN LIEU OF TRANSP>	\$4,947.14
000003086	12/16/2015	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	500	CONFERENCE,WORKSHOP,SEM.	\$35.00
000003087	12/16/2015	2139	SANTA FE IRRIGATION DISTRICT	007	NEW CONSTRUCTION	\$784.66
000003088	12/16/2015	2519	DIVISION OF THE STATE ARCHITECT	007	NEW CONSTRUCTION	\$6,645.75
000003089	12/16/2015	2139	ONE DAY SIGNS	007	NEW CONSTRUCTION	\$259.20
000003090	12/16/2015	0100	LAW OFFICE OF PERRY ISRAEL	007	LEGAL EXP-BUSINESS	\$750.00
000003091	12/16/2015	2139	ONE DAY SIGNS	007	NEW CONSTRUCTION	\$480.60
000003092	12/16/2015	0100	FISHER SCIENTIFIC EMD	500	MATERIALS AND SUPPLIES	\$127.44
000003093	12/16/2015	0100	WENGER CORPORATION	600	NON CAPITALIZED EQUIP	\$24,727.28
000003094	12/16/2015	0100	PACIFIC BACKFLOW, INC	012	REPAIRS BY VENDORS	\$637.41
000003095	12/16/2015	0100	COLLEGE BOARD	004	MATERIALS AND SUPPLIES	\$4,560.00
				600	MATERIALS AND SUPPLIES	\$8,595.00
000003096	12/16/2015	0100	SCHOOLDUDE.COM	017	COMPUTER LICENSING	\$6,795.00
000003097	12/17/2015	0100	AREY JONES ED SOLUTIONS	002	NON-CAPITALIZED TECH EQUIPMENT	\$10,058.08
000003098	12/17/2015	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$70.15
000003099	12/17/2015	0100	SHRED SAN DIEGO LLC	010	OTHER SERV. & OPER.EXP.	\$811.00
000003100	12/17/2015	0100	MISSION FEDERAL CREDIT UNION	600	MATERIALS AND SUPPLIES	\$119.70
000003101	12/17/2015	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	013	CONFERENCE,WORKSHOP,SEM.	\$20.00
000003102	12/17/2015	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	013	CONFERENCE,WORKSHOP,SEM.	\$20.00
000003103	12/17/2015	0100	MISSION FEDERAL CREDIT UNION	600	MATERIALS AND SUPPLIES	\$169.04
000003104	12/17/2015	0100	MISSION FEDERAL CREDIT UNION	600	MATERIALS AND SUPPLIES	\$1,191.60
000003105	12/17/2015	0100	MISSION FEDERAL CREDIT UNION	600	MATERIALS AND SUPPLIES	\$94.56
000003106	12/17/2015	0100	ROCKLER WOODWORKING	012	NON CAPITALIZED EQUIP	\$1,159.92
000003107	12/17/2015	0100	ROCKLER WOODWORKING	600	NON CAPITALIZED EQUIP	\$2,669.76
000003108	12/17/2015	0100	MISSION FEDERAL CREDIT UNION	600	MATERIALS AND SUPPLIES	\$408.36
000003109	12/17/2015	0100	MISSION FEDERAL CREDIT UNION	600	MATERIALS AND SUPPLIES	\$3,361.22
000003110	12/18/2015	0100	SIMPLEX -GRINNELL LP	012	BLDG.-REPAIR MATERIALS	\$336.57
000003111	12/18/2015	0100	SIMPLEX -GRINNELL LP	012	NON CAPITALIZED EQUIP	\$1,200.17
000003112	12/18/2015	0100	SIMPLEX -GRINNELL LP	012	BLDG.-REPAIR MATERIALS	\$103.17
000003113	12/18/2015	0100	ALTA COPY, PRINT, DESIGN	500	PRINTING	\$1,716.12
000003114	12/18/2015	0100	REGENTS OF THE UNIV. OF CA.	001	TEST SCORING	\$84.00
000003115	12/18/2015	0100	REGENTS OF THE UNIV. OF CA.	001	TEST SCORING	\$100.00
000003116	12/18/2015	0100	BARNES & NOBLE BOOKSTORES	500	MATERIALS AND SUPPLIES	\$300.00
000003117	12/18/2015	3500	DIVISION OF THE STATE ARCHITECT	007	IMPROVEMENT	\$1,504.32
000003118	12/18/2015	0100	MISSION FEDERAL CREDIT UNION	600	MATERIALS AND SUPPLIES	\$397.25
000003119	12/18/2015	2139	CULVER-NEWLIN INC	007	EQUIPMENT	\$1,013.96
000003120	12/18/2015	2139	WESTERN ENVIRONMENTAL & SAFETY	007	NEW CONSTRUCTION	\$9,970.00
000003121	12/18/2015	2139	COUNTY OF SAN DIEGO	007	NEW CONSTRUCTION	\$710.00
000003122	12/18/2015	0100	SSID #: 2050941385	002	OTHER SERV. & OPER.EXP.	\$2,500.00
000003123	12/18/2015	2139	SWRCB	007	NEW CONSTRUCTION	\$841.00
000003124	12/18/2015	2139	SWRCB	007	NEW CONSTRUCTION	\$1,389.00
000003125	12/18/2015	0100	A C T	600	MATERIALS AND SUPPLIES	\$250.00
000003126	12/18/2015	2139	ONE DAY SIGNS	007	PROF/CONSULT./OPER EXP	\$1,749.60
000003128	12/18/2015	0100	COMMUNITY SCHOOL OF SD, THE	002	SUB/OTHER CONTR-NPS	\$35,270.00
					OTHER CONTR-N.P.S.	\$25,000.00
000003129	12/18/2015	2139	SWCS,Inc.	007	NEW CONSTRUCTION	\$928,695.00
000003130	12/18/2015	0100	COMMUNITY SCHOOL OF SD, THE	002	SUB/OTHER CONTR-NPS	\$35,270.00
					OTHER CONTR-N.P.S.	\$25,000.00
000003131	12/18/2015	0100	COMMUNITY SCHOOL OF SD, THE	002	SUB/OTHER CONTR-NPS	\$35,270.00
					OTHER CONTR-N.P.S.	\$25,000.00
000003132	12/18/2015	0100	COMMUNITY SCHOOL OF SD, THE	002	SUB/OTHER CONTR-NPS	\$12,310.00
					OTHER CONTR-N.P.S.	\$25,000.00
000003133	12/18/2015	0100	COMM USA INC	600	MATERIALS AND SUPPLIES	\$919.20
000003134	12/18/2015	0100	FIREMASTER (FRANCHISE)	013	FEES - ADMISSIONS, TOURN	\$950.00
000003135	12/18/2015	0100	SEASIDE HEATING AND AIR COND	012	REPAIRS BY VENDORS	\$4,200.00
000003136	12/18/2015	0100	OCEANSIDE TRANSMISSION	013	REPAIRS-VEHICLES	\$2,890.19
000003137	12/18/2015	0100	JOSTENS	500	MATERIALS AND SUPPLIES	\$1,592.62

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PO REPORT DECEMBER 1, 2015 THROUGH JANUARY 4, 2016

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
0000003138	12/18/2015	0100	COMM USA INC	500	MATERIALS AND SUPPLIES	\$311.40
0000003139	12/18/2015	0100	CAL COPY LAJOLLA	500	PRINTING	\$109.94
0000003140	12/18/2015	0100	MISSION FEDERAL CREDIT UNION	500	MATERIALS AND SUPPLIES	\$99.36
0000003141	12/18/2015	0100	OFFICE DEPOT, INC	013	PRINTING	\$1,049.76
0000003142	12/18/2015	0100	COSCO FIRE PROTECTION	012	REPAIRS BY VENDORS	\$10,969.00
000001455B	12/1/2015	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$21.50
000001565A	12/1/2015	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$9.67
000001566A	12/1/2015	0100	SOUTHWEST SCHOOL/OFFICE SUPPLY	500	MATERIALS AND SUPPLIES	\$99.57
000002194A	12/7/2015	0100	SCHOOL NURSE SUPPLY COMPANY	500	MATERIALS AND SUPPLIES	\$75.67
000002594A	12/4/2015	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$81.21
000002949A	12/2/2015	0100	AMAZON.COM	017	MATERIALS AND SUPPLIES	\$164.16
000003025A	12/8/2015	0100	MISSION FEDERAL CREDIT UNION	500	MATERIALS AND SUPPLIES	\$135.75
760012G	12/4/2015	0100	FLINN SCIENTIFIC INC	500	MATERIALS AND SUPPLIES	\$890.69

REPORT TOTAL

\$2,537,535.20

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Individual Membership Listings
For the Period of December 1, 2015 through January 14, 2016

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

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WARRANT REPORT FROM 12/01/15 THROUGH 01/04/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14069527	12/1/2015	LAW OFFICE OF PATRICIA CROMER	0100	Mediation Settlements	\$ 75,000.00
14069528	12/1/2015	SSID# 9076847231	0100	Mediation Settlements	\$ 2,380.00
14069529	12/1/2015	Pacific Wealth Insurance Solutions LLC	0100	Bldg/Field Use-Sda	\$ 64.00
				Leases And Rentals	\$ 96.00
14069530	12/1/2015	AREY JONES ED SOLUTIONS	0100	Non-Capitalized Tech Equipment	\$ 2,250.67
14069531	12/1/2015	So-Cal Dominoids	0100	Refreshments	\$ 200.56
14069532	12/1/2015	LAKESHORE	0100	Computer Software	\$ 74.96
				Materials And Supplies	\$ 68.82
14069533	12/1/2015	IDEA EXPRESS GROUP	0100	Materials And Supplies	\$ 172.78
14069534	12/1/2015	LIGHTNING TECHNOLOGY	0100	Materials And Supplies	\$ 445.64
14069535	12/1/2015	PATTERSON MEDICAL SUPPLY, INC.	0100	Materials And Supplies	\$ 511.77
14069536	12/1/2015	NORTH COUNTY EQUIPMENT	0100	Repairs & Maintenance	\$ 212.18
14069537	12/1/2015	NCTD	0100	Fees - Business, Admission,Etc	\$ 1,033.00
14069538	12/1/2015	NOVA SERVICES	2139	New Construction	\$ 603.00
14069539	12/1/2015	PATROL MASTERS, INC.	2518	Other Serv.& Oper.Exp.	\$ 3,151.00
14069540	12/1/2015	Rehab United	0100	Professional/Consult Svs	\$ 41,250.00
14069541	12/1/2015	SAN DIEGO SCENIC TOURS, INC.	0100	Fld. Trips By Prv. Contr	\$ 2,807.00
14069542	12/1/2015	SCHOOL SERVICES OF CALIFORNIA, INC.	0100	Professional/Consult Svs	\$ 285.00
14069543	12/1/2015	SHELL CAR WASH & EXPRESS LUBE	0100	Gasoline Supplies	\$ 372.98
14069544	12/1/2015	SUNDANCE STAGE LINES INC	0100	Fld. Trips By Prv. Contr	\$ 10,065.00
14069961	12/2/2015	NEWSELA	0100	Computer Licensing	\$ 270.00
14069962	12/2/2015	US BANK NATIONAL ASSOCIATION	2139	New Construction	\$ 60,747.38
14069963	12/2/2015	AFFORDABLE DRAIN SERVICE INC	0100	Repairs & Maintenance	\$ 4,416.50
14069964	12/2/2015	AMERICAN CHEMICAL	0100	Custodial Materials	\$ 9,125.44
				Materials And Supplies	\$ 77.76
14069965	12/2/2015	AREY JONES ED SOLUTIONS	0100	Non-Capitalized Tech Equipment	\$ 17,701.04
14069966	12/2/2015	BLICK ART MATERIALS	2139	Equipment	\$ 1,803.17
14069967	12/2/2015	CENGAGE LEARNING	0100	Computer Licensing	\$ 50.00
14069969	12/2/2015	COUNTY OF SAN DIEGO	2139	New Construction	\$ 1,136.00
14069970	12/2/2015	CULVER-NEWLIN INC	2139	Equipment	\$ 451.44
14069971	12/2/2015	EARL WARREN MIDDLE SCHOOL ASB	1300	Other Serv.& Oper.Exp.	\$ 285.00
14069972	12/2/2015	GOPHER SPORT	2139	Equipment	\$ 6,435.98
14069973	12/2/2015	HENRY SCHEIN	0100	Materials And Supplies	\$ 146.24
14069974	12/2/2015	LIGHTNING TECHNOLOGY	0100	Computer Supplies	\$ 939.63
14069975	12/2/2015	LIONAKIS	2139	New Construction	\$ 49,670.80
14069976	12/2/2015	FRANCHISE TAX BOARD	0100	Professional/Consult Svs	\$ 560.00
14069977	12/2/2015	MCCARTHY BUILDING COMPANY, INC	2139	New Construction	\$ 840,826.72
14069978	12/2/2015	OFFICE SOLUTIONS BUSINESS	0100	Office Supplies	\$ 90.72
14069979	12/2/2015	PEARSON EDUCATION	0100	E-Textbooks	\$ 17,826.59
				Textbooks	\$ 7,866.82
14069980	12/2/2015	S AND S WORLDWIDE INC	0100	Materials And Supplies	\$ 258.18
14069981	12/2/2015	SARGENT WELCH	0100	Materials And Supplies	\$ 3.86
14069982	12/2/2015	SHELL CAR WASH & EXPRESS LUBE	0100	Fuel	\$ 180.60
				Gasoline Supplies	\$ 270.30
14069983	12/2/2015	SILVER QUILL LLC	0100	Non-Capitalized Equipment	\$ 1,142.00
14069984	12/2/2015	SUBSURFACE SURVEYS &	2139	New Construction	\$ 815.00
14069985	12/2/2015	TRIMARK ASSOCIATES, INC.	0100	Data Processing Contract	\$ 150.00
14069986	12/2/2015	VINCENT FALL & ASSOCIATES	0100	Professional/Consult Svs	\$ 1,150.00
14069987	12/2/2015	MEREDITH WADLEY AMSBAUGH	0100	Mileage	\$ 86.83
14069988	12/2/2015	WREGIS	0100	Data Processing Contract	\$ 350.00
14070330	12/3/2015	ANNA WEIRATHER	0100	Mileage	\$ 153.53
14070331	12/3/2015	ANTIMITE TERMITE&PEST CONTROL	0100	Pest Control	\$ 2,100.00
14070333	12/3/2015	C D W G.COM	2139	Equipment	\$ 15,585.05
14070334	12/3/2015	D A D ASPHALT	0100	Repairs & Maintenance	\$ 2,060.00
14070335	12/3/2015	IPROMOTEU	0100	Materials And Supplies	\$ 43.75
14070336	12/3/2015	FAGEN FRIEDMAN & FULFROST, LLP	0100	Legal Expense	\$ 2,231.75

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WARRANT REPORT FROM 12/01/15 THROUGH 01/04/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14070336	42341	FAGEN FRIEDMAN & FULFROST, LLP	0100	Legal Exp-Personnel	\$ 253.25
14070337	12/3/2015	HERITAGE SCHOOLS	0100	Mental Health Svcs	\$ 825.00
				Other Contr-N.P.S.	\$ 735.00
				Room & Board	\$ 2,508.00
14070338	12/3/2015	HYDRO SCAPE PRODUCTS INC	0100	Non-Capitalized Equipment	\$ 616.87
14070339	12/3/2015	LIONAKIS	2139	Land Improvements	\$ 1,390.00
				New Construction	\$ 26,626.19
14070340	12/3/2015	ROESLING NAKAMURA	2139	Improvements	\$ 8,000.00
14070341	12/3/2015	SAN DIEGO CITY TREASURER	0100	Sewer Charges	\$ 3,318.27
				Water	\$ 7,496.94
14070342	12/3/2015	SAN DIEGO GAS & ELECTRIC CO	0100	Gas & Electric	\$ 501.12
14070343	12/3/2015	RICK SCHMITT	0100	Mileage	\$ 120.75
14070344	12/3/2015	22ND DIST AGRICULTURAL ASSN	0100	Rents & Leases	\$ 6,600.00
14070345	12/3/2015	WESELOH CHEVROLET CO	0100	Materials-Vehicle Parts	\$ 1,309.74
14070759	12/4/2015	Little Diversified Architectural Cons.	2519	Professional/Consult Svcs	\$ 9,846.00
14070760	12/4/2015	THOMAS SCIENTIFIC	0100	Materials And Supplies	\$ 283.88
14070761	12/4/2015	WILEY	0100	Materials And Supplies	\$ 623.79
14070762	12/4/2015	BANYAN TREE LEARNING CENTER	0100	Other Contr-N.P.A.	\$ 5,035.00
				Other Contr-N.P.S.	\$ 53,680.00
14070763	12/4/2015	BLICK ART MATERIALS	0100	Materials And Supplies	\$ 1,168.03
14070764	12/4/2015	ENCINITAS FORD	0100	Materials-Vehicle Parts	\$ 527.42
14070765	12/4/2015	FRONTIER FENCE COMPANY INC	0100	Repairs & Maintenance	\$ 525.00
14070766	12/4/2015	GOPHER SPORT	2139	Equipment	\$ 2,935.72
14070767	12/4/2015	MISSION FEDERAL CREDIT UNION	0100	Abatements-Matls & Supplies	\$ 19,359.38
				Advertising	\$ 60.00
				Computer Licensing	\$ 1,495.00
				Custodial Materials	\$ 334.22
				Grounds Materials	\$ 947.06
				Materials And Supplies	\$ 898.23
				Repairs & Maintenance	\$ 1,629.52
14070768	12/4/2015	NORTH COUNTY EQUIPMENT	0100	Repairs & Maintenance	\$ 213.75
14070769	12/4/2015	NCTD	0100	Fees - Business, Admission,Etc	\$ 114.00
14070770	12/4/2015	OFFICE SOLUTIONS BUSINESS	0100	Materials And Supplies	\$ 993.60
14070771	12/4/2015	OPTIMUM FLOOR CARE	0100	Repairs & Maintenance	\$ 1,287.28
14070772	12/4/2015	SAN DIEGO COUNTY OFFICE OF EDUCATION	0100	Conference,Workshop,Sem.	\$ 65.00
14070773	12/4/2015	SD COUNTY SUPT OF SCHOOLS	0100	Conference,Workshop,Sem.	\$ 225.00
14070774	12/4/2015	SAROYAN LUMBER	0100	Materials And Supplies	\$ 2,822.05
14070775	12/4/2015	STATE INDUSTRIAL PRODUCTS	0100	Other Serv.& Oper.Exp.	\$ 1,620.00
14070776	12/4/2015	WAXIE SANITARY SUPPLY	0100	Custodial Materials	\$ 1,608.56
14070777	12/4/2015	XEROX CORPORATION	0100	Copy Charges	\$ 8,097.62
				Rents & Leases	\$ 16,325.24
				Repairs & Maintenance	\$ 23.91
			1100	Copy Charges	\$ 53.57
				Rents & Leases	\$ 239.21
			1300	Copy Charges	\$ 48.35
				Rents & Leases	\$ 227.07
14071110	12/7/2015	ANTHEM BLUE CROSS	0100	Health & Welfare Benefits, cer	\$ 52.51
			6717	Retiree Vendor Pmts	\$ 102.25
14071111	12/7/2015	VEBA KAISER	0100	Campus Supervisors	\$ 618.80
				Health & Welfare Benefits, cer	\$ 515.67
				Health & Welfare Benefits, cla	\$ 515.67
			6717	Retiree Vendor Pmts	\$ 13,382.52
14071112	12/7/2015	VEBA - UNITED HEALTH CARE	0100	Health & Welfare Benefits, cla	\$ 604.48
			6717	Retiree Vendor Pmts	\$ 10,759.80
14071113	12/7/2015	DELTA PMI	0100	Health & Welfare Benefits, cla	\$ 55.18
			6717	Retiree Vendor Pmts	\$ 268.75

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14071114	12/7/2015	FBC DENTAL	0100	Health & Welfare Benefits, cla	\$ 108.83
			6717	Retiree Vendor Pmts	\$ 1,169.88
14071115	12/7/2015	ANTHEM DENTAL	0100	Health & Welfare Benefits, cer	\$ 666.72
			6717	Retiree Vendor Pmts	\$ 1,130.68
14071116	12/7/2015	ANTHEM BC	0100	Health & Welfare Benefits, cer	\$ 4,746.75
			6717	Retiree Vendor Pmts	\$ 28,148.47
14071117	12/7/2015	KAISER	0100	Health & Welfare Benefits, cer	\$ 585.03
			6717	Retiree Vendor Pmts	\$ 7,717.47
14071118	12/7/2015	VEBA LIFE	0100	Campus Supervisors	\$ 6.45
14071119	12/7/2015	ANTHEM BLUE CROSS	0100	Health & Welfare Benefits, cer	\$ 23.03
14071120	12/7/2015	Brenda Sampiere	1300	Food Service Sales Tp	\$ 64.50
14071121	12/7/2015	AMAZON.COM	2139	Equipment	\$ 1,914.35
14071122	12/7/2015	BALFOUR BEATTY CONSTRUCTION,	2139	New Construction	\$ 994,862.80
14071123	12/7/2015	CERAMICS & CRAFTS WAREHOUSE	2139	Equipment	\$ 9,597.08
14071124	12/7/2015	FEDEX	0100	Communications-Postage	\$ 48.37
14071125	12/7/2015	FRONTIER FENCE COMPANY INC	0100	Repairs & Maintenance	\$ 2,938.50
14071126	12/7/2015	HERITAGE SCHOOLS	0100	Mental Health Svcs	\$ 16,650.00
				Other Contr-N.P.S.	\$ 15,330.00
				Room & Board	\$ 4,000.00
				Sub/Room & Board	\$ 46,616.00
14071127	12/7/2015	PACWEST AIR FILTER	0100	Abatements-Matts & Supplies	\$ 2,579.61
14071128	12/7/2015	POSTMASTER	1100	Communications-Postage	\$ 7,427.44
14071129	12/7/2015	PHYLLIS QUAN/QUAN CONSULTING	0100	Professional/Consult Svs	\$ 1,300.00
14071130	12/7/2015	RANCHO SANTA FE SEC SYSTEMS	0100	Other Serv.& Oper.Exp.	\$ 704.00
14071131	12/7/2015	SAN DIEGO COUNTY OFFICE OF EDUCATIO	0100	Conference,Workshop,Sem.	\$ 35.00
14071132	12/7/2015	SANTA FE IRRIGATION DISTRICT	0100	Water	\$ 1,620.79
14071133	12/7/2015	SIEMENS INDUSTRY, INC.	2139	Improvements	\$ 191,236.96
				New Construction	\$ 325.66
14071134	12/7/2015	SIMPLEX GRINNELL LP	0100	Repairs & Maintenance	\$ 1,598.92
14071135	12/7/2015	STAPLES ADVANTAGE	0100	Duplicating Supplies	\$ 2,560.04
				Materials And Supplies	\$ 2,353.33
				Office Supplies	\$ 125.56
			1100	Materials And Supplies	\$ 261.53
		1300	Office Supplies	\$ 68.01	
14071138	12/7/2015	AMERICAN EXPRESS	0100	Rents & Leases	\$ 370.50
14071139	12/7/2015	AMERICAN EXPRESS	0100	Materials And Supplies	\$ 83.40
14071140	12/7/2015	WOODWIND & BRASSWIND CO	2139	Equipment	\$ 676.94
14071544	12/8/2015	HOFMAN PLANNING & ENGINEERING	2139	New Construction	\$ 2,040.00
14071545	12/8/2015	Public Storage	2139	New Construction	\$ 375.00
14071546	12/8/2015	MANSION GROVE HOUSE	0100	Materials And Supplies	\$ 455.03
14071547	12/8/2015	AMAZON.COM	0100	Computer Supplies	\$ 2,653.50
				Materials And Supplies	\$ 7,965.22
			1300	Materials And Supplies	\$ 54.00
14071552	12/8/2015	BLICK ART MATERIALS	2139	Equipment	\$ 575.40
14071553	12/8/2015	BLUE COAST CONSULTING	2139	Improvements	\$ 12,484.80
				Land Improvements	\$ 5,780.00
14071554	12/8/2015	BYROM-DAVEY, INC.	2139	Land Improvements	\$ 788,338.07
14071555	12/8/2015	COX COMMUNICATIONS	0100	Communications-Telephone	\$ 60.00
14071556	12/8/2015	CORELOGIC SOLUTIONS, LLC	0100	Computer Licensing	\$ 190.30
14071557	12/8/2015	SAN DIEGO SCENIC TOURS, INC.	0100	Fld. Trips By Prv. Contr	\$ 449.00
14071558	12/8/2015	SCHOOL HEALTH CORPORATION	0100	Materials And Supplies	\$ 152.82
14071559	12/8/2015	SOLANA BEACH PHYSICAL THERAPY	0100	Professional/Consult Svs	\$ 180.00
14071560	12/8/2015	ARTIANO SHINOFF & HOLTZ	0100	Legal Exp-Business	\$ 1,109.74
				Legal Expense	\$ 2,651.99
14071561	12/8/2015	WELBURN GOURD FARM	0100	Materials And Supplies	\$ 180.00
14071562	12/8/2015	WOLVERINE SPORTS	0100	Materials And Supplies	\$ 98.10

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14071935	12/9/2015	UNITED TIRE CENTERS, LLC	0100	Repairs-Vehicles Tires	\$ 166.64 \$ 12,097.89
14071936	12/9/2015	I-Fang Wang	0100	Conference,Workshop,Sem.	\$ 486.15
14071937	12/9/2015	Daily Journal Corporation	0100	Advertising	\$ 164.30
14071938	12/9/2015	SARAH STEELE	0100	Mileage	\$ 48.30
14071939	12/9/2015	SPARKFUN ELECTRONICS	0100	Materials And Supplies	\$ 256.80
14071940	12/9/2015	GRACIELA SANCHEZ	0100	Mileage	\$ 133.40
14071941	12/9/2015	ERIN SIMPSON	0100	Conference,Workshop,Sem.	\$ 69.35
14071942	12/9/2015	JULIE SILVERWOOD	0100	Conference,Workshop,Sem.	\$ 200.00
14071943	12/9/2015	AMAZON.COM	0100	Materials And Supplies	\$ 54.48
14071944	12/9/2015	B D S ENGINEERING, INC	2139	New Construction	\$ 7,109.50
14071945	12/9/2015	BLICK ART MATERIALS	0100	Materials And Supplies	\$ 438.16
14071946	12/9/2015	FUSCOE ENGINEERING, INC.	2139	New Construction	\$ 1,050.00
14071947	12/9/2015	GUARDIAN ELEVATOR	0100	Other Serv.& Oper.Exp.	\$ 17,112.50
14071948	12/9/2015	DCL ENTERPRISES INC. dba	2139	New Construction	\$ 153.00
14071949	12/9/2015	OCEANSIDE TRANSMISSION	0100	Repairs-Vehicles	\$ 2,941.41
14071950	12/9/2015	OFFICEMAX	2139	Equipment	\$ 85,857.77
14071951	12/9/2015	RACHEL PAGE	0100	Mileage	\$ 278.88
14071952	12/9/2015	DELORES PERLEY REVOLVING CASH	0100	Bank Charges Materials And Supplies Spec Ed Stipends	\$ 68.42 \$ 502.34 \$ 2,434.50
14071953	12/9/2015	PIONEER DRAMA SERVICE	0100	Materials And Supplies	\$ 57.75
14071954	12/9/2015	PEARSON EDUCATION	0100	Textbooks	\$ 27,997.46
14071955	12/9/2015	RICK SCHMITT	0100	Refreshments	\$ 16.24
14071956	12/9/2015	So-Cal Dominoids	1300	Purchases Food	\$ 16,686.16
14071957	12/9/2015	SOCO GROUP, INC.	0100	Fuel	\$ 8,958.43
14071958	12/9/2015	ADRIENNE ST GEORGE CAVANAUGH	0100	Mileage	\$ 474.38
14071959	12/9/2015	RIE TSUBOI	0100	Conference,Workshop,Sem.	\$ 409.15
14071960	12/9/2015	MEREDITH WADLEY AMSBAUGH	0100	Materials And Supplies	\$ 160.00
14072419	12/10/2015	M A Engineers Inc.	2139	New Construction	\$ 3,525.00
14072420	12/10/2015	SCHOLASTIC INC	0100	Books Other Than Textbooks	\$ 810.51
14072421	12/10/2015	HOUGHTON MIFFLIN HARCOURT PUBLISH	0100	Books Other Than Textbooks Textbooks	\$ 2,178.20 \$ 3,219.36
14072422	12/10/2015	UNITED TIRE CENTERS, LLC	0100	Repairs-Vehicles Tires	\$ - \$ 1,724.50
14072423	12/10/2015	SSID#946544	0100	Pay In Lieu Of Transp>	\$ 322.00
14072424	12/10/2015	CHUCK ADAMS	0100	Conference,Workshop,Sem. Mileage	\$ 255.69 \$ 84.53
14072425	12/10/2015	ADVANTAGE PAYROLL SERVICES	0100	Other Serv.& Oper.Exp.	\$ 230.34
14072426	12/10/2015	MICHELLE ANDERSON	0100	Conference,Workshop,Sem.	\$ 102.58
14072427	12/10/2015	ATKINSON, SUSAN	0100	Conference,Workshop,Sem.	\$ 210.00
14072428	12/10/2015	RICK AYALA	0100	Mileage	\$ 68.43
14072429	12/10/2015	JOY BISCHKE	0100	Mileage	\$ 304.18
14072430	12/10/2015	CARMEN BLUM	0100	Mileage	\$ 114.43
14072431	12/10/2015	CALIFORNIA CONSTRUCTION MGMT	2519	Professional/Consult Svs	\$ 660.00
14072432	12/10/2015	CHERYL COOPER	0100	Mileage	\$ 76.48
14072433	12/10/2015	CRUSE, DEBRA	0100	Mileage	\$ 157.55
14072434	12/10/2015	ELIZABETH DELVAL	0100	Mileage	\$ 50.60
14072435	12/10/2015	EDUCATIONAL DATA SYSTEMS, INC.	0100	Materials And Supplies	\$ 621.94
14072436	12/10/2015	ENCINITAS FORD	0100	Repairs-Vehicles	\$ 2,955.66
14072437	12/10/2015	HOUGHTON MIFFLIN HARCOURT PUBLISH	0100	E-Textbooks Textbooks	\$ 223.25 \$ 3,130.92
14072438	12/10/2015	MERCURY DISPOSAL SYSTEM INC	0100	Hazardous Waste Disposal	\$ 299.90
14072439	12/10/2015	PROCURETECH	0100	Computer Supplies	\$ 2,679.38
14072440	12/10/2015	RALPHS CUSTOMER CHARGES	0100	Materials And Supplies Refreshments	\$ 736.53 \$ 21.72

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14072441	12/10/2015	SMART AND FINAL STORES CORP	0100	Materials And Supplies	\$ 1,443.60
				Refreshments	\$ 122.17
14072442	12/10/2015	TWINING, INC.	2139	Land Improvements	\$ 2,760.00
				New Construction	\$ 4,600.00
14072443	12/10/2015	AMERICAN EXPRESS	0100	Communications-Telephone	\$ 1,672.70
14072444	12/10/2015	WESTBERG & WHITE, INC.	2139	New Construction	\$ 65,730.25
14072992	12/11/2015	LIFELOC TECHNOLOGIES INC	0100	Materials And Supplies	\$ 133.68
14072993	12/11/2015	A&R FOOD DISTRIBUTORS	1300	Purchases Food	\$ 31,077.80
14072994	12/11/2015	B AND H PHOTO-VIDEO	0100	Materials And Supplies	\$ 199.90
14072995	12/11/2015	BREVIG PLUMBING	2519	Improvements	\$ 830.00
14072996	12/11/2015	CA DEPT OF ED-FOOD DISTR.	1300	Purchases Food	\$ 283.40
14072997	12/11/2015	CHEVRON & TEXACO BUSINESS	0100	Fuel	\$ 321.03
				Other Serv.& Oper.Exp.	\$ 13.12
14072998	12/11/2015	COUNTY OF SAN DIEGO	1300	Fees - Business, Admission,Etc	\$ 927.00
14072999	12/11/2015	ERIC DILL	0100	Conference,Workshop,Sem.	\$ 1,812.69
14073000	12/11/2015	KEVIN FAIRCHILD	0100	Mileage	\$ 102.35
14073001	12/11/2015	FREDRICKS ELECTRIC INC	0100	Other Serv.& Oper.Exp.	\$ 5,380.00
14073002	12/11/2015	LAWSON PRODUCTS INC	0100	Materials-Vehicle Parts	\$ 860.44
14073003	12/11/2015	LYNDA.COM INC	0100	Computer Training	\$ 359.88
14073004	12/11/2015	PATTERSON MEDICAL SUPPLY, INC.	0100	Materials And Supplies	\$ 89.32
14073005	12/11/2015	MOORE MEDICAL, LLC	0100	Materials And Supplies	\$ 856.86
14073006	12/11/2015	MRC360 AKA MR COPY	0100	Duplicating Supplies	\$ 362.08
				Materials And Supplies	\$ 100.00
				Other Serv.& Oper.Exp.	\$ 100.00
				Professional/Consult Svs	\$ 100.00
14073007	12/11/2015	OFFICE SOLUTIONS BUSINESS	0100	Materials And Supplies	\$ 64.80
14073008	12/11/2015	POWER SYSTEMS INC	0100	Materials And Supplies	\$ 625.37
14073009	12/11/2015	SAN DIEGO COUNTY OFFICE OF EDUCATION	0100	Conference,Workshop,Sem.	\$ 50.00
14073010	12/11/2015	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 1,480.16
				Office Supplies	\$ 884.99
				Other Transport.Supplies	\$ 527.57
			1300	Materials And Supplies	\$ 486.24
				Office Supplies	\$ 129.37
14073012	12/11/2015	TRANE PARTS	0100	Non-Capitalized Equipment	\$ 729.15
14073013	12/11/2015	WOODWIND & BRASSWIND CO	2139	Equipment	\$ 4,232.74
14073462	12/14/2015	NATIONAL PETROLEUM INC.	0100	Materials-Vehicle Parts	\$ 1,864.33
14073463	12/14/2015	NORTH COAST SIGNS	0100	Materials And Supplies	\$ 1,962.81
				Non-Capitalized Equipment	\$ 1,019.98
14073464	12/14/2015	REBECCA GALLOW	0100	Mileage	\$ 322.58
14073465	12/14/2015	DAVID SAMUELSON	0100	Mileage	\$ 29.90
14073466	12/14/2015	VISTA UNIFIED SCHOOL DISTRICT	0100	Professional/Consult Svs	\$ 24.79
14073467	12/14/2015	AT&T	0100	Communications-Telephone	\$ 8,420.85
14073468	12/14/2015	GUENEVERE BUTLER	0100	Mileage	\$ 106.38
14073469	12/14/2015	CHEVRON & TEXACO BUSINESS	0100	Late fees	\$ 80.86
14073470	12/14/2015	ERIC DILL	0100	Mileage	\$ 222.53
14073471	12/14/2015	So-Cal Dominoids	0100	Refreshments	\$ 65.72
14073472	12/14/2015	KEVIN FAIRCHILD	0100	Conference,Workshop,Sem.	\$ 473.02
14073473	12/14/2015	CRYSTAL FERRER	0100	Mileage	\$ 108.56
14073474	12/14/2015	TIFFANY M. FINDELL	0100	Mileage	\$ 119.60
14073475	12/14/2015	SCOTT FROESE	0100	Mileage	\$ 63.25
14073476	12/14/2015	GRIFFEN, MELISSA	0100	Mileage	\$ 100.63
14073477	12/14/2015	MICHAEL GROVE	0100	Conference,Workshop,Sem.	\$ 246.89
14073478	12/14/2015	DAVID JAFFE	0100	Mileage	\$ 506.00
14073479	12/14/2015	DANIEL LOVE	0100	Mileage	\$ 672.75
14073480	12/14/2015	JENNIFER MCCLUAN	0100	Materials And Supplies	\$ 42.62
14073481	12/14/2015	NINYO & MOORE	2139	New Construction	\$ 8,192.25

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14073482	12/14/2015	NO CTY STUDENT TRANSPORTATION	0100	Subagreements For Services	\$ 9,906.25
14073484	12/14/2015	OGGI'S PIZZA	0100	Refreshments	\$ 86.37
14073485	12/14/2015	OLIVENHAIN MUNICIPAL WATER DST	0100	Gas & Electric	\$ 239.12
				Water	\$ 10,584.82
14073486	12/14/2015	PATROL MASTERS, INC.	2518	Other Serv.& Oper.Exp.	\$ 2,808.50
14073487	12/14/2015	AMERICAN EXPRESS	0100	Repairs & Maintenance	\$ 242.28
14073488	12/14/2015	SAN DIEGO GAS & ELECTRIC CO	0100	Compressed Natrl Gas (Cng)	\$ 786.45
				Gas & Electric	\$ 161,129.45
14073489	12/14/2015	SAN DIEGUITO WATER DISTRICT	0100	Water	\$ 2,754.30
14073490	12/14/2015	CITY OF SOLANA BEACH	0100	Sewer Charges	\$ 7,735.00
14073491	12/14/2015	TCR SERVICES	0100	Duplicating Supplies	\$ 225.50
				Materials And Supplies	\$ 462.94
14073492	12/14/2015	WESELOH CHEVROLET CO	0100	Materials-Vehicle Parts	\$ 21.06
14073882	12/15/2015	La Class Transportation, LLC	0100	Fld. Trips By Prv. Contr	\$ 4,342.00
14073883	12/15/2015	PHIL'S PHABULOUS PHOODS	1300	Purchases Food	\$ 3,150.00
14073884	12/15/2015	Little Diversified Architectural Cons.	2519	Professional/Consult Svs	\$ 643.10
14073885	12/15/2015	San Dieguito Union High School District	2139	New Construction	\$ 440.00
14073886	12/15/2015	SUBWAY #54797	1300	Purchases Food	\$ 1,328.25
14073887	12/15/2015	NICOLE GREEN	0100	Conference,Workshop,Sem.	\$ 572.79
14073888	12/15/2015	SARAH DEAN	0100	Conference,Workshop,Sem.	\$ 93.37
14073889	12/15/2015	CHANELLE LARY	0100	Conference,Workshop,Sem.	\$ 282.89
14073890	12/15/2015	DEBORAH MEYER-ABRAHAMSON	0100	Conference,Workshop,Sem.	\$ 26.56
14073891	12/15/2015	ARCH ACADEMY, THE	0100	Mediation Settlements	\$ 64,180.10
14073893	12/15/2015	AUTISM SPECTRUM	0100	Other Contr-N.P.A.	\$ 27,150.99
14073894	12/15/2015	CLARK SECURITY PRODUCTS	2519	Non-Capitalized Equipment	\$ 1,204.96
14073895	12/15/2015	D S SERVICES OF AMERICA INC	0100	Materials And Supplies	\$ 1,549.57
14073896	12/15/2015	GOLDFIELD STAGE & COMPANY	0100	Fld. Trips By Prv. Contr	\$ 4,713.25
14073897	12/15/2015	GRAND PACIFIC CHARTER	0100	Fld. Trips By Prv. Contr	\$ 1,655.00
				Subagreements For Services	\$ 6,656.00
14073899	12/15/2015	MOBILE MODULAR MANAGEMENT CORP	2139	New Construction	\$ 10,540.76
14073900	12/15/2015	NINYO & MOORE	2139	Land Improvements	\$ 15,305.55
14073901	12/15/2015	P AND R PAPER SUPPLY CO.	1300	Purchases Supplies	\$ 2,943.44
14073902	12/15/2015	PICK UP STIX CATERING	1300	Purchases Food	\$ 4,975.50
14073903	12/15/2015	RANCHO SANTA FE SEC SYSTEMS	0100	Other Serv.& Oper.Exp.	\$ 1,408.00
14073904	12/15/2015	CAROLINE ROBERTS	0100	Mileage	\$ 116.27
14073905	12/15/2015	SHELL CAR WASH & EXPRESS LUBE	0100	Gasoline Supplies	\$ 119.15
14073906	12/15/2015	SOUTHERN CA SOIL & TESTING INC	2139	New Construction	\$ 107,147.00
14073907	12/15/2015	SUNRISE PRODUCE	1300	Purchases Food	\$ 2,114.95
14073908	12/15/2015	BENJAMIN TAYLOR	0100	Conference,Workshop,Sem.	\$ 55.20
14073909	12/15/2015	TCR SERVICES	0100	Materials And Supplies	\$ 809.52
			1300	Office Supplies	\$ 135.97
14073910	12/15/2015	SATO UMABE	0100	Conference,Workshop,Sem.	\$ 450.10
14073911	12/15/2015	WAXIE SANITARY SUPPLY	0100	Custodial Materials	\$ 496.80
14074450	12/16/2015	ROJELIO J BENAVIDES	0100	Other Serv.& Oper.Exp.	\$ 43.12
14074451	12/16/2015	A C T	0100	Test Scoring	\$ 250.00
14074452	12/16/2015	A O REED	0100	Repairs & Maintenance	\$ 2,281.60
14074453	12/16/2015	AT&T	0100	Communications-Telephone	\$ 20,401.85
14074454	12/16/2015	AT&T LONG DISTANCE	0100	Communications-Telephone	\$ 16.10
14074455	12/16/2015	AUTISM SPECTRUM	0100	Other Contr-N.P.A.	\$ 16,777.37
14074456	12/16/2015	COLLEGE BOUND SENIORS REPORTS	0100	Test Scoring	\$ 2,420.00
14074457	12/16/2015	CREATIVE BUS SALES	0100	Materials-Vehicle Parts	\$ 332.96
14074458	12/16/2015	D A HOGAN & ASSOCIATES INC	3500	Land Improvements	\$ 3,067.59
14074459	12/16/2015	DIEGUENO MIDDLE SCHOOL ASB	1300	Other Serv.& Oper.Exp.	\$ 582.50
14074460	12/16/2015	FISHER SCIENTIFIC EMD	0100	Materials And Supplies	\$ 1,796.85
				Non-Capitalized Equipment	\$ 3,082.58
14074461	12/16/2015	FLINN SCIENTIFIC INC	0100	Materials And Supplies	\$ 3,142.30

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14074462	12/16/2015	FOLLETT SCHOOL SOLUTIONS, INC	0100	Textbooks	\$ 21,549.72
14074463	12/16/2015	FREE FORM CLAY & SUPPLY	0100	Materials And Supplies	\$ 1,048.81
				Repairs & Maintenance	\$ 229.14
			1100	Materials And Supplies	\$ 118.11
14074464	12/16/2015	GOOD SOURCE SOLUTIONS INC	1300	Purchases Food	\$ 1,568.00
14074465	12/16/2015	NAPA AUTO PARTS	0100	Late fees	\$ 10.32
				Materials-Vehicle Parts	\$ 1,362.60
14074466	12/16/2015	NICK RAIL MUSIC	2139	Equipment	\$ 10,854.00
14074467	12/16/2015	NIKKO ENTERPRISE	1300	Purchases Food	\$ 255.00
14074468	12/16/2015	OFFICEMAX	2139	Equipment	\$ 31,127.74
14074469	12/16/2015	PALOMAR REPROGRAPHICS, INC.	2139	Improvements	\$ -
				New Construction	\$ 1,738.23
14074470	12/16/2015	PROVO CANYON SCHOOL	0100	Mental Health Svcs	\$ 16,560.00
				Other Contr-N.P.S.	\$ 19,550.00
				Room & Board	\$ 31,280.00
14074472	12/16/2015	SAN DIEGO CITY TREASURER	0100	Sewer Charges	\$ 2,675.73
				Water	\$ 6,153.89
14074473	12/16/2015	SAN DIEGO GAS & ELECTRIC CO	0100	Gas & Electric	\$ 341.58
14074474	12/16/2015	SAN DIEGUITO UHSD CAFETERIA	0100	Refreshments	\$ 162.54
14074475	12/16/2015	SIERRA SCHOOL EQUIPMENT CO.	2139	Equipment	\$ 9,175.72
14074476	12/16/2015	SMART AND FINAL STORES CORP	0100	Materials And Supplies	\$ 485.86
14074477	12/16/2015	SOUTHERN CA SOIL & TESTING INC	2139	New Construction	\$ 1,163.50
14074478	12/16/2015	AMERICAN EXPRESS	0100	Rents & Leases	\$ 575.46
14074479	12/16/2015	AMERICAN EXPRESS	2519	New Construction	\$ 1,577.25
14074480	12/16/2015	URBAN TREE CARE, INC.	0100	Other Serv.& Oper.Exp.	\$ 2,070.00
14074481	12/16/2015	VONS INC.	0100	Materials And Supplies	\$ 153.98
14074875	12/17/2015	SARAH STEELE	0100	Mileage	\$ 31.05
14074876	12/17/2015	ANGIE GROSECLOSE	0100	Conference,Workshop,Sem.	\$ 347.20
14074877	12/17/2015	CITY TREASURER	0100	Other Serv.& Oper.Exp.	\$ 42,552.40
14074878	12/17/2015	CONSULTING & INSPECTION SVCS	2139	New Construction	\$ 1,412.00
14074879	12/17/2015	ERICKSON-HALL CONSTRUCTION CO	2139	New Construction	\$ 38,875.26
14074880	12/17/2015	NAPA AUTO PARTS	0100	Materials And Supplies	\$ 71.22
14074881	12/17/2015	NO CTY STUDENT TRANSPORTATION	0100	Subagreements For Services	\$ 5,772.50
14074882	12/17/2015	BJORN PAIGE	0100	Conference,Workshop,Sem.	\$ 77.97
14074883	12/17/2015	MARITZA SANTANDER	0100	Mileage	\$ 78.20
14074884	12/17/2015	RICK SCHMITT	0100	Conference,Workshop,Sem.	\$ 55.69
14074885	12/17/2015	JOANN SCHULTZ	0100	Conference,Workshop,Sem.	\$ 14.00
14074886	12/17/2015	STAPLES ADVANTAGE	0100	Duplicating Supplies	\$ 1,280.02
				Materials And Supplies	\$ 757.58
14074888	12/17/2015	SSID# 5018539432	0100	Pay In Lieu Of Transp>	\$ 196.79
14074889	12/17/2015	BRENT THORNE	0100	Athletic Post-Season Travel	\$ 1,098.00
14075391	12/18/2015	ROBERTA BLANK	0100	Communications-Postage	\$ 8.32
				Refreshments	\$ 69.34
14075392	12/18/2015	TEACH BRIGHT	0100	Books Other Than Textbooks	\$ 120.40
14075393	12/18/2015	Brenda Sampiere	0100	Food Service Sales Tp	\$ 64.50
			1300	Food Service Sales Tp	\$ 20.75
14075394	12/18/2015	REKA INCZE	0100	Mileage	\$ 57.50
14075395	12/18/2015	CA AGRI CONTROL INC	0100	Pest Control	\$ 3,375.00
14075396	12/18/2015	CONSULTING & INSPECTION SVCS	2139	New Construction	\$ 14,588.00
14075397	12/18/2015	DIVISION OF THE STATE ARCHITECT	2519	New Construction	\$ 6,645.75
14075398	12/18/2015	EDCO DISPOSAL CORPORATION	0100	Rubbish Disposal	\$ 6,857.86
14075399	12/18/2015	FREDRICKS ELECTRIC INC	0100	Repairs & Maintenance	\$ 5,315.00
14075400	12/18/2015	LAW OFFICE OF PERRY ISRAEL	0100	Legal Exp-Business	\$ 375.00
14075401	12/18/2015	MOBILE MODULAR MANAGEMENT CORP	2519	Rents & Leases	\$ 1,065.00
14075402	12/18/2015	OFFICE DEPOT, INC	0100	Materials And Supplies	\$ 30.74
14075403	12/18/2015	PACIFIC BACKFLOW, INC	0100	Repairs & Maintenance	\$ 637.41

ITEM 15F

WARRANT REPORT FROM 12/01/15 THROUGH 01/04/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14075404	12/18/2015	PARK IT BIKE RACKS CO.	0100	Materials And Supplies	\$ 1,736.12
14075405	12/18/2015	PASCO SCIENTIFIC	0100	Materials And Supplies	\$ 657.84
14075406	12/18/2015	PITSCO	0100	Materials And Supplies	\$ 330.61
14075407	12/18/2015	REGENTS BANK	2139	New Construction	\$ 2,046.06
14075408	12/18/2015	SAFETY GLASSES USA, INC.	0100	Materials And Supplies	\$ 184.41
14075409	12/18/2015	SANTA FE IRRIGATION DISTRICT	2139	New Construction	\$ 784.66
14075410	12/18/2015	SCHOOL NURSE SUPPLY COMPANY	0100	Materials And Supplies	\$ 25.54
14075411	12/18/2015	SHRED SAN DIEGO LLC	0100	Other Serv.& Oper.Exp.	\$ 811.00
14075412	12/18/2015	SOUTHERN CA SOIL & TESTING INC	2139	New Construction	\$ 334.00
14075413	12/18/2015	SOUTHWEST SCHOOL/OFFICE SUPPLY	0100	Materials And Supplies	\$ 99.57
14075609	12/18/2015	ROBERT CAUGHEY	0100	Expenditure Suspense	\$ 332.19
14075610	12/18/2015	HERNANDEZ-CYR, MELISSA	0100	Expenditure Suspense	\$ 207.75
14075611	12/18/2015	SPILKIN, BRADLEY	0100	Expenditure Suspense	\$ 348.50
14075612	12/18/2015	JEANNIE CHUFO	0100	Expenditure Suspense	\$ 178.27
14075613	12/18/2015	JAYME CAMBRA	0100	Expenditure Suspense	\$ 469.95
14075614	12/18/2015	Melissa Harkiewicz	0100	Expenditure Suspense	\$ 140.15
14075615	12/18/2015	Jodi Elin Astorino	0100	Expenditure Suspense	\$ 346.50
14075616	12/18/2015	Kevin Hopp	0100	Expenditure Suspense	\$ 350.39
14075617	12/18/2015	Tabitha Joy Barry	0100	Expenditure Suspense	\$ 42.12
14075618	12/18/2015	Heather Lopez	0100	Expenditure Suspense	\$ 350.40
14075619	12/18/2015	tichael J Montgomery	0100	Expenditure Suspense	\$ 175.19
14075620	12/18/2015	Yanire Cercet-Martinez	0100	Expenditure Suspense	\$ 513.92
14075621	12/18/2015	Erin Charnow	0100	Expenditure Suspense	\$ 579.39
14075622	12/18/2015	Taylor B O'Neill	0100	Expenditure Suspense	\$ 234.04
14075623	12/18/2015	Michael D Rall	0100	Expenditure Suspense	\$ 519.55
14075624	12/18/2015	Christine A. Corrao	0100	Expenditure Suspense	\$ 233.60
14075625	12/18/2015	Rebecca Nichole DeLeone	0100	Expenditure Suspense	\$ 141.91
14075626	12/18/2015	Julie A Seebruch	0100	Expenditure Suspense	\$ 568.29
14075627	12/18/2015	Cristina Isabel Del Val Gamino	0100	Expenditure Suspense	\$ 497.78
14075628	12/18/2015	Eusebio T Sevilla	0100	Expenditure Suspense	\$ 157.67
14075629	12/18/2015	Collin G. Elliott	0100	Expenditure Suspense	\$ 130.99
14075630	12/18/2015	Erica N Soderlund	0100	Expenditure Suspense	\$ 233.60
14075631	12/18/2015	Jason A Sowers	0100	Expenditure Suspense	\$ 297.85
14075632	12/18/2015	Michael K Starr	0100	Expenditure Suspense	\$ 584.00
14075633	12/18/2015	Tim E. Staycer	0100	Expenditure Suspense	\$ 491.98
14075634	12/18/2015	Michael A Wahlstrom	0100	Expenditure Suspense	\$ 268.19
14075635	12/18/2015	BALDEN, GREGORY	0100	Expenditure Suspense	\$ 549.24
14075636	12/18/2015	ELIZABETH DARGAN	0100	Expenditure Suspense	\$ 575.38
14075637	12/18/2015	GAHAGAN, LAURYN	0100	Expenditure Suspense	\$ 513.42
14075638	12/18/2015	DOROTHY GUNTER	0100	Expenditure Suspense	\$ 532.67
14075639	12/18/2015	KIM, TANIA	0100	Expenditure Suspense	\$ 458.11
14075640	12/18/2015	GARY LEWIS	0100	Expenditure Suspense	\$ 400.85
14075641	12/18/2015	MARY JEANETTE LINDEBAK	0100	Expenditure Suspense	\$ 157.29
14075642	12/18/2015	SHANNON MERIDETH	0100	Expenditure Suspense	\$ 584.00
14075643	12/18/2015	KATHERINE MARTINEZ	0100	Expenditure Suspense	\$ 486.45
14075644	12/18/2015	LORI MUSEL	0100	Expenditure Suspense	\$ 327.04
14075645	12/18/2015	MARYANNE NUSKIN	0100	Expenditure Suspense	\$ 571.30
14075646	12/18/2015	MIRANDAH M. OLIPHANT	0100	Expenditure Suspense	\$ 185.63
14075647	12/18/2015	MICHAEL SANTOS	0100	Expenditure Suspense	\$ 163.52
14075648	12/18/2015	SERRANO, JOANNE	0100	Expenditure Suspense	\$ 330.94
14075649	12/18/2015	JASON VILORIA	0100	Expenditure Suspense	\$ 258.90
14075650	12/18/2015	SHAUNA WALTON	0100	Expenditure Suspense	\$ 437.13
14075651	12/18/2015	THEA WELCH	0100	Expenditure Suspense	\$ 752.86
14075652	12/18/2015	JOHN L. WEST	0100	Expenditure Suspense	\$ 518.82
14075653	12/18/2015	WONG, CAROLYN	0100	Expenditure Suspense	\$ 459.87
14075819	12/21/2015	BRINN BELYEA	0100	Conference,Workshop,Sem.	\$ 525.00

ITEM 15F

WARRANT REPORT FROM 12/01/15 THROUGH 01/04/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14075820	12/21/2015	LUNA GRILL	0100	Refreshments	\$ 140.83
14075821	12/21/2015	ANDREA SHEPHARD	0100	Mileage	\$ 14.95
14075822	12/21/2015	CHIHYUN CHOI	1300	Food Service Sales Cvms	\$ 100.00
14075823	12/21/2015	ONE DAY SIGNS	2139	New Construction	\$ 256.00
14075824	12/21/2015	A1 GOLF CARS, INC	0100	Other Serv.& Oper.Exp.	\$ 959.44
				Repairs & Maintenance	\$ 523.43
			1300	Repairs & Maintenance	\$ 130.00
14075825	12/21/2015	CHUCK ADAMS	0100	Conference,Workshop,Sem.	\$ 238.77
14075826	12/21/2015	BURCIAGA, MARIA V	0100	Materials And Supplies	\$ 17.81
				Mileage	\$ 166.75
			1100	Communications-Postage	\$ 6.74
14075827	12/21/2015	DIVISION OF THE STATE ARCHITECT	3500	Improvements	\$ 1,504.32
14075828	12/21/2015	CHRISTOPHER D. FAIST	0100	Conference,Workshop,Sem.	\$ 101.20
14075829	12/21/2015	JAMIE GARMAN	0100	Conference,Workshop,Sem.	\$ 31.40
14075830	12/21/2015	KAREN GEASLIN	0100	Conference,Workshop,Sem.	\$ 10.35
14075831	12/21/2015	JON HALL	0100	Other Transport.Supplies	\$ 140.40
14075832	12/21/2015	HARDER, JAY	0100	Other Transport.Supplies	\$ 189.00
14075833	12/21/2015	BETH HERGESHEIMER	0100	Conference,Workshop,Sem.	\$ 242.94
14075834	12/21/2015	LOURDES HERNANDEZ	0100	Mileage	\$ 71.88
14075835	12/21/2015	MCNEFF, MICHELLE	0100	Materials And Supplies	\$ 91.71
14075836	12/21/2015	MISSION LINEN SUPPLY	0100	Other Serv.& Oper.Exp.	\$ 406.70
14075837	12/21/2015	NORTH COUNTY EQUIPMENT	0100	Repairs & Maintenance	\$ 157.17
14075838	12/21/2015	OFFICE SOLUTIONS BUSINESS	0100	Materials And Supplies	\$ 187.92
14075839	12/21/2015	RALPHS CUSTOMER CHARGES	0100	Materials And Supplies	\$ 110.04
14075840	12/21/2015	SMART AND FINAL STORES CORP	0100	Materials And Supplies	\$ 875.05
14075841	12/21/2015	REGENTS OF THE UNIV. OF CA.	0100	Test Scoring	\$ 84.00
14075842	12/21/2015	UNITED PARCEL SERVICE	0100	Communications-Postage	\$ 335.78
14075843	12/21/2015	WESTBERG & WHITE, INC.	2139	New Construction	\$ 1,312.50
14075844	12/21/2015	WILLIAMS SCOTSMAN, INC.	2139	New Construction	\$ 5,436.00
14076165	12/22/2015	LESLIE LUNA	0100	Mileage	\$ 63.25
14076166	12/22/2015	BALFOUR BEATTY CONSTRUCTION,	2139	New Construction	\$ 200,448.10
14076167	12/22/2015	DELORES PERLEY REVOLVING CASH	0100	Bank Charges	\$ 119.40
				Communications-Postage	\$ 225.00
				Conference,Workshop,Sem.	\$ 842.02
				Materials And Supplies	\$ 322.68
				Other Transport.Supplies	\$ 178.20
				Spec Ed Stipends	\$ 3,534.75
				Teacher Sal-Regular	\$ 700.00

Report Total

\$ 5,003,119.64

ITEM 15F

RCF REPORT FROM 12/01/15 THROUGH 1/04/16

CK NBR	DATE	NAME/VENDOR	DESCRIPTION	AMOUNT
11309	12/02/2015	US POSTAL SERVICE	BRM Permit No. 101001	\$ 225.00
11310	12/02/2015	MARY JEANNETTE LINDEBAK	PETTY CASH REIMBURSEMENT	\$ 130.33
11311	12/02/2015	RYLAND WICKMAN	PETTY CASH REIMBURSEMENT	\$ 79.34
11312	12/04/2015	AMERICAN EXPRESS	BETH HERGESHEIMER MARRIOTT 11/13/15	\$ 842.02
11313	12/04/2015	LAURA SPAULDING	PETTY CASH REIMBURSEMENT	\$ 55.72
11314	12/07/2015	SAN DIEGUITO UHSD	TPP, WOKABILITY, BANK FEE - NOV 2015	\$ 2,651.28
11315	12/09/2015	JOHN CANNON	NOVEMBER 2015 PAYROLL CHECK	\$ 700.00
11316	12/16/2015	SUSAN BOUCHARD	PETTY CASH REIMBURSEMENT	\$ 57.29
11317	12/16/2015	SAN DIEGUITO UHSD	WORKABILITY DECEMBER 2015	\$ 976.50
11318	12/17/2015	RAUL LARA	WORK BOOTS FOR GARAGE SERVICE WORKER	\$ 178.20
11319	12/18/2015	VANESSA VARELA-FUSCO	NOVEMBER & DECEMBER 2015 PAYROLL	\$ 800.00
11320	12/18/2015	JOANNE SERRANO	NOVEMBER AND DECEMBER 2015 PAYROLL	\$ 400.00
11321	12/18/2015	JOANNE SERRANO	DECEMBER 2015 PAYROLL	\$ 1,000.00

Report Total

\$ 8,095.68

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 4, 2016

BOARD MEETING DATE: January 14, 2016

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

SUBMITTED BY: Rick Schmitt, Superintendent

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

EXECUTIVE SUMMARY

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

An agreement with SVA Architects, to conduct field surveys for the bio-retention basins, as built-survey and as built plan review for final certification by the City of Encinitas for the San Dieguito High School Academy Interim Housing/Tennis Courts replacement project.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached chart.

ITEM 15H

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

PROPOSITION AA – AMENDMENTS
FACILITIES PLANNING & CONSTRUCTION

Board Meeting Date: 01-14-16

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
12/12/13 - Completion	SVA Architects	To amend contract CA2014-20 for architectural/engineering services at San Dieguito High School Academy Interim Housing & Tennis Courts Project.	Building Fund Prop 39 – Fund 21-39	Additional \$9,700.00 for a new total of \$155,945.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 4, 2016

BOARD MEETING DATE: January 14, 2016

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

SUBMITTED BY: Rick Schmitt, Superintendent

SUBJECT: APPROVAL OF CHANGE ORDERS

EXECUTIVE SUMMARY

The San Dieguito High School Academy Stadium Project Phases 1 and 2 were approved by the Board on January 16, 2014 and awarded under the Lease-Leaseback delivery method to Gilbane Building Company ("Gilbane"), with a preliminary guaranteed maximum price of \$5,381,685.00.

At the March 6, 2014 board meeting, the board approved the first portion, Phase 1, of the contract for the stadium component with a guaranteed maximum price (GMP) of \$2,884,299.00, and at the October 16, 2014 accepted the stadium component as complete with a final cost of \$2,645,336.73.

At the March 5, 2015 board meeting, the board approved the second portion, Phase 2, of the contract for the interim housing/tennis courts component with a GMP of \$2,611,846, for a new Phase 1 and 2 total GMP of \$5,257,182.73. An initial savings of \$124,502.27 compared to the preliminary GMP.

At the August 20, 2015 board meeting, the board approved a change order in the amount of \$522,738 for changes required by the Division of State Architect and the City of Encinitas related to handicap accessibility and permanent storm water components bringing the total Phase 2 GMP to \$3,134,584.00.

The Phase 2 interim housing/tennis courts component of the project is now complete. Gilbane has a deductive change order in the amount of \$43,513.74, for a final Phase 2 GMP of \$3,091,070.26; and a final total Phase 1 and 2 GMP of \$5,736,406.99.

ITEM 15J

RECOMMENDATION:

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

1. San Dieguito High School Academy Stadium Project Phase 2 CA2014-40, contract entered into with Gilbane Building Company, decreasing the contract amount by \$43,513.74.00 for a new total of \$3,091,070.27, and a total GMP in the amount of \$5,736,406.99, and extend the contract by 507 days.

FUNDING SOURCE:

N/A

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 6, 2016

BOARD MEETING DATE: January 14, 2016

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

SUBMITTED BY: Rick Schmitt, Superintendent

SUBJECT: ACCEPTANCE OF CONSTRUCTION PROJECTS

EXECUTIVE SUMMARY

The San Dieguito High School Academy Stadium Project Phase 2, Interim Housing and Tennis Courts Replacement is now complete. Phase 1 of the project was accepted as complete on October 16, 2014.

RECOMMENDATION:

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

1. San Dieguito High School Academy Stadium Project Phase 2, Interim Housing and Tennis Courts Replacement, contract CA2014-40 entered into with Gilbane Building Company.

FUNDING SOURCE:

N/A

ITEM 15K

Recordation Requested by and]
 When Recorded Return to:]
]
 San Dieguito Union High School District]
 Attn: Caroline Roberts]
 710 Encinitas Blvd.]
 Encinitas, CA 92024]
]

**ACCEPTANCE OF WORK
 AND
 NOTICE OF COMPLETION**

1. San Dieguito Union High School District In Fee 710 Encinitas Blvd., Encinitas, CA 92024
 (Name of School District)

2. Gilbane Building Company
 (Name of Contractor)

3. Travelers Casualty and Surety Company of America
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

San Dieguito High School Academy Interim Housing/Tennis Courts Replacement
 800 Santa Fe Drive, Encinitas, CA 92024

as provided in contract specified herein which is on file with the Clerk of the Governing Board of the above named School District.

5. Date of Contract] 6. Acceptance of the work and materials is recommended
]
 01/16/2014]
]
] _____ (Signature of Recommending Person) _____ (Date)
]

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 14th day of January, 2016; No. _____

The Contractor on said contract and public work and the name of the surety on the Contractor's Bond of said Contractor are as set forth above.

San Dieguito Union High School District

By _____

[Code of Civil Procedure Section 1192.1]
 [Government Code Section 27361.6]

VERIFICATION

The undersigned declares that he is an officer, namely, the Secretary of the Governing Board of the San Dieguito Union High School District, which is the owner of the public work described in the within Notice of Completion executed by said district; that he has read the same and knows the contents thereof and that the facts therein stated are true of his own knowledge; and that he makes this verification for and on behalf of said school district.

I declare under penalty of perjury that the foregoing is true and correct.
 Executed on _____, 20____, of San Diego, California

 Rick Schmitt

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: December 21, 2015

BOARD MEETING DATE: January 14, 2016

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

SUBMITTED BY: Rick Schmitt, Superintendent

SUBJECT: AUTHORIZATION TO REDUCE RETAINAGE
PERCENTAGE / PROPOSITION AA

EXECUTIVE SUMMARY

On April 3, 2014, the board approved entering into a Lease/Leaseback Agreement with Balfour Beatty Construction, LLC (“Balfour Beatty”) for construction of Pacific Trails Middle School formerly Middle School #5 (the “Project”). The Lease/Leaseback Agreement consists of the Site Lease, Sublease Agreement and Construction Services Agreement.

Pursuant to Public Contract Code Section 9203 and in accordance with section #18 of the Construction Services Agreement, upon 50% satisfactory completion of the work, the governing board may make any of the remaining construction progress payments in full. The project is substantially complete at 95% of contract work finished. Balfour Beatty is requesting a reduction in retainage withholding from 5% to 2.5%. Based upon their billing #20, this would result in a retention release of \$769,701.50 for work completed; and would allow the remaining Project billings to be billed at 2.5% retainage.

RECOMMENDATION:

It is recommended that the Board authorize retention release in amount stated above and reduction in the retainage percentage of future billings.

FUNDING SOURCE:

Building Fund Prop 39 – Fund 21-39

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: December 21, 2015

BOARD MEETING DATE: January 14, 2016

PREPARED BY: John Addleman, Exec. Dir. of Planning Services
Eric Dill, Assoc. Supt. of Business Services

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: ADOPTION OF RESOLUTION / REPORT ON
STATUTORY SCHOOL FEES AND
FINDINGS 2014-2015

EXECUTIVE SUMMARY

Government Code Section 66006 provides that all school districts shall make available to the public certain information and shall adopt described findings relative to statutory school fees collected, pursuant to Government Code Sections 53080 *et seq.* and 65995 *et seq.*, and Mitigation Payments collectively. The described information and findings relate to Reportable Fees (Fund 25-19) received, expended or to be expended in connection with school facilities to accommodate additional students from new development if funded or partially funded with Reportable Fees. Reportable Fees have not been levied, collected or imposed for general revenue purposes.

The following Annual and Five Year Reports for fiscal year 2014-2015 include the information the District intends to review and adopt in accordance with Government Code Section 66006. These reports were made available to the public on December 11, 2015. No comments were received during the public review period.

ITEM 16

RECOMMENDATION:

It is recommended that the Board adopt the resolution regarding statutory school fees and report for fiscal year 2014-2015, and the findings in compliance with Government Code sections 66006 and 66001, as shown in the attached supplements.

FUNDING SOURCE:

Not applicable.

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT RELATING TO
INFORMATION MADE AVAILABLE TO THE PUBLIC IN
THE FORM OF A STATUTORY SCHOOL FEES AND
MITIGATION PAYMENTS (“REPORTABLE FEES”)
REPORT FOR FISCAL YEAR 2014-2015
 (“REPORTABLE FEES REPORT”), AND FINDINGS THEREON, IN
COMPLIANCE WITH GOVERNMENT CODE SECTIONS 66006 AND 66001**

WHEREAS, San Dieguito Union High School District (“District”) has received and expended Reportable Fees in connection with school facilities (“School Facilities”) of the District for new development and these funds have been deposited in a capital facilities account as provided by Section 66006 (a) of the Government Code; and

WHEREAS, in accordance with Section 66006 (a) of the Government Code, the District has established and maintained a separate capital facilities account and maintained such capital facilities account in a manner to avoid any commingling of the Reportable Fees with other revenues and funds of the District, except for temporary investments, and has expended those Reportable Fees collected for the sole purpose for which they were collected; and

WHEREAS, Section 66006 (b)(1) of the Government Code provides that the District shall make available to the public within one hundred eighty (180) days after the last day of each fiscal year the following information in the form of a Reportable Fees Report:

- (A) A brief description of the type of Reportable Fee in the account.
- (B) The amount of the Reportable Fees.
- (C) The beginning and ending balance of the account.
- (D) The amount of the Reportable Fees collected and the interest earned.
- (E) An identification of each project (“Project”) of the District on which Reportable Fees were expended and the amount of the expenditures on each project, including the total percentage of the cost of the Project that was funded with Reportable Fees.

ITEM 16

- (F) An identification of an approximate date by which the construction of a Project will commence if the District determines that sufficient funds have been collected to complete financing on an incomplete Project, as identified in paragraph (2) of subdivision (a) of Section 66001, and the Project remains incomplete.
- (G) A description of each interfund transfer or loan made from the account, including the Project on which the transferred or loaned Reportable Fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account will receive on the loan.
- (H) The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001; and

WHEREAS, Section 66001 (d) of the Government Code provides that for the fifth fiscal year following the first deposit into the account, and every five years thereafter, the District shall make all of the following findings with respect to that portion of the account remaining unexpended, whether committed or uncommitted:

- (1) Identification of the purpose to which the Reportable Fees are to be put.
- (2) Demonstration of a reasonable relationship between the Reportable Fees and the purpose for which they are charged.
- (3) Identification of all sources and amounts of funding anticipated to complete financing of the Projects of the District.
- (4) Designation of the approximate dates on which the funding referred to in paragraph (3) is expected to be deposited into the appropriate account; and

ITEM 16

WHEREAS, when findings are required by Section 66001 (d) of the Government Code, they shall be made in connection with the information required by Section 66006 of the Government Code; and

WHEREAS, Section 66006 (b)(2) of the Government Code requires the Board of Trustees (“Board”) to review the information made available to the public at a regularly scheduled public meeting and any other relevant information including, but not limited to, that certain Reportable Fees Report prepared for District entitled “SAN DIEGUITO UNION HIGH SCHOOL DISTRICT ANNUAL AND FIVE YEAR REPORTS FOR FISCAL YEAR 2014-2015 IN COMPLIANCE WITH GOVERNMENT CODE SECTIONS 66006 AND 66001” (“REPORTABLE FEES REPORT”) not less than fifteen (15) days after this Reportable Fees Report is made available to the public; and

WHEREAS, the District has complied with all of the foregoing provisions.

NOW, THEREFORE, ON BEHALF OF THE DISTRICT IT IS HEREBY RESOLVED, DETERMINED AND ORDERED AS FOLLOWS:

Section 1. That pursuant to Government Code Sections 66001 (d) and 66006 (b)(1) and (2), the District has made available to the public the requisite information and proposed findings concerning collection and expenditure of Reportable Fees related to School Facilities for new development within the District.

Section 2. That the Board of the District at a public meeting has reviewed the following information pursuant to Government Code Section 66006 (b)(1) as is required by Government Code Section 66006(b)(2):

- (A) A brief description of the type of Reportable Fee in the account.
- (B) The amount of the Reportable Fee.
- (C) The beginning and ending balance of the account.
- (D) The amount of Reportable Fees collected and the interest earned.

ITEM 16

- (E) An identification of each Project on which Reportable Fees were expended and the amount of the expenditures on each Project, including the total percentage of the cost of the Project that was funded with Reportable Fees.
- (F) An identification of an approximate date by which the construction of the Project will commence if the District determines that sufficient funds have been collected to complete financing on an incomplete Project, as identified in paragraph (2) of subdivision (a) of Section 66001, and the Project remains incomplete.
- (G) A description of each interfund transfer or loan made from the account, including the Project on which the transferred or loaned Reportable Fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account will receive on the loan.
- (H) The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001; and

Section 3. That the Board of the District at a public meeting has reviewed the proposed findings as required by Government Code Section 66001 (d):

- (1) Identification of the purpose to which the Reportable Fees are to be put.
- (2) Demonstration of a reasonable relationship between the Reportable Fees and the purpose for which they are charged.
- (3) Identification of all sources and amount of funding anticipated to complete financing of Projects of the District.
- (4) Designation of the approximate dates on which the funding referred to in paragraph (3) is expected to be deposited into the appropriate account.

ITEM 16

Section 4. That the Board of the District hereby determines that all Reportable Fees, collections and expenditures have been received, deposited, invested and expended in compliance with the relevant sections of the Government Code and all other applicable laws.

Section 5. That the Board of the District hereby determines that no refunds and allocations of Reportable Fees, as required by Government Code Section 66001, are deemed payable at this time.

Section 6. That the Board of the District hereby determines that the District is in compliance with Government Code Section 66000 *et seq.* relative to receipt, deposit, investment, expenditure or refund of Reportable Fees received and expended relative to School Facilities for new development.

ADOPTED, SIGNED AND APPROVED, this 14th day of January, 2016.

BOARD OF TRUSTEES OF THE
SAN DIEGUITO UNION HIGH
SCHOOL DISTRICT

By: _____
President of the Board of Trustees of the
San Dieguito Union High School District

ATTEST:

By: _____
Clerk of the Board of Trustees of the
San Dieguito Union High School District

ITEM 16

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
ANNUAL AND FIVE YEAR REPORTS
FOR FISCAL YEAR 2014-2015
IN COMPLIANCE WITH
GOVERNMENT CODE SECTIONS 66006 AND 66001**

Government Code Sections 66006 and 66001 provide that the San Dieguito Union High School District (“District”) shall make available to the public certain information and adopt described findings relative to statutory school fees (“Statutory School Fees”) collected pursuant to Government Code Sections 53080 et seq and 65995 et seq., Senate Bill 201 fees (“SB 201 Fees”) collected also pursuant to Government Code Section 65970 et seq., and Mitigation Payments collectively (“Reportable Fees”). The described information and findings relate to Reportable Fees received, expended or to be expended in connection with school facilities (“School Facilities”) to accommodate additional students from new development if funded or partially funded with Reportable Fees. The Reportable Fees do not include special tax proceeds, letters of credit, bonds, or other instruments to secure payment of Reportable Fees at a future date. The Reportable Fees have not been levied, collected, or imposed for general revenue purposes.

The following Annual and Five-Year Reports include the information and proposed findings the District intends to review and adopt in accordance with Government Code Sections 66006 and 66001.

I.

INFORMATION MADE AVAILABLE PURSUANT TO GOVERNMENT CODE SECTION 66006 FOR FISCAL YEAR 2014-2015:

1. In accordance with Government Code Section 66006(b)(1) and (2), the District provides the following information for fiscal year 2014-2015:

A. DESCRIPTION OF THE TYPE OF FEES IN THE ACCOUNT OF THE DISTRICT:

The Reportable Fees of the District for fiscal year 2014-2015 consist of Statutory School Fees.

B. AMOUNT OF THE REPORTABLE FEES:

The Statutory School Fee amounts for fiscal year 2014–2015 are set forth in Schedule A which is incorporated herein. These Statutory School Fee amounts were previously adopted on behalf of the District by the Board of Trustees (“Board”) of the District. The Statutory School Fee amounts only partially mitigate the impacts to the District caused by new residential development because the Statutory School Fees do not adequately fund School Facility needs resulting from additional development within the District.

C. BEGINNING AND ENDING BALANCE OF ACCOUNT :

	Reportable Fees
Beginning Balance (7/01/14)	\$1,288,369.27
Ending Balance (6/30/15)	\$1,378,735.24

D. AMOUNT OF THE REPORTABLE FEES COLLECTED AND INTEREST EARNED:

Amount of Reportable Fees Collected	Amount of Interest Earned
\$1,046,461.67	\$4,831.26

E. IDENTIFICATION OF EACH PROJECT OF THE DISTRICT ON WHICH STATUTORY SCHOOL FEES WERE EXPENDED AND THE AMOUNT OF THE EXPENDITURES ON EACH PROJECT OF THE DISTRICT, INCLUDING THE TOTAL PERCENTAGE OF THE COST OF THE PROJECT OF THE DISTRICT THAT WAS FUNDED WITH STATUTORY SCHOOL FEES: ITEM 16

The foregoing information¹ is set forth in Schedule B, which are incorporated herein.

F. IDENTIFICATION OF AN APPROXIMATE DATE BY WHICH THE CONSTRUCTION OF PROJECT(S) OF THE DISTRICT WILL COMMENCE IF THE DISTRICT DETERMINES THAT SUFFICIENT FUNDS HAVE BEEN COLLECTED TO COMPLETE FINANCING ON AN INCOMPLETE PROJECT OF THE DISTRICT, AS IDENTIFIED IN PARAGRAPH (2) OF SUBDIVISION (A) OF SECTION 66001, AND THE PROJECT OF THE DISTRICT REMAINS INCOMPLETE:

The District determined that it had sufficient funds to initiate construction of the following in fiscal year 2014-2015:

- San Dieguito High School Academy – Math & Science Building
- San Dieguito High School Academy – Performing Arts Complex Improvements

G. DESCRIPTION OF EACH INTERFUND TRANSFER OR LOAN MADE FROM THE ACCOUNT INCLUDING PROJECT(S) OF THE DISTRICT ON WHICH THE TRANSFERRED OR LOANED STATUTORY SCHOOL FEES WILL BE EXPENDED, AND, IN THE CASE OF AN INTERFUND LOAN, THE DATE ON WHICH THE LOAN WILL BE REPAYED, AND THE RATE OF INTEREST THAT THE ACCOUNT WILL RECEIVE ON THE LOAN:

Funds to Which Statutory School Fees Are Loaned	Amount	Date Loan To Be Repaid	Rate of Interest
N/A			

H. THE AMOUNT OF REFUNDS MADE OR REVENUES ALLOCATED FOR OTHER PURPOSES IF THE ADMINISTRATIVE COSTS OF REFUNDING UNEXPENDED REVENUES EXCEED THE AMOUNT TO BE REFUNDED:

No refunds of Reportable Fees were made in fiscal year 2014-2015, and no refunds are required under applicable law.

¹ The information will also include any Statutory School Fees spent for administrative costs associated with the adoption, collection, and reporting of the Statutory School Fees.

ITEM 16

SCHEDULE A.

Statutory School Fees:

Residential Development \$1.28 per square foot of habitable living space should development reside in Rancho Santa Fe Elementary School District. \$1.77 per square foot of habitable living space all other areas.

Commercial/Industrial
Development \$.21 per square foot of covered and enclosed space should development reside in Rancho Santa Fe Elementary School District. \$.28 per square foot of covered and enclosed space all other areas.

SCHEDULE B.

Improvement	Amount Expended	Percent Funded
Site Improvements	\$ 3,916.00	100%
New Construction/Building Improvements	\$ 573,811.35	100%
Consultants/Studies/Demographics	\$ 61,435.81	100%
Legal/Legal Advertising	\$ 803.40	100%
Furniture & Equipment	\$ 182,147.14	100%
Interim Housing	\$ 137,753.47	100%
Printing	\$ 1,059.79	100%
Administrative Costs	\$ 0.00	100%
Total	\$ 960,926.96	

ITEM 16

II. FIVE YEAR REPORT

In accordance with Government Code Section 66001, the District provides the following information with respect to that portion of the account or sub-account(s) remaining unexpended, whether committed or uncommitted:

A. IDENTIFICATION OF THE PURPOSE TO WHICH THE REPORTABLE FEES ARE TO BE PUT

The purpose of the Reportable Fees imposed and collected on new residential and commercial/industrial development within the District during fiscal year 2014-2015 was to fund the additional grade 7-12 School Facilities required to serve the grade 7-12 Project Students generated by new development within the District. Specifically, the Reportable Fees will be used for the construction and/or acquisition of additional School Facilities, improvements to existing School Facilities to add additional classrooms, sustainability, and technology, as well as acquiring and installing additional portable classrooms to accommodate Project Students.

B. DEMONSTRATION OF A REASONABLE RELATIONSHIP BETWEEN THE REPORTABLE FEES AND THE PURPOSES FOR WHICH THEY ARE CHARGED

There is a roughly proportional, reasonable relationship between the new development upon which the Reportable Fees are charged and the need for additional School Facilities by reason of the fact that additional students will be generated by additional development within the District and the District does not have student capacity in its existing School Facilities to accommodate these new students. Furthermore, the Reportable Fees charged on new development will be used to fund School Facilities that will be used to serve the students generated from new development and the Reportable Fees do not exceed the costs of providing such School Facilities for new students.

C. IDENTIFICATION OF ALL SOURCES AND AMOUNTS OF FUNDING ANTICIPATED TO COMPLETE FINANCING OF THE SCHOOL FACILITIES THE DISTRICT HAS IDENTIFIED IN THE DISTRICT'S REPORTS

Schedule C lists the proposed funding sources for all pending School Facility projects, as presently identified by the District:

D. IDENTIFICATION OF THE APPROXIMATE DATES ON WHICH THE FUNDING REFERRED TO IN SECTION C IS EXPECTED TO BE DEPOSITED INTO THE APPROPRIATE ACCOUNT OR FUND

Schedule D lists the approximate dates on which the funds are expected to be available for the School Facility Projects presently identified by the District

ITEM 16

Schedule C - IDENTIFICATION OF ALL SOURCES AND AMOUNTS OF FUNDING ANTICIPATED TO COMPLETE FINANCING OF THE SCHOOL FACILITIES THE DISTRICT HAS IDENTIFIED IN THE DISTRICT'S REPORTS5-Year Report (2014-2015)
Schedule C 14-15

Project	Est. Cost	State School	Mello Roos	NCW	Reportable	Prop AA/Other
		Bldg. Program ³			Fees	
Canyon Crest Academy						
Media Center/Physics Bldg	\$11,731,856	N/A	unknown	N/A	unknown	\$11,731,856
2011 Facilities Action Plan ¹	\$3,784,899 ²	unknown	unknown	unknown	unknown	3,784,899
Performing Arts Center Imp./Rigging/Storage/Marque	\$350,000	N/A	unknown	N/A	\$200,000	N/A
Campus Perimeter Gating	\$150,000	N/A	unknown	N/A	unknown	N/A
Carmel Valley Middle School						
2011 Facilities Action Plan ¹	\$5,767,426 ²	unknown	unknown	unknown	unknown	\$5,767,426
Diegueno Middle School						
2011 Facilities Action Plan ¹	\$22,175,441 ²	\$3,522,219 ³	unknown	N/A	unknown	\$22,175,441
Earl Warren Middle School						
New Campus	\$42,790,345	\$3,142,392 ³	\$4,410	N/A	unknown	\$42,785,935
La Costa Canyon High School						
HVAC, 800/900 Renovations	\$1,868,968	N/A	unknown	N/A	unknown	\$1,868,968
2011 Facilities Action Plan ¹	\$27,191,017 ²	unknown	unknown	N/A	unknown	\$27,191,017
Field Replacement	\$884,638	\$884,638	N/A	N/A	N/A	N/A
La Costa Valley School Site						
Baseball Fields, Playfields	\$11,333,814	N/A	\$85,814	N/A	N/A	\$11,248,000
2011 Facilities Action Plan ¹	\$6,835,296 ²	N/A	unknown	N/A	unknown	\$6,835,296
Oak Crest Middle School						
Media Center, Street and Drainage	\$4,831,722	N/A	unknown	N/A	unknown	\$4,831,722
2011 Facilities Action Plan ¹	\$11,591,760 ²	\$1,132,669 ³	unknown	N/A	unknown	\$11,591,760
Pacific Trails MS						
Phase 1 Initial Campus Construction	\$51,720,335	\$15,621,099 ³	\$87,735	unknown	unknown	\$51,632,600
2011 Facilities Action Plan - Balance ¹	\$17,162,602 ²	unknown	unknown	unknown	unknown	\$17,162,602
San Dieguito Academy						
Math & Science Bldg	\$18,185,786	N/A	unknown	N/A	\$155,366	\$18,030,420
Art, English, Science Building	\$24,536,348	N/A	unknown	N/A	unknown	\$24,536,348
2011 Facilities Action Plan ¹	\$24,120,694 ²	\$2,710,450 ³	unknown	N/A	unknown	\$24,120,694
Performing Arts Complex Imp.	\$162,327	\$150,327	unknown	N/A	\$12,000	N/A
Sunset High School						
2011 Facilities Action Plan ¹	\$10,739,437	\$774,454 ³	unknown	N/A	unknown	\$10,739,437
Torrey Pines High School						
Bldg B/Front Entry	\$23,261,004	N/A	\$84,031	N/A	unknown	\$23,176,973
2011 Facilities Action Plan ¹	\$48,481,022 ²	11,023,012 ³	unknown	unknown	unknown	\$48,481,022
Transportation Facility Imp.¹						
	\$12,545,400	N/A	unknown	N/A	unknown	N/A
Maintenance Mod. & Expansion¹						
	\$2,104,988	N/A	unknown	N/A	unknown	N/A
Districtwide – Tech Infrastructure						
2015-2017 Tech Infra Imp.	\$5,393,713	N/A	N/A	N/A	N/A	\$5,393,713
2011 Facilities Action Plan – Tech. ¹	\$9,436,473 ²	N/A	unknown	N/A	unknown	\$9,436,473
TOTAL	\$399,137,311	\$38,961,260	\$261,990	\$0.00	\$367,366	\$382,522,602

(1) Projects in preliminary planning with no known completion date for financing. Where noted, Facility Action Plans reflect multiple projects consisting of new construction, classroom modernization, infrastructure improvements. Plans are available for review in the Planning and Construction Department.

(2) Revised to reflect estimated amount remaining after 2013 Prop AA Bond funding. Future phases subject to availability of Prop AA funding.

(3) At this time, State Funding is not available for the projects identified. Should State Funding become available, the amounts reflected will be used to help reduce funding from Prop AA funding.

ITEM 16

Schedule D - IDENTIFICATION OF THE APPROXIMATE DATES ON WHICH THE FUNDING REFERRED TO IN SECTION C IS EXPECTED TO BE DEPOSITED INTO THE APPROPRIATE ACCOUNT OR FUND5-Year Report (2014-2015)
Schedule D 14-15

Project	State School	Mello Roos	NCW	Reportable	Prop AA/Other
	Bldg. Program			Fees	
Canyon Crest Academy					
Media Center/Physics Bldg	N/A	unknown	N/A	unknown	15/16
2011 Facilities Action Plan*	unknown	unknown	unknown	unknown	unknown
Performing Arts Center Imp.	N/A	unknown	N/A	14/15	N/A
Campus Perimeter Gating	N/A	unknown	N/A	unknown	N/A
Carmel Valley Middle School					
2011 Facilities Action Plan*	N/A	unknown	unknown	unknown	unknown
Diegueno Middle School					
2011 Facilities Action Plan*	unknown	unknown	N/A	unknown	unknown
Earl Warren Middle School					
New Campus	unknown	unknown	N/A	14/15	14/15
La Costa Canyon High School					
HVAC, 800/900 Renovations	N/A	unknown	N/A	unknown	14/15
2011 Facilities Action Plan*	unknown	unknown	N/A	unknown	unknown
Field Replacement	14/15	N/A	N/A	N/A	N/A
La Costa Valley School Site					
Baseball Fields, Playfields	N/A	13/14	N/A	N/A	12/13
2011 Facilities Action Plan*	N/A	unknown	N/A	unknown	unknown
Oak Crest Middle School					
Media Center, Street and Drainage	N/A	unknown	N/A	unknown	14/15
2011 Facilities Action Plan*	unknown	unknown	N/A	unknown	unknown
Pacific Trails MS					
Phase 1 Initial Campus Construction	unknown	13/14	unknown	unknown	12/13
2011 Facilities Action Plan - Balance*	unknown	unknown	unknown	unknown	unknown
San Dieguito Academy					
Math & Science Bldg	N/A	13/14	N/A	12/13-15/16	12/13
Art, English, Social Science Bldg	N/A	unknown	N/A	unknown	17/18
2011 Facilities Action Plan*	unknown	unknown	N/A	unknown	unknown
Performing Arts Complex Imp.	N/A	unknown	N/A	14/15	N/A
Sunset High School					
2011 Facilities Action Plan*	unknown	unknown	N/A	unknown	unknown
Torrey Pines High School					
Bldg B/Front Entry	N/A	unknown	N/A	unknown	14/15
2011 Facilities Action Plan*	unknown	unknown	unknown	unknown	unknown
Transportation Facility Imp.*	unknown	unknown	N/A	unknown	N/A
Maintenance Mod. & Expansion *	unknown	unknown	N/A	unknown	N/A
Districtwide – Tech Infrastructure					
2015-2017 Tech Infra Imp.	N/A	N/A	N/A	unknown	14/15
2011 Facilities Action Plan – Tech.*	N/A	unknown	N/A	unknown	unknown

(*) Projects in preliminary planning with no known completion date for financing.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 4, 2016

BOARD MEETING DATE: January 14, 2016

PREPARED BY: Delores Perley, Chief Financial Officer
Eric R. Dill, Assoc. Superintendent, Business

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: ACCEPTANCE OF THE 2014-15 ANNUAL
AUDIT REPORT

EXECUTIVE SUMMARY

The District entered into an agreement for the annual audit of all funds with Wilkinson, Hadley, King, & Co. LLP – Certified Public Accountants. The audit has been completed in accordance with state law. Wilkinson, Hadley, King, & Co. LLP now present the audit report for your review and acceptance. Copies have been forwarded to the County Superintendent and the California Department of Education within the time frame required by law.

Findings and recommendations are noted on pages 87 through 90 of the audit report. Each exception requires a response from the district (LEA's response) and is included in the audit report as the last paragraph of each exception.

The following exception was noted:

Page 88, Finding 2015-001 (10000)

The auditors noted some class attendance rosters were not signed and dated in a timely manner. This was due to site personnel not understanding the requirement that teachers must verify attendance within a week after the attendance period. Additional training has been provided to ensure attendance staff, teachers and administrators are following proper procedures. District staff will also conduct monthly compliance audits at each site.

This finding had no financial impact on the General Fund. Although the rosters were not signed within the proper timeframe, the attendance reported was correct. There was no change to average daily attendance (ADA) due to this finding. Notwithstanding, staff takes these findings seriously and will ensure all corrective action is implemented.

Wilkinson, Hadley, King & Co. LLP will conduct the audit of Proposition AA funds in January according to Proposition 39 requirements. The results of that audit will be presented to the Board of Trustees and the Independent Citizens Oversight Committee.

RECOMMENDATION:

It is recommended that the Board accept the 2014-15 annual audit of the San Dieguito Union High School District, as prepared by Wilkinson, Hadley, King, & Co. LLP, as shown in the attached supplement.

FUNDING SOURCE:

Not applicable.

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
COUNTY OF SAN DIEGO
ENCINITAS, CALIFORNIA**

AUDIT REPORT

JUNE 30, 2015

**Wilkinson Hadley King & Co. LLP
CPA's and Advisors
218 W. Douglas Ave
El Cajon, CA 92020**

Introductory Section

San Dieguito Union High School District
Audit Report
For The Year Ended June 30, 2015

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San Dieguito Union High School District
Audit Report
For The Year Ended June 30, 2015

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ITEM 17

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Financial Section



P. Robert Wilkinson, CPA
Brian K. Hadley, CPA

Aubrey W. King, CPA
Kevin A. Sproul, CPA

ITEM 17

Independent Auditor's Report

To the Board of Trustees
San Dieguito Union High School District
Encinitas, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the San Dieguito Union High School District ("the District") as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of San Dieguito Union High School District as of June 30, 2015, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter*Change in Accounting Principles*

As described in Note A to the financial statements, in 2015, San Dieguito Union High School District adopted new accounting guidance, Government Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions*, and GASB Statement No. 71, *Pension Transition for contributions Made Subsequent to the Measurement Date -- an amendment of GASB Statement No. 68*. Our opinion is not modified with respect to this matter.

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, budgetary comparison information, schedule of funding progress for OPEB benefits, schedule of the District's proportionate share of the net pension liability and schedule of District pension contributions identified as Required Supplementary Information in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the Required Supplementary Information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the San Dieguito Union High School District's basic financial statements. The combining financial statements are presented for purposes of additional analysis and are not required parts of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U. S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements. The accompanying other supplementary information is presented for purposes of additional analysis as required by the State's audit guide, *Standards and Procedures for Audits of California K-12 Local Education Agencies 2014-15*, published by the Education Audit Appeals Panel, and is also not a required part of the basic financial statements.

The combining financial statements and other supplementary information and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining financial statements and other supplementary information and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 14, 2015 on our consideration of San Dieguito Union High School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering San Dieguito Union High School District's internal control over financial reporting and compliance.

Wilkinson Hadley King & Co., LLP

El Cajon, California
December 14, 2015

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended June 30, 2015
(Unaudited)**

This section of San Dieguito Union High School District's (District) annual financial report presents management's discussion and analysis of the District's financial performance during the year ending June 30, 2015. The intent of this discussion and analysis is to look at the District's financial performance as a whole. Readers should also review the financial statements and notes to the basic financial statements included in the audit report to enhance their understanding of the District's financial performance.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements comprise three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. The statements are organized so the reader can understand the District as a complex financial entity. The statements then proceed to provide an increasingly detailed look at specific financial activities.

The Statement of Net Position and Statement of Activities provide information about the activities of the whole district, presenting both an aggregate view of the District's finances and a longer-term view of those finances. Fund financial statements provide the next level of detail.

FINANCIAL HIGHLIGHTS

Key financial highlights for 2015 are as follows:

- Total governmental fund net position is \$8,495,466, after the total net pension liability of \$90,409,519
- The state wide average for the cost of living adjustment was .85%

Government-wide financial statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the assets and liabilities of the District, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The *statement of activities* presents information showing how the net position of the District changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Fund financial statements

A *fund* is a group of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District can be divided into two categories: governmental funds and proprietary funds.

- **Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the government's near-term financing requirements. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains eleven individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and the building fund, each of which are considered to be major funds. Data from the other nine governmental funds are combined into a single, aggregated presentation. Individual data for each of these non-major funds is provided in the form of combining statements elsewhere in this report.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

- **Proprietary funds.** The District maintains one proprietary fund type, an internal service fund.

Internal service funds are an accounting device used to accumulate and allocate costs internally among the District's various functions. The District uses three internal service funds to account for services provided to all the other funds of the District: Insurance premium reduction fund, other post-employment benefits fund and deductible insurance loss fund. The internal service funds have been included within *governmental activities* in the government-wide financial statements. The three internal service funds are combined into a single, aggregated presentation in the proprietary fund financial statements.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets exceeded liabilities by \$8.5 million at the close of the most recent fiscal year, after the net pension liability of \$90.4 million.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT 2014-15 NET POSITION (In Millions of Dollars)

	Governmental Activities		2014-15 % of Total	Total % Change over 13-14
	2013-14	2014-15		
Current and Other Assets	166.8	221.7	43%	32.9%
Capital Assets	228.1	290.3	57%	27.3%
Total Assets	\$ 394.9	\$ 512.0		29.7%
Deferred Outflows of Resources	-	6.7	1%	
Long Term Debt Outstanding	255.3	462.0	95%	81.0%
Other Liabilities	26.2	24.3	5%	-7.3%
Total Liabilities	\$ 281.5	\$ 486.3		72.8%
Deferred Inflows of Resources	-	23.9	5%	
<u>Net Position</u>				
Net Investment in Capital Assets	80.4	48.1	566%	-40.2%
Restricted	33	-39.6	-466%	-220.0%
Total Net Position	\$ 113.4	\$ 8.5		-92.5%

Governmental activities. The key elements of the District's net position for the year ended June 30, 2015 are as follows:

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
GOVERNMENT-WIDE STATEMENT OF ACTIVITIES**

<u>Revenues</u>	<u>Governmental Activities</u>		<u>% of Total</u> <u>2013-2014</u>	<u>% change</u> <u>over 13-14</u>
	<u>2013-2014</u>	<u>2014-2015</u>		
Program revenues				
Charges for services	2,367,582	2,059,334	1.47%	-13.0%
Operating grants and contributions	14,483,210	15,433,697	11.04%	6.6%
Capital grants and contributions	3,682	4,301	0.00%	16.8%
General revenues				
Property taxes	102,010,359	108,377,344	77.51%	6.2%
Federal and state aid not restricted to specific purposes	7,833,799	7,555,995	5.40%	-3.5%
Interest and investment earnings	747,368	703,330	0.50%	-5.9%
Interagency revenues	188,693	105,420	0.08%	-44.1%
Miscellaneous	5,532,347	5,589,858	4.00%	1.0%
Total revenues	<u>\$ 133,167,040</u>	<u>\$ 139,829,279</u>	<u>100.00%</u>	<u>5.0%</u>
<u>Expenditures by Function</u>				
Governmental activities				
Instruction	66,000,192	73,977,840	52.11%	12.1%
Instruction-related services	10,239,715	12,493,371	8.80%	22.0%
Pupil Services	13,875,753	15,358,696	10.82%	10.7%
General Administration	5,449,242	6,205,054	4.37%	13.9%
Plant Services	17,027,133	18,903,350	13.32%	11.0%
Ancillary Services	2,385,480	2,552,148	1.80%	7.0%
Enterprise Activities	978,083	753,610	0.53%	-23.0%
Interest on long-term debt	10,630,652	11,033,016	7.77%	3.8%
Other outgo	1,654,678	690,648	0.49%	-58.3%
Depreciation (unallocated)	-	-	-	-
	<u>\$ 128,240,928</u>	<u>\$ 141,967,733</u>	<u>100.00%</u>	<u>10.7%</u>
Increase (decrease) in net position	<u>\$ 4,926,112</u>	<u>\$ (2,138,454)</u>		
Net position - beginning (restated due to accounting regulation changes - Note Q, Net Pension Liability)	<u>\$ 108,495,758</u>	<u>\$ 10,633,920</u>		
Net position - ending	<u>\$ 113,421,870</u>	<u>\$ 8,495,466</u>		

- Charges for Services: Decrease of \$308K (13.0%) – due to a decrease in sales for the Child Nutrition Program.
- Property Tax: Increase of \$6.4 Mil (+6.2%) – due to an increase in property taxes as well as the collection of taxes for debt service on the 2012 voter-approved General Obligation Bond.
- Other Outgo: Decrease \$964K (58.3%) – decrease in Debt Services Expenses.

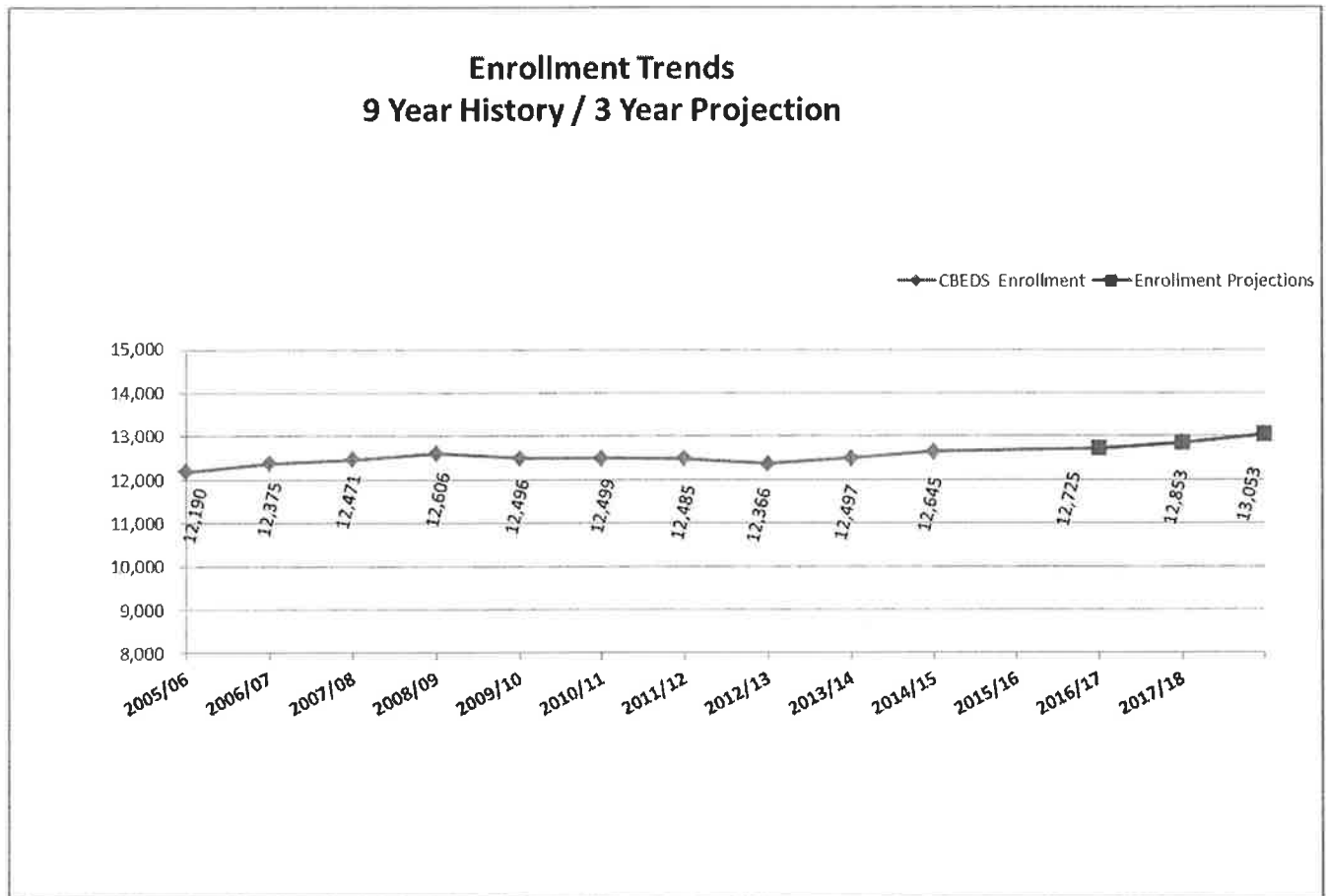
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- The District is currently classified as a “Basic Aid” district. This means the local property taxes collected exceed the funded Local Control Funding Formula (LCFF) entitlement provided by the state. The District became a Basic Aid district in 2008/09 following state funding cuts to the revenue limit. In 2014/15, the state funded approximately 81.9% of the LCFF Target.
- Due to the increase in LCFF gap funding for 2015/16, the District has transitioned back to the Local Control Funding Formula (LCFF) for the 2015/16 year. LCFF entitlements are based primarily on average daily attendance (ADA) and other appropriations. If a student is in attendance a full 180 days, the state awards the District one ADA. The state guarantees that if local taxes do not provide money equal to the funded LCFF it will make up the difference with state funding.

Enrollment, Enrollment Projections, and ADA

School Year	CBEDS Enrollment	Enrollment Projections	P2 ADA
2003/04	11,689		11,269
2004/05	11,926		11,525
2005/06	12,190		11,731
2006/07	12,375		11,950
2007/08	12,471		12,027
2008/09	12,606		11,882
2009/10	12,496		12,150
2010/11	12,499		11,989
2011/12	12,485		12,019
2012/13	12,366		11,832
2013/14	12,497		12,034
2014/15	12,645		12,119
2015/16*		12,725	
2016/17*		12,853	
2017/18*		13,053	

*estimated



Financial Analysis of the District's Funds

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the District's *governmental funds* is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. As the District completed the year, its governmental funds reported a combined fund balance of \$209.9 million; an increase of \$52.2 million over the previous year due primarily to the second issuance of general obligation bonds authorized by voters in 2012. The general fund had a fund balance increase of approximately \$1.8 million due to additional property tax, other revenue received at the end of the fiscal year, and unspent grants that will carry-over to 2015-16. In addition, the following expenditures should be noted:

- General fund salaries totaled \$67.7 million while the associated employee benefits of retirement, social security, Medicare, insurance (medical, dental, life, and accident), workers' compensation, and unemployment added \$25.3 million to arrive at 82% of total general fund expenditures.

Governmental funds report the differences between their assets and liabilities as fund balance, which is divided into non-spendable, restricted, designated, assigned and unassigned portions. Non-spendable amounts represent items such as inventory and revolving cash. Restricted fund balances are those associated with restricted funding sources. Designated and assigned portions of the District's fund balances indicate the amounts that are not available for appropriation, but are reserved for District determined purposes. Fund balances of debt service, capital projects, and other governmental funds are restricted by state law to be spent for the purpose of the fund and are not available for spending at the District's discretion. The \$21.4 million fund balance of the general fund is primarily designated for the following purposes:

Reserve for economic uncertainty. As required by state law, the District has established an unassigned reserve within the unrestricted general fund. This reserve is required to be at least 3% of general fund expenditures set aside for contingencies or possible reductions in state funding and is not to be used in the negotiation or settlement of contract salaries.

In addition, the District's Board of Trustees requires a minimum reserve of 4.5%, as well as a Basic Aid Reserve. As of June 2015, the \$15.3 million held in reserve meets the combined 7.5% requirement. The maintenance of a sufficient reserve is a key credit consideration in garnering excellent short-term and long-term bond ratings.

Non-Spendable reserve for revolving cash fund. The District maintains a \$30,000 revolving cash fund for expediting emergency and small purchase reimbursement to employees. In addition, the District maintains a Purchasing Card fund to provide a timely alternative for needed purchases. The cash fund to cover the card purchases is \$145,000; increasing the total reserve for revolving funds to \$175,000.

Non-Spendable reserve for stores inventories. Two departments, purchasing and nutrition services maintain perpetual inventories to expedite and reduce cost through volume purchasing. The total valuation as of June 30, 2015 was \$56,586.

General Fund Budgetary Highlights

During the year, the Board revised the District's budget. Budget amendments were to reflect changes in programs and related funding. The most significant differences may be summarized as follows:

- The difference between the original budget and the actual expenditures was an increase of \$7.0 million or 6.7% in total general fund expenditures. This increase was in all categories, but over half of the increase was in salaries and benefits due to additional staff needed for higher enrollment.
- During the year, actual revenue received exceeded original budgetary estimates by \$10.6 million, or 10.2%, to account for carryover balances, increases in property taxes, as well as increases in federal and state revenues and local donations.
- Variances primarily result from expenditure-driven federal and state grants that are included in the budgets at their full amounts.

Such grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met; unspent grant amounts are carried forward and included in the succeeding year's budget. Therefore, actual grant revenues and expenditures are normally less than the original budget amounts.

Capital Asset and Debt Administration

Capital Assets: The State School Facilities Fund (Fund 35-00) is used to account for the costs incurred in acquiring and improving sites, constructing and remodeling facilities, and procuring equipment necessary for providing educational programs for all students within the District.

The Capital Facilities Fund 25-18 consists of school facilities impact fees that assure school facilities and services will be available to meet the needs of residents of new developments. Capital Facilities Fund 25-19 contains fees imposed and collected on new residential and commercial/industrial development within the District to fund additional school facilities required to serve additional grade 7-12 students generated by the new development. The fees are used for construction and/or acquisition of additional school facilities, remodeling existing school facilities to add additional classrooms and technology, and acquiring and installing additional portable classrooms to accommodate an increase in student population.

The projects in 2014-2015 included the following: Media Centers for La Costa Canyon High School, Diegueno Middle School, and Carmel Valley Middle School, network infrastructure improvements throughout the District, temporary classrooms at Earl Warren Middle School, field improvements at San Dieguito High School Academy and Canyon Crest Academy and closeout of several prior year projects at the Division of State Architects (DSA).

The Building Fund – Proposition 39 (Fund 21-39) was established by the board on February 7, 2013. On November 6, 2012, the voters of the San Dieguito Union High School District community voted to approve Proposition AA to authorize the District to issue up to \$449 million of general obligation bonds to finance certain specified capital projects and facilities. In April 2013, the district issued the first series of those bonds, in the amount of \$160 million to fund projects. The second series of those bonds were issued in April 2015, in the amount of \$117 million. The projects in 2014-2015, included: Network infrastructure improvements, field improvements, and other building improvements at several sites throughout the district, as well as the on-going work on many large projects, at all school sites, to take place in the next several years, including continued work on Pacific Trails Middle School for Fall of 2015 opening. The district website provides ongoing updates on Proposition AA Bond projects.

Capital assets at June 30, 2014 and 2015 are outlined below:

	June 30, 2014	June 30, 2015	Total Change
Land	\$ 54,522,725	\$ 54,522,725	\$ -
Improvement of Sites	42,747,614	42,898,945	151,331
Buildings	174,683,754	187,663,812	12,980,058
Equipment	15,152,252	18,007,395	2,855,143
Work in Progress	31,119,274	87,336,486	56,217,212
Accumulated depreciation	(90,075,236)	(100,114,281)	(10,039,045)
Total Capital Assets	<u>\$ 228,150,383</u>	<u>\$ 290,315,082</u>	<u>\$ 62,164,699</u>

Debt Administration: In August 2006, the District issued through the San Dieguito Public Facilities Authority the 2006 Revenue Refunding Bonds (the “Original Bonds”) to prepay and annul the outstanding 1998 and 2004 Revenue Bonds.

In connection with a conversion of interest on the Original Bonds from an auction rate to a long term rate on May 18, 2008, the Authority completed a remarketing of Series 2006A and 2006B bonds, and a third series of remarketed Original Bonds, 2006C, for the purpose of providing funds, along with other monies available to the Authority, to purchase the outstanding Original Bonds, pursuant to the provisions of the Indenture. The outstanding Original Bonds were required to be tendered in connection with the conversion of interest on the Original Bonds from an auction rate to a long term rate.

The 2006 Bonds have been remarketed in the aggregate principal amount of \$89,130,000, and will mature on August 1, 2041, subject to redemption prior to maturity.

Interest on the bonds is payable semiannually each February 1 and August 1, and bear rates of 4% - 7%.

The 2006 Bonds are insured by a financial guaranty insurance policy by Ambac Assurance Corporation.

The Series 2006A bonds are rated AAA (A underlying) by Standard & Poor’s and Aaa (A3 underlying) by Moody’s. The Series 2006B subordinate bonds are rated AAA (A- underlying). The Series 2006C super subordinate bonds are non-rated. The San Dieguito Public Facilities Authority assumes all debt service responsibility for the revenue bonds consistent with California law.

The San Dieguito Union High School District is not obligated for any debt repayment in the event of default.

On November 6, 2012, the voters of the San Dieguito Union High School District community voted to approve Proposition AA to authorize the District to issue up to \$449 million of general obligation bonds to finance certain specified capital projects and facilities. In April 2013, the district issued the first series of those bonds, in the amount of \$160 million to fund projects. The second series of those bonds were issued in April 2015, in the amount of \$117 million. The District currently has \$280.1 million outstanding in general obligation bonds.

Requests for Information

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the San Dieguito Union High School District’s finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Office of the Associate Superintendent of Business Services, San Dieguito Union High School District, 710 Encinitas Blvd., Encinitas, CA 92024.

Basic Financial Statements

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
STATEMENT OF NET POSITION
JUNE 30, 2015

	Governmental Activities
ASSETS:	
Cash	\$ 214,777,021
Receivables	6,530,699
Stores	56,586
Prepaid Expenses	346,533
Capital Assets:	
Land	54,522,725
Improvements	42,898,945
Buildings	187,663,812
Equipment	18,007,395
Work in Progress	87,336,486
Less Accumulated Depreciation	(100,114,281)
Total Assets	<u>512,025,921</u>
DEFERRED OUTFLOWS OF RESOURCES	6,679,233
LIABILITIES:	
Accounts Payable	14,970,536
Unearned Revenue	121,035
Long-Term Liabilities:	
Due Within One Year	9,228,027
Due in More Than One Year	461,993,273
Total Liabilities	<u>486,312,871</u>
DEFERRED INFLOWS OF RESOURCES	23,896,817
NET POSITION	
Net Investment in Capital Assets	48,051,187
Restricted for:	
Capital Projects	169,638,742
Debt Service	15,408,142
Educational Programs	1,498,647
Other Purposes (expendable)	579,048
Other Purposes (nonexpendable)	578,388
Unrestricted	(227,258,688)
Total Net Position	<u>\$ 8,495,466</u>

The accompanying notes are an integral part of this statement.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2015

Functions	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental Activities:					Governmental Activities
Instruction	\$ 73,977,840	\$ 90,616	\$ 12,134,899	\$ 4,301	\$ (61,748,024)
Instruction-Related Services:					
Instructional Supervision and Administration	3,867,537	4,507	755,403	-	(3,107,627)
Instructional Library, Media and Technology	1,076,064	-	8,302	-	(1,067,762)
School Site Administration	7,549,770	431	379,011	-	(7,170,328)
Pupil Services:					
Home-to-School Transportation	4,513,459	-	5,650	-	(4,507,809)
Food Services	2,648,655	1,872,405	521,225	-	(255,025)
All Other Pupil Services	8,196,582	2,346	1,018,127	-	(7,176,109)
General Administration:					
Centralized Data Processing	1,250,839	-	-	-	(1,250,839)
All Other General Administration	4,954,215	86,362	295,033	-	(4,572,820)
Plant Services	18,903,350	-	22,738	-	(18,880,612)
Ancillary Services	2,552,148	-	19,906	-	(2,532,242)
Enterprise Activities	753,610	-	-	-	(753,610)
Interest on Long-Term Debt	11,033,016	-	-	-	(11,033,016)
Other Outgo	690,648	2,667	273,403	-	(414,578)
Total Expenses	\$ 141,967,733	\$ 2,059,334	\$ 15,433,697	\$ 4,301	\$ (124,470,401)

General Revenues:

Taxes and Subventions:

Taxes Levied for General Purposes	88,015,322
Taxes Levied for Debt Service	11,737,323
Taxes Levied for Other Specific Purposes	8,624,699
Federal and State Aid Not Restricted to Specific Programs	7,555,995
Interest and Investment Earnings	703,330
Interagency Revenues	105,420
Miscellaneous	5,589,858

Total General Revenues

\$ 122,331,947

Change in Net Position

(2,138,454)

Net Position Beginning-Restated (Note Q)

10,633,920

Net Position Ending

\$ 8,495,466

The accompanying notes are an integral part of this statement.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

BALANCE SHEET - GOVERNMENTAL FUNDS

JUNE 30, 2015

	General Fund	Building Fund	Other Governmental Funds	Total Governmental Funds
ASSETS:				
Cash in County Treasury	\$ 19,834,346	\$ 161,055,147	\$ 19,196,589	\$ 200,086,082
Cash on Hand and in Banks	2,269	-	7,423,400	7,425,669
Cash in Revolving Fund	175,270	-	-	175,270
Cash with a Fiscal Agent/Trustee	-	843,325	5,515,113	6,358,438
Accounts Receivable	5,820,370	130,709	557,762	6,508,841
Due from Other Funds	1,246,042	76	91,134	1,337,252
Stores Inventories	280	-	56,306	56,586
Prepaid Expenditures	2,551	-	343,982	346,533
Total Assets	<u>27,081,128</u>	<u>162,029,257</u>	<u>33,184,286</u>	<u>222,294,671</u>
LIABILITIES AND FUND BALANCE:				
Liabilities:				
Accounts Payable	\$ 2,937,508	\$ 7,044,823	\$ 784,137	\$ 10,766,468
Due to Other Funds	265,068	776,113	474,129	1,515,310
Unearned Revenue	12,913	-	108,122	121,035
Total Liabilities	<u>3,215,489</u>	<u>7,820,936</u>	<u>1,366,388</u>	<u>12,402,813</u>
Fund Balance:				
Nonspendable Fund Balances:				
Revolving Cash	175,270	-	-	175,270
Stores Inventories	280	-	56,306	56,586
Prepaid Items	2,551	-	343,982	346,533
Restricted Fund Balances	1,498,647	-	1,493,557	2,992,204
Assigned Fund Balances	10,174,238	154,208,321	29,924,053	194,306,612
Unassigned:				
Reserve for Economic Uncertainty	12,014,653	-	-	12,014,653
Total Fund Balance	<u>23,865,639</u>	<u>154,208,321</u>	<u>31,817,898</u>	<u>209,891,858</u>
Total Liabilities and Fund Balances	<u>\$ 27,081,128</u>	<u>\$ 162,029,257</u>	<u>\$ 33,184,286</u>	<u>\$ 222,294,671</u>

The accompanying notes are an integral part of this statement.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
 TO THE STATEMENT OF NET POSITION
 JUNE 30, 2015

Fund balances, governmental funds \$ 209,891,858

Amounts reported for assets and liabilities for governmental activities in the statement of net position are different from amounts reported in governmental funds because:

Capital assets: In governmental funds, only current assets are reported. In the statement of net position, all assets are reported, including capital assets and accumulated depreciation.

Capital assets relating to governmental activities, at historical cost:	390,429,363	
Accumulated depreciation:	(100,114,281)	
	Net:	290,315,082

Unmatured interest on long-term debt: In governmental funds, interest on long-term debt is not recognized until the period in which it matures and is paid. In the government-wide statement of activities, it is recognized in the period that it is incurred. The additional liability for unmaturing interest owing at the end of the period was: (4,204,067)

Long-term liabilities: In governmental funds, only current liabilities are reported. In the statement of net position, all liabilities, including long-term liabilities, are reported. Long-term liabilities relating to governmental activities consist of:

General obligation bonds payable	280,119,253	
State school building loans payable	1,811,960	
Compensated absences payable	1,262,590	
Lease revenue bonds payable	12,429,383	
Net pension liability	90,409,519	
Other general long-term debt	76,040,366	
	Total:	(462,073,071)

Deferred outflows and inflows of resources relating to pensions: In governmental funds, deferred outflows and inflows of resources relating to pensions are not reported because they are applicable to future periods. In the statement of net position, deferred outflows and inflows of resources relating to pensions are reported.

Deferred outflows of resources relating to pensions		6,679,233
Deferred inflows of resources relating to pensions		(23,896,817)

Internal service funds: Internal service funds are used to conduct certain activities for which costs are charged to other funds on a full cost-recovery basis. Because internal service funds are presumed to operate for the benefit of governmental activities, assets and liabilities of internal service funds are reported with governmental activities in the statement of net position. Net position for internal service funds are: (8,216,752)

Total net position, governmental activities \$ 8,495,466

The accompanying notes are an integral part of this statement.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2015

	General Fund	Building Fund	Other Governmental Funds	Total Governmental Funds
Revenues:				
LCFF Sources:				
State Apportionment or State Aid	\$ 353,318	\$ -	\$ -	\$ 353,318
Education Protection Account Funds	2,424,260	-	-	2,424,260
Local Sources	88,015,324	-	-	88,015,324
Federal Revenue	4,393,472	-	569,581	4,963,053
Other State Revenue	8,694,268	7,408	99,415	8,801,091
Other Local Revenue	10,531,381	391,807	24,349,044	35,272,232
Total Revenues	<u>114,412,023</u>	<u>399,215</u>	<u>25,018,040</u>	<u>139,829,278</u>
Expenditures:				
Instruction	68,507,813	-	275,428	68,783,241
Instruction - Related Services	11,508,477	-	342,659	11,851,136
Pupil Services	11,976,478	-	2,596,314	14,572,792
Ancillary Services	2,510,445	-	-	2,510,445
General Administration	6,389,445	-	150,151	6,539,596
Plant Services	9,902,219	70,618,873	1,649,455	82,170,547
Other Outgo	889,692	416,205	-	1,305,897
Debt Service:				
Principal	765,589	-	12,533,040	13,298,629
Interest	822,121	-	9,905,027	10,727,148
Total Expenditures	<u>113,272,279</u>	<u>71,035,078</u>	<u>27,452,074</u>	<u>211,759,431</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>1,139,744</u>	<u>(70,635,863)</u>	<u>(2,434,034)</u>	<u>(71,930,153)</u>
Other Financing Sources (Uses):				
Transfers In	765,589	-	5,811,143	6,576,732
Transfers Out	(98,919)	(765,589)	(5,732,224)	(6,596,732)
Proceeds From Sale of Bonds	-	117,040,000	-	117,040,000
Other Sources	-	206,990	6,934,869	7,141,859
Total Other Financing Sources (Uses)	<u>666,670</u>	<u>116,481,401</u>	<u>7,013,788</u>	<u>124,161,859</u>
Net Change in Fund Balance	1,806,414	45,845,538	4,579,754	52,231,706
Fund Balance, July 1	22,059,225	108,362,783	27,238,144	157,660,152
Fund Balance, June 30	<u>\$ 23,865,639</u>	<u>\$ 154,208,321</u>	<u>\$ 31,817,898</u>	<u>\$ 209,891,858</u>

The accompanying notes are an integral part of this statement.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTRECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2015

Total change in fund balances, governmental funds	\$ 52,231,706
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Amounts reported for governmental activities in the statement of activities are different from amounts reported in governmental funds because:

Capital outlay: In governmental funds, the costs of capital assets are reported as expenditures in the period when the assets are acquired. In the statement of activities, costs of capital assets are allocated over their estimated useful lives as depreciation expense. The difference between capital outlay expenditures and depreciation expense for the period is:

Expenditures for capital outlay:	72,203,743	
Depreciation expense:	<u>(10,039,045)</u>	
Net:		62,164,698

Debt service: In governmental funds, repayments of long-term debt are reported as expenditures. In the government-wide statements, repayments of long-term debt are reported as reductions of liabilities. Expenditures for repayment of the principal portion of long-term debt were:	13,298,629
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Debt proceeds: In governmental funds, proceeds from debt are recognized as Other Financing Sources. In the government-wide statements, proceeds from debt are reported as increases to liabilities. Amounts recognized in governmental funds as proceeds from debt, net of issue premium or discount, were:	(123,566,610)
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Unmatured interest on long-term debt: In governmental funds, interest on long-term debt is recognized in the period that it becomes due. In the government-wide statement of activities, it is recognized in the period that it is incurred. Unmatured interest owing at the end of the period, less matured interest paid during the period but owing from the prior period, was:	4,546
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Compensated absences: In governmental funds, compensated absences are measured by the amounts paid during the period. In the statement of activities, compensated absences are measured by the amounts earned. The difference between compensated absences paid and compensated absences earned was:	(106,028)
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Pensions: In government funds, pension costs are recognized when employer contributions are made. In the statement of activities, pension costs are recognized on the accrual basis. This year, the difference between accrual-basis pension costs and actual employer contributions was:	(5,121,371)
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Amortization of debt issue premium or discount: In governmental funds, if debt is issued at a premium or at a discount, the premium or discount is recognized as an Other Financing Source or an Other Financing Use in the period it is incurred. In the government-wide statements, the premium or discount is amortized as interest over the life of the debt. Amortization of premium or discount for the period is:	(310,414)
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Internal Service Funds: Internal service funds are used to conduct certain activities for which costs are charged to other funds on a full cost-recovery basis. Because internal service funds are presumed to benefit governmental activities, internal service activities are reported as governmental in the statement of activities. The net increase or decrease in internal service funds was:	<u>(733,610)</u>
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Change in net position of governmental activities	\$ <u><u>(2,138,454)</u></u>
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The accompanying notes are an integral part of this statement.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

STATEMENT OF NET POSITION

INTERNAL SERVICE FUND

JUNE 30, 2015

	Nonmajor Internal Service Fund
	Self-Insurance Fund
ASSETS:	
Current Assets:	
Cash in County Treasury	\$ 731,560
Accounts Receivable	21,859
Due from Other Funds	178,058
Total Current Assets	<u>931,477</u>
Total Assets	<u>931,477</u>
LIABILITIES:	
Noncurrent Liabilities:	
Other Postemployment Benefits	\$ 9,148,229
Total Noncurrent Liabilities	<u>9,148,229</u>
Total Liabilities	<u>9,148,229</u>
NET POSITION:	
Unrestricted (Deficit)	(8,216,752)
Total Net Position	<u>\$ (8,216,752)</u>

The accompanying notes are an integral part of this statement.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTSTATEMENT OF REVENUES, EXPENSES, AND CHANGES
IN FUND NET POSITION - INTERNAL SERVICE FUND
FOR THE YEAR ENDED JUNE 30, 2015

	Nonmajor Internal Service Fund
	Self-Insurance Fund
Operating Revenues:	
Local Revenue	\$ 937,336
Total Revenues	<u>937,336</u>
Operating Expenses:	
Services and Other Operating Expenses	1,690,947
Total Expenses	<u>1,690,947</u>
Income (Loss) before Contributions and Transfers	(753,611)
Interfund Transfers In	20,000
Change in Net Position	<u>(733,611)</u>
Total Net Position - Beginning	(7,483,141)
Total Net Position - Ending	<u>\$ (8,216,752)</u>

The accompanying notes are an integral part of this statement.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

STATEMENT OF CASH FLOWS

PROPRIETARY FUNDS

FOR THE YEAR ENDED JUNE 30, 2015

	Nonmajor Internal Service Fund
	Self-Insurance Fund
Cash Flows from Operating Activities:	
Cash Received from Customers	\$ 1,839,156
Cash Payments to Other Suppliers for Goods and Services	(1,690,947)
Net Cash Provided (Used) by Operating Activities	<u>148,209</u>
Cash Flows from Investing Activities:	
Interest and Dividends on Investments	2,727
Net Cash Provided (Used) for Investing Activities	<u>2,727</u>
Net Increase (Decrease) in Cash and Cash Equivalents	150,936
Cash and Cash Equivalents at Beginning of Year	580,624
Cash and Cash Equivalents at End of Year	<u>\$ 731,560</u>
Reconciliation of Operating Income to Net Cash Provided by Operating Activities:	
Operating Income (Loss)	\$ (733,610)
Change in Assets and Liabilities:	
Decrease (Increase) in Receivables	(712)
Decrease (Increase) in Due From Other Funds	(178,058)
Increase (Decrease) in Net OPEB Obligation	1,063,316
Total Adjustments	<u>884,546</u>
Net Cash Provided (Used) by Operating Activities	<u>\$ 150,936</u>

The accompanying notes are an integral part of this statement.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

STATEMENT OF FIDUCIARY NET POSITION

FIDUCIARY FUNDS

JUNE 30, 2015

	Agency Fund
	Student Body Fund
ASSETS:	
Cash on Hand and in Banks	\$ 1,604,760
Total Assets	<u>1,604,760</u>
LIABILITIES:	
Due to Student Groups	\$ 1,604,760
Total Liabilities	<u>1,604,760</u>
NET POSITION:	
Total Net Position	<u>\$ -</u>

The accompanying notes are an integral part of this statement.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2015

A. Summary of Significant Accounting Policies

San Dieguito Union High School District (District) accounts for its financial transactions in accordance with the policies and procedures of the Department of Education's "California School Accounting Manual". The accounting policies of the District conform to accounting principles generally accepted in the United States of America (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

1. Reporting Entity

The District's combined financial statements include the accounts of all its operations. The District evaluated whether any other entity should be included in these financial statements. The criteria for including organizations as component units within the District's reporting entity, as set forth in GASB Statement No. 14, "The Financial Reporting Entity," include whether:

- the organization is legally separate (can sue and be sued in its name)
- the District holds the corporate powers of the organization
- the District appoints a voting majority of the organization's board
- the District is able to impose its will on the organization
- the organization has the potential to impose a financial benefit/burden on the District
- there is fiscal dependency by the organization on the District

The District also evaluated each legally separate, tax-exempt organization whose resources are used principally to provide support to the District to determine if its omission from the reporting entity would result in financial statements which are misleading or incomplete. GASB Statement No. 14 requires inclusion of such an organization as a component unit when: 1) The economic resources received or held by the organization are entirely or almost entirely for the direct benefit of the District, its component units or its constituents; and 2) The District or its component units is entitled to, or has the ability to otherwise access, a majority of the economic resources received or held by the organization; and 3) Such economic resources are significant to the District.

Based on these criteria, the District has one component unit, the San Dieguito Public Facilities Financing Authority. This component unit is shown as a blended component unit in the accompanying financial statements. Additionally, the District is not a component unit of any other reporting entity as defined by the GASB Statement.

2. Basis of Presentation, Basis of Accounting**a. Basis of Presentation**

Government-wide Statements: The statement of net position and the statement of activities include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. The District does not allocate indirect expenses in the statement of activities. Program revenues include (a) fees, fines, and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the District's funds, with separate statements presented for each fund category. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2015

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

The District reports the following major governmental funds:

General Fund. This is the District's primary operating fund. It accounts for all financial resources of the District except those required to be accounted for in another fund.

Building Fund. This fund accounts for the acquisition of major governmental capital facilities and buildings from the sale of bond proceeds.

In addition, the District reports the following fund types:

Special Revenue Funds: These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

Capital Projects Funds: These funds account for the acquisition and/or construction of all major governmental general fixed assets.

Debt Service Funds. These funds account for the accumulation of resources for, and the payment of general long-term debt principal, interest, and related costs.

Internal Service Funds: These funds are used to account for revenues and expenses related to services provided to parties inside the District. These funds facilitate distribution of support costs to the users of support services on a cost-reimbursement basis. Because the principal users of the internal services are the District's governmental activities, this fund type is included in the "Governmental Activities" column of the government-wide financial statements.

Agency Funds: These funds are used to report student activity funds and other resources held in a purely custodial capacity (assets equal liabilities). Agency funds typically involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments

Fiduciary funds are reported in the fiduciary fund financial statements. However, because their assets are held in a trustee or agent capacity and are therefore not available to support District programs, these funds are not included in the government-wide statements

b. **Measurement Focus, Basis of Accounting**

Government-wide, Proprietary, and Fiduciary Fund Financial Statements: These financial statements are reported using the economic resources measurement focus. The government-wide and proprietary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

Governmental Fund Financial Statements: Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The District does not consider revenues collected after its year-end to be available in the current period. Revenues from local sources consist primarily of property taxes. Property tax revenues and revenues received from the State are recognized under the susceptible-to-accrual concept. Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned, since they are both measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

When the District incurs an expenditure or expense for which both restricted and unrestricted resources may be used, it is the District's policy to use restricted resources first, then unrestricted resources.

3. Encumbrances

Encumbrance accounting is used in all budgeted funds to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid. All encumbrances are liquidated as of June 30.

4. Budgets and Budgetary Accounting

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. By state law, the District's governing board must adopt a final budget no later than July 1. A public hearing must be conducted to receive comments prior to adoption. The District's governing board satisfied these requirements.

These budgets are revised by the District's governing board and district superintendent during the year to give consideration to unanticipated income and expenditures.

Formal budgetary integration was used as a management control device during the year for all budgeted funds. The District employs budget control by minor object and by individual appropriation accounts. Expenditures cannot legally exceed appropriations by major object code.

5. Revenues and Expenses

a. Revenues - Exchange and Non-Exchange

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current year or expected to be collected soon enough thereafter, to be used to pay liabilities of the current fiscal year. Generally, available is defined as collectible within 60 days. However, to achieve comparability of reporting among California districts and so as to not distort normal revenue patterns, with specific respect to reimbursement grants and corrections to State-aid apportionments, the California Department of Education has defined available for districts as collectible within one year. The following revenue sources are considered to be both measurable and available at fiscal year-end: State apportionments, interest, certain grants, and other local sources.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2015

Non-exchange transactions are transactions in which the District receives value without directly giving equal value in return, including property taxes, certain grants, entitlements, and donations. Revenue from property taxes is recognized in the fiscal year in which the taxes are received. Revenue from certain grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include time and purpose restrictions. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

b. Expenses/Expenditures

On the accrual basis of accounting, expenses are recognized at the time they are incurred. The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable, and typically paid within 90 days. Principal and interest on long-term obligations, which has not matured, are recognized when paid in the governmental funds as expenditures. Allocations of costs, such as depreciation and amortization, are not recognized in the governmental funds but are recognized in the government-wide financial statements.

6. Assets, Liabilities, and Equity

a. Deposits and Investments

Cash balances held in banks and in revolving funds are insured to \$250,000 by the Federal Depository Insurance Corporation. All cash held by the financial institutions is fully insured or collateralized. For purposes of the statement of cash flows, highly liquid investments are considered to be cash equivalents if they have a maturity of three months or less when purchased.

In accordance with Education Code Section 41001, the District maintains substantially all its cash in the San Diego County Treasury. The county pools these funds with those of other districts in the county and invests the cash. These pooled funds are carried at cost, which approximates market value. Interest earned is deposited quarterly into participating funds, except for the Tax Override Funds, in which interest earned is credited to the general fund. Any investment losses are proportionately shared by all funds in the pool.

The county is authorized to deposit cash and invest excess funds by California Government Code Section 53648 et seq. The funds maintained by the county are either secured by federal depository insurance or are collateralized.

Information regarding the amount of dollars invested in derivatives with San Diego County Treasury was not available.

b. Stores Inventories and Prepaid Expenditures

Inventories are recorded using the purchases method in that the cost is recorded as an expenditure at the time individual inventory items are purchased. Inventories are valued at average cost and consist of expendable supplies held for consumption. Reported inventories are equally offset by a fund balance reserve, which indicates that these amounts are not "available for appropriation and expenditure" even though they are a component of net current assets.

The District has the option of reporting an expenditure in governmental funds for prepaid items either when purchased or during the benefiting period. The District has chosen to report the expenditure during the benefiting period.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2015

c. Capital Assets

Purchased or constructed capital assets are reported at cost or estimated historical cost. Donated fixed assets are recorded at their estimated fair value at the date of the donation. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. A capitalization threshold of \$5,000 is used.

Capital assets are being depreciated using the straight-line method over the following estimated useful lives:

<u>Asset Class</u>	<u>Estimated Useful Lives</u>
Infrastructure	30
Buildings	50
Building Improvements	20
Vehicles	5-15
Office Equipment	5-15
Other Equipment	5-15

d. Compensated Absences

Accumulated unpaid employee vacation benefits are recognized as liabilities of the District. The current portion of the liabilities is recognized in the general fund at year end.

Accumulated sick leave benefits are not recognized as liabilities of the District. The District's policy is to record sick leave as an operating expense in the period taken since such benefits do not vest nor is payment probable; however, unused sick leave is added to the creditable service period for calculation of retirement benefits when the employee retires.

e. Unearned Revenue

Unearned revenue arises when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period or when resources are received by the District prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the District has a legal claim to the resources, the liability for unearned revenue is removed from the balance sheet and revenue is recognized.

f. Interfund Activity

Interfund activity results from loans, services provided, reimbursements or transfers between funds. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures or expenses. Reimbursements occur when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers In and Transfers Out are netted and presented as a single "Transfers" line on the government-wide statement of activities. Similarly, interfund receivables and payables are netted and presented as a single "Internal Balances" line of the government-wide statement of net position.

g. Property Taxes

Secured property taxes attach as an enforceable lien on property as of March 1. Taxes are payable in two installments on November 15 and March 15. Unsecured property taxes are payable in one installment on or before August 31. The County of San Diego bills and collects the taxes for the District.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

h. Fund Balances - Governmental Funds

Fund balances of the governmental funds are classified as follows:

Nonspendable Fund Balance - represents amounts that cannot be spent because they are either not in spendable form (such as inventory or prepaid insurance) or legally required to remain intact (such as notes receivable or principal of a permanent fund).

Restricted Fund Balance - represents amounts that are constrained by external parties, constitutional provisions or enabling legislation.

Committed Fund Balance - represents amounts that can only be used for a specific purpose because of a formal action by the District's governing board. Committed amounts cannot be used for any other purpose unless the governing board removes those constraints by taking the same type of formal action. Committed fund balance amounts may be used for other purposes with appropriate due process by the governing board. Commitments are typically done through adoption and amendment of the budget. Committed fund balance amounts differ from restricted balances in that the constraints on their use do not come from outside parties, constitutional provisions, or enabling legislation.

Assigned Fund Balance - represents amounts which the District intends to use for a specific purpose, but that do not meet the criteria to be classified as restricted or committed. Intent may be stipulated by the governing board or by an official or body to which the governing board delegates the authority. Specific amounts that are not restricted or committed in a special revenue, capital projects, debt service or permanent fund are assigned for purposes in accordance with the nature of their fund type or the fund's primary purpose. Assignments within the general fund conveys that the intended use of those amounts is for a specific purpose that is narrower than the general purposes of the District itself.

Unassigned Fund Balance - represents amounts which are unconstrained in that they may be spent for any purpose. Only the general fund reports a positive unassigned fund balance. Other governmental funds might report a negative balance in this classification because of overspending for specific purposes for which amounts had been restricted, committed or assigned.

When an expenditure is incurred for a purpose for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds

i. Minimum Fund Balance Policy

The District is committed to maintaining a prudent level of financial resources to protect against the need to reduce the service levels because of temporary revenue shortfalls or unpredicted expenses. The District minimum fund balance policy requires a reserve for economic uncertainties, consisting of unassigned amounts equal to 4.5% of general fund operating expenses and other financing uses. This reserve may be increased from time to time in order to address specific anticipated revenue shortfalls.

7. Deferred Inflows and Deferred Outflows of Resources

Deferred outflows of resources is a consumption of net assets or net position that is applicable to a future reporting period. Deferred inflows of resources is an acquisition of net assets or net position that is applicable to a future reporting period. Deferred outflows of resources and deferred inflows of resources are recorded in accordance with GASB Statement numbers 63 and 65.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2015

8. GASB 54 Fund Presentation

Consistent with fund reporting requirements established by GASB Statement #54, Fund 17 (Special Reserve Fund for Other Than Capital Outlay) is merged with the General Fund for purposes of presentation in the audit report.

9. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, information about the fiduciary net position of the CalPERS Schools Pool Cost-Sharing Multiple-Employer Plan (CalPERS Plan) and CalSTRS Schools Pool Cost-Sharing Multiple Employer Plan (CalSTRS Plan), and additions to/deductions from the CalPERS Plan and CalSTRS Plan's fiduciary net positions have been determined on the same basis as they are reported by the CalPERS Financial Office and CalSTRS Financial Office. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

GASB 68 requires that the reported results must pertain to liability and asset information within certain defined time frames. For this report, the following time frames are used:

Valuation Date (VD)	June 30, 2013
Measurement Date (MD)	June 30, 2014
Measurement Period (MP)	July 1, 2013 to June 30, 2014

10. Use of Estimates

The preparation of financial statements in conformity with GAAP requires the use of management's estimates. Actual results could differ from those estimates.

11. Change in Accounting Policies

In June, 2012 the GASB issued Statement No. 68, "Accounting and Financial Reporting for Pensions -- an Amendment of GASB No. 27," which is effective for fiscal years beginning after June 15, 2014. The District has implemented the provisions of this Statement for the year ended June 30, 2015.

The Statement requires numerous new pension disclosures in the notes to the financial statements and two new 10-year schedules as required supplementary information. Also, for the first time the District is required to recognize pension expense, report deferred outflows of resources and deferred inflows of resources related to pensions, a net pension liability for its proportionate shares of the collective pension expense, collective deferred outflows of resources and deferred inflows of resources related to pensions, and collective net pension liability. The reporting of these new amounts on the government-wide financial statements, along with the effect of the restatement of the beginning net position, if any, will also affect the District's government-wide net position.

In November, 2013 the GASB issued Statement No. 71, "Pension Transition for Contributions Made Subsequent to the Measurement Date - an amendment of GASB Statement No. 68". This Statement amends paragraph 137 of Statement 68 to require that, at transition, a government recognize a beginning deferred outflow of resources for its pension contributions, if any, made subsequent to the measurement date of the beginning net pension liability. Statement 68, as amended, continues to require that beginning balances for other deferred outflows of resources and deferred inflows of resources related to pensions be reported at transition only if it is practical to determine all such amounts. The District has implemented the provisions of this Statement for the year ended June 30, 2015.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED JUNE 30, 2015

B. Compliance and Accountability

1. Finance-Related Legal and Contractual Provisions

In accordance with GASB Statement No. 38, "Certain Financial Statement Note Disclosures," violations of finance-related legal and contractual provisions, if any, are reported below, along with actions taken to address such violations.

<u>Violation</u>	<u>Action Taken</u>
None reported	Not applicable

2. Deficit Fund Balance or Fund Net Position of Individual Funds

Following are funds having deficit fund balances or fund net position at year end, if any, along with remarks which address such deficits:

<u>Fund Name</u>	<u>Deficit Amount</u>
Self-Insurance Fund	\$ 8,216,752

Remarks

Consistent with the requirements in GASB Statement No. 45 the district has recorded the liability for Other Post Employment Benefits; however, the district has elected not to fund the liability at this time as a result of the volatile economy and state budget.

C. Excess of Expenditures Over Appropriations

As of June 30, 2015, expenditures exceeded appropriations in individual funds as follows:

<u>Appropriations Category</u>	<u>Excess Expenditures</u>
General Fund:	
Employee benefits	\$ 2,637,254
Direct support/indirect costs	46,672

General Fund: The District did not initially budget for payments made by the state of California on behalf of district employees for contributions to CalSTRS. In accordance with GASB Statement No. 24 these amounts have been included as both revenue and expenses.

D. Cash and Investments

1. Cash in County Treasury:

In accordance with Education Code Section 41001, the District maintains substantially all of its cash in the San Diego County Treasury as part of the common investment pool (\$200,817,642 as of June 30, 2015). The fair value of the District's portion of this pool as of that date, as provided by the pool sponsor, was \$200,817,642. Assumptions made in determining the fair value of the pooled investment portfolios are available from the County Treasurer.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2015

The District is considered to be an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (Education Code Section 41001). The fair value of the District's investments in the pool is reported in the accounting financial statements as amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of the portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

2. Cash on Hand, in Banks, and in Revolving Fund

Cash balances on hand and in banks (\$9,030,429 as of June 30, 2015) and in the revolving fund (\$175,270) are insured up to \$250,000 by the Federal Depository Insurance Corporation. All cash held by the financial institution is fully insured or collateralized.

3. Investments:

The District's investments at June 30, 2015 are shown below.

<u>Investment or Investment Type</u>	<u>Amount Reported</u>	<u>Fair Value</u>
Money Market Funds	\$ 4,835,345	\$ 4,835,345
US Treasury Notes	1,523,093	1,523,093
Total Investments	\$ 6,358,438	\$ 6,358,438

4. Investments Authorized by the California Government Code and the District's Investment Policy

The table below identifies the investment types that are authorized for the District by the California Government Code (or the District's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the District's investment policy where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the District, rather than the general provisions of the California Government Code or the District's investment policy.

<u>Authorized Investment Type</u>	<u>Maximum Remaining Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Bonds, Notes, Warrants	5 Years	None	None
Registered State Bonds, Notes, Warrants	5 Years	None	None
U.S. Treasury Obligations	5 Years	None	None
U.S. Agency Securities	5 Years	None	None
Banker's Acceptance	180 Days	40%	30%
Commercial Paper	270 Days	25%	10%
Negotiable Certificates of Deposit	5 Years	30%	None
Repurchase Agreements	1 Year	None	None
Reverse Repurchase Agreements	92 Days	20% of Base	None
Medium-Term Corporate Notes	5 Years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 Years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

5. Analysis of Specific Deposit and Investment Risks

GASB Statement No. 40 requires a determination as to whether the District was exposed to the following specific investment risks at year end and if so, the reporting of certain related disclosures:

a. Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The county is restricted by Government Code Section 53635 pursuant to Section 53601 to invest only in time deposits, U.S. government securities, state registered warrants, notes or bonds, State Treasurer's investment pool, bankers' acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements. The ratings of securities by nationally recognized rating agencies are designed to give an indication of credit risk. The San Diego County Investment Pool is rated AAAf/S1 by Standard & Poors. At year end the District was not exposed to credit risk.

b. Custodial Credit Risk

Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the District's name. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

Investment securities are exposed to custodial credit risk if the securities are uninsured, are not registered in the name of the government, and are held by either the counterparty or the counterparty's trust department or agent but not in the District's name.

As of June 30, 2015, the District's bank balances (including revolving cash) of \$9,205,699 was not exposed to custodial credit risk.

c. Concentration of Credit Risk

This risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer.

The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government Code. Investments in any one issuer that represent five percent or more of the total investments are either an external investment pool and are therefore exempt. As such, the District was not exposed to concentration of credit risk.

d. Interest Rate Risk

This is the risk that changes in interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by investing in the county pool.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

e. Foreign Currency Risk

This is the risk that exchange rates will adversely affect the fair value of an investment. At year end, the District was not exposed to foreign currency risk.

6. Investment Accounting Policy

The District is required by GASB Statement No. 31 to disclose its policy for determining which investments, if any, are reported at amortized cost. The District's general policy is to report money market investments and short-term participating interest-earning investment contracts at amortized cost and to report nonparticipating interest-earning investment contracts using a cost-based measure. However, if the fair value of an investment is significantly affected by the impairment of the credit standing of the issuer or by other factors, it is reported at fair value. All other investments are reported at fair value unless a legal contract exists which guarantees a higher value. The term "short-term" refers to investments which have a remaining term of one year or less at time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes. Nonnegotiable certificates of deposit are examples of nonparticipating interest-earning investment contracts.

The District's investments in external investment pools are reported at an amount determined by the fair value per share of the pool's underlying portfolio, unless the pool is 2a7-like, in which case they are reported at share value. A 2a7-like pool is one which is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940.

E. Accounts Receivable

Accounts receivable at June 30, 2015 consisted of:

	Major Governmental Funds		Nonmajor Governmental Funds	Total Governmental Funds	Self Insurance Fund
	General Fund	Building Fund			
Federal Government:					
Federal programs	\$ 2,453,389	\$ -	\$ 96,010	\$ 2,549,399	\$ -
State Government:					
Special education	305,871	-	-	305,871	-
Lottery	1,121,525	-	-	1,121,525	-
Other state programs	112,729	-	1,903	114,632	-
Local Sources:					
ROP funding	883,401	-	-	883,401	-
Interest	29,709	130,703	4,020	164,432	765
Special education	143,281	-	-	143,281	-
Other local sources	770,465	6	455,829	1,226,300	21,094
Totals	\$ 5,820,370	\$ 130,709	\$ 557,762	\$ 6,508,841	\$ 21,859

All accounts are considered to be collectible. As such, no allowance for doubtful accounts has been established.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

F. Capital Assets

Capital asset activity for the year ended June 30, 2015, was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
<u>Governmental activities:</u>				
Capital assets not being depreciated:				
Land	\$ 54,522,725	\$ -	\$ -	\$ 54,522,725
Work in progress	31,119,274	56,217,212	-	87,336,486
Total capital assets not being depreciated	<u>85,641,999</u>	<u>56,217,212</u>	<u>-</u>	<u>141,859,211</u>
Capital assets being depreciated:				
Buildings	174,683,754	12,980,058	-	187,663,812
Improvements	42,747,614	151,331	-	42,898,945
Equipment	15,152,252	2,855,143	-	18,007,395
Total capital assets being depreciated	<u>232,583,620</u>	<u>15,986,532</u>	<u>-</u>	<u>248,570,152</u>
Less accumulated depreciation for:				
Buildings	(62,316,039)	(7,095,456)	-	(69,411,495)
Improvements	(16,499,590)	(2,119,568)	-	(18,619,158)
Equipment	(11,259,607)	(824,021)	-	(12,083,628)
Total accumulated depreciation	<u>(90,075,236)</u>	<u>(10,039,045)</u>	<u>-</u>	<u>(100,114,281)</u>
Total capital assets being depreciated, net	<u>142,508,384</u>	<u>5,947,487</u>	<u>-</u>	<u>148,455,871</u>
Governmental activities capital assets, net	<u>\$ 228,150,383</u>	<u>\$ 62,164,699</u>	<u>\$ -</u>	<u>\$ 290,315,082</u>

Depreciation was charged to functions as follows:

Instruction	\$ 1,956,013
Instruction-Related Services	2,799
Pupil Services	250,710
Ancillary Services	1,455
General Administration	175,010
Plant Services	7,653,058
	<u>\$ 10,039,045</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

G. Interfund Balances and Activities

1. Due To and From Other Funds

Balances due to and due from other funds at June 30, 2015, consisted of the following:

<u>Due To Fund</u>	<u>Due From Fund</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Building Fund	\$ 775,282	Solar debt payments
General Fund	Cafeteria Fund	258,952	Indirect cost reimbursement
General Fund	Adult Education Fund	211,606	Indirect cost reimbursement
General Fund	Capital Facilities Fund	202	Health and welfare benefits
Adult Education Fund	General Fund	90,450	2014-15 contribution
Cafeteria Fund	General Fund	684	Expense reimbursement
Building Fund	General Fund	76	Expense reimbursement
Self Insurance Fund	General Fund	173,858	OPEB contribution
Self Insurance Fund	Adult Education Fund	430	OPEB contribution
Self Insurance Fund	Cafeteria Fund	2,562	OPEB contribution
Self Insurance Fund	Capital Facilities Fund	377	OPEB contribution
Self Insurance Fund	Building Fund	831	OPEB contribution
	Total	\$ <u>1,515,310</u>	

All amounts due are scheduled to be repaid within one year.

2. Transfers To and From Other Funds

Transfers to and from other funds at June 30, 2015, consisted of the following:

<u>Transfers From</u>	<u>Transfers To</u>	<u>Amount</u>	<u>Reason</u>
General Fund	Self Insurance Fund	\$ 20,000	Insurance reimbursement
General Fund	Adult Education Fund	78,919	Contribution
Building Fund	General Fund	765,589	Prop 39 debt service
Component Units Fund (49)	Component Units Fund (52)	5,732,224	Debt service
	Total	\$ <u>6,596,732</u>	

H. Short-Term Debt Activity

The District accounts for short-term debts for maintenance purposes through the General Fund. The proceeds from loans are shown in the financial statements as Other Resources.

In August 2014, the District entered into the County of San Diego and San Diego County School Districts 2014 Pooled Tax and Revenue Anticipation Notes (TRANS) in the amount of \$8,875,000. The notes matured on June 30, 2015 and bore an interest rate of 2.00%. The notes were sold to supplement the District's cash flows.

<u>Description</u>	<u>Beginning Balance</u>	<u>Issued</u>	<u>Redeemed</u>	<u>Ending Balance</u>
Tax anticipation notes	\$ -	\$ 8,875,000	\$ 8,875,000	\$ -

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

I. Accounts Payable

Accounts payable at June 30, 2015 consisted of:

	Major Governmental Funds		Nonmajor Governmental Funds	Total Governmental Funds
	General Fund	Building Fund		
Vendor payables	\$ 1,836,643	\$ 7,031,287	\$ 95,683	\$ 8,963,613
Payroll	501,061	7,866	338,318	847,245
PERS	124,618	4,738	9,573	138,929
STRS	475,186	932	603	476,721
Transfer of revenues	-	-	339,960	339,960
Totals	<u>\$ 2,937,508</u>	<u>\$ 7,044,823</u>	<u>\$ 784,137</u>	<u>\$ 10,766,468</u>

J. Unearned Revenue

Unearned revenue as of June 30, 2015 consisted of the following:

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
Federal Government:			
Categorical programs	\$ 12,913	\$ -	\$ 12,913
Local Sources			
Other local revenues	-	108,122	108,122
Totals	<u>\$ 12,913</u>	<u>\$ 108,122</u>	<u>\$ 121,035</u>

K. Deferred Outflows of Resources

In accordance with GASB Statement No. 68 & 71, payments made subsequent to the net pension liability measurement date are recorded as deferred outflows of resources.

A summary of the deferred outflows of resources as of June 30, 2015 is as follows:

Description	Issue Date	Amortization Term	Balance July 1, 2014	Additions	Current Year Amortization	Balance June 30, 2015
Pension related	06/30/2015	1 Year	\$ -	\$ 6,679,233	\$ -	\$ 6,679,233
Total Deferred Outflows of Resources			<u>\$ -</u>	<u>\$ 6,679,233</u>	<u>\$ -</u>	<u>\$ 6,679,233</u>

Future amortization of deferred outflows of resources is as follows:

Year Ending June 30	Pension Related
2016	\$ 6,679,233
Total	<u>\$ 6,679,233</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

L. Deferred Inflows of Resources

In accordance with GASB Statement No. 68 & 71, payments received subsequent to the net pension liability measurement date are recorded as deferred inflows of resources.

A summary of the deferred inflows of resources as of June 30, 2015 is as follows:

<u>Description</u>	<u>Issue Date</u>	<u>Amortization Term</u>	<u>Balance July 1, 2014</u>	<u>Additions</u>	<u>Current Year Amortization</u>	<u>Balance June 30, 2015</u>
Pension related	06/30/2015	1 Year	\$ -	\$ 23,896,817	\$ -	\$ 23,896,817
Total Deferred Inflows of Resources			\$ -	\$ 23,896,817	\$ -	\$ 23,896,817

Future amortization of deferred inflows of resources is as follows:

<u>Year Ending June 30</u>	<u>Pension Related</u>
2016	\$ 23,896,817
Total	\$ 23,896,817

M. Long-Term Obligations

1. Long-Term Obligation Activity

Long-term obligations include debt and other long-term liabilities. Changes in long-term obligations for the year ended June 30, 2015, are as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
Governmental activities:					
General obligation bonds	\$ 160,000,000	\$ 117,040,000	\$ 10,245,000	\$ 266,795,000	\$ 5,535,000
Unamortized discount	(715,385)	-	(28,615)	(686,770)	-
Unamortized premium	8,016,074	6,379,386	384,437	14,011,023	-
Special tax bonds	79,295,000	-	2,025,000	77,270,000	2,135,000
Unamortized discount	(1,275,176)	-	(45,542)	(1,229,634)	-
Lease revenue bonds	12,730,000	-	-	12,730,000	-
Unamortized discount	(327,946)	-	(27,329)	(300,617)	-
Net pension liability	112,841,774	-	22,432,255	90,409,519	-
Net OPEB obligation	8,084,913	1,802,625	739,309	9,148,229	-
Compensated absences	1,156,562	106,028	-	1,262,590	1,262,590
State loan payable	2,100,000	-	288,040	1,811,960	295,437
Total governmental activities	\$ 381,905,816	\$ 125,328,039	\$ 36,012,555	\$ 471,221,300	\$ 9,228,027

* Other long-term liabilities

The funds typically used to liquidate other long-term liabilities in the past are as follows:

<u>Liability</u>	<u>Activity Type</u>	<u>Fund</u>
Compensated absences	Governmental	General

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2015

2. Debt Service Requirements

Debt service requirements on long-term debt, net of unamortized discount, unamortized premium, net pension liability, and net OPEB obligation at June 30, 2015 are as follows:

Year Ending June 30,	Governmental Activities		
	Principal	Interest	Total
2016	\$ 9,228,027	\$ 13,892,873	\$ 23,120,900
2017	9,528,023	14,826,194	24,354,217
2018	6,115,805	14,652,982	20,768,787
2019	5,748,786	14,435,127	20,183,913
2020	4,136,973	14,236,419	18,373,392
2021-2025	28,081,936	67,886,223	95,968,159
2026-2030	67,500,000	56,146,798	123,646,798
2031-2035	91,350,000	38,518,800	129,868,800
2036-2040	136,600,000	16,367,225	152,967,225
2041-2045	1,580,000	65,250	1,645,250
Totals	<u>\$ 359,869,550</u>	<u>\$ 251,027,891</u>	<u>\$ 610,897,441</u>

3. General Obligation Bonds

General obligation bonds at June 30, 2015 consisted of the following:

	Date of Issue	Interest Rate	Maturity Date	Amount of Original Issue
2012 Series A-1 Taxable	4/10/2013	0.46%	8/1/2014	\$ 2,320,000
2012 Series A-2 Tax-Exempt	4/10/2013	1.00-5.00%	8/1/2038	157,680,000
2012 Series B-1 Taxable	4/15/2015	0.60%	8/1/2016	\$ 7,010,000
2012 Series B-2 Tax-Exempt	4/15/2015	3.00-4.50%	8/1/2040	110,030,000
Total GO Bonds				<u>\$ 277,040,000</u>
	Beginning Balance	Increases	Decreases	Ending Balance
2012 Series A-1 Taxable	\$ 2,320,000	\$ -	\$ 2,320,000	\$ -
2012 Series A-2 Tax-Exempt	157,680,000	-	7,925,000	149,755,000
2012 Series B-1 Taxable	-	7,010,000	-	7,010,000
2012 Series B-2 Tax-Exempt	-	110,030,000	-	110,030,000
Unamortized Discount	(715,385)	-	(28,615)	(686,770)
Unamortized Premium	8,016,074	6,379,386	384,437	14,011,023
Total GO Bonds	<u>\$ 167,300,689</u>	<u>\$ 123,419,386</u>	<u>\$ 10,600,822</u>	<u>\$ 280,119,253</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

The annual requirements to amortize the bonds outstanding at June 30, 2015 are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 5,535,000	\$ 9,375,073	\$ 14,910,073
2017	7,010,000	10,404,480	17,414,480
2018	3,500,000	10,330,950	13,830,950
2019	3,035,000	10,217,750	13,252,750
2020	1,320,000	10,130,650	11,450,650
2021-2025	13,715,000	49,225,300	62,940,300
2026-2030	37,110,000	43,705,125	80,815,125
2031-2035	70,450,000	32,621,800	103,071,800
2036-2040	125,120,000	14,784,275	139,904,275
Totals	<u>\$ 266,795,000</u>	<u>\$ 190,795,403</u>	<u>\$ 457,590,403</u>

4. 2015 General Obligation Bonds

In April 2015, the District issued \$7,010,000 taxable, 2012 Election, Series B-1, General Obligation Bonds and \$110,030,000 tax-exempt, 2012 Election, Series B-2, General Obligation Bonds. The issue consisted of \$61,050,000 of current interest bonds with interest rates ranging from .60% to 4.50% with annual maturities from August 2016 through August 2036 and \$55,990,000 in a term bond with an interest rate of 4.00% with an annual maturity date of February 1, 2040. Interest on the bonds accrues from the date of delivery and is payable semiannually on February 1 and August 1 of each year, commencing February 1, 2016. The bonds were authorized at an election of the registered voters held on November 6, 2012 at which 55% or more of the persons voting on the proposition voted to authorize the issuance and sale of the bonds in order to finance specific construction, acquisition and modernization projects approved by the voters including lease payments with respect to such facilities in addition to purchasing the San Dieguito Public Facilities Authority's interest in and pay and prepay lease payments due on the Torrey Pines High School Projects.

5. Special Tax Bonds

Special tax bonds at June 30, 2015 consisted of the following:

	<u>Date of Issue</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Amount of Original Issue</u>
2008 Special Tax Bonds	05/13/2008	4.00-5.00%	08/01/2041	\$ 89,130,000
	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
2008 Special Tax Bonds	\$ 79,295,000	\$ -	\$ 2,025,000	\$ 77,270,000
Unamortized Discount	(1,275,176)	-	(45,542)	(1,229,634)
Total Special Tax Bonds	<u>\$ 78,019,824</u>	<u>\$ -</u>	<u>\$ 1,979,458</u>	<u>\$ 76,040,366</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

The annual requirements to amortize the bonds outstanding at June 30, 2015 are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ 2,135,000	\$ 3,647,024	\$ 5,782,024
2017	2,215,000	3,558,524	5,773,524
2018	2,305,000	3,466,624	5,771,624
2019	2,395,000	3,369,951	5,764,951
2020	2,490,000	3,266,529	5,756,529
2021-2025	14,110,000	14,541,158	28,651,158
2026-2030	17,660,000	10,797,213	28,457,213
2031-2035	20,900,000	5,897,000	26,797,000
2036-2040	11,480,000	1,582,950	13,062,950
2041-2045	1,580,000	65,250	1,645,250
Totals	<u>\$ 77,270,000</u>	<u>\$ 50,192,223</u>	<u>\$ 127,462,223</u>

6. Lease Revenue Bonds

Lease revenue bonds at June 30, 2015 consisted of the following:

	<u>Date of Issue</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Amount of Original Issue</u>
Lease Revenue Series 2010A	05/10/2010	6.46%	05/01/2027	<u>\$ 13,015,000</u>
	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Lease Revenue Series 2010A	\$ 12,730,000	\$ -	\$ -	\$ 12,730,000
Unamortized Discount	(327,946)	-	(27,329)	(300,617)
Total Lease Revenue Bonds	<u>\$ 12,402,054</u>	<u>\$ -</u>	<u>\$ (27,329)</u>	<u>\$ 12,429,383</u>

The annual requirements to amortize the bonds outstanding at June 30, 2015 are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$ -	\$ 822,231	\$ 822,231
2017	-	822,231	822,231
2018	-	822,231	822,231
2019	-	822,231	822,231
2020	-	822,231	822,231
2021-2025	-	4,111,153	4,111,153
2026-2030	12,730,000	1,644,460	14,374,460
Totals	<u>\$ 12,730,000</u>	<u>\$ 9,866,768</u>	<u>\$ 22,596,768</u>

In May 2010, the District entered into a facility lease agreement with the San Dieguito Public Facilities Authority to execute and deliver Lease Revenue Bonds, Series 2010A (Qualified School Construction Bonds - Direct Subsidy) in the amount of \$13,015,000 with an interest rate of 6.46% for various capital projects and public school improvements. Through the facility lease, the District is obligated to make semi-annual base revenue payments to a principal account beginning April 2011 and continuing through April 2027. An annual base rental deposit to the principal account of \$2,005,030 is due in 2011 with remaining base rental deposits of \$1,606,227 due annually thereafter through April 2027. Interest on the lease revenue bonds is to be paid annually from the principal account beginning May 2011 with the remaining principal balance of \$12,730,000 on the bonds due at the maturity date of May 1, 2027. Interest is subsidized by the Internal Revenue Service annually.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

7. Bond Premium

Bond premium arises when the market rate of interest is higher than the stated interest rate on the bond. Generally Accepted Accounting Principles (GAAP) require that the premium increase the face value of the bond and then amortize the premium over the life of the bond.

The following bonds were issued at a premium resulting in an effective interest rate as follows:

	2013 Series A	2015 Series A
Total Interest Payments on Bond	\$ 113,607,493	\$ 88,265,753
Less Bond Premium	<u>(8,336,717)</u>	<u>(6,379,386)</u>
Net Interest Payments	<u>105,270,776</u>	<u>81,886,367</u>
Par amount of Bonds	\$ 160,000,000	\$ 117,040,000
Periods	25	25
Effective Interest Rate	2.630%	2.790%

8. Bond Discount

Bond discount arises when the market rate of interest is lower than the stated interest rate on the debt. Generally Accepted Accounting Principles (GAAP) require that the discount decrease the face value of the debt and then amortize the discount over the life of the debt.

Discounts issued on the debt resulted in an effective interest rate as follows:

	2013 Series A Bonds	2010 Series A Bonds	2008 Special Tax Bonds
Total Interest Payments on Bond	\$ 113,607,493	\$ 14,269,845	\$ 76,647,411
Add Discount	744,000	437,262	1,548,428
Net Interest Payments	<u>114,351,493</u>	<u>14,707,107</u>	<u>78,195,839</u>
Par amount of Bonds	\$ 160,000,000	\$ 13,015,000	\$ 89,130,000
Periods	25	17	34
Effective Interest Rate	2.850%	6.640%	2.580%

9. State School Building Loan

Effective December 10, 2008 the district entered into a loan agreement with the California Office of School Construction for a loan of \$3,000,000 bearing an interest rate of 2.568%. The loan is to be repaid in ten equal annual installments commencing July 1, 2011. The loan was made as a part of the Career Technical Education Facilities Program in accordance with School Facility Program Regulation Section 1859.194. Future payment requirements are as follows:

Year Ending June 30,	Principal	Interest	Total
2016	\$ 295,437	\$ 48,545	\$ 343,982
2017	303,023	40,959	343,982
2018	310,805	33,177	343,982
2019	318,786	25,196	343,982
2020	326,973	17,009	343,982
2021-2025	256,936	8,611	265,547
Totals	<u>\$ 1,811,960</u>	<u>\$ 173,497</u>	<u>\$ 1,985,457</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2015

N. Joint Ventures (Joint Powers Agreements)

The District participates in one joint powers agreement (JPA) entity, the San Diego County Schools Risk Management (SDCSRM). The relationship between the District and the JPA is such that the JPA is not a component unit of the District.

The JPA arranges for and provides for various types of insurances for its member districts as requested. The JPA is governed by a board consisting of a representative from each member district. The board controls the operations of the JPA, including selection of management and approval of operating budgets, independent of any influence by the member districts beyond their representation on the board. Each member district pays a premium commensurate with the level of coverage requested and shares surpluses and deficits proportionate to their participation in the JPA.

Combined condensed audited financial information of the District's share of the JPA for the year ended June 30, 2014 is as follows:

Total Assets	\$	3,422,804
Total Liabilities		2,872,272
Total Fund Balance		550,532
Total Cash Receipts		2,164,656
Total Cash Disbursements		2,196,147
Net Change in Fund Balance		(31,491)

Financial information on the District's share of the SDCSRM JPA for the year ended June 30, 2015 was not available at the time this report was issued. The information can be obtained by contacting the JPA directly.

O. Pension Plans

1. General Information About the Pension Plans

a. Plan Descriptions

Qualified employees are covered under multiple-employer defined benefit pension plans maintained by agencies of the State of California. Certificated employees are members of the California State Teachers Retirement System (CalSTRS) and classified employees are members of the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and Local Government resolution. Support by the State for the CalSTRS plan is such that the plan has a special funding situation as defined by GASB Statement No. 68. CalSTRS and CalPERS issue publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on their respective websites.

b. Benefits Provided

CalSTRS and CalPERS provide service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 62 for normal benefits or at age 55 with statutorily reduced benefits. Employees hired prior to January 1, 2013 are eligible to retire at age 60 for normal benefits or at age 55 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. All members are eligible for death benefits after one year of total service.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

The Plans' provisions and benefits in effect at June 30, 2014 are summarized as follows:

	CalSTRS		CalPERS	
	Before Jan. 1, 2013	On or After Jan. 1, 2013	Before Jan. 1, 2013	On or After Jan. 1, 2013
Hire Date				
Benefit Formula	2% at 60	2% at 62	2% at 55	2% at 62
Benefit Vesting Schedule	5 Years	5 Years	5 Years	5 Years
Benefit Payments	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life
Retirement Age	50-62	55-67	50-62	52-67
Monthly benefits, as a % of eligible compensation	1.1 - 2.4%	1.0 - 2.4%*	1.1 - 2.5%	1.0 - 2.5%
Required employee contribution rates (Average)	8.000%	8.000%	6.974.%	6.974.%
Required employer contribution rates	8.250%	8.250%	11.442%	11.442%

*Amounts are limited to 120% of Social Security Wage Base.

c. Contributions - CalPERS

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The CalPERS Board retains the authority to amend contribution rates. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the measurement period ended June 30, 2014 (measurement date), the average active employee contribution rate is 6.974% of annual pay, and the employer's contribution rate is 11.442% of annual payroll.

d. Contributions - CalSTRS

For the measurement period ended June 30, 2014 (measurement date), Section 22950 of the California Education Code requires members to contribute monthly to the system 8% of the creditable compensation upon which members' contributions under this part are based. In addition the employer required rates established by the CalSTRS Board have been established at 8.25% of creditable compensation. Rates are defined in Section 22950.5 through measurement period ending June 30, 2021. Beginning in the fiscal year 2021-22 and for each fiscal year thereafter, the CalSTRS Board has the authority to increase or decrease percentages paid specific to reflect the contribution required to eliminate by June 30, 2046, the remaining unfunded actuarial obligation with respect to service credited to members before July 1, 2014, as determined by the Board based upon a recommendation from its actuary.

e. On Behalf Payments.

Consistent with Section 22955.1 of the California Education Code, the State of California makes contributions to CalSTRS on behalf of employees working for the District. For the measurement period ended June 30, 2014 (measurement date) the State contributed 5.204002% of salaries creditable to CalSTRS. Under accounting principles generally accepted in the United States of America, these amounts are to be reported as revenues and expenditures. Accordingly, these amounts have been recorded in these financial statements. On behalf payments have been excluded from the calculation of available reserves, and have not been included in the budgeted amounts reported in the General Fund Budgetary Comparison Schedule.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

f. Contributions Recognized

For the year ended June 30, 2015, the contributions recognized as part of pension expense for each plan were as follows:

	CalSTRS	CalPERS
Contributions - Employer	\$ 2,852,640	\$ 1,778,139
Contributions - Employee	2,862,720	1,099,963
Contributions - State On Behalf Payments	1,742,580	-
Total Contributions	<u>\$ 7,457,940</u>	<u>\$ 2,878,102</u>

Pension expense for each plan were as follows:

	CalSTRS	CalPERS
Change in Net Pension Liability	\$ (16,380,000)	\$ (6,052,254)
Net difference between projected and actual earnings on plan investments	18,131,711	5,765,417
Total Employer and State Contributions	7,457,940	2,878,102
Total Pension Expense	<u>\$ 9,209,651</u>	<u>\$ 2,591,265</u>

2. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2015, the District reported net pension liabilities for its proportionate shares of the net pension liability of each plan as follows:

	Proportionate Share of Net Pension Liability
CalSTRS	\$ 73,630,620
CalPERS	16,778,899
Total Net Pension Liability	<u>\$ 90,409,519</u>

The District's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2014, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2013 rolled forward to June 30, 2014 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. Although a valid comparison of the District's proportion at June 30, 2014 to its proportion at June 30, 2013 is not available in the first year of implementation of GASB Statement No. 68, that disclosure will be available in subsequent years.

The District's proportionate share of the net pension liability for each Plan as of June 30, 2013 and 2014 was as follows:

	CalSTRS	CalPERS
Proportion - June 30, 2013	0.1260%	0.1478%
Proportion - June 30, 2014	0.1260%	0.1478%
Change - Increase (Decrease)	<u>-</u>	<u>-</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

For the year ended June 30, 2015, the District recognized pension expense of \$11,800,916. At June 30, 2015, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 6,679,233	\$ -
Differences between actual and expected experience	-	-
Changes in assumptions	-	-
Change in employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions	-	-
Net difference between projected and actual earnings on plan investments	-	(23,896,817)
Total	\$ 6,679,233	\$ (23,896,817)

\$6,679,233 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2016. The other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	
2016	\$ (5,974,204)
2017	(5,974,204)
2018	(5,974,204)
2019	(5,974,205)
Total	<u>\$ (23,896,817)</u>

a. Actuarial Assumptions

The total pension liabilities in the June 30, 2013 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	CalSTRS	CalPERS
	June 30, 2013	June 30, 2013
Measurement Date	June 30, 2014	June 30, 2014
Actuarial Cost Method	Entry Age - Normal Cost Method for both CalSTRS & CalPERS	
Actuarial Assumptions:		
Discount Rate	7.6%	7.5%
Inflation	3.0%	2.75%
Payroll Growth	3.75%	3.00%
Projected Salary Increase	0.05%-5.6% (1)	3.20%-10.80% (1)
Investment Rate of Return	7.6% (2)	7.5% (2)
Mortality	.013%-0.435% (3)	0.00125-0.45905 (3)

- (1) Depending on age, service and type of employment
(2) Net of pension plan investment expenses, including inflation
(3) Depending on age, gender, and type of job

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

b. Discount Rate

The discount rate used to measure the total pension liability was 7.60% for CalSTRS and 7.50% for CalPERS. To determine whether the District bond rate should be used in the calculation of a discount rate for each plan, CalSTRS and CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current discount rates are adequate and the use of the District bond rate calculation is not necessary for either plan. The stress test results are presented in a detailed report that can be obtained from the CalPERS and CalSTRS websites.

According to Paragraph 30 of GASB Statement No. 68, the long-term discount rate should be determined without reduction for pension plan administrative expense. The investment return assumption used in the accounting valuations is net of administrative expenses. Administrative expenses are assumed to be 15 basis points. Using this lower discount rate has resulted in a slightly higher Total Pension Liability and Net Pension Liability. CalSTRS and CalPERS checked the materiality threshold for the difference in calculation and did not find it to be a material difference.

CalSTRS and CalPERS are scheduled to review all actuarial assumptions as part of their regular Asset Liability Management (ALM) review cycle that is scheduled to be completed in February 2018. Any changes to the discount rate will require board action and proper stakeholder outreach. For these reasons, CalSTRS and CalPERS expect to continue using a discount rate net of administrative expenses for GASB 67 and GASB 68 calculations through at least the 2017-18 fiscal year. CalSTRS and CalPERS will continue to check the materiality of the difference in calculation until such time as they have changed their methodology.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalSTRS and CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	Strategic Allocation	Real Return (Years 1-10)(1)	Real Return (Years 11+)(2)
Global Equity	47.00%	5.25%	5.71%
Global Fixed Income	19.00%	0.99%	2.43%
Inflation Sensitive	6.00%	0.45%	3.36%
Private Equity	12.00%	6.83%	6.95%
Real Estate	11.00%	4.50%	5.13%
Infrastructure and Forestland	3.00%	4.50%	5.09%
Liquidity	2.00%	-0.55%	-1.05%

(1) An expected inflation of 2.5% used for this period

(2) An expected inflation of 3.0% used for this period

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

c. Sensitivity to Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following represents the District's proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	CalSTRS	CalPERS
1% Decrease	6.60%	6.50%
Net Pension Liability	\$ 129,164,915	\$ 29,434,018
Current Discount Rate	7.60%	7.50%
Net Pension Liability	\$ 73,630,620	\$ 16,778,899
1% Increase	8.60%	8.50%
Net Pension Liability	\$ 27,226,118	\$ 5,289,161

d. Total Pension Liability, Pension Plan Fiduciary Net Position and Net Pension Liability

CalSTRS

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balance at June 30, 2014	\$ 299,610,360	\$ 209,599,740	\$ 90,010,620
Changes for the year:			
Service cost	6,725,880	-	6,725,880
Interest	22,455,720	-	22,455,720
Differences between expected and actual experience			
Contributions - Employer	-	2,852,640	(2,852,640)
Contributions - Employee	-	2,862,720	(2,862,720)
Contributions - State On Behalf	-	1,742,580	(1,742,580)
Net investment income	-	38,306,520	(38,306,520)
Other income	-	2,520	(2,520)
Benefit payments, including refunds of employee contributions	(15,164,100)	(15,164,100)	-
Administrative expenses	-	(194,040)	194,040
Other expenses	-	(11,340)	11,340
Net Changes	14,017,500	30,397,500	(16,380,000)
Balance at June 30, 2015	<u>\$ 313,627,860</u>	<u>\$ 239,997,240</u>	<u>\$ 73,630,620</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED JUNE 30, 2015

CalPERS

	Increase (Decrease)		
	Total	Plan	Net
	Pension Liability (a)	Fiduciary Net Position (b)	Pension Liability (a) - (b)
Balance at June 30, 2014	\$ 96,123,410	\$ 73,292,257	\$ 22,831,153
Changes for the year:			
Service cost	2,329,367	-	2,329,367
Interest	7,122,657	-	7,122,657
Differences between expected and actual experience			
Contributions - Employer	-	1,778,139	(1,778,139)
Contributions - Employee	-	1,099,963	(1,099,963)
Net investment income	-	12,626,176	(12,626,176)
Benefit payments, including refunds of employee contributions	(4,638,676)	(4,638,676)	-
Administrative expenses	-	-	-
Other expenses	-	-	-
Net Changes	<u>4,813,348</u>	<u>10,865,602</u>	<u>(6,052,254)</u>
Balance at June 30, 2015	<u>\$ 100,936,758</u>	<u>\$ 84,157,859</u>	<u>\$ 16,778,899</u>

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalSTRS and CalPERS financial reports.

P. Postemployment Benefits Other Than Pension Benefits

Plan Description

The San Dieguito Union School District (District) administers a single-employer healthcare plan (Plan). The plan provides medical benefits to eligible retirees and their eligible dependents to age 65. Eligibility for retiree health benefits requires retirement from the District with at least 10 years of eligible service. The District's contribution for medical coverage is 100% of the cost for retiree only medical coverage up to a maximum based on the highest employee only medical premium in effect in the year of retirement. The retiree is responsible for any cost above the maximum or for cost associated with the election of dependent medical coverage and/or dental coverage. Membership of the plan consists of approximately 818 eligible active employees and 99 eligible retirees.

Contribution Information

The contribution requirements of Plan members and the District are established and amended by the District and the Teachers Association (SDFA) and the local California School Employees Association (CSEA). The required contribution is based on projected pay-as-you-go financing requirements. For fiscal year 2014-15, the District contributed \$739,309 to the Plan, all of which was used for current premiums.

Annual OPEB Cost and Net OPEB Obligation

The District's annual other post employment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial accrued liabilities (UAAL) (or funding excess) over a period not to exceed thirty years. The following table shows the components of the District's annual OPEB cost of the year, the amount actually contributed to the plan and changes in the District's net obligation to the Plan:

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2015

Annual required contribution	\$ 2,466,978
Interest on net OPEB obligation	32,582
Adjustment to annual required contribution	<u>(696,935)</u>
Annual OPEB cost (expense)	1,802,625
Contribution made	<u>(739,309)</u>
Increase in net OPEB obligation	1,063,316
Net OPEB obligation, beginning of year	8,084,913
Net OPEB obligation, end of year	<u>\$ 9,148,229</u>

The annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB obligation for the years ended June 30, 2013, 2014 and 2015 are as follows:

Year Ended June 30,	Annual OPEB Cost	Percentage Contributed	Net OPEB Obligation
2013	\$ 1,995,956	31.45%	\$ 6,924,169
2014	1,936,682	40.06%	8,084,913
2015	1,802,625	41.01%	9,148,229

Funding Status and Funding Progress

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the Plan as understood by the employer and the Plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing benefit costs between the employer and Plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the June 30, 2013 actuarial valuation, the actuarial cost method used was Projected Unit Credit with service prorate. Under this method, the Actuarial Accrued Liability is the present value of projected benefits multiplied by the ratio of benefit service as of the valuation date to the projected benefit service at retirement, termination, disability or death. The Normal Cost for a plan year is the expected increase in the Accrued Liability during the plan year. All employees eligible as of the measurement date in accordance with the provisions of the Plan listed in the data provided by the Employer were included in the valuation.

Medical cost trend rates ranged from an initial rate of 7.5% reduced to a rate of 5.0% after six years. The UAAL is being amortized at a level dollar method with the remaining amortization period at June 30, 2015 of 23 years. The actuarial value of assets was not determined in this actuarial valuation; however, any assets of the plan to be determined will be on a market basis.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

Q. Adjustments to Beginning Net Position

The District implemented GASB Statement No. 68 & 71 during the current fiscal year which resulted in accounting changes for net pension liability. Under previous standards, net pension liability was not recorded on the statement of net position. Under newly implemented standards the net pension liability is recorded as a liability on the statement of net position. In addition, resulting from a difference in the measurement date for the net pension liability any contributions to pensions subsequent to the measurement date are now recorded as deferred outflows of resources. In addition, the District failed to record an accounts payable for reimbursement of salaries and benefits in the Capital Projects Fund for Blended Component Units in the prior year. The combination of changes due to accounting policies and the unrecorded accounts payable resulted in an adjustment to beginning net position as follows:

Net Position, Beginning (As Originally Stated)	\$ 113,421,870
Adjustments for:	
Change in Accounting Policy - Net Pension Liability	(112,841,774)
Change in Accounting Policy - Deferred Outflows Pension Related	10,336,042
Unrecorded Accounts Payable	<u>(282,218)</u>
Net Position, Beginning (As Restated)	<u>\$ 10,633,920</u>

R. Components of Ending Fund Balance

As of June 30, 2015 ending fund balance consisted of the following:

	Major Governmental Funds		Nonmajor Governmental Funds	Total Governmental Funds	Self Insurance Fund
	General Fund	Building Fund			
Nonspendable Fund Balances					
Revolving Cash	\$ 175,270	\$ -	\$ -	\$ 175,270	\$ -
Stores Inventories	280	-	56,306	56,586	-
Prepaid Items	2,551	-	343,982	346,533	-
Restricted Fund Balances					
Capital Projects	-	-	1,038,559	1,038,559	-
Child Nutrition Program	-	-	454,999	454,999	-
Educational Programs	1,498,647	-	-	1,498,647	-
Committed Fund Balances					
Deferred Maintenance	-	-	3,160	3,160	-
Assigned Fund Balances					
Capital Projects	-	154,208,321	14,391,862	168,600,183	-
Pupil Transportation Equipment	-	-	120,888	120,888	-
Debt Service	-	-	15,408,142	15,408,142	-
Educational Programs	10,174,238	-	-	10,174,238	-
Unassigned Fund Balances					
For Economic Uncertainty	12,014,653	-	-	12,014,653	-
Unappropriated	-	-	-	-	(8,216,752)
Total Fund Balance	<u>\$ 23,865,639</u>	<u>\$ 154,208,321</u>	<u>\$ 31,817,898</u>	<u>\$ 209,891,858</u>	<u>\$ (8,216,752)</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

S. Commitments and Contingencies

Litigation

The District is involved in various litigation. In the opinion of management and legal counsel, the disposition of all litigation pending will not have a material effect on the financial statements.

State and Federal Allowances, Awards, and Grants

The District has received state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate expenditure disallowances under terms of the grants, it is believed that any required reimbursement will not be material.

T. Construction Commitments

As of June 30, 2015 the District had the following commitments with respect to unfinished capital projects:

Construction in Process:	Commitment	*Expected Date of Final Completion	Percentage Complete
Canyon Crest Academy Stadium and Fields Phase 2	\$ 15,969,359	08/21/2015	94%
Earl Warren Middle School Data Center Phase 1	4,406,062	08/21/2015	70%
Earl Warren Middle School Interim Housing Phase 2	4,748,539	08/21/2015	31%
La Costa Canyon High School 800/900 Renovations	192,940	08/21/2015	78%
La Costa Valley Field Improvements	10,842,264	02/05/2016	23%
Oak Crest Middle School Drainage and Media Center Improvements	1,113,347	12/18/2016	11%
Pacific Trails Middle School	48,376,773	02/05/2016	78%
San Dieguito Academy Stadium Phase 1B and Interim Housing	6,240,350	10/06/2015	67%
TPHS Stadium Lighting/Science Classroom/Weight Room	10,913,064	09/01/2015	92%
TPHS Building B - Phase1	6,502,132	09/01/2015	12%

* Expected date of final completion subject to change

U. Subsequent Events

Tax Revenue Anticipation Notes

In September 2015, the District entered into the County of San Diego and San Diego County School Districts 2015 Pooled Tax and Revenue Anticipation Notes (TRANS) in the amount of \$11,875,000. The notes mature on June 30, 2016 and bear an interest rate of 2.00%. The notes were sold to supplement the District's cash flows.

New Accounting Pronouncements

GASB Statement No. 72

In February 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 72, Fair Value Measurement and Application. The primary objective of this Statement is to address accounting and financial reporting issues related to fair value measurements. This Statement requires a government to use valuation techniques that are appropriate under circumstances and for which sufficient data are available to measure fair value. The techniques should be consistent with one or more of the following approaches:

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015

The Market Approach: This approach uses prices and other relevant information generated by market transactions involving identical or comparable assets, liabilities, or a group of assets and liabilities.

The Cost Approach: This approach reflects the amount that would be required to replace the present service capacity of the asset.

The Income Approach: This approach converts future amounts (such as cash flows or income and expenses) to a single current (discounted) amount.

In addition to establishing fair value techniques the Statement establishes a hierarchy of inputs to valuation techniques and requires additional note disclosures about fair value in the financial statements. The requirements of this Statement will enhance comparability of financial statements among governments by requiring measurement of certain assets and liabilities at fair value using a consistent and more detailed definition of fair value and accepted valuation techniques. This Statement will also enhance fair value application guidance and related disclosures in order to provide information to financial statement users about the impact of fair value measurements on a government's financial position.

The Statement is effective for years beginning after June 15, 2015 and as such the District is implementing effective for the 2015-16 fiscal year.

GASB Statement No. 76

In June 2015, the GASB issued Statement No. 76, The Hierarchy of Generally Accepted Accounting Principles For State and Local Governments. The objective of this Statement is to identify, in the context of the current governmental financial reporting environment, the hierarchy of generally accepted accounting principles (GAAP). This Statement supersedes Statement No. 55 and is effective for financial statement periods beginning after June 15, 2015 and as such the District is implementing effective for the 2015-16 fiscal year.

Required Supplementary Information

Required supplementary information includes financial information and disclosures required by the Governmental Accounting Standards Board but not considered a part of the basic financial statements.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTGENERAL FUND
BUDGETARY COMPARISON SCHEDULE
FOR THE YEAR ENDED JUNE 30, 2015**EXHIBIT B-1**
ITEM 17

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
LCFF Sources:				
State Apportionment or State Aid	\$ 280,857	\$ 353,318	\$ 353,318	\$ -
Education Protection Account Funds	2,420,592	2,424,260	2,424,260	-
Local Sources	84,850,048	88,015,324	88,015,324	-
Federal Revenue	4,132,730	4,762,807	4,393,472	(369,335)
Other State Revenue	4,386,743	5,453,717	8,694,268	3,240,551
Other Local Revenue	7,773,716	8,915,992	10,521,465	1,605,473
Total Revenues	<u>103,844,686</u>	<u>109,925,418</u>	<u>114,402,107</u>	<u>4,476,689</u>
Expenditures:				
Current:				
Certificated Salaries	50,191,171	51,663,058	51,376,048	287,010
Classified Salaries	16,231,403	16,496,867	16,323,392	173,475
Employee Benefits	22,674,305	22,726,689	25,363,943	(2,637,254)
Books And Supplies	2,993,680	5,704,679	3,952,111	1,752,568
Services And Other Operating Expenditures	11,958,679	13,944,702	13,298,462	646,240
Other Outgo	721,988	721,988	690,648	31,340
Direct Support/Indirect Costs	(188,000)	(188,000)	(141,328)	(46,672)
Capital Outlay	11,100	837,858	821,293	16,565
Debt Service:				
Principal	765,588	765,589	765,589	-
Interest	840,936	840,936	822,121	18,815
Total Expenditures	<u>106,200,850</u>	<u>113,514,366</u>	<u>113,272,279</u>	<u>242,087</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(2,356,164)</u>	<u>(3,588,948)</u>	<u>1,129,828</u>	<u>4,718,776</u>
Other Financing Sources (Uses):				
Transfers In	765,588	765,589	765,589	-
Transfers Out	(20,000)	(25,000)	(98,919)	(73,919)
Total Other Financing Sources (Uses)	<u>745,588</u>	<u>740,589</u>	<u>666,670</u>	<u>(73,919)</u>
Net Change in Fund Balance	<u>(1,610,576)</u>	<u>(2,848,359)</u>	<u>1,796,498</u>	<u>4,644,857</u>
Fund Balance, July 1	<u>19,603,789</u>	<u>19,603,789</u>	<u>19,603,789</u>	<u>-</u>
Fund Balance, June 30	<u>\$ 17,993,213</u>	<u>\$ 16,755,430</u>	<u>\$ 21,400,287</u>	<u>\$ 4,644,857</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

REQUIRED SUPPLEMENTARY INFORMATION

SCHEDULE OF FUNDING PROGRESS-OTHER POST EMPLOYMENT BENEFITS

YEAR ENDED JUNE 30, 2015

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
6/30/09	\$ -	\$ 13,005,147	\$ 13,005,147	-	\$ 71,991,005	18.1%
6/30/11	-	15,210,567	15,210,567	-	60,639,000	25.1%
6/30/13	-	16,153,467	16,153,467	-	51,334,000	31.5%

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 SCHEDULE OF THE DISTRICT'S PROPORTIONATE
 SHARE OF THE NET PENSION LIABILITY
 CALIFORNIA STATE TEACHERS RETIREMENT SYSTEM (CALSTRS)
 LAST TEN FISCAL YEARS *

	Fiscal Year									
	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
District's proportion of the net pension liability (asset)	0.1260%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
District's proportionate share of the net pension liability (asset)	\$ 73,630,620	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
District's covered-employee payroll	\$ 34,632,360	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
District's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	212.61%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Plan fiduciary net position as a percentage of the total pension liability	76.52%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

* This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, this schedule provides the information only for those years for which information is available.

N/A - 2014-15 is the first implementation year and as such, no information is being presented for years prior to implementation.

Notes to Schedule:

- 1) Benefit Changes: In 2015 there were no changes to benefits.
- 2) Changes in Assumptions: In 2015, amounts reported as changes in assumptions resulted primarily from adjustments to expected retirement ages of general employees.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
SCHEDULE OF DISTRICT CONTRIBUTIONS
CALIFORNIA STATE TEACHERS RETIREMENT SYSTEM (CALSTRS)
LAST TEN FISCAL YEARS *

	Fiscal Year									
	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
Contractually required contribution	\$ 5,715,360	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Contributions in relation to the contractually required contribution	(5,715,360)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Contribution deficiency (excess)	\$ -	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
District's covered-employee payroll	\$ 34,632,360	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Contributions as a percentage of covered-employee payroll	16.50%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

* This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, this schedule provides the information for those years for which information is available.

Notes to Schedule:

Actuarial methods and assumptions

The total pension liability for the CalSTRS Plan was determined by applying update procedures to a financial reporting actuarial valuation as of June 30, 2013, and rolling forward the total pension liability to June 30, 2014. The financial reporting actuarial valuation as of June 30, 2013, used the following actuarial methods and assumptions, applied to all prior periods included in the measurement:

Valuation Date	June 30, 2013
Experience Study	July 1, 2006, through June 30, 2010
Actuarial Cost Method	Entry age normal
Investment Rate of Return	7.60%
Consumer Price Inflation	3.00%
Wage Growth	3.75%
Post-retirement Benefit Increases	2.00% simple

CalSTRS uses custom mortality tables to best fit the patterns of mortality among its members. These custom tables are based on RP2000 series tables adjusted to fit CalSTRS experience. RP2000 series tables are an industry standard set of mortality rates published by the Society of Actuaries. See CalSTRS July 1, 2006 – June 30, 2010 Experience Analysis for more information.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. The best estimate ranges were developed using capital market assumptions from CalSTRS general investment consultant (Pension Consulting Alliance - PCA) as an input to the process. Based on the model from CalSTRS consulting actuary's (Milliman) investment practice, a best estimate range was determined by assuming the portfolio is re-balanced annually and that annual returns are lognormally distributed and independent from year to year to develop expected percentiles for the long-term distribution of annualized returns. The assumed asset allocation by PCA is based on board policy for target asset allocation in effect on February 2, 2012, the date the current experience study was approved by the board.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 SCHEDULE OF THE DISTRICT'S PROPORTIONATE
 SHARE OF THE NET PENSION LIABILITY
 CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM (CALPERS)
 LAST TEN FISCAL YEARS *

	Fiscal Year									
	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
District's proportion of the net pension liability (asset)	0.1478%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
District's proportionate share of the net pension liability (asset)	\$ 16,778,899	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
District's covered-employee payroll	\$ 15,496,726	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
District's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	108.27%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Plan fiduciary net position as a percentage of the total pension liability	83.38%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

* This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, this schedule provides the information only for those years for which information is available.

N/A - 2014-15 is the first year of implementation and as such, years previous to implementation are not presented in this schedule.

Notes to Schedule:

- 1) Benefit changes: In 2015 there were no changes to the benefits.
- 2) Changes in assumptions: In 2015, amounts reported as changes in assumptions resulted primarily from adjustments to expected retirement ages of general employees.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
SCHEDULE OF DISTRICT CONTRIBUTIONS
CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM (CALPERS)
LAST TEN FISCAL YEARS *

	Fiscal Year									
	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
Contractually required contribution	\$ 2,878,102	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Contributions in relation to the contractually required contribution	(2,878,102)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Contribution deficiency (excess)	\$ -	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
District's covered-employee payroll	\$ 15,496,726	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Contributions as a percentage of covered-employee payroll	18.57%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

* This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, this schedule provides the information for those years for which information is available.

N/A - 2014-15 fiscal year was the first year of implementation and as such, years previous to implementation are not presented in this schedule.

Notes to Schedule

For the measurement period ended June 30, 2014 (the measurement date), the total pension liability was determined by rolling forward the June 30, 2013 total pension liability. The June 30, 2013 and the June 30, 2014 total pension liabilities were based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal in accordance with the requirements of GASB Statement No. 68
Actuarial Assumptions	
Discount Rate	7.50%
Inflation	2.75%
Salary Increases	Varies by Entry Age and Service
Investment Rate of Return	7.5% Net of Pension Plan Investment and Administrative Expenses; includes inflation
Mortality Rate Table	Derived using CalPERS Membership Data for all funds
Post Retirement Increase	Contract COLA up to 2.00% until purchasing power protection allowance floor on purchasing power applies, 2.75% thereafter

The mortality table used was developed based on CalPERS specific data. The table includes 20 years of mortality improvements using Society of Actuaries Scale BB. For more details on this table, please refer to the 2014 experience study report.

All other actuarial assumptions used in the June 30, 2013 valuation were based on the results of an actuarial experience study for the period from 1997 to 2011, including updates to salary increase, mortality and retirement rates. Further details of the Experience Study can be found at CalPERS' website.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED JUNE 30, 2015

ITEM 17

Budgetary Comparison Schedule - General Fund

As described in Note A to these financial statements, for purposes of reporting in conformity with GASB Statement No. 54, the District's Special Reserve Fund for Other than Capital Outlay (Fund 17) was included with the General Fund. The Budgetary Comparison Schedule included in the Required Supplementary Information is based on the legally adopted budget for the General Fund only.

General Fund - Fund Financial Statements Ending Fund Balance	\$	23,865,639
Less Fund 17 Fund Balance		<u>(2,465,352)</u>
General Fund - Budgetary Comparison Schedule Ending Fund Balance	\$	<u>21,400,287</u>
General Fund - Fund Financial Statements Net Change in Fund Balance	\$	1,806,414
Change in Fund Balance attributed to Fund 17		<u>(9,916)</u>
General Fund - Budgetary Comparison Schedule Change in Fund Balance	\$	<u>1,796,498</u>

Combining Statements and Budget Comparisons as Supplementary Information

This supplementary information includes financial statements and schedules not required by the Governmental Accounting Standards Board, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTCOMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2015

	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Total Nonmajor Governmental Funds (See Exhibit A-3)
ASSETS:				
Cash in County Treasury	\$ 1,005,114	\$ 15,408,142	\$ 2,783,333	\$ 19,196,589
Cash on Hand and in Banks	12,189	-	7,411,211	7,423,400
Cash with a Fiscal Agent/Trustee	-	-	5,515,113	5,515,113
Accounts Receivable	110,980	-	446,782	557,762
Due from Other Funds	91,134	-	-	91,134
Stores Inventories	56,306	-	-	56,306
Prepaid Expenditures	-	-	343,982	343,982
Total Assets	<u>1,275,723</u>	<u>15,408,142</u>	<u>16,500,421</u>	<u>33,184,286</u>
LIABILITIES AND FUND BALANCE:				
Liabilities:				
Accounts Payable	\$ 58,698	\$ -	\$ 725,439	\$ 784,137
Due to Other Funds	473,549	-	580	474,129
Unearned Revenue	108,122	-	-	108,122
Total Liabilities	<u>640,369</u>	<u>-</u>	<u>726,019</u>	<u>1,366,388</u>
Fund Balance:				
Nonspendable Fund Balances:				
Stores Inventories	56,306	-	-	56,306
Prepaid Items	-	-	343,982	343,982
Restricted Fund Balances	454,999	-	1,038,558	1,493,557
Assigned Fund Balances	124,049	15,408,142	14,391,862	29,924,053
Total Fund Balance	<u>635,354</u>	<u>15,408,142</u>	<u>15,774,402</u>	<u>31,817,898</u>
Total Liabilities and Fund Balances	<u>\$ 1,275,723</u>	<u>\$ 15,408,142</u>	<u>\$ 16,500,421</u>	<u>\$ 33,184,286</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTCOMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2015

	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Total Nonmajor Governmental Funds (See Exhibit A-5)
Revenues:				
Federal Revenue	\$ 569,581	\$ -	\$ -	\$ 569,581
Other State Revenue	40,892	58,293	230	99,415
Other Local Revenue	2,563,100	11,706,945	10,078,999	24,349,044
Total Revenues	<u>3,173,573</u>	<u>11,765,238</u>	<u>10,079,229</u>	<u>25,018,040</u>
Expenditures:				
Instruction	275,428	-	-	275,428
Instruction - Related Services	342,659	-	-	342,659
Pupil Services	2,596,314	-	-	2,596,314
General Administration	141,328	-	8,823	150,151
Plant Services	-	-	1,649,455	1,649,455
Debt Service:				
Principal	-	12,245,000	288,040	12,533,040
Interest	-	9,849,085	55,942	9,905,027
Total Expenditures	<u>3,355,729</u>	<u>22,094,085</u>	<u>2,002,260</u>	<u>27,452,074</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(182,156)</u>	<u>(10,328,847)</u>	<u>8,076,969</u>	<u>(2,434,034)</u>
Other Financing Sources (Uses):				
Transfers In	78,919	5,732,224	-	5,811,143
Transfers Out	-	-	(5,732,224)	(5,732,224)
Other Sources	-	6,169,396	765,473	6,934,869
Total Other Financing Sources (Uses)	<u>78,919</u>	<u>11,901,620</u>	<u>(4,966,751)</u>	<u>7,013,788</u>
Net Change in Fund Balance	(103,237)	1,572,773	3,110,218	4,579,754
Fund Balance, July 1	738,591	13,835,369	12,664,184	27,238,144
Fund Balance, June 30	<u>\$ 635,354</u>	<u>\$ 15,408,142</u>	<u>\$ 15,774,402</u>	<u>\$ 31,817,898</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTCOMBINING BALANCE SHEET
NONMAJOR SPECIAL REVENUE FUNDS
JUNE 30, 2015

	Adult Education Fund	Cafeteria Fund
	<u> </u>	<u> </u>
ASSETS:		
Cash in County Treasury	\$ 85,024	\$ 796,163
Cash on Hand and in Banks	5,410	6,779
Accounts Receivable	72,241	38,617
Due from Other Funds	90,450	684
Stores Inventories	-	56,306
Total Assets	<u>253,125</u>	<u>898,549</u>
LIABILITIES AND FUND BALANCE:		
Liabilities:		
Accounts Payable	\$ 23,589	\$ 35,109
Due to Other Funds	212,035	261,514
Unearned Revenue	17,501	90,621
Total Liabilities	<u>253,125</u>	<u>387,244</u>
Fund Balance:		
Nonspendable Fund Balances:		
Stores Inventories	-	56,306
Restricted Fund Balances	-	454,999
Assigned Fund Balances	-	-
Total Fund Balance	<u>-</u>	<u>511,305</u>
Total Liabilities and Fund Balances	<u>\$ 253,125</u>	<u>\$ 898,549</u>

EXHIBIT C-3

ITEM 17

Deferred Maintenance Fund	Pupil Transportation Equipment	Total Nonmajor Special Revenue Funds (See Exhibit C-1)
\$ 3,158	\$ 120,769	\$ 1,005,114
-	-	12,189
3	119	110,980
-	-	91,134
-	-	56,306
<u>3,161</u>	<u>120,888</u>	<u>1,275,723</u>
\$ -	\$ -	\$ 58,698
-	-	473,549
-	-	108,122
<u>-</u>	<u>-</u>	<u>640,369</u>
-	-	56,306
-	-	454,999
3,161	120,888	124,049
<u>3,161</u>	<u>120,888</u>	<u>635,354</u>
\$ 3,161	\$ 120,888	\$ 1,275,723

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

COMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2015

	Adult Education Fund	Cafeteria Fund
Revenues:		
Federal Revenue	\$ 126,542	\$ 443,039
Other State Revenue	4,204	36,688
Other Local Revenue	413,831	2,024,307
Total Revenues	<u>544,577</u>	<u>2,504,034</u>
Expenditures:		
Instruction	275,428	-
Instruction - Related Services	342,659	-
Pupil Services	-	2,543,202
General Administration	24,026	117,302
Total Expenditures	<u>642,113</u>	<u>2,660,504</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(97,536)</u>	<u>(156,470)</u>
Other Financing Sources (Uses):		
Transfers In	78,919	-
Total Other Financing Sources (Uses)	<u>78,919</u>	<u>-</u>
Net Change in Fund Balance	(18,617)	(156,470)
Fund Balance, July 1	18,617	667,775
Fund Balance, June 30	<u>\$ -</u>	<u>\$ 511,305</u>

EXHIBIT C-4

ITEM 17

Deferred Maintenance Fund	Pupil Transportation Equipment	Total Nonmajor Special Revenue Funds (See Exhibit C-2)
\$ -	\$ -	\$ 569,581
-	-	40,892
13	124,949	2,563,100
<u>13</u>	<u>124,949</u>	<u>3,173,573</u>
-	-	275,428
-	-	342,659
-	53,112	2,596,314
-	-	141,328
<u>-</u>	<u>53,112</u>	<u>3,355,729</u>
13	71,837	(182,156)
<u>-</u>	<u>-</u>	<u>78,919</u>
<u>-</u>	<u>-</u>	<u>78,919</u>
13	71,837	(103,237)
3,148	49,051	738,591
<u>\$ 3,161</u>	<u>\$ 120,888</u>	<u>\$ 635,354</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

COMBINING BALANCE SHEET
NONMAJOR DEBT SERVICE FUNDS
JUNE 30, 2015

	Bond Interest & Redemption	Total Nonmajor Debt Service Funds (See Exhibit C-1)
ASSETS:		
Cash in County Treasury	\$ 15,408,142	\$ 15,408,142
Total Assets	<u>15,408,142</u>	<u>15,408,142</u>
LIABILITIES AND FUND BALANCE:		
Liabilities:		
Total Liabilities	<u>-</u>	<u>-</u>
Fund Balance:		
Assigned Fund Balances	\$ 15,408,142	\$ 15,408,142
Total Fund Balance	<u>15,408,142</u>	<u>15,408,142</u>
Total Liabilities and Fund Balances	<u>\$ 15,408,142</u>	<u>\$ 15,408,142</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTCOMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR DEBT SERVICE FUNDS
FOR THE YEAR ENDED JUNE 30, 2015

	Bond Interest & Redemption	Blended Component Unit	Total Nonmajor Debt Service Funds (See Exhibit C-2)
Revenues:			
Other State Revenue	\$ 58,293	\$ -	\$ 58,293
Other Local Revenue	11,706,945	-	11,706,945
Total Revenues	<u>11,765,238</u>	<u>-</u>	<u>11,765,238</u>
Expenditures:			
Debt Service:			
Principal	10,245,000	2,000,000	12,245,000
Interest	6,116,861	3,732,224	9,849,085
Total Expenditures	<u>16,361,861</u>	<u>5,732,224</u>	<u>22,094,085</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(4,596,623)</u>	<u>(5,732,224)</u>	<u>(10,328,847)</u>
Other Financing Sources (Uses):			
Transfers In	-	5,732,224	5,732,224
Other Sources	6,169,396	-	6,169,396
Total Other Financing Sources (Uses)	<u>6,169,396</u>	<u>5,732,224</u>	<u>11,901,620</u>
Net Change in Fund Balance	1,572,773	-	1,572,773
Fund Balance, July 1	13,835,369	-	13,835,369
Fund Balance, June 30	<u>\$ 15,408,142</u>	<u>\$ -</u>	<u>\$ 15,408,142</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTCOMBINING BALANCE SHEET
NONMAJOR CAPITAL PROJECTS FUNDS
JUNE 30, 2015

	Capital Facilities Fund	County School Facilities Fund
ASSETS:		
Cash in County Treasury	\$ 1,714,781	\$ 1,041,587
Cash on Hand and in Banks	-	-
Cash with a Fiscal Agent/Trustee	-	-
Accounts Receivable	374,070	1,031
Prepaid Expenditures	343,982	-
Total Assets	<u>2,432,833</u>	<u>1,042,618</u>
LIABILITIES AND FUND BALANCE:		
Liabilities:		
Accounts Payable	\$ 82,170	\$ 4,060
Due to Other Funds	580	-
Total Liabilities	<u>82,750</u>	<u>4,060</u>
Fund Balance:		
Nonspendable Fund Balances:		
Prepaid Items	343,982	-
Restricted Fund Balances	-	1,038,558
Assigned Fund Balances	2,006,101	-
Total Fund Balance	<u>2,350,083</u>	<u>1,038,558</u>
Total Liabilities and Fund Balances	<u>\$ 2,432,833</u>	<u>\$ 1,042,618</u>

EXHIBIT C-7

ITEM 17

Special Reserve for Capital Outlay Fund	Capital Projects Fund For Blended Component Units	Total Nonmajor Capital Projects Funds (See Exhibit C-1)
\$ 26,965	\$ -	\$ 2,783,333
-	7,411,211	7,411,211
-	5,515,113	5,515,113
26	71,655	446,782
-	-	343,982
<u>26,991</u>	<u>12,997,979</u>	<u>16,500,421</u>
\$ -	\$ 639,209	\$ 725,439
-	-	580
<u>-</u>	<u>639,209</u>	<u>726,019</u>
-	-	343,982
-	-	1,038,558
26,991	12,358,770	14,391,862
<u>26,991</u>	<u>12,358,770</u>	<u>15,774,402</u>
\$ <u>26,991</u>	\$ <u>12,997,979</u>	\$ <u>16,500,421</u>

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

COMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR CAPITAL PROJECTS FUNDS
FOR THE YEAR ENDED JUNE 30, 2015

	Capital Facilities Fund	County School Facilities Fund
Revenues:		
Other State Revenue	\$ 230	\$ -
Other Local Revenue	1,460,405	4,300
Total Revenues	<u>1,460,635</u>	<u>4,300</u>
Expenditures:		
General Administration	8,823	-
Plant Services	993,447	35,166
Debt Service:		
Principal	288,040	-
Interest	55,942	-
Total Expenditures	<u>1,346,252</u>	<u>35,166</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>114,383</u>	<u>(30,866)</u>
Other Financing Sources (Uses):		
Transfers Out	-	-
Other Sources	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>
Net Change in Fund Balance	114,383	(30,866)
Fund Balance, July 1	2,235,700	1,069,424
Fund Balance, June 30	<u>\$ 2,350,083</u>	<u>\$ 1,038,558</u>

EXHIBIT C-8

ITEM 17

Specialo Reserve for Capital Outlay Fund	Capital Projects Fund For Blended Component Units	Total Nonmajor Capital Projects Funds (See Exhibit C-2)
\$ -	\$ -	\$ 230
<u>109</u>	<u>8,614,185</u>	<u>10,078,999</u>
<u>109</u>	<u>8,614,185</u>	<u>10,079,229</u>
-	-	8,823
-	620,842	1,649,455
-	-	288,040
-	-	55,942
<u>-</u>	<u>620,842</u>	<u>2,002,260</u>
<u>109</u>	<u>7,993,343</u>	<u>8,076,969</u>
-	(5,732,224)	(5,732,224)
-	765,473	765,473
<u>-</u>	<u>(4,966,751)</u>	<u>(4,966,751)</u>
109	3,026,592	3,110,218
26,882	9,332,178	12,664,184
<u>\$ 26,991</u>	<u>\$ 12,358,770</u>	<u>\$ 15,774,402</u>

Other Supplementary Information

This section includes financial information and disclosures not required by the Governmental Accounting Standards Board and not considered a part of the basic financial statements. It may, however, include information which is required by other entities.

Supplementary Information Section

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTLOCAL EDUCATION AGENCY
ORGANIZATION STRUCTURE
JUNE 30, 2015

ITEM 17

The San Dieguito Union School District was established in 1936 and is comprised of an area of approximately 81 square miles in San Diego County. There were no changes in the boundaries of the district during the current fiscal year. The district is currently operating four comprehensive middle schools for grades seven through eight, and four comprehensive high schools for grades nine through twelve and one continuation high school. The district also operates an adult education program.

<u>Governing Board</u>		
<u>Name</u>	<u>Office</u>	<u>Term and Term Expiration</u>
Beth Hergesheimer	President	Four Year Term Expires December 2016
Amy Herman	Vice President	Four Year Term Expires December 2018
John Salazar	Clerk	Four Year Term Expires December 2018
Joyce Dalessandro	Trustee	Four Year Term Expires December 2016
Maureen "Mo" Muir	Trustee	Four Year Term Expires December 2018

<u>Administration</u>
Rick Schmitt Superintendent
Torrie Norton Associate Superintendent Human Resources
Michael Grove, Ed. D. Associate Superintendent Educational Services
Eric Dill Associate Superintendent Business Services

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTSCHEDULE OF AVERAGE DAILY ATTENDANCE
YEAR ENDED JUNE 30, 2015**TABLE D-1** ITEM 17

	Second Period Report		Annual Report	
	Original	Revised	Original	Revised
Grades 7 and 8:				
Regular ADA	3,912.67	N/A	3,903.95	N/A
Extended Year Special Education	4.93	N/A	4.93	N/A
Nonpublic, Nonsectarian Schools	16.06	N/A	14.06	N/A
Extended Year - Nonpublic	1.53	N/A	1.53	N/A
Grades 7 and 8 Totals	<u>3,935.19</u>	<u>N/A</u>	<u>3,924.47</u>	<u>N/A</u>
Grades 9-12:				
Regular ADA	8,118.20	N/A	8,063.66	N/A
Extended Year Special Education	9.43	N/A	9.43	N/A
Nonpublic, Nonsectarian Schools	48.40	N/A	45.82	N/A
Extended Year - Nonpublic	7.32	N/A	7.32	N/A
Grades 9-12 Totals	<u>8,183.35</u>	<u>N/A</u>	<u>8,126.23</u>	<u>N/A</u>
ADA Totals	<u>12,118.54</u>	<u>N/A</u>	<u>12,050.70</u>	<u>N/A</u>

N/A - There were no audit findings which resulted in necessary revisions to attendance.

Average daily attendance is a measurement of the number of pupils attending classes of the district or charter school. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of state funds are made to school districts and charter schools. This schedule provides information regarding the attendance of students at various grade levels and in different programs.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTSCHEDULE OF INSTRUCTIONAL TIME
YEAR ENDED JUNE 30, 2015TABLE D-2
ITEM 17

Grade Level	Ed. Code 46207 Minutes Requirement	Ed. Code 46207 Adjusted & Reduced	2014-15 Actual Minutes	Number of Days Traditional Calendar	Number of Days Multitrack Calendar	Status
Grade 7	54,000	52,500	63,245	180	-	Complied
Grade 8	54,000	52,500	63,245	180	-	Complied
Grade 9	64,800	63,000	65,052	180	-	Complied
Grade 10	64,800	63,000	65,052	180	-	Complied
Grade 11	64,800	63,000	65,052	180	-	Complied
Grade 12	64,800	63,000	65,052	180	-	Complied

School districts and charter schools must maintain their instructional minutes as defined in Education Code Section 46207. This schedule is required of all districts, including basic aid districts.

The District has received incentive funding for increasing instructional time as provided by the Incentives for Longer Instructional Day. This schedule presents information on the amount of instruction time offered by the District and whether the District complied with the provisions of Education Code Sections 46200 through 46206. The District met or exceeded its target funding.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS
 YEAR ENDED JUNE 30, 2015

TABLE D-3
ITEM 17

General Fund	Budget 2016 (See Note 1)	2015	2014	2013
Revenues and other financial sources	\$ 119,431,703	\$ 115,167,696	\$ 112,931,797	\$ 105,984,906
Expenditures, other uses and transfers out	113,773,495	113,371,198	107,525,778	105,514,612
Change in fund balance (deficit)	5,658,208	1,796,498	5,406,019	470,294
Ending fund balance	\$ 27,058,495	\$ 21,400,287	\$ 19,603,789	\$ 14,197,770
Available reserves (See Note 2)	\$ 25,559,847	\$ 19,723,539	\$ 16,691,747	\$ 13,091,097
Available reserves as a percentage of total outgo (See Note 3)	22.5%	17.9%	15.5%	12.7%
Total long-term debt (See Note 5)	\$ 461,993,273	\$ 471,221,300	\$ 269,064,042	\$ 273,085,879
Average daily attendance at P-2	12,051	12,119	12,034	11,832

This schedule discloses the district's financial trends by displaying past years' data along with current year budget information. These financial trend disclosures are used to evaluate the district's ability to continue as a going concern for a reasonable period of time.

The general fund balance has increased by \$7,672,810 over the past three years. The fiscal year 2015-16 budget projects an increase of \$5,658,208. For a district of this size, the State recommends available reserves of at least 3% of total general fund expenditures, transfers out and other uses (total outgo).

Total long-term debt has increased by \$364,824,153 over the past three years.

Average daily attendance has increased by 100 over the past three years.

Notes:

- 1 Budget 2016 is included for analytical purposes only and has not been subjected to audit.
- 2 Available reserves consist of all assigned fund balances, unassigned fund balances, and all funds reserved for economic uncertainties contained within the General Fund.
- 3 GASB Statement No. 54 requires the inclusion of the Special Reserve Fund for Other Than Capital Outlay (Fund 17) with the General Fund for reporting purposes only. This schedule has been prepared without the inclusion of Fund 17.
- 4 On behalf payments of \$3,063,998, \$2,940,777, and \$2,794,084, have been excluded from the calculation of available reserves for the fiscal years ending June 30, 2015, 2014, and 2013.
- 5 As a result of implementation of GASB Statement No. 68, long term liabilities for the year ended June 30, 2015 include net pension liabilities which were not previously accounted for. As such, total long term debt for the year ended June 30, 2015 is not comparable to previous years represented in this table.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICTRECONCILIATION OF ANNUAL FINANCIAL AND BUDGET
REPORT WITH AUDITED FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2015**TABLE D-4** ITEM 17

	General Fund	Special Reserve Fund for Other Than Capital Outlay (Fund 17)
	<u> </u>	<u> </u>
June 30, 2015, annual financial and budget report fund balances	\$ 21,400,287	\$ 2,465,352
Adjustments and reclassifications:		
Increasing (decreasing) the fund balance:		
Inclusion for reporting purposes under GASB 54	<u>2,465,352</u>	<u>(2,465,352)</u>
Net adjustments and reclassifications	<u>2,465,352</u>	<u>(2,465,352)</u>
June 30, 2015, audited financial statement fund balances	<u>\$ 23,865,639</u>	<u>\$ -</u>
	Schedule of Long-Term Debt	
	<u> </u>	
June 30, 2015 annual financial and budget report total liabilities	\$ 381,097,985	
Adjustments and reclassifications:		
Increase (decrease) in total liabilities:		
State school building loan understatement	11,960	
Net pension liability understatement	90,409,519	
General obligation bonds overstatement	(352,822)	
Lease revenue bonds understatement	<u>54,658</u>	
Net adjustments and reclassifications	<u>90,123,315</u>	
June 30, 2015 audited financial statement total liabilities	<u>\$ 471,221,300</u>	

This schedule provides the information necessary to reconcile the fund balances of all funds and the total liabilities balance of the general long-term debt account group as reported on the SACS report to the audited financial statements. Funds that required no adjustment are not presented.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
SCHEDULE OF CHARTER SCHOOLS
YEAR ENDED JUNE 30, 2015

TABLE D-5 ITEM 17

No charter schools are chartered by San Dieguito Union High School District.

<u>Charter Schools</u>	<u>Included In Audit?</u>
None	N/A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2015

TABLE D-6
ITEM 17

Federal Grantor/ Pass-Through Grantor/ Program Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Federal Expenditures
<u>U. S. DEPARTMENT OF TREASURY</u>			
Direct Program:			
QZAB Interest Subsidy	21.XXX	-	\$ 667,920
<u>U. S. DEPARTMENT OF EDUCATION</u>			
Passed Through State Department of Education:			
Adult Education	84.002	13977	126,542
Title I Part A	84.010	14109	944,745
Special Education Cluster			
Special Education	84.027	13379	1,534,001
Special Education Early Intervention	84.027	10119	369,717
Special Education Private Schools	84.027	10115	159,135
Special Education Mental Health	84.027A	14468	138,418
Total Special Education Cluster			<u>2,201,271</u>
Vocational Education	84.048	13924	138,517
Workability	84.158	10006	180,451
Advanced Placement Testing	84.330	14363	21,127
Title III Limited English Proficiency	84.365	10084	58,615
Title II Cluster			
Title II Teacher Quality	84.367	14341	178,233
Title II Administrator	84.367	14344	2,592
Total Title II Cluster			<u>180,825</u>
Total Passed Through State Department of Education			<u>3,852,093</u>
Total U. S. Department of Education			<u>3,852,093</u>
<u>U. S. DEPARTMENT OF AGRICULTURE</u>			
Passed Through State Department of Education:			
Child Nutrition Cluster			
School Breakfast Program	10.553	13526	103,941
National School Lunch Section 4	10.555	13391	95,735
National School Lunch Section 11	10.555	13396	243,362
Commodities *	10.555	13396	90,815
Total Child Nutrition Cluster			<u>533,853</u>
Total Passed Through State Department of Education			<u>533,853</u>
Total U. S. Department of Agriculture			<u>533,853</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS			<u><u>\$ 5,053,866</u></u>

* Indicates noncash expenditures

The accompanying notes are an integral part of this schedule.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2015

Basis of Presentation

The accompanying schedule of expenditures of federal awards includes the federal grant activity of San Dieguito Union High School District and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the general purpose financial statements.

Other Independent Auditor's Reports

P. Robert Wilkinson, CPA
Brian K. Hadley, CPA



Aubrey W. King, CPA
Kevin A. Sproul, CPA

Independent Auditor's Report on Internal Control over Financial Reporting and On Compliance and Other Matters Based on an Audit of Financial Statements Performed In Accordance With Government Auditing Standards

Board of Trustees
San Dieguito Union High School District
Encinitas, California

Members of the Board of Trustees:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of San Dieguito Union High School District, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise San Dieguito Union High School District's basic financial statements, and have issued our report thereon dated December 14, 2015.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the San Dieguito Union High School District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the San Dieguito Union High School District's internal control. Accordingly, we do not express an opinion on the effectiveness of the San Dieguito Union High School District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the San Dieguito Union High School District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as item 2015-001.

San Dieguito Union High School District's Response to Findings

San Dieguito Union High School District's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. San Dieguito Union High School District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Wilkinson Hadley King & Co., LLP

El Cajon, California
December 14, 2015

P. Robert Wilkinson, CPA
Brian K. Hadley, CPA



Aubrey W. King, CPA
Kevin A. Sproul, CPA

Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by OMB Circular A-133

Board of Trustees
San Dieguito Union High School District
Encinitas, California

Members of the Board of Trustees:

Report on Compliance for Each Major Federal Program

We have audited the San Dieguito Union High School District's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the San Dieguito Union High School District's major federal programs for the year ended June 30, 2015. San Dieguito Union High School District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of San Dieguito Union High School District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the San Dieguito Union High School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the San Dieguito Union High School District's compliance.

Opinion on Each Major Federal Program

In our opinion, the San Dieguito Union High School District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs for the year ended June 30, 2015.

Report on Internal Control Over Compliance

Management of the San Dieguito Union High School District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the San Dieguito Union High School District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the San Dieguito Union High School District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we considered to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Wilkinson Hadley King & Co., LLP

El Cajon, California
December 14, 2015



P. Robert Wilkinson, CPA
Brian K. Hadley, CPA

Aubrey W. King, CPA
Kevin A. Sproul, CPA

ITEM 17

Independent Auditor's Report on State Compliance

Board of Trustees
San Dieguito Union High School District
Encinitas, California

Members of the Board of Trustees:

Report on State Compliance

We have audited the District's compliance with the types of compliance requirements described in the *2014-15 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* published by the California Education Audit Appeals Panel that could have a direct and material effect on each of the District's state programs identified below for the fiscal year ended June 30, 2015.

Management's Responsibility for State Compliance

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its state programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each applicable program as identified in the State's audit guide, *2014-15 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* published by the Education Audit Appeals Panel. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the State's audit guide, *2014-15 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* published by the Education Audit Appeals Panel. Those standards and audit guide require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on the state programs noted below occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the District's compliance with those requirements.

In connection with the audit referred to above, we selected and tested transactions and records to determine the District's compliance with the state laws and regulations applicable to the following items:

<u>Compliance Requirements</u>	<u>Procedures in Audit Guide Performed?</u>
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**LOCAL EDUCATION AGENCIES
OTHER THAN CHARTER SCHOOLS:**

Attendance Accounting:	
Attendance Reporting	Yes
Teacher Certification and Misassignments	Yes
Kindergarten Continuance	N/A
Independent Study	No
Continuation Education	Yes

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Instructional Time	Yes
Instructional Materials	Yes
Ratio of Administrative Employees to Teachers	Yes
Classroom Teacher Salaries	Yes
Early Retirement Incentive	N/A
GANN Limit Calculation	Yes
School Accountability Report Card	Yes
Juvenile Court Schools	N/A
Middle or Early College High Schools	N/A
K-3 Grade Span Adjustment	N/A
Transportation Maintenance of Effort	Yes
Regional Occupational Centers or Programs Maintenance of Effort	Yes
Adult Education Maintenance of Effort	Yes

**SCHOOL DISTRICTS, COUNTY OFFICES OF
EDUCATION, AND CHARTER SCHOOLS:**

California Clean Energy Jobs Act	Yes
After School Education and Safety Program:	
After School	N/A
Before School	N/A
General Requirements	N/A
Proper Expenditure of Education Protection Account Funds	Yes
Common Core Implementation Funds	Yes
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Local Control and Accountability Plan	Yes

CHARTER SCHOOLS:

Attendance	N/A
Mode of Instruction	N/A
Nonclassroom-Based Instruction/Independent Study	N/A
Determination of Funding for Nonclassroom-Based Instruction	N/A
Annual Instructional Minutes - Classroom Based	N/A
Charter School Facility Grant Program	N/A

The term "N/A" is used above to mean either the District did not offer the program during the current fiscal year or the program applies to a different type of local education agency.

We did not perform testing for Independent Study. The procedure was not required to be performed since the ADA was below that which requires testing.

Opinion on State Compliance

In our opinion, San Dieguito Union High School District complied, in all material respects, with the compliance requirements referred to above that are applicable to the statutory requirements listed in the schedule above for the year ended June 30, 2015.

Other Matters

The results of our auditing procedures disclosed an instance of noncompliance with the statutory requirements for programs noted above, which are required to be reported in accordance with the State's audit guide, *2014-15 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* published by the Education Audit Appeals Panel and which is described in the accompanying Schedule of Findings and Questioned Costs as item 2015-001. We did not modify our opinion with respect to this matter.

San Dieguito Union High School District's Response to Findings

San Dieguito Union High School District's response to the finding identified in our audit is described in the accompanying schedule of findings and questioned costs. San Dieguito Union High School District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion of the effectiveness of the entity's internal control or on compliance outside of the items tested as noted above. This report is an integral part of an audit performed in accordance with the *2014-15 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel in considering the entity's compliance. Accordingly, this communication is not suitable for any other purpose.

Wilkinson Hadley King & Co., LLP

El Cajon, California
December 14, 2015

Findings and Recommendations Section

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2015

A. Summary of Auditor's Results

1. Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

One or more material weaknesses identified? Yes X No

One or more significant deficiencies identified that are not considered to be material weaknesses? Yes X None Reported

Noncompliance material to financial statements noted? Yes X No

2. Federal Awards

Internal control over major programs:

One or more material weaknesses identified? Yes X No

One or more significant deficiencies identified that are not considered to be material weaknesses? Yes X None Reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133? Yes X No

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
10.553, 10.555	Child Nutrition Cluster
84.027, 84.027A	Special Education Cluster
84.158	Workability

Dollar threshold used to distinguish between type A and type B programs: \$300,000

Auditee qualified as low-risk auditee? X Yes No

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2015

3. State Awards

Any audit findings disclosed that are required to be reported in accordance with Standards and Procedures for Audits of California K-12 Local Education Agencies?

X Yes No

Type of auditor's report issued on compliance for state programs:

Unmodified

B. Financial Statement Findings

NONE

C. Federal Award Findings and Questioned Costs

NONE

D. State Award Findings and Questioned Costs

Finding 2015-001 (10000)
Attendance

Criteria or Specific Requirement

Determine that class attendance rosters are being signed, dated, and retained in a timely manner as proper verification of pupil attendance based on the guidelines and provisions under Education Code Sections 46000 and 46303.

Condition

In review of the electronic attendance at Canyon Crest Academy for the seventh month of attendance, we noted that a number of teachers were listed on the daily missing attendance recap sheets. Upon further investigation, we noted that these teachers did not take attendance timely for the days reviewed. Manual class rosters were attached to the daily missing attendance recaps as verification of the daily attendance; however, these manual rosters were not being printed and verified on a timely basis. Printing, signing, and date verification of class rosters were in excess of two weeks and up to three months after the weekly attendance period. In addition, a few manual rosters could not be located for some isolated teachers on the missing attendance recap sheets.

Questioned Costs

None. The District has established procedures that the teachers enter attendance on a daily basis and although the verification of class rosters for missing daily attendance was not completed within state guidelines, the attendance was entered timely by individuals with first hand knowledge. Based upon our review, we determined there are no questioned costs or loss of attendance to be identified or justified as all period attendance was subsequently entered and approved prior to the end of the fiscal year.

Effect

The school site was not consistent with the state requirement that attendance must be approved and verified by the teachers within one week after the end of each attendance period.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2015

Context:

California Education Code Sections 46000 and 46303 require that attendance be taken for each class period and verified by the teachers within one week after the end of each weekly attendance period.

Cause

School site personnel and teachers did not understand the purpose and requirement that teachers must verify attendance within one week after the end of the attendance period.

Recommendation

Implement procedures to ensure that daily period attendance not entered electronically on a daily basis by individual teachers has signed and dated manual class rosters or other support as documentation that all period attendance is entered and approved timely within one week after the end of each weekly attendance period. All teachers and attendance staff need to be instructed and held accountable that all period attendance is to reported and verified on a timely basis within one week after the end of each weekly attendance period without exception.

LEA's Response

At the initial staff meeting of the 2015-16 school year Canyon Crest Academy administration stressed the importance of taking accurate and timely period attendance and outlined the concerns discovered in the 2014-15 audit. As an ongoing agenda item for staff meetings, they review the teachers' obligation to take timely attendance as well as student safety issues relating to accurate reporting. Additionally, the site has initiated a process of sending e-mail reminders every afternoon to encourage teachers to make sure their attendance is accurate before they leave for the day.

The district office is conducting monthly compliance audits at each school site. At Canyon Crest, district staff have provided additional training to a new attendance clerk to reinforce daily and weekly district procedures to follow when teachers don't take their attendance electronically. These include specific instruction regarding the requirement to have every teacher's attendance verified weekly.

The administration at Canyon Crest Academy is holding teachers accountable for missing attendance. Each morning the clerk runs a report of missing attendance for the previous day. If any teachers appear on the report it is forwarded to the administrator in charge of attendance along with rosters for each teacher. Each teacher on the report is required to come to the assistant principal's office to review/correct/approve and sign the rosters before the end of the week. Reports and signed rosters are kept on file in the attendance office for verification.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2015

Finding/Recommendation	Current Status	Management's Explanation If Not Implemented
<p>Finding 2014-001 Student Body Funds</p> <p>Three check requests at Earl Warren Middle School did not have proper authorization signatures and one batch of receipt collections at La Costa Canyon High School was not deposited timely.</p> <p>Require all check request forms at Earl Warren Middle School be properly authorized as an approval for subsequent payment and ensure all cash collections at La Costa Canyon High School for concession stands and sporting events be deposited timely.</p>	<p>Implemented</p>	
<p>Finding 2014-002 Attendance</p> <p>In review of daily attendance at La Costa Canyon High School, period attendance reports for selected students did not have a full day absence code marked. District management was instructed to review and revise all attendance data for the site to ensure all students absent for the entire day were coded properly with an all-day absence code.</p> <p>Amend the P2 attendance reports after revision of the school site attendance at La Costa Canyon High School. In future periods, ensure that attendance reports are reviewed and monitored in order that students absent the entire day properly reflect an all-day absence code.</p>	<p>Implemented</p>	

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 5, 2016

BOARD MEETING DATE: January 14, 2016

PREPARED BY: Torrie Norton
Associate Superintendent/Human Resources

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: APPROVAL OF SALARY INCREASES FOR NON-REPRESENTED EMPLOYEE GROUPS / BP's #4341.1 Attachment A, Management Salary Schedule, #4441.2 Attachment A, Confidential Employees Salary Schedule, & #4541 Attachment A, Supervisory Employees Salary Schedule, and Amendment to Employment Contracts for Superintendent & Four Associate Superintendents

EXECUTIVE SUMMARY

There are three (3) groups of employees who are not represented in the collective bargaining process (Supervisory, Confidential, and Administration). The administration has a responsibility to recommend salaries for non-represented groups that are both competitive and within the district's ability to fund.

The following summarizes the recommended salary increase included in the attachments:

2015-16:

- Flex amounts for each non-represented group (minus \$2,000 health care credit) will be added to the salary schedule
- Salary increase of 7%

2016-17:

- Salary increase of 5.5%

RECOMMENDATION

It is recommended that the Board approve the salary increases for the non-represented employee groups of Management, Confidential and Supervisory Employees, BP's #4341.1 Attachment A, Management Salary Schedule, #4441.2 Attachment A, Confidential Employees Salary Schedule, #4541 Attachment A, Supervisory Employees Salary Schedule, and amendment to employment contracts for the Superintendent and four Associate Superintendents, as shown in the attached supplements.

FUNDING SOURCE:

General Fund

Attachments: BP #4341.1 Attachment A, Management Salary Schedule
BP #4441.2 Attachment A, Confidential Employees Salary Schedule
BP #4541 Attachment A, Supervisory Employees Salary Schedule
Amendment to Superintendent Contract
Amendment to 4 Associate Superintendent Contracts

PERSONNEL / MANAGEMENT**ITEM 18**
4341.1 Attachment A**MANAGEMENT SALARY SCHEDULE****Effective July 1, 2015 – December 31, 2015 (+\$8,978, +7%)¹****CERTIFICATED MANAGEMENT**

GROUP	RANGE	TITLE	STEP 1	STEP 2	STEP 3	STEP 4	WORK DAYS
4	3	Principal, Sr. High School	131,688	138,055	144,734	151,756	220
4	4	Principal, Middle School	119,576	125,358	131,426	137,795	220
4	5	Asst. Principal, Sr. High School	112,109	117,535	123,236	129,222	210
4	6	Asst. Principal, Middle School	100,462	105,355	110,487	115,877	200
4	6	Program Supervisor – Special Education	100,462	105,355	110,487	115,877	200
4	7	Director of CTE, EL and Community Programs	112,109	117,535	123,236	129,222	215
4	8	Executive Director of Educational Services	134,948	141,640	148,664	156,041	222
4	10	Director of PPS and Alternative Programs	123,432	129,403	135,602	142,244	220
4	13	Coordinator of Special Education	109,622	115,048	120,739	126,715	220
4	13	Coordinator of Student Services	109,622	115,048	120,739	126,715	220
4	17	Director of Special Education	119,576	125,358	131,426	137,795	220

CLASSIFIED MANAGEMENT

GROUP	RANGE	TITLE	STEP 1	STEP 2	STEP 3	STEP 4	WORK YEAR
5	2	Chief Financial Officer	109,992	115,265	120,803	126,621	12 MO
5	2	Director of Classified Personnel	109,992	115,265	120,803	126,621	12 MO
5	2	Director of Human Resources	109,992	115,265	120,803	126,621	12 MO
5	2	Director of Planning Services	109,992	115,265	120,803	126,621	12 MO
5	2	Director of Technology Project Management	109,992	115,265	120,803	126,621	12 MO
5	2	Director of Maintenance, Operations & Transp.	109,992	115,265	120,803	126,621	12 MO
5	2	Director of Information Technology	109,992	115,265	120,803	126,621	12 MO
5	3	Construction Project Manager – II	85,338	89,572	94,019	98,688	12 MO
5	4	Director of Nutrition Services	94,826	99,534	104,479	109,670	12 MO
5	4	Director of Purchasing & Risk Management	94,826	99,534	104,479	109,670	12 MO
5	4	Director of Student Information Services	94,826	99,534	104,479	109,670	12 MO
5	8	Chief Facilities Officer	131,181	137,549	144,228	151,250	12 MO
5	8	Executive Director of Planning Services	131,181	137,549	144,228	151,250	12 MO
5	9	Construction Project Manager – I	74,326	78,010	81,878	85,940	12 MO

Credit for previous management experience will be given consideration toward initial placement on the management salary schedule. Twelve days of sick leave for each year shall be allowed each full-time manager during the period of time under active contract with the District. All classified managers shall be governed by the Classified Merit System Rules and Regulations.

LONGEVITY BENEFITS

An increment of \$2,929 for a 12 month, 8 hours per day, full-time employee at the end of 10, 15, 20, 25 and 30 years in the district, shall be added to the employee's annual salary. The longevity increment of those employees employed less than 12 months or less than 8 hours per day will be prorated in accordance with the number of months and/or hours or regular employment.

¹This salary schedule implements the following increases, which recognize the transition from the Flexible Spending Account to the District Credit effective January 1, 2016:

- Flex increased to \$10,978 per year; amount of the increased Flex, less \$2,000 District Credit will be added to the salary schedule net of the amounts paid through December 31, 2015
- Salary Schedule increase of 7% to include above

PERSONNEL / MANAGEMENT**ITEM 18**
4341.1 Attachment A**MANAGEMENT SALARY SCHEDULE****Effective January 1, 2016 – June 30, 2016 (+\$8,978, +7%)²****CERTIFICATED MANAGEMENT**

GROUP	RANGE	TITLE	STEP 1	STEP 2	STEP 3	STEP 4	WORK DAYS
4	3	Principal, Sr. High School	140,160	146,527	153,206	160,228	220
4	4	Principal, Middle School	128,048	133,830	139,898	146,267	220
4	5	Asst. Principal, Sr. High School	120,581	126,007	131,708	137,694	210
4	6	Asst. Principal, Middle School	108,934	113,827	118,959	124,349	200
4	6	Program Supervisor – Special Education	108,934	113,827	118,959	124,349	200
4	7	Director of CTE, EL and Community Programs	120,581	126,007	131,708	137,694	215
4	8	Executive Director of Educational Services	143,420	150,112	157,136	164,513	222
4	10	Director of PPS and Alternative Programs	131,904	137,875	144,074	150,716	220
4	13	Coordinator of Special Education	118,094	123,520	129,211	135,187	220
4	13	Coordinator of Student Services	118,094	123,520	129,211	135,187	220
4	17	Director of Special Education	128,048	133,830	139,898	146,267	220

CLASSIFIED MANAGEMENT

GROUP	RANGE	TITLE	STEP 1	STEP 2	STEP 3	STEP 4	WORK YEAR
5	2	Chief Financial Officer	118,970	124,243	129,782	135,599	12 MO
5	2	Director of Classified Personnel	118,970	124,243	129,782	135,599	12 MO
5	2	Director of Human Resources	118,970	124,243	129,782	135,599	12 MO
5	2	Director of Planning Services	118,970	124,243	129,782	135,599	12 MO
5	2	Director of Technology Project Management	118,970	124,243	129,782	135,599	12 MO
5	2	Director of Maintenance, Operations & Transp.	118,970	124,243	129,782	135,599	12 MO
5	2	Director of Information Technology	118,970	124,243	129,782	135,599	12 MO
5	3	Construction Project Manager – II	94,316	98,550	102,997	107,666	12 MO
5	4	Director of Nutrition Services	103,804	108,512	113,458	118,648	12 MO
5	4	Director of Purchasing & Risk Management	103,804	108,512	113,458	118,648	12 MO
5	4	Director of Student Information Services	103,804	108,512	113,458	118,648	12 MO
5	8	Chief Facilities Officer	140,160	146,527	153,206	160,228	12 MO
5	8	Executive Director of Planning Services	140,160	146,527	153,206	160,228	12 MO
5	9	Construction Project Manager – I	83,304	86,988	90,856	94,918	12 MO

Credit for previous management experience will be given consideration toward initial placement on the management salary schedule. Twelve days of sick leave for each year shall be allowed each full-time manager during the period of time under active contract with the District. All classified managers shall be governed by the Classified Merit System Rules and Regulations.

LONGEVITY BENEFITS

An increment of \$2,929 for a 12 month, 8 hours per day, full-time employee at the end of 10, 15, 20, 25 and 30 years in the district, shall be added to the employee's annual salary. The longevity increment of those employees employed less than 12 months or less than 8 hours per day will be prorated in accordance with the number of months and/or hours or regular employment.

²This salary schedule implements the following increases, which recognize the transition from the Flexible Spending Account to the District Credit effective January 1, 2016:

- Flex increased to \$10,978 per year; amount of the increased Flex, less \$2,000 District Credit will be added to the salary
- Salary Schedule increase of 7% to include above

PERSONNEL / MANAGEMENT**ITEM 18**
4341.1 Attachment A**MANAGEMENT SALARY SCHEDULE****Effective July 1, 2016 (+5.5%)****CERTIFICATED MANAGEMENT**

GROUP	RANGE	TITLE	STEP 1	STEP 2	STEP 3	STEP 4	WORK DAYS
4	3	Principal, Sr. High School	147,868	154,586	161,632	169,041	220
4	4	Principal, Middle School	135,091	141,191	147,593	154,312	220
4	5	Asst. Principal, Sr. High School	127,213	132,937	138,952	145,267	210
4	6	Asst. Principal, Middle School	114,925	120,087	125,501	131,188	200
4	6	Program Supervisor – Special Education	114,925	120,087	125,501	131,188	200
4	7	Director of CTE, EL and Community Programs	127,213	132,937	138,952	145,267	215
4	8	Executive Director of Educational Services	151,308	158,368	165,779	173,561	222
4	10	Director of PPS and Alternative Programs	139,159	145,458	151,998	159,006	220
4	13	Coordinator of Special Education	124,589	130,314	136,318	142,623	220
4	13	Coordinator of Student Services	124,589	130,314	136,318	142,623	220
4	17	Director of Special Education	135,091	141,191	147,593	154,312	220

CLASSIFIED MANAGEMENT

GROUP	RANGE	TITLE	STEP 1	STEP 2	STEP 3	STEP 4	WORK YEAR
5	2	Chief Financial Officer	125,514	131,077	136,920	143,057	12 MO
5	2	Director of Classified Personnel	125,514	131,077	136,920	143,057	12 MO
5	2	Director of Human Resources	125,514	131,077	136,920	143,057	12 MO
5	2	Director of Planning Services	125,514	131,077	136,920	143,057	12 MO
5	2	Director of Technology Project Management	125,514	131,077	136,920	143,057	12 MO
5	2	Director of Maintenance, Operations & Transp.	125,514	131,077	136,920	143,057	12 MO
5	2	Director of Information Technology	125,514	131,077	136,920	143,057	12 MO
5	3	Construction Project Manager – II	99,504	103,971	108,662	113,587	12 MO
5	4	Director of Nutrition Services	109,513	114,480	119,698	125,174	12 MO
5	4	Director of Purchasing & Risk Management	109,513	114,480	119,698	125,174	12 MO
5	4	Director of Student Information Services	109,513	114,480	119,698	125,174	12 MO
5	8	Chief Facilities Officer	147,868	154,586	161,632	169,041	12 MO
5	8	Executive Director of Planning Services	147,868	154,586	161,632	169,041	12 MO
5	9	Construction Project Manager – I	87,886	91,772	95,853	100,138	12 MO

Credit for previous management experience will be given consideration toward initial placement on the management salary schedule. Twelve days of sick leave for each year shall be allowed each full-time manager during the period of time under active contract with the District. All classified managers shall be governed by the Classified Merit System Rules and Regulations.

LONGEVITY BENEFITS

An increment of \$3,090 for a 12 month, 8 hours per day, full-time employee at the end of 10, 15, 20, 25 and 30 years in the district, shall be added to the employee's annual salary. The longevity increment of those employees employed less than 12 months or less than 8 hours per day will be prorated in accordance with the number of months and/or hours or regular employment.

CONFIDENTIAL EMPLOYEES - SALARY SCHEDULE

Effective July 1, 2015 – December 31, 2015 (+\$10,890, +7%)¹

Confidential Employees-Salary Schedule - Group 8

EXECUTIVE ASSISTANT TO THE SUPERINTENDENT (RANGE 2)	1	2	3	4	5	Annual Work Days
ANNUAL	69,467	72,923	76,421	80,236	84,201	246
MONTHLY	5,789	6,077	6,368	6,686	7,017	
HOURLY	33.40	35.06	36.74	38.58	40.48	

EXECUTIVE ASSISTANT (RANGE 1)	1	2	3	4	5	Annual Work Days
ANNUAL	61,725	64,685	67,870	71,220	74,695	246
MONTHLY	5,144	5,390	5,656	5,935	6,225	
HOURLY	29.68	31.10	32.63	34.24	35.91	

All employees on the Confidential Salary Schedule are governed by the Classified Merit System Rules and Regulations.

LONGEVITY BENEFITS

An increment of 2.5% salary for a 12 month, eight hours per day, full time employee at the end of 10, 15, 20, 25 and 30 years respectively, of satisfactory service shall be added to the employee's annual salary. The longevity increment for those employees employed less than 12 months or less than eight hours per day will be prorated in accordance with the number of months and/or hours of regular employment.

¹This salary schedule implements the following increases, which recognize the transition from the Flexible Spending Account to the District Credit effective January 1, 2016:

- Flex increased to \$12,890 per year; amount of the increased Flex, less \$2,000 District Credit will be added to the salary schedule net of the amounts paid through December 31, 2015
- Salary Schedule increase of 7% to include above

CONFIDENTIAL EMPLOYEES - SALARY SCHEDULEEffective January 1, 2016 – June 30, 2016 (+\$10,890, +7%)²

Confidential Employees-Salary Schedule - Group 8

EXECUTIVE ASSISTANT TO THE SUPERINTENDENT (RANGE 2)	1	2	3	4	5	Annual Work Days
ANNUAL	79,743	83,199	86,697	90,512	94,477	246
MONTHLY	6,645	6,933	7,225	7,543	7,873	
HOURLY	38.34	40.00	41.68	43.52	45.42	

EXECUTIVE ASSISTANT (RANGE 1)	1	2	3	4	5	Annual Work Days
ANNUAL	72,001	74,961	78,146	81,497	84,971	246
MONTHLY	6,000	6,247	6,512	6,791	7,081	
HOURLY	34.62	36.04	37.57	39.18	40.85	

All employees on the Confidential Salary Schedule are governed by the Classified Merit System Rules and Regulations.

LONGEVITY BENEFITS

An increment of 2.5% salary for a 12 month, eight hours per day, full time employee at the end of 10, 15, 20, 25 and 30 years respectively, of satisfactory service shall be added to the employee's annual salary. The longevity increment for those employees employed less than 12 months or less than eight hours per day will be prorated in accordance with the number of months and/or hours of regular employment

²This salary schedule implements the following increases, which recognize the transition from the Flexible Spending Account to the District Credit effective January 1, 2016:

- Flex increased to \$12,890 per year; amount of the increased Flex, less \$2,000 District Credit will be added to the salary
- Salary Schedule increase of 7% to include above

CONFIDENTIAL EMPLOYEES - SALARY SCHEDULE**Effective July 1, 2016 (+5.5%)**

Confidential Employees-Salary Schedule - Group 8

EXECUTIVE ASSISTANT TO THE SUPERINTENDENT (RANGE 2)	1	2	3	4	5	Annual Work Days
ANNUAL	84,129	87,775	91,465	95,491	99,673	246
MONTHLY	7,011	7,315	7,622	7,958	8,306	
HOURLY	40.45	42.20	43.97	45.91	47.92	

EXECUTIVE ASSISTANT (RANGE 1)	1	2	3	4	5	Annual Work Days
ANNUAL	75,961	79,084	82,444	85,979	89,644	246
MONTHLY	6,330	6,590	6,870	7,165	7,470	
HOURLY	36.52	38.02	39.64	41.34	43.10	

All employees on the Confidential Salary Schedule are governed by the Classified Merit System Rules and Regulations.

LONGEVITY BENEFITS

An increment of 2.5% salary for a 12 month, eight hours per day, full time employee at the end of 10, 15, 20, 25 and 30 years respectively, of satisfactory service shall be added to the employee's annual salary. The longevity increment for those employees employed less than 12 months or less than eight hours per day will be prorated in accordance with the number of months and/or hours of regular employment

SUPERVISORY

4541 ATTACHMENT A

SUPERVISORY EMPLOYEES SALARY SCHEDULE
Effective July 1, 2015 – December 31, 2015 (+\$8,978, +7%)¹

Title	1	2	3	4	5	Annual Work Days
	Annual	Annual	Annual	Annual	Annual	
	Monthly	Monthly	Monthly	Monthly	Monthly	
	Hourly	Hourly	Hourly	Hourly	Hourly	
<u>RANGE 4</u> Nutrition Services Supervisor	\$43,021	\$45,271	\$47,388	\$49,844	\$52,250	192
	\$3,585	\$3,773	\$3,949	\$4,154	\$4,354	
	\$20.68	\$21.76	\$22.78	\$23.96	\$25.12	
<u>RANGE 5</u> Food Service Coordinator Custodial Supervisor I	\$52,013	\$54,712	\$57,363	\$59,867	\$63,061	246
	\$4,334	\$4,559	\$4,780	\$4,989	\$5,255	
	\$25.01	\$26.30	\$27.58	\$28.78	\$30.32	
<u>RANGE 6</u> Nutrition Specialist Supv. Transportation Supv.	\$66,000	\$69,187	\$72,665	\$76,289	\$80,110	246
	\$5,500	\$5,766	\$6,055	\$6,357	\$6,676	
	\$31.73	\$33.26	\$34.94	\$36.68	\$38.51	
<u>RANGE 7</u> Grounds and Custodial Supervisor	\$71,190	\$74,631	\$78,388	\$82,302	\$86,429	246
	\$5,932	\$6,219	\$6,532	\$6,858	\$7,202	
	\$34.23	\$35.88	\$37.69	\$39.57	\$41.55	
<u>RANGE 8</u> <i>No classifications currently are allocated at this range.</i>	\$71,489	\$74,936	\$78,711	\$82,643	\$86,789	246
	\$5,957	\$6,245	\$6,559	\$6,887	\$7,232	
	\$34.37	\$36.03	\$37.84	\$39.73	\$41.73	
<u>RANGE 9</u> Maintenance Supervisor Technology Supervisor	\$76,891	\$80,677	\$84,655	\$88,915	\$93,377	246
	\$6,408	\$6,723	\$7,055	\$7,410	\$7,781	
	\$36.97	\$38.79	\$40.70	\$42.75	\$44.89	

All employees on the Supervisory Schedule are governed by the Personnel Commission's Rules and Regulations for the Classified Service (merit system).

Longevity Benefits

An increment of 2.5% salary for a 12-month, eight hours per-day, full-time employee at the end of 10, 15, 20, 25 and 30 years respectively, of satisfactory service shall be added to the employee's annual salary. The longevity increment for those employees employed less than 12 months or less than eight hours per day will be prorated in accordance with the number of months and hours of regular employment.

¹This salary schedule implements the following increases, which recognize the transition from the Flexible Spending Account to the District Credit effective January 1, 2016:

- Flex increased to \$10,978 per year; amount of the increased Flex, less \$2,000 District Credit will be added to the salary schedule net of the amounts paid through December 31, 2015
- Salary Schedule increase of 7% to include above

SUPERVISORY EMPLOYEES SALARY SCHEDULE
Effective January 1, 2016 – June 30, 2016 (+\$8,978, +7%)²

Title	1	2	3	4	5	Annual Work Days
	Annual	Annual	Annual	Annual	Annual	
	Monthly	Monthly	Monthly	Monthly	Monthly	
	Hourly	Hourly	Hourly	Hourly	Hourly	
RANGE 4 Nutrition Services Supervisor	\$51,493	\$53,743	\$55,860	\$58,316	\$60,722	192
	\$4,291	\$4,479	\$4,655	\$4,860	\$5,060	
	\$24.76	\$25.84	\$26.86	\$28.04	\$29.19	
RANGE 5 Food Service Coordinator Custodial Supervisor I	\$60,485	\$63,184	\$65,835	\$68,339	\$71,533	246
	\$5,040	\$5,265	\$5,486	\$5,695	\$5,961	
	\$29.08	\$30.38	\$31.65	\$32.86	\$34.39	
RANGE 6 Nutrition Specialist Supv. Transportation Supv.	\$74,472	\$77,659	\$81,137	\$84,761	\$88,582	246
	\$6,206	\$6,472	\$6,761	\$7,063	\$7,382	
	\$35.80	\$37.34	\$39.01	\$40.75	\$42.59	
RANGE 7 Grounds and Custodial Supervisor	\$79,662	\$83,103	\$86,860	\$90,774	\$94,901	246
	\$6,638	\$6,925	\$7,238	\$7,564	\$7,908	
	\$38.30	\$39.95	\$41.76	\$43.64	\$45.63	
RANGE 8 <i>No classifications currently are allocated at this range.</i>	\$79,961	\$83,408	\$87,183	\$91,115	\$95,261	246
	\$6,663	\$6,951	\$7,265	\$7,593	\$7,938	
	\$38.44	\$40.10	\$41.91	\$43.81	\$45.80	
RANGE 9 Maintenance Supervisor Technology Supervisor	\$85,363	\$89,149	\$93,127	\$97,387	\$101,849	246
	\$7,114	\$7,429	\$7,761	\$8,116	\$8,487	
	\$41.04	\$42.86	\$44.77	\$46.82	\$48.97	

All employees on the Supervisory Schedule are governed by the Personnel Commission’s Rules and Regulations for the Classified Service (merit system).

Longevity Benefits

An increment of 2.5% salary for a 12-month, eight hours per-day, full-time employee at the end of 10, 15, 20, 25 and 30 years respectively, of satisfactory service shall be added to the employee’s annual salary. The longevity increment for those employees employed less than 12 months or less than eight hours per day will be prorated in accordance with the number of months and hours of regular employment.

²This salary schedule implements the following increases, which recognize the transition from the Flexible Spending Account to the District Credit effective January 1, 2016:

- Flex increased to \$10,978 per year; amount of the increased Flex, less \$2,000 District Credit will be added to the salary
- Salary Schedule increase of 7% to include above

SUPERVISORY EMPLOYEES SALARY SCHEDULE
Effective July 1, 2016 (+5.5%)

Title	1	2	3	4	5	Annual Work Days
	Annual	Annual	Annual	Annual	Annual	
	Monthly	Monthly	Monthly	Monthly	Monthly	
	Hourly	Hourly	Hourly	Hourly	Hourly	
RANGE 4 Nutrition Services Supervisor	\$54,325	\$56,699	\$58,932	\$61,524	\$64,061	192
	\$4,527	\$4,725	\$4,911	\$5,127	\$5,338	
	\$26.12	\$27.26	\$28.33	\$29.58	\$30.80	
RANGE 5 Food Service Coordinator Custodial Supervisor I	\$63,812	\$66,659	\$69,456	\$72,098	\$75,467	246
	\$5,318	\$5,555	\$5,788	\$6,008	\$6,289	
	\$30.68	\$32.05	\$33.39	\$34.66	\$36.28	
RANGE 6 Nutrition Specialist Supv. Transportation Supv.	\$78,568	\$81,930	\$85,600	\$89,423	\$93,454	246
	\$6,547	\$6,827	\$7,133	\$7,452	\$7,788	
	\$37.77	\$39.39	\$41.15	\$42.99	\$44.93	
RANGE 7 Grounds and Custodial Supervisor	\$84,043	\$87,673	\$91,637	\$95,766	\$100,120	246
	\$7,004	\$7,306	\$7,636	\$7,981	\$8,343	
	\$40.41	\$42.15	\$44.06	\$46.04	\$48.13	
RANGE 8 <i>No classifications currently are allocated at this range.</i>	\$84,359	\$87,995	\$91,978	\$96,126	\$100,501	246
	\$7,030	\$7,333	\$7,665	\$8,011	\$8,375	
	\$40.56	\$42.31	\$44.22	\$46.21	\$48.32	
RANGE 9 Maintenance Supervisor Technology Supervisor	\$90,058	\$94,053	\$98,249	\$102,744	\$107,451	246
	\$7,505	\$7,838	\$8,187	\$8,562	\$8,954	
	\$43.30	\$45.22	\$47.23	\$49.40	\$51.66	

All employees on the Supervisory Schedule are governed by the Personnel Commission’s Rules and Regulations for the Classified Service (merit system).

Longevity Benefits

An increment of 2.5% salary for a 12-month, eight hours per-day, full-time employee at the end of 10, 15, 20, 25 and 30 years respectively, of satisfactory service shall be added to the employee’s annual salary. The longevity increment for those employees employed less than 12 months or less than eight hours per day will be prorated in accordance with the number of months and hours of regular employment.

**FIRST AMENDMENT TO SUPERINTENDENT EMPLOYMENT CONTRACT
BETWEEN THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
AND RICK SCHMITT**

This First Amendment to the Superintendent Employment Contract (the "First Amendment") is entered into as of January 14, 2016, by and between the Board of Education of the San Dieguito Union High School District ("District"), and Rick Schmitt ("Superintendent"), as follows:

RECITALS

WHEREAS, the District and Superintendent are parties to an Employment Contract dated September 3, 2015 (the "Agreement"), which is attached hereto;

WHEREAS, pursuant to Section 7 of the Agreement, any adjustments in salary must be mutually agreed to in the form of a written amendment;

WHEREAS, the District and Superintendent now desire to amend the Agreement in order to adjust the Superintendent's salary in a manner consistent with salary increases recently received by other certificated employees; and

WHEREAS, the District and Superintendent additionally desire to amend the Agreement in order to revise the cash and non-cash settlement provided in the event of termination in accordance with Assembly Bill 215.

NOW, THEREFORE, the District and Superintendent hereby agree as follows:

AGREEMENT

1. Salary. Section 7 (Compensation) of the Agreement is hereby amended, in its entirety, to read as follows:
 - A. Effective July 1, 2015, the Superintendent shall receive an annual salary of \$235,400 and \$2,929 in longevity benefits. Effective July 1, 2016, the Superintendent shall receive an annual salary of \$248,347 and \$3,090 in longevity benefits. The Superintendent shall be paid in twelve (12) approximately equal monthly installments. Except as otherwise stated in the Agreement, any adjustments in salary during the term of this Agreement must be mutually agreed to in writing, shall take the form of a written amendment approved in open session at a regular meeting of the Board of Trustees, and shall not operate as a termination or increase of the term of this Agreement.
2. Fringe Benefits. Section 8 (Professional Schedule, Fringe Benefits and Sick Leave), subsection B of the Agreement, is hereby amended, in its entirety, to read as follows:

B. Except as provided herein, the Superintendent shall be entitled to receive all fringe benefits, including group health and welfare benefits, which are provided to the District's certificated management employees. In lieu of receiving Flexible Spending Account (FSA) funds to pay for medical benefits, all medical benefits for the Superintendent and his family shall be fully paid for by the District. If the Superintendent retires from the District into STRS, he shall be eligible to receive individual coverage under a District health plan at the expense of the District as follows: (1) one year of postretirement health and welfare benefits for each year served as District Superintendent, or (2) until Medicare benefits become available to the retired Superintendent, whichever period is shorter. This benefit will not be available during any period of time in which the Superintendent is employed and receiving health and welfare benefits pursuant to such employment. In no event shall the retiree benefits vesting schedule applicable to the Superintendent be more advantageous to that available to certificated bargaining unit members.

3. Termination. Section 11 (Termination), subsections A and B of the Agreement, is hereby amended, in its entirety, to read as follows:

A. The Board may elect to terminate the Agreement prior to its expiration without cause upon forty-five (45) days written notice to the Superintendent. In such an event and in acknowledgement of the difficulty or impossibility of calculating damages to the Superintendent as a result of such termination, the parties agree that in the event of the Superintendent's termination other than for cause (as defined in paragraph B below) the liquidated amount of damages owed by the Board shall be the base salary, as set forth in section 7 (A) above, remaining to be paid during the full term of this Agreement, up to a maximum of twelve (12) months. No additional sick leave shall accumulate after the date of termination. The salary payment of the severance package shall be paid within thirty (30) days from the date of termination. In the event Superintendent agrees to be reassigned to another position in the District upon termination of this Agreement, the above liquidated severance package shall be offset by Superintendent's salary in the new position. The parties agree that this provision, and subdivision (B), below, meet the requirements governing maximum cash settlements as set forth in Government Code sections 53260, *et seq.*

Notwithstanding any other provision of this Agreement to the contrary, if the Board believes, and subsequently confirms through an independent audit, that the Superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices, then the Board may terminate the Superintendent and the Superintendent shall not be entitled to the cash, salary payments, health benefits or other non-cash settlement as set forth above. This provision, and subdivision (B), below, are intended to implement the requirements of Government Code section 53260(b). The provisions of Government Code section 53260 are incorporated into this Agreement by this reference.

B. In the event of a termination without cause, the Superintendent shall continue to receive health and welfare benefits (medical only) for the full remaining term of this Agreement, up to a maximum of twelve (12) months. No other fringe benefits, including but not limited to travel or mileage reimbursement (Section 9.A) and the professional membership dues (Section 9.B) shall be earned, accrued, or paid after the date of termination.

4. Effective Date. This First Amendment shall be effective as of January 14, 2016.
5. No Other Modification. Except as amended hereby, the Agreement shall remain unchanged and in full force and effect.
6. Counterparts. This First Amendment may be executed in any number of counterparts, all of which shall constitute but one original.

IN WITNESS WHEREOF, the parties have executed this First Amendment to the Superintendent Employment Contract as of the day and year set forth above.

Date: _____

Beth Hergesheimer
President, Board of Trustees

Date: _____

Rick Schmitt
Superintendent

**CONTRACT FOR EMPLOYMENT OF
ASSOCIATE SUPERINTENDENT, ADMINISTRATIVE SERVICES
BETWEEN
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
AND
JASON VILORIA**

THIS AGREEMENT is hereby made and entered into this ____ day of _____, by and between the BOARD OF EDUCATION ("Board") of SAN DIEGUITO UNION HIGH SCHOOL DISTRICT ("District") and JASON VILORIA ("Associate Superintendent" or "Employee").

It is hereby agreed as follows:

1. Term of Employment:

The term of this Agreement shall be from July 1, 2015, through June 30, 2019, and may be extended on an annual basis upon mutual agreement. In no event shall the term of this Agreement be longer than four (4) years. Any extension of this term shall be approved by the Board in open session.

2. General Terms and Conditions of Employment:

This Agreement is subject to all applicable laws of the State of California, and the rules and regulations of the California State Board of Education and policies and regulations of the Board and the District. Said laws, rules, policies and regulations are hereby made a part of the terms and conditions of this Agreement as though herein set forth.

3. Powers and Duties:

The Associate Superintendent shall discharge those responsibilities and have the authority of Associate Superintendent, Administrative Services, as outlined in the job description approved by the Board.

4. Evaluations:

A. The Superintendent shall formally evaluate and assess in writing the performance of the Associate Superintendent at least once a year, in accordance with the terms herein and District Board Policy 4317, which is incorporated herein by this reference. If the Associate Superintendent's evaluation is deemed to be "satisfactory," the term of this Agreement may be extended by mutual consent of the Board of Trustees and Associate Superintendent. Any such extension shall be approved by the Board in open session.

5. Compensation:

A. Effective July 1, 2015, the Associate Superintendent shall receive an annual salary of \$175,000 and \$2,929 in longevity benefits. Effective January 1, 2016, the Associate Superintendent shall receive an annual salary of \$185,276 and \$2,929 in longevity benefits. Effective July 1, 2016, the Associate Superintendent shall receive an annual salary of \$195,466 and \$3,090 in longevity benefits. The Associate Superintendent shall be paid in twelve (12) approximately equal monthly installments. Except as otherwise stated herein, any adjustments in salary during the term of this Agreement must be mutually agreed to in writing, shall take the form of a written amendment approved in open session at a regular meeting of the Board of Trustees, and shall not operate as a termination or increase of the term of this Agreement.

B. The Associate Superintendent will not receive the Flexible Spending Account (FSA) previously provided. Instead, \$10,298 of the FSA funds previously provided to the Associate Superintendent under Board Policy 4345 have been permanently restructured into the Associate Superintendent's base salary, as authorized by and in accordance with Title 5, section 27600 of the California Code of Regulations. This restructured base salary is made effective on December 18, 2015.

6. Professional Schedule, Fringe Benefits and Sick Leave:

A. The Associate Superintendent is a full-time management employee and shall have a two hundred and twenty-three (223) day positive work year each school year during the term of this Agreement. All other days are considered non-work days. The Associate Superintendent shall be entitled to take all paid holidays provided to other District management employees.

B. The Associate Superintendent shall be entitled to receive all fringe benefits, including health and welfare benefits, which are provided to the District's certificated management employees. This shall include any credit provided to certificated management employees for the purchase of medical benefits.

C. The Associate Superintendent shall be eligible to receive District-sponsored management health and welfare benefits upon retirement through the age of Medicare eligibility, pursuant to Board Policy 4343. In no event shall the retiree benefits vesting schedule applicable to the Associate Superintendent be more advantageous to that available to certificated bargaining unit members.

D. The Associate Superintendent shall be entitled to paid vacation at the rate of twenty-four (24) days per school year. The District strongly urges the Associate Superintendent to take all vacation that is allocated to the position each year. In the event accrued vacation days plus current year vacation days' accumulation reach a maximum of forty-eight (48) days, further accrual of vacation days will cease until accumulated vacation is used so as to reduce the number of unused accumulated days below forty-eight (48). At that time, vacation accrual will recommence, until a maximum of forty-eight (48) days is again reached.

E. The Associate Superintendent shall be credited annually with twelve (12) days of sick leave. Sick leave shall be accrued and accumulated as provided by the Education Code and Board rules and regulations.

7. Expenses:

A. In accordance with District policies and regulations and applicable law, the District shall pay the Associate Superintendent for all actual and necessary expenses while performing day-to-day duties on behalf of the District.

B. The District encourages the Associate Superintendent to participate in professional and community organizations and activities. The District shall pay the Associate Superintendent's annual professional membership dues in the Association of California School Administrators ("ACSA") and one additional professional association of choice that is related to public education or its administration. The Associate Superintendent is expected to regularly participate in these organizations.

C. The Associate Superintendent is expected to attend appropriate professional meetings at the local, state, and national levels. Prior approval of the Superintendent shall be obtained when the Associate Superintendent attends state and national functions, whenever the actual and necessary expenses of attendance shall be paid by the District.

D. With prior approval by the Superintendent, the Associate Superintendent may engage in outside professional activities including consulting, speaking, writing, and participating in professional associations related to education, provided said activities do not interfere with the Associate Superintendent's duties. Days spent on such endeavors shall not be counted as working days by the Associate Superintendent.

8. Termination:

A. The Board may elect to terminate the Agreement prior to its expiration without cause upon forty-five (45) days written notice to the Associate Superintendent. In such an event and in acknowledgement of the difficulty or impossibility of calculating damages to the Associate Superintendent as a result of such termination, the parties agree that in the event of the Associate Superintendent's termination other than for cause (as defined below), the liquidated amount of damages owed by the Board shall be the base salary, as set forth above, remaining to be paid during the full term of this Agreement, up to a maximum of twelve (12) months. No additional sick leave shall accumulate after the date of termination. The salary payment of the severance package shall be paid within thirty (30) days from the date of termination. In the event Associate Superintendent agrees to be reassigned to another position in the District upon termination of this Agreement, the above liquidated severance package shall be offset by Associate Superintendent's salary in the new position. The parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code sections 53260, *et seq.*

B. In the event of a termination without cause, the Associate Superintendent shall continue to receive health and welfare benefits (medical only) for the full remaining term of this Agreement, up to a maximum of twelve (12) months, or until the Associate Superintendent is eligible for another employer-sponsored health plan, whichever occurs first. The parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code sections 53260, *et seq.*

C. Notwithstanding any other provision of this Agreement to the contrary, if the Board believes, and subsequently confirms through an independent audit, that the Associate Superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices, then the Board may terminate the Associate Superintendent and the Associate Superintendent shall not be entitled to the cash, salary payments, health benefits or other non-cash settlement as set forth herein.

D. If the Associate Superintendent is convicted of a crime involving an abuse of office or position, the Associate Superintendent shall fully reimburse the District of any and all cash settlements received due to termination. This provision is intended to implement the requirements of Government Code section 53243.2, which is incorporated into this Agreement by this reference.

If the Associate Superintendent is placed on paid administrative leave pending an investigation, the Associate Superintendent shall fully reimburse the District if convicted of a crime involving an abuse of office or position. This provision is intended to implement the requirements of Government Code section 53243, which is incorporated into this Agreement by this reference.

If the District provides funds for the legal criminal defense of the Associate Superintendent, the Associate Superintendent shall fully reimburse the District if the Associate Superintendent is convicted of a crime involving an abuse of office or position. This provision is intended to implement the requirements of Government Code section 53243.1, which is incorporated into this Agreement by this reference.

E. The Governing Board may elect to terminate the Associate Superintendent's Agreement for cause at any time. For the purposes of this Agreement, "cause" shall exist if the Associate Superintendent: (1) refuses or fails to act in accordance with a specific provision of this

Agreement or direction or order of a majority of the Board; (2) is convicted of a crime involving dishonesty, breach of trust, or physical or emotional harm to any person; or (3) is unable to perform any of the essential functions of the position. The existence of such cause shall constitute a material breach of this Agreement and shall extinguish all rights and duties hereunder. In the event such cause exists, the Governing Board shall give the Associate Superintendent: (a) written notice of the proposed action and the reasons therefor; (b) a reasonably detailed account of the charges and the materials upon which the proposed action is based; (c) notice of the right to respond orally or in writing to the Board; and (d) the right to a meeting with the Board. Any request for a meeting shall be filed by the Associate Superintendent with the presiding officer of the Board within ten (10) days after service of the notice of proposed action. The meeting, if requested, shall be held in closed session at the next regular or special Board meeting, and in no event more than thirty-five (35) days after service of the notice of proposed action. The Associate Superintendent and Board shall have the right to be represented by counsel at their own expense. The Associate Superintendent shall have a reasonable opportunity to respond to all matters raised in the charges. The meeting shall be conducted by the Board and shall not be an evidentiary hearing and neither party shall have the opportunity to call witnesses. After the meeting, the Board shall issue a decision in the form of a resolution either rescinding or confirming the charges and specifying the action to be taken. The Associate Superintendent shall be notified in writing within five (5) days of the decision. The decision of the Board shall be final. The Associate Superintendent's meeting with the Board shall be deemed to satisfy the Associate Superintendent's entitlement to due process of law and shall be the Associate Superintendent's exclusive right to any conference or hearing otherwise required by law. The Associate Superintendent waives any other rights that may be applicable to this termination for cause proceeding with the understanding that completion of this hearing exhausts the Associate Superintendent's administrative remedies.

F. The District and Associate Superintendent agree that the payment provided under Sections 8.A-B of this Agreement shall constitute the exclusive and sole remedy of any kind for termination of employment without cause and the Associate Superintendent agrees and covenants not to assert or pursue any other remedies of any kind, whether they be administrative, at law or in equity, with respect to said termination of employment. Further, upon acceptance of payment under 8.A-B, the Associate Superintendent agrees to waive and release the District from any claims and/or causes of action against the District or Board in any way related to employment by the Board, including, but not limited to, claims or actions under this Agreement.

G. Upon written evaluation by a licensed physician designated by the Board indicating the inability of the Associate Superintendent to perform any of the essential functions of the position, with or without reasonable accommodation, this Agreement may be terminated by the Board upon written notice to the Associate Superintendent and after providing a reasonable opportunity to respond. The Board may, in its sole discretion, allow the Associate Superintendent to continue in employment until expiration of current and accumulated sick leave and differential leave, but upon receipt of the written evaluation specified above, may immediately assign another employee the duties of Associate Superintendent.

9. Notice of Finalist in Search:

In all cases the Associate Superintendent shall immediately notify the Board of Education in the event of becoming a finalist in the selection process for a position with any other school district.

10. Waiver:

No waiver of any breach of any term or provision of this Agreement shall be construed to be, nor shall it be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing and signed by the party waiving the breach.

11. Modification:

This Agreement may not be amended or modified other than by a written agreement executed by the Superintendent and approved by the Board at open session at a regularly scheduled meeting.

12. Complete Agreement:

This instrument constitutes and contains the entire agreement and understanding between the parties concerning the Associate Superintendent's employment with the District. This instrument supersedes and replaces all prior negotiations and all agreements proposed or otherwise, whether written or oral, concerning the subject matter hereof. This is an integrated document.

13. Governing Law:

This Agreement shall be deemed to have been executed and delivered within the State of California, and rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of California without regard to principles of conflict of laws.

14. Construction:

Each party has cooperated in the drafting and preparation of this Agreement. Hence, in any construction to be made of this Agreement, the same shall not be construed against any party on the basis that the party was the drafter. The captions of this Agreement are not part of the provisions hereof and shall have no force or effect.

15. Communications:

All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed to have been duly given if delivered or if mailed by registered or certified mail, postage prepared, addressed to the Superintendent and/or Board of Education at 710 Encinitas Blvd, Encinitas, CA 92024. Either party may change the address at which notice shall be given by written notice given in the above manner.

16. Execution:

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Photographic copies of such signed counterparts may be used in lieu of the originals for any purpose.

17. Legal Counsel:

The Associate Superintendent and the Board each recognize that in entering into this Agreement, the Parties have relied upon the counsel of persons of their own choosing, and that the terms of this Agreement have been completely read and explained to them, and that those terms are fully understood and voluntarily accepted by them.

18. Savings Clause:

If any provision of this Agreement or the application thereof is held invalid, the invalidity shall not affect the other provisions or applications of the Agreement which can be given effect without the invalid provisions or applications, and the provisions of this Agreement are declared to be severable.

19. Renewal of Agreement:

The Board may, but is not required to, notify the Associate Superintendent of its intent to renew or not renew this Agreement. The notification shall be in writing and delivered no later than January 1, 2019, or, if this Agreement is extended, by January 1 of the final year on the renewed term. If the Board fails to or decides not to notify the Associate Superintendent of its intention to renew or not to renew this Agreement prior to the above date, this Agreement shall automatically expire on its stated date. This Agreement shall constitute the required notice pursuant to Education Code section 35031, receipt of which is acknowledged by the Associate Superintendent by executing this Agreement.

20. Board Approval:

The parties recognize that, to be enforceable, this Agreement must be ratified by the Board in open session.

IN WITNESS THEREOF, the parties hereto have duly approved and executed this Agreement to be effective on the day and year above written.

Date: _____

Rick Schmitt
Superintendent

Date: _____

Jason Vilorio
Associate Superintendent, Administrative Services

**CONTRACT FOR EMPLOYMENT OF
ASSOCIATE SUPERINTENDENT, BUSINESS SERVICES
BETWEEN
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
AND
ERIC DILL**

THIS AGREEMENT is hereby made and entered into this ____ day of _____, by and between the BOARD OF EDUCATION ("Board") of SAN DIEGUITO UNION HIGH SCHOOL DISTRICT ("District") and ERIC DILL ("Associate Superintendent" or "Employee").

It is hereby agreed as follows:

1. Term of Employment:

The term of this Agreement shall be from July 1, 2015, through June 30, 2019, and may be extended on an annual basis upon mutual agreement. In no event shall the term of this Agreement be longer than four (4) years. Any extension of this term shall be approved by the Board in open session.

2. General Terms and Conditions of Employment:

This Agreement is subject to all applicable laws of the State of California, and the rules and regulations of the California State Board of Education and policies and regulations of the Board and the District. Said laws, rules, policies and regulations are hereby made a part of the terms and conditions of this Agreement as though herein set forth.

3. Powers and Duties:

The Associate Superintendent shall discharge those responsibilities and have the authority of Associate Superintendent, Business Services, as outlined in the job description approved by the Board.

4. Evaluations:

A. The Superintendent shall formally evaluate and assess in writing the performance of the Associate Superintendent at least once a year, in accordance with the terms herein and District Board Policy 4317, which is incorporated herein by this reference. If the Associate Superintendent's evaluation is deemed to be "satisfactory," the term of this Agreement may be extended by mutual consent of the Board of Trustees and Associate Superintendent. Any such extension shall be approved by the Board in open session.

5. Compensation:

A. Effective July 1, 2015, the Associate Superintendent shall receive an annual salary of \$175,000 and \$2,929 in longevity benefits. Effective January 1, 2016, the Associate Superintendent shall receive an annual salary of \$185,276 and \$2,929 in longevity benefits. Effective July 1, 2016, the Associate Superintendent shall receive an annual salary of \$195,466 and \$3,090 in longevity benefits. The Associate Superintendent shall be paid in twelve (12) approximately equal monthly installments. Except as otherwise stated herein, any adjustments in salary during the term of this Agreement must be mutually agreed to in writing, shall take the form of a written amendment approved in open session at a regular meeting of the Board of Trustees, and shall not operate as a termination or increase of the term of this Agreement.

B. The Associate Superintendent will not receive the Flexible Spending Account (FSA) previously provided. Instead, \$10,298 of the FSA funds previously provided to the Associate Superintendent under Board Policy 4345 have been permanently restructured into the Associate Superintendent's base salary, consistent with the other Associate Superintendents. This restructured base salary is made effective on December 18, 2015.

6. Professional Schedule, Fringe Benefits and Sick Leave:

A. The Associate Superintendent is a full-time management employee and shall have a two hundred and twenty-three (223) day positive work year each school year during the term of this Agreement. All other days are considered non-work days. The Associate Superintendent shall be entitled to take all paid holidays provided to other District management employees.

B. The Associate Superintendent shall be entitled to receive all fringe benefits, including health and welfare benefits, which are provided to the District's certificated management employees. This shall include any credit provided to certificated management employees for the purchase of medical benefits.

C. The Associate Superintendent shall be eligible to receive District-sponsored management health and welfare benefits upon retirement through the age of Medicare eligibility, pursuant to Board Policy 4343. In no event shall the retiree benefits vesting schedule applicable to the Associate Superintendent be more advantageous to that available to certificated bargaining unit members.

D. The Associate Superintendent shall be entitled to paid vacation at the rate of twenty-four (24) days per school year. The District strongly urges the Associate Superintendent to take all vacation that is allocated to the position each year. In the event accrued vacation days plus current year vacation days' accumulation reach a maximum of forty-eight (48) days, further accrual of vacation days will cease until accumulated vacation is used so as to reduce the number of unused accumulated days below forty-eight (48). At that time, vacation accrual will recommence, until a maximum of forty-eight (48) days is again reached.

E. The Associate Superintendent shall be credited annually with twelve (12) days of sick leave. Sick leave shall be accrued and accumulated as provided by the Education Code and Board rules and regulations.

7. Expenses:

A. In accordance with District policies and regulations and applicable law, the District shall pay the Associate Superintendent for all actual and necessary expenses while performing day-to-day duties on behalf of the District.

B. The District encourages the Associate Superintendent to participate in professional and community organizations and activities. The District shall pay the Associate Superintendent's annual professional membership dues in the California Association of School Business Officials ("CASBO") and one additional professional association of choice that is related to public education or its administration. The Associate Superintendent is expected to regularly participate in these organizations.

C. The Associate Superintendent is expected to attend appropriate professional meetings at the local, state, and national levels. Prior approval of the Superintendent shall be obtained when the Associate Superintendent attends state and national functions, whenever the actual and necessary expenses of attendance shall be paid by the District.

D. With prior approval by the Superintendent, the Associate Superintendent may engage in outside professional activities including consulting, speaking, writing, and participating in professional associations related to education, provided said activities do not interfere with the Associate Superintendent's duties. Days spent on such endeavors shall not be counted as working days by the Associate Superintendent.

8. Termination:

A. The Board may elect to terminate the Agreement prior to its expiration without cause upon forty-five (45) days written notice to the Associate Superintendent. In such an event and in acknowledgement of the difficulty or impossibility of calculating damages to the Associate Superintendent as a result of such termination, the parties agree that in the event of the Associate Superintendent's termination other than for cause (as defined below), the liquidated amount of damages owed by the Board shall be the base salary, as set forth above, remaining to be paid during the full term of this Agreement, up to a maximum of twelve (12) months. No additional sick leave shall accumulate after the date of termination. The salary payment of the severance package shall be paid within thirty (30) days from the date of termination. In the event Associate Superintendent agrees to be reassigned to another position in the District upon termination of this Agreement, the above liquidated severance package shall be offset by Associate Superintendent's salary in the new position. The parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code sections 53260, *et seq.*

B. In the event of a termination without cause, the Associate Superintendent shall continue to receive health and welfare benefits (medical only) for the full remaining term of this Agreement, up to a maximum of twelve (12) months, or until the Associate Superintendent is eligible for another employer-sponsored health plan, whichever occurs first. The parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code sections 53260, *et seq.*

C. Notwithstanding any other provision of this Agreement to the contrary, if the Board believes, and subsequently confirms through an independent audit, that the Associate Superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices, then the Board may terminate the Associate Superintendent and the Associate Superintendent shall not be entitled to the cash, salary payments, health benefits or other non-cash settlement as set forth herein.

D. If the Associate Superintendent is convicted of a crime involving an abuse of office or position, the Associate Superintendent shall fully reimburse the District of any and all cash settlements received due to termination. This provision is intended to implement the requirements of Government Code section 53243.2, which is incorporated into this Agreement by this reference.

If the Associate Superintendent is placed on paid administrative leave pending an investigation, the Associate Superintendent shall fully reimburse the District if convicted of a crime involving an abuse of office or position. This provision is intended to implement the requirements of Government Code section 53243, which is incorporated into this Agreement by this reference.

If the District provides funds for the legal criminal defense of the Associate Superintendent, the Associate Superintendent shall fully reimburse the District if the Associate Superintendent is convicted of a crime involving an abuse of office or position. This provision is intended to implement the requirements of Government Code section 53243.1, which is incorporated into this Agreement by this reference.

E. The Governing Board may elect to terminate the Associate Superintendent's Agreement for cause at any time. For the purposes of this Agreement, "cause" shall exist if the Associate Superintendent: (1) refuses or fails to act in accordance with a specific provision of this

Agreement or direction or order of a majority of the Board; (2) is convicted of a crime involving dishonesty, breach of trust, or physical or emotional harm to any person; or (3) is unable to perform any of the essential functions of the position. The existence of such cause shall constitute a material breach of this Agreement and shall extinguish all rights and duties hereunder. In the event such cause exists, the Governing Board shall give the Associate Superintendent: (a) written notice of the proposed action and the reasons therefor; (b) a reasonably detailed account of the charges and the materials upon which the proposed action is based; (c) notice of the right to respond orally or in writing to the Board; and (d) the right to a meeting with the Board. Any request for a meeting shall be filed by the Associate Superintendent with the presiding officer of the Board within ten (10) days after service of the notice of proposed action. The meeting, if requested, shall be held in closed session at the next regular or special Board meeting, and in no event more than thirty-five (35) days after service of the notice of proposed action. The Associate Superintendent and Board shall have the right to be represented by counsel at their own expense. The Associate Superintendent shall have a reasonable opportunity to respond to all matters raised in the charges. The meeting shall be conducted by the Board and shall not be an evidentiary hearing and neither party shall have the opportunity to call witnesses. After the meeting, the Board shall issue a decision in the form of a resolution either rescinding or confirming the charges and specifying the action to be taken. The Associate Superintendent shall be notified in writing within five (5) days of the decision. The decision of the Board shall be final. The Associate Superintendent's meeting with the Board shall be deemed to satisfy the Associate Superintendent's entitlement to due process of law and shall be the Associate Superintendent's exclusive right to any conference or hearing otherwise required by law. The Associate Superintendent waives any other rights that may be applicable to this termination for cause proceeding with the understanding that completion of this hearing exhausts the Associate Superintendent's administrative remedies.

F. The District and Associate Superintendent agree that the payment provided under Sections 8.A-B of this Agreement shall constitute the exclusive and sole remedy of any kind for termination of employment without cause and the Associate Superintendent agrees and covenants not to assert or pursue any other remedies of any kind, whether they be administrative, at law or in equity, with respect to said termination of employment. Further, upon acceptance of payment under 8.A-B, the Associate Superintendent agrees to waive and release the District from any claims and/or causes of action against the District or Board in any way related to employment by the Board, including, but not limited to, claims or actions under this Agreement.

G. Upon written evaluation by a licensed physician designated by the Board indicating the inability of the Associate Superintendent to perform any of the essential functions of the position, with or without reasonable accommodation, this Agreement may be terminated by the Board upon written notice to the Associate Superintendent and after providing a reasonable opportunity to respond. The Board may, in its sole discretion, allow the Associate Superintendent to continue in employment until expiration of current and accumulated sick leave and differential leave, but upon receipt of the written evaluation specified above, may immediately assign another employee the duties of Associate Superintendent.

9. Notice of Finalist in Search:

In all cases the Associate Superintendent shall immediately notify the Board of Education in the event of becoming a finalist in the selection process for a position with any other school district.

10. Waiver:

No waiver of any breach of any term or provision of this Agreement shall be construed to be, nor shall it be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing and signed by the party waiving the breach.

11. Modification:

This Agreement may not be amended or modified other than by a written agreement executed by the Superintendent and approved by the Board at open session at a regularly scheduled meeting.

12. Complete Agreement:

This instrument constitutes and contains the entire agreement and understanding between the parties concerning the Associate Superintendent's employment with the District. This instrument supersedes and replaces all prior negotiations and all agreements proposed or otherwise, whether written or oral, concerning the subject matter hereof. This is an integrated document.

13. Governing Law:

This Agreement shall be deemed to have been executed and delivered within the State of California, and rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of California without regard to principles of conflict of laws.

14. Construction:

Each party has cooperated in the drafting and preparation of this Agreement. Hence, in any construction to be made of this Agreement, the same shall not be construed against any party on the basis that the party was the drafter. The captions of this Agreement are not part of the provisions hereof and shall have no force or effect.

15. Communications:

All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed to have been duly given if delivered or if mailed by registered or certified mail, postage prepared, addressed to the Superintendent and/or Board of Education at 710 Encinitas Blvd, Encinitas, CA 92024. Either party may change the address at which notice shall be given by written notice given in the above manner.

16. Execution:

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Photographic copies of such signed counterparts may be used in lieu of the originals for any purpose.

17. Legal Counsel:

The Associate Superintendent and the Board each recognize that in entering into this Agreement, the Parties have relied upon the counsel of persons of their own choosing, and that the terms of this Agreement have been completely read and explained to them, and that those terms are fully understood and voluntarily accepted by them.

18. Savings Clause:

If any provision of this Agreement or the application thereof is held invalid, the invalidity shall not affect the other provisions or applications of the Agreement which can be given effect without the invalid provisions or applications, and the provisions of this Agreement are declared to be severable.

19. Renewal of Agreement:

The Board may, but is not required to, notify the Associate Superintendent of its intent to renew or not renew this Agreement. The notification shall be in writing and delivered no later than January 1, 2019, or, if this Agreement is extended, by January 1 of the final year on the renewed term. If the Board fails to or decides not to notify the Associate Superintendent of its intention to renew or not to renew this Agreement prior to the above date, this Agreement shall automatically expire on its stated date. This Agreement shall constitute the required notice pursuant to Education Code section 35031, receipt of which is acknowledged by the Associate Superintendent by executing this Agreement.

20. Board Approval:

The parties recognize that, to be enforceable, this Agreement must be ratified by the Board in open session.

IN WITNESS THEREOF, the parties hereto have duly approved and executed this Agreement to be effective on the day and year above written.

Date: _____

Rick Schmitt
Superintendent

Date: _____

Eric Dill
Associate Superintendent, Business Services

**CONTRACT FOR EMPLOYMENT OF
ASSOCIATE SUPERINTENDENT, EDUCATIONAL SERVICES
BETWEEN
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
AND
MICHAEL GROVE**

THIS AGREEMENT is hereby made and entered into this ____ day of _____, by and between the BOARD OF EDUCATION ("Board") of SAN DIEGUITO UNION HIGH SCHOOL DISTRICT ("District") and MICHAEL GROVE ("Associate Superintendent" or "Employee").

It is hereby agreed as follows:

1. Term of Employment:

The term of this Agreement shall be from July 1, 2015, through June 30, 2019, and may be extended on an annual basis upon mutual agreement. In no event shall the term of this Agreement be longer than four (4) years. Any extension of this term shall be approved by the Board in open session.

2. General Terms and Conditions of Employment:

This Agreement is subject to all applicable laws of the State of California, and the rules and regulations of the California State Board of Education and policies and regulations of the Board and the District. Said laws, rules, policies and regulations are hereby made a part of the terms and conditions of this Agreement as though herein set forth.

3. Powers and Duties:

The Associate Superintendent shall discharge those responsibilities and have the authority of Associate Superintendent, Educational Services, as outlined in the job description approved by the Board.

4. Evaluations:

A. The Superintendent shall formally evaluate and assess in writing the performance of the Associate Superintendent at least once a year, in accordance with the terms herein and District Board Policy 4317, which is incorporated herein by this reference. If the Associate Superintendent's evaluation is deemed to be "satisfactory," the term of this Agreement may be extended by mutual consent of the Board of Trustees and Associate Superintendent. Any such extension shall be approved by the Board in open session.

5. Compensation:

A. Effective July 1, 2015, the Associate Superintendent shall receive an annual salary of \$175,000 and \$2,929 in longevity benefits. Effective January 1, 2016, the Associate Superintendent shall receive an annual salary of \$185,276 and \$2,929 in longevity benefits. Effective July 1, 2016, the Associate Superintendent shall receive an annual salary of \$195,466 and \$3,090 in longevity benefits. The Associate Superintendent shall be paid in twelve (12) approximately equal monthly installments. Except as otherwise stated herein, any adjustments in salary during the term of this Agreement must be mutually agreed to in writing, shall take the form of a written amendment approved in open session at a regular meeting of the Board of Trustees, and shall not operate as a termination or increase of the term of this Agreement.

B. The Associate Superintendent will not receive the Flexible Spending Account (FSA) previously provided. Instead, \$10,298 of the FSA funds previously provided to the Associate Superintendent under Board Policy 4345 have been permanently restructured into the Associate Superintendent's base salary, as authorized by and in accordance with Title 5, section 27600 of the California Code of Regulations. This restructured base salary is made effective on December 18, 2015.

6. Professional Schedule, Fringe Benefits and Sick Leave:

A. The Associate Superintendent is a full-time management employee and shall have a two hundred and twenty-three (223) day positive work year each school year during the term of this Agreement. All other days are considered non-work days. The Associate Superintendent shall be entitled to take all paid holidays provided to other District management employees.

B. The Associate Superintendent shall be entitled to receive all fringe benefits, including health and welfare benefits, which are provided to the District's certificated management employees. This shall include any credit provided to certificated management employees for the purchase of medical benefits.

C. The Associate Superintendent shall be eligible to receive District-sponsored management health and welfare benefits upon retirement through the age of Medicare eligibility, pursuant to Board Policy 4343. In no event shall the retiree benefits vesting schedule applicable to the Associate Superintendent be more advantageous to that available to certificated bargaining unit members.

D. The Associate Superintendent shall be entitled to paid vacation at the rate of twenty-four (24) days per school year. The District strongly urges the Associate Superintendent to take all vacation that is allocated to the position each year. In the event accrued vacation days plus current year vacation days' accumulation reach a maximum of forty-eight (48) days, further accrual of vacation days will cease until accumulated vacation is used so as to reduce the number of unused accumulated days below forty-eight (48). At that time, vacation accrual will recommence, until a maximum of forty-eight (48) days is again reached.

E. The Associate Superintendent shall be credited annually with twelve (12) days of sick leave. Sick leave shall be accrued and accumulated as provided by the Education Code and Board rules and regulations.

7. Expenses:

A. In accordance with District policies and regulations and applicable law, the District shall pay the Associate Superintendent for all actual and necessary expenses while performing day-to-day duties on behalf of the District.

B. The District encourages the Associate Superintendent to participate in professional and community organizations and activities. The District shall pay the Associate Superintendent's annual professional membership dues in the Association of California School Administrators ("ACSA") and one additional professional association of choice that is related to public education or its administration. The Associate Superintendent is expected to regularly participate in these organizations.

C. The Associate Superintendent is expected to attend appropriate professional meetings at the local, state, and national levels. Prior approval of the Superintendent shall be obtained when the Associate Superintendent attends state and national functions, whenever the actual and necessary expenses of attendance shall be paid by the District.

D. With prior approval by the Superintendent, the Associate Superintendent may engage in outside professional activities including consulting, speaking, writing, and participating in professional associations related to education, provided said activities do not interfere with the Associate Superintendent's duties. Days spent on such endeavors shall not be counted as working days by the Associate Superintendent.

8. Termination:

A. The Board may elect to terminate the Agreement prior to its expiration without cause upon forty-five (45) days written notice to the Associate Superintendent. In such an event and in acknowledgement of the difficulty or impossibility of calculating damages to the Associate Superintendent as a result of such termination, the parties agree that in the event of the Associate Superintendent's termination other than for cause (as defined below), the liquidated amount of damages owed by the Board shall be the base salary, as set forth above, remaining to be paid during the full term of this Agreement, up to a maximum of twelve (12) months. No additional sick leave shall accumulate after the date of termination. The salary payment of the severance package shall be paid within thirty (30) days from the date of termination. In the event Associate Superintendent agrees to be reassigned to another position in the District upon termination of this Agreement, the above liquidated severance package shall be offset by Associate Superintendent's salary in the new position. The parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code sections 53260, *et seq.*

B. In the event of a termination without cause, the Associate Superintendent shall continue to receive health and welfare benefits (medical only) for the full remaining term of this Agreement, up to a maximum of twelve (12) months, or until the Associate Superintendent is eligible for another employer-sponsored health plan, whichever occurs first. The parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code sections 53260, *et seq.*

C. Notwithstanding any other provision of this Agreement to the contrary, if the Board believes, and subsequently confirms through an independent audit, that the Associate Superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices, then the Board may terminate the Associate Superintendent and the Associate Superintendent shall not be entitled to the cash, salary payments, health benefits or other non-cash settlement as set forth herein.

D. If the Associate Superintendent is convicted of a crime involving an abuse of office or position, the Associate Superintendent shall fully reimburse the District of any and all cash settlements received due to termination. This provision is intended to implement the requirements of Government Code section 53243.2, which is incorporated into this Agreement by this reference.

If the Associate Superintendent is placed on paid administrative leave pending an investigation, the Associate Superintendent shall fully reimburse the District if convicted of a crime involving an abuse of office or position. This provision is intended to implement the requirements of Government Code section 53243, which is incorporated into this Agreement by this reference.

If the District provides funds for the legal criminal defense of the Associate Superintendent, the Associate Superintendent shall fully reimburse the District if the Associate Superintendent is convicted of a crime involving an abuse of office or position. This provision is intended to implement the requirements of Government Code section 53243.1, which is incorporated into this Agreement by this reference.

E. The Governing Board may elect to terminate the Associate Superintendent's Agreement for cause at any time. For the purposes of this Agreement, "cause" shall exist if the Associate Superintendent: (1) refuses or fails to act in accordance with a specific provision of this

Agreement or direction or order of a majority of the Board; (2) is convicted of a crime involving dishonesty, breach of trust, or physical or emotional harm to any person; or (3) is unable to perform any of the essential functions of the position. The existence of such cause shall constitute a material breach of this Agreement and shall extinguish all rights and duties hereunder. In the event such cause exists, the Governing Board shall give the Associate Superintendent: (a) written notice of the proposed action and the reasons therefor; (b) a reasonably detailed account of the charges and the materials upon which the proposed action is based; (c) notice of the right to respond orally or in writing to the Board; and (d) the right to a meeting with the Board. Any request for a meeting shall be filed by the Associate Superintendent with the presiding officer of the Board within ten (10) days after service of the notice of proposed action. The meeting, if requested, shall be held in closed session at the next regular or special Board meeting, and in no event more than thirty-five (35) days after service of the notice of proposed action. The Associate Superintendent and Board shall have the right to be represented by counsel at their own expense. The Associate Superintendent shall have a reasonable opportunity to respond to all matters raised in the charges. The meeting shall be conducted by the Board and shall not be an evidentiary hearing and neither party shall have the opportunity to call witnesses. After the meeting, the Board shall issue a decision in the form of a resolution either rescinding or confirming the charges and specifying the action to be taken. The Associate Superintendent shall be notified in writing within five (5) days of the decision. The decision of the Board shall be final. The Associate Superintendent's meeting with the Board shall be deemed to satisfy the Associate Superintendent's entitlement to due process of law and shall be the Associate Superintendent's exclusive right to any conference or hearing otherwise required by law. The Associate Superintendent waives any other rights that may be applicable to this termination for cause proceeding with the understanding that completion of this hearing exhausts the Associate Superintendent's administrative remedies.

F. The District and Associate Superintendent agree that the payment provided under Sections 8.A-B of this Agreement shall constitute the exclusive and sole remedy of any kind for termination of employment without cause and the Associate Superintendent agrees and covenants not to assert or pursue any other remedies of any kind, whether they be administrative, at law or in equity, with respect to said termination of employment. Further, upon acceptance of payment under 8.A-B, the Associate Superintendent agrees to waive and release the District from any claims and/or causes of action against the District or Board in any way related to employment by the Board, including, but not limited to, claims or actions under this Agreement.

G. Upon written evaluation by a licensed physician designated by the Board indicating the inability of the Associate Superintendent to perform any of the essential functions of the position, with or without reasonable accommodation, this Agreement may be terminated by the Board upon written notice to the Associate Superintendent and after providing a reasonable opportunity to respond. The Board may, in its sole discretion, allow the Associate Superintendent to continue in employment until expiration of current and accumulated sick leave and differential leave, but upon receipt of the written evaluation specified above, may immediately assign another employee the duties of Associate Superintendent.

9. Notice of Finalist in Search:

In all cases the Associate Superintendent shall immediately notify the Board of Education in the event of becoming a finalist in the selection process for a position with any other school district.

10. Waiver:

No waiver of any breach of any term or provision of this Agreement shall be construed to be, nor shall it be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing and signed by the party waiving the breach.

11. Modification:

This Agreement may not be amended or modified other than by a written agreement executed by the Superintendent and approved by the Board at open session at a regularly scheduled meeting.

12. Complete Agreement:

This instrument constitutes and contains the entire agreement and understanding between the parties concerning the Associate Superintendent's employment with the District. This instrument supersedes and replaces all prior negotiations and all agreements proposed or otherwise, whether written or oral, concerning the subject matter hereof. This is an integrated document.

13. Governing Law:

This Agreement shall be deemed to have been executed and delivered within the State of California, and rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of California without regard to principles of conflict of laws.

14. Construction:

Each party has cooperated in the drafting and preparation of this Agreement. Hence, in any construction to be made of this Agreement, the same shall not be construed against any party on the basis that the party was the drafter. The captions of this Agreement are not part of the provisions hereof and shall have no force or effect.

15. Communications:

All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed to have been duly given if delivered or if mailed by registered or certified mail, postage prepared, addressed to the Superintendent and/or Board of Education at 710 Encinitas Blvd, Encinitas, CA 92024. Either party may change the address at which notice shall be given by written notice given in the above manner.

16. Execution:

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Photographic copies of such signed counterparts may be used in lieu of the originals for any purpose.

17. Legal Counsel:

The Associate Superintendent and the Board each recognize that in entering into this Agreement, the Parties have relied upon the counsel of persons of their own choosing, and that the terms of this Agreement have been completely read and explained to them, and that those terms are fully understood and voluntarily accepted by them.

18. Savings Clause:

If any provision of this Agreement or the application thereof is held invalid, the invalidity shall not affect the other provisions or applications of the Agreement which can be given effect without the invalid provisions or applications, and the provisions of this Agreement are declared to be severable.

19. Renewal of Agreement:

The Board may, but is not required to, notify the Associate Superintendent of its intent to renew or not renew this Agreement. The notification shall be in writing and delivered no later than January 1, 2019, or, if this Agreement is extended, by January 1 of the final year on the renewed term. If the Board fails to or decides not to notify the Associate Superintendent of its intention to renew or not to renew this Agreement prior to the above date, this Agreement shall automatically expire on its stated date. This Agreement shall constitute the required notice pursuant to Education Code section 35031, receipt of which is acknowledged by the Associate Superintendent by executing this Agreement.

20. Board Approval:

The parties recognize that, to be enforceable, this Agreement must be ratified by the Board in open session.

IN WITNESS THEREOF, the parties hereto have duly approved and executed this Agreement to be effective on the day and year above written.

Date: _____

Rick Schmitt
Superintendent

Date: _____

Michael Grove
Associate Superintendent, Educational Services

**CONTRACT FOR EMPLOYMENT OF
ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES
BETWEEN
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
AND
TORRIE NORTON**

THIS AGREEMENT is hereby made and entered into this ____ day of _____, by and between the BOARD OF EDUCATION ("Board") of SAN DIEGUITO UNION HIGH SCHOOL DISTRICT ("District") and TORRIE NORTON ("Associate Superintendent" or "Employee").

It is hereby agreed as follows:

1. Term of Employment:

The term of this Agreement shall be from July 1, 2015, through June 30, 2019, and may be extended on an annual basis upon mutual agreement. In no event shall the term of this Agreement be longer than four (4) years. Any extension of this term shall be approved by the Board in open session.

2. General Terms and Conditions of Employment:

This Agreement is subject to all applicable laws of the State of California, and the rules and regulations of the California State Board of Education and policies and regulations of the Board and the District. Said laws, rules, policies and regulations are hereby made a part of the terms and conditions of this Agreement as though herein set forth.

3. Powers and Duties:

The Associate Superintendent shall discharge those responsibilities and have the authority of Associate Superintendent, Human Resources, as outlined in the job description approved by the Board.

4. Evaluations:

A. The Superintendent shall formally evaluate and assess in writing the performance of the Associate Superintendent at least once a year, in accordance with the terms herein and District Board Policy 4317, which is incorporated herein by this reference. If the Associate Superintendent's evaluation is deemed to be "satisfactory," the term of this Agreement may be extended by mutual consent of the Board of Trustees and Associate Superintendent. Any such extension shall be approved by the Board in open session.

5. Compensation:

A. Effective July 1, 2015, the Associate Superintendent shall receive an annual salary of \$175,000 and \$2,929 in longevity benefits. Effective January 1, 2016, the Associate Superintendent shall receive an annual salary of \$185,276 and \$2,929 in longevity benefits. Effective July 1, 2016, the Associate Superintendent shall receive an annual salary of \$195,466 and \$3,090 in longevity benefits. The Associate Superintendent shall be paid in twelve (12) approximately equal monthly installments. Except as otherwise stated herein, any adjustments in salary during the term of this Agreement must be mutually agreed to in writing, shall take the form of a written amendment approved in open session at a regular meeting of the Board of Trustees, and shall not operate as a termination or increase of the term of this Agreement.

B. The Associate Superintendent will not receive the Flexible Spending Account (FSA) previously provided. Instead, \$10,298 of the FSA funds previously provided to the Associate Superintendent under Board Policy 4345 have been permanently restructured into the Associate Superintendent's base salary, as authorized by and in accordance with Title 5, section 27600 of the California Code of Regulations. This restructured base salary is made effective on December 18, 2015.

6. Professional Schedule, Fringe Benefits and Sick Leave:

A. The Associate Superintendent is a full-time management employee and shall have a two hundred and twenty-three (223) day positive work year each school year during the term of this Agreement. All other days are considered non-work days. The Associate Superintendent shall be entitled to take all paid holidays provided to other District management employees.

B. The Associate Superintendent shall be entitled to receive all fringe benefits, including health and welfare benefits, which are provided to the District's certificated management employees. This shall include any credit provided to certificated management employees for the purchase of medical benefits.

C. The Associate Superintendent shall be eligible to receive District-sponsored management health and welfare benefits upon retirement through the age of Medicare eligibility, pursuant to Board Policy 4343. In no event shall the retiree benefits vesting schedule applicable to the Associate Superintendent be more advantageous to that available to certificated bargaining unit members.

D. The Associate Superintendent shall be entitled to paid vacation at the rate of twenty-four (24) days per school year. The District strongly urges the Associate Superintendent to take all vacation that is allocated to the position each year. In the event accrued vacation days plus current year vacation days' accumulation reach a maximum of forty-eight (48) days, further accrual of vacation days will cease until accumulated vacation is used so as to reduce the number of unused accumulated days below forty-eight (48). At that time, vacation accrual will recommence, until a maximum of forty-eight (48) days is again reached.

E. The Associate Superintendent shall be credited annually with twelve (12) days of sick leave. Sick leave shall be accrued and accumulated as provided by the Education Code and Board rules and regulations.

7. Expenses:

A. In accordance with District policies and regulations and applicable law, the District shall pay the Associate Superintendent for all actual and necessary expenses while performing day-to-day duties on behalf of the District.

B. The District encourages the Associate Superintendent to participate in professional and community organizations and activities. The District shall pay the Associate Superintendent's annual professional membership dues in the Association of California School Administrators ("ACSA") and one additional professional association of choice that is related to public education or its administration. The Associate Superintendent is expected to regularly participate in these organizations.

C. The Associate Superintendent is expected to attend appropriate professional meetings at the local, state, and national levels. Prior approval of the Superintendent shall be obtained when the Associate Superintendent attends state and national functions, whenever the actual and necessary expenses of attendance shall be paid by the District.

D. With prior approval by the Superintendent, the Associate Superintendent may engage in outside professional activities including consulting, speaking, writing, and participating in professional associations related to education, provided said activities do not interfere with the Associate Superintendent's duties. Days spent on such endeavors shall not be counted as working days by the Associate Superintendent.

8. Termination:

A. The Board may elect to terminate the Agreement prior to its expiration without cause upon forty-five (45) days written notice to the Associate Superintendent. In such an event and in acknowledgement of the difficulty or impossibility of calculating damages to the Associate Superintendent as a result of such termination, the parties agree that in the event of the Associate Superintendent's termination other than for cause (as defined below), the liquidated amount of damages owed by the Board shall be the base salary, as set forth above, remaining to be paid during the full term of this Agreement, up to a maximum of twelve (12) months. No additional sick leave shall accumulate after the date of termination. The salary payment of the severance package shall be paid within thirty (30) days from the date of termination. In the event Associate Superintendent agrees to be reassigned to another position in the District upon termination of this Agreement, the above liquidated severance package shall be offset by Associate Superintendent's salary in the new position. The parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code sections 53260, *et seq.*

B. In the event of a termination without cause, the Associate Superintendent shall continue to receive health and welfare benefits (medical only) for the full remaining term of this Agreement, up to a maximum of twelve (12) months, or until the Associate Superintendent is eligible for another employer-sponsored health plan, whichever occurs first. The parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code sections 53260, *et seq.*

C. Notwithstanding any other provision of this Agreement to the contrary, if the Board believes, and subsequently confirms through an independent audit, that the Associate Superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices, then the Board may terminate the Associate Superintendent and the Associate Superintendent shall not be entitled to the cash, salary payments, health benefits or other non-cash settlement as set forth herein.

D. If the Associate Superintendent is convicted of a crime involving an abuse of office or position, the Associate Superintendent shall fully reimburse the District of any and all cash settlements received due to termination. This provision is intended to implement the requirements of Government Code section 53243.2, which is incorporated into this Agreement by this reference.

If the Associate Superintendent is placed on paid administrative leave pending an investigation, the Associate Superintendent shall fully reimburse the District if convicted of a crime involving an abuse of office or position. This provision is intended to implement the requirements of Government Code section 53243, which is incorporated into this Agreement by this reference.

If the District provides funds for the legal criminal defense of the Associate Superintendent, the Associate Superintendent shall fully reimburse the District if the Associate Superintendent is convicted of a crime involving an abuse of office or position. This provision is intended to implement the requirements of Government Code section 53243.1, which is incorporated into this Agreement by this reference.

E. The Governing Board may elect to terminate the Associate Superintendent's Agreement for cause at any time. For the purposes of this Agreement, "cause" shall exist if the Associate Superintendent: (1) refuses or fails to act in accordance with a specific provision of this

Agreement or direction or order of a majority of the Board; (2) is convicted of a crime involving dishonesty, breach of trust, or physical or emotional harm to any person; or (3) is unable to perform any of the essential functions of the position. The existence of such cause shall constitute a material breach of this Agreement and shall extinguish all rights and duties hereunder. In the event such cause exists, the Governing Board shall give the Associate Superintendent: (a) written notice of the proposed action and the reasons therefor; (b) a reasonably detailed account of the charges and the materials upon which the proposed action is based; (c) notice of the right to respond orally or in writing to the Board; and (d) the right to a meeting with the Board. Any request for a meeting shall be filed by the Associate Superintendent with the presiding officer of the Board within ten (10) days after service of the notice of proposed action. The meeting, if requested, shall be held in closed session at the next regular or special Board meeting, and in no event more than thirty-five (35) days after service of the notice of proposed action. The Associate Superintendent and Board shall have the right to be represented by counsel at their own expense. The Associate Superintendent shall have a reasonable opportunity to respond to all matters raised in the charges. The meeting shall be conducted by the Board and shall not be an evidentiary hearing and neither party shall have the opportunity to call witnesses. After the meeting, the Board shall issue a decision in the form of a resolution either rescinding or confirming the charges and specifying the action to be taken. The Associate Superintendent shall be notified in writing within five (5) days of the decision. The decision of the Board shall be final. The Associate Superintendent's meeting with the Board shall be deemed to satisfy the Associate Superintendent's entitlement to due process of law and shall be the Associate Superintendent's exclusive right to any conference or hearing otherwise required by law. The Associate Superintendent waives any other rights that may be applicable to this termination for cause proceeding with the understanding that completion of this hearing exhausts the Associate Superintendent's administrative remedies.

F. The District and Associate Superintendent agree that the payment provided under Sections 8.A-B of this Agreement shall constitute the exclusive and sole remedy of any kind for termination of employment without cause and the Associate Superintendent agrees and covenants not to assert or pursue any other remedies of any kind, whether they be administrative, at law or in equity, with respect to said termination of employment. Further, upon acceptance of payment under 8.A-B, the Associate Superintendent agrees to waive and release the District from any claims and/or causes of action against the District or Board in any way related to employment by the Board, including, but not limited to, claims or actions under this Agreement.

G. Upon written evaluation by a licensed physician designated by the Board indicating the inability of the Associate Superintendent to perform any of the essential functions of the position, with or without reasonable accommodation, this Agreement may be terminated by the Board upon written notice to the Associate Superintendent and after providing a reasonable opportunity to respond. The Board may, in its sole discretion, allow the Associate Superintendent to continue in employment until expiration of current and accumulated sick leave and differential leave, but upon receipt of the written evaluation specified above, may immediately assign another employee the duties of Associate Superintendent.

9. Notice of Finalist in Search:

In all cases the Associate Superintendent shall immediately notify the Board of Education in the event of becoming a finalist in the selection process for a position with any other school district.

10. Waiver:

No waiver of any breach of any term or provision of this Agreement shall be construed to be, nor shall it be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing and signed by the party waiving the breach.

11. Modification:

This Agreement may not be amended or modified other than by a written agreement executed by the Superintendent and approved by the Board at open session at a regularly scheduled meeting.

12. Complete Agreement:

This instrument constitutes and contains the entire agreement and understanding between the parties concerning the Associate Superintendent's employment with the District. This instrument supersedes and replaces all prior negotiations and all agreements proposed or otherwise, whether written or oral, concerning the subject matter hereof. This is an integrated document.

13. Governing Law:

This Agreement shall be deemed to have been executed and delivered within the State of California, and rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of California without regard to principles of conflict of laws.

14. Construction:

Each party has cooperated in the drafting and preparation of this Agreement. Hence, in any construction to be made of this Agreement, the same shall not be construed against any party on the basis that the party was the drafter. The captions of this Agreement are not part of the provisions hereof and shall have no force or effect.

15. Communications:

All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed to have been duly given if delivered or if mailed by registered or certified mail, postage prepared, addressed to the Superintendent and/or Board of Education at 710 Encinitas Blvd, Encinitas, CA 92024. Either party may change the address at which notice shall be given by written notice given in the above manner.

16. Execution:

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Photographic copies of such signed counterparts may be used in lieu of the originals for any purpose.

17. Legal Counsel:

The Associate Superintendent and the Board each recognize that in entering into this Agreement, the Parties have relied upon the counsel of persons of their own choosing, and that the terms of this Agreement have been completely read and explained to them, and that those terms are fully understood and voluntarily accepted by them.

18. Savings Clause:

If any provision of this Agreement or the application thereof is held invalid, the invalidity shall not affect the other provisions or applications of the Agreement which can be given effect without the invalid provisions or applications, and the provisions of this Agreement are declared to be severable.

19. Renewal of Agreement:

The Board may, but is not required to, notify the Associate Superintendent of its intent to renew or not renew this Agreement. The notification shall be in writing and delivered no later than January 1, 2019, or, if this Agreement is extended, by January 1 of the final year on the renewed term. If the Board fails to or decides not to notify the Associate Superintendent of its intention to renew or not to renew this Agreement prior to the above date, this Agreement shall automatically expire on its stated date. This Agreement shall constitute the required notice pursuant to Education Code section 35031, receipt of which is acknowledged by the Associate Superintendent by executing this Agreement.

20. Board Approval:

The parties recognize that, to be enforceable, this Agreement must be ratified by the Board in open session.

IN WITNESS THEREOF, the parties hereto have duly approved and executed this Agreement to be effective on the day and year above written.

Date: _____

Rick Schmitt
Superintendent

Date: _____

Torrie Norton
Associate Superintendent, Human Resources

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 7, 2016

BOARD MEETING DATE: January 14, 2016

PREPARED BY: Delores Perley, Chief Financial Officer
Eric Dill, Associate Supt., Business

SUBMITTED BY: Rick Schmitt, Superintendent

SUBJECT: APPROVAL OF REVISIONS TO FIRST INTERIM BUDGET

EXECUTIVE SUMMARY

The Board of Trustees approved a three-year collective bargaining agreement with the San Dieguito Faculty Association (SDFA) at its Special Board Meeting on December 17, 2015. The estimated financial impacts of the agreement were publicly disclosed on December 4, 2015 and included in both the December 10, 2015 and December 17, 2015 meeting agendas. The California Education Code requires the Board of Trustees to adopt necessary budget revisions within 45 days of approving a collective bargaining agreement.

The following pages incorporate the changes to salaries and benefits related to the new agreement with SDFA. Staff has not included any other budget amendments unrelated to the impact of the collective bargaining agreement.

- Certificated salaries increase by \$7.2 million as a result of the 7% raise and transfer of previous health benefits amounts to the salary schedule.
- Benefits are reduced by a net \$3.1 million due to the transfer of health benefits allocation to certificated salaries and any offsetting increase to statutory benefits.
- Contributions to restricted programs and estimated unspent amounts in categorical programs have been adjusted to reflect the new salary and benefit levels.
- The net effect of the collective bargaining agreement is slightly over \$4 million.

The Second Interim Budget will be presented to the Board of Trustees for review and approval at the regular meeting on March 10, 2016. The Second Interim report will include all adjustments to revenue and expenditures through January 31, 2016.

ITEM 19

RECOMMENDATION:

It is recommended that the Board approve the revisions to the First Interim Budget related to the approval of the 2015-16 through 2017-18 collective bargaining agreement with the San Dieguito Faculty Association.

FUNDING SOURCE:

General Fund 01-00.

ITEM 19

General Fund Revenue & Expenditures - 2015-2016 1st Interim w/settlement

	2015-2016 1st Interim			2015-2016 1st Interim w/settlement			Change
	UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
PROJECTED INCOME							
LCFF/Revenue Limit / Property Tax	96,062,349	429,451	96,491,800	96,062,349	429,451	96,491,800	0
Federal Income	667,920	3,789,889	4,457,809	667,920	3,789,889	4,457,809	0
Other State Income	10,186,000	2,332,468	12,518,468	10,186,000	2,332,468	12,518,468	0
Local Income	1,756,519	5,573,285	7,329,804	1,756,519	5,573,285	7,329,804	0
Transfers	765,588	0	765,588	765,588	0	765,588	0
Encroachment	(15,518,414)	15,518,414	0	(16,212,370)	16,212,370	0	0
TOTAL PROJECTED INCOME	93,919,962	27,643,507	121,563,469	93,226,006	28,337,463	121,563,469	0
PROJECTED EXPENDITURES							
Certificated Salaries	43,618,178	8,970,930	52,589,108	49,519,254	10,272,198	59,791,452	7,202,344
Classified Salaries	12,746,391	4,462,586	17,208,977	12,746,391	4,462,586	17,208,977	0
Benefits	19,972,780	4,727,766	24,700,546	17,398,155	4,204,807	21,602,962	(3,097,584)
Books & Supplies	2,937,557	2,682,230	5,619,786	2,937,557	2,597,876	5,535,433	(84,353)
Services & Operating Expenses	7,142,585	7,266,005	14,408,590	7,142,585	7,266,005	14,408,590	0
Capital Outlay	15,600	31,600	47,200	15,600	31,600	47,200	0
Other Outgo	1,235,179	1,001,037	2,236,216	1,235,179	1,001,037	2,236,216	0
Categorical	0	0	0	0	0	0	0
TOTAL PROJECTED EXPENDITURES	87,668,270	29,142,154	116,810,423	90,994,721	29,836,109	120,830,830	4,020,407
Estimated Unspent	0	0	0	0	0	0	0
Expenditures (over/under) Revenue	6,251,692	(1,498,647)	4,753,045	2,231,285	(1,498,646)	732,639	(4,020,406)
FUND BALANCE, RESERVES:							
Beginning Balance - July 1	19,901,639	1,498,647	21,400,286	19,901,639	1,498,647	21,400,286	0
Adjusted Beginning Balance	19,901,639	1,498,647	21,400,286	19,901,639	1,498,647	21,400,286	0
Projected Ending Balance - June 30	26,153,331	0	26,153,331	22,132,924	1	22,132,925	(4,020,406)
COMPONENTS OF THE ENDING BALANCE:							
<i>Nonspendable:</i>							
Revolving Cash Fund 9130	180,000		180,000	180,000		180,000	0
Stores Inventory 9320	1,000		1,000	1,000		1,000	0
<i>Restricted:</i>							
Reserve for categorical programs		0	0		1	1	1
<i>Assigned:</i>							
Basic Aid Reserve	5,158,728		5,158,728	5,579,716		5,579,716	420,988
Ongoing State Standards Implementation	2,500,000		2,500,000	2,500,000		2,500,000	0
Textbook Adoption Reserve	1,000,000		1,000,000	1,000,000		1,000,000	0
High School Program Development	750,000		750,000	750,000		750,000	0
<i>Unassigned:</i>							
Recommended Min Reserve (4.5%)	5,256,469		5,256,469	5,437,387		5,437,387	180,918
Total Components	14,846,197	0	14,846,197	15,448,103	1	15,448,104	601,907
RESERVE FOR ECONOMIC UNCERTAINTIES	11,307,134	0	11,307,134	6,684,821	0	6,684,821	(4,622,313)
	9.68%	0.00%	9.68%	5.53%	0.00%	5.53%	-4.15%

ITEM 19

General Fund Revenue & Expenditures - 2015-2016 1st Interim w/settlement
 Business Services Division
 Finance Department

 2015-2016
 1st Interim w/settlement
Summary of Changes

Income:

	<u>1st Interim</u>	<u>1st Interim w/settlement</u>	<u>Summary of Changes</u>
LCFF/Revenue Limit	96,491,800	96,491,800	-
Federal	4,457,809	4,457,809	-
Other State	12,518,468	12,518,468	-
Local	7,329,804	7,329,804	-
Transfers	765,588	765,588	-
Encroachment	(15,518,414)	(16,212,370)	(693,956) * <91K> Increase to ROP Contribution * <603K> Increase to Special Ed Contribution
Total	121,563,469	121,563,469	-

ITEM 19

General Fund Revenue & Expenditures - 2015-2016 1st Interim w/settlement
 Business Services Division
 Finance Department

 2015-2016
 1st Interim w/settlement
Summary of Changes

Expenditures:

	<u>1st Interim</u>	<u>1st Interim w/settlement</u>	<u>Summary of Changes</u>
Certificated Salaries	52,589,108	59,791,452	7,202,344 * +7.2M Certificated Salary Schedule Increase
Classified Salaries	17,208,977	17,208,977	-
Benefits	24,700,546	21,602,962	(3,097,584) * +1.1M Increase to Statutory Benefits for Salary Increase * <4.2M> Reclass to Salary for Flex Health Spending Account
Books & Supplies	5,619,786	5,535,433	(84,353) * Reclass for Salary Increase for Restricted Programs
Services & Operating Expenses	14,408,590	14,408,590	-
Capital Outlay	47,200	47,200	-
Other Outgo	2,236,216	2,236,216	-
Total	116,810,423	120,830,830	4,020,407

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 7, 2016

BOARD MEETING DATE: January 14, 2016

PREPARED BY: Jason Vilorio, Ed.D., Associate Superintendent of Administrative Services

SUBMITTED BY: Rick Schmitt, Superintendent

SUBJECT: **FIRST READ OF NEW / REVISED / DELETED BOARD POLICIES / ADMINISTRATIVE SERVICES / EDUCATIONAL SERVICES**

EXECUTIVE SUMMARY

As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association (CSBA) provides school districts with samples of new or replacement policies to assist in maintaining updated policies.

The following Board Policies have been created or revised to align with the CSBA recommendations:

Current Policy Number	New Policy Number	Title	Comments
5113.1		Chronic Absence and Truancy	Revised to align with CSBA recommendations
5125		Student Records	Revised to align with CSBA recommendations
5141.3		Health Examinations	Revised to align with CSBA recommendations
5141.31		Immunizations	Revised to align with CSBA recommendations
5147		Dropout Prevention	Revised to align with CSBA recommendations
6141.1		Alternative Learning Opportunities	Deleted; see policy 6158 Independent Study

Current Policy Number	New Policy Number	Title	Comments
6145.4	6145.2	Athletic Competition	Revised to align with CSBA recommendations
6145.2		Public Performances and Exhibitions	Delete Policy; no longer applicable
6164.2		Guidance / Counseling Services	Revised to align with CSBA recommendations
	6158	Independent Study	New to align with CSBA recommendations
6173	6183	Home and Hospital Instruction	Revised to align with CSBA recommendations
6173.1	6173	Education for Homeless Children	Revised to align with CSBA recommendations
	6173.1	Education for Foster Youth	New to align with CSBA recommendations

RECOMMENDATION:

This item is being presented for first read on January 14, 2016, and will be resubmitted for board action on February 18, 2016.

FUNDING SOURCE:

Not applicable

STUDENTS

5113.1

CHRONIC ABSENCE AND TRUANCY

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

The Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students **who are chronic absentees and truants, as defined in law and administrative regulation, and to identify patterns of absence throughout the district. He/she shall provide the Board with data on school attendance, chronic absence, and truancy rates for all district students, for each school, and for each numerically significant student subgroup as defined in Education Code 52052. Such data shall be disaggregated and used in the development of annual goals and specific actions for student attendance and engagement and for inclusion in the district's local control and accountability plan and other applicable school and district plans**~~classified as chronic absentees and truants, as defined in law and administrative regulation.~~

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

The Superintendent or designee shall work with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy. He/she also may collaborate ~~with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers~~ to ensure that alternative educational programs and nutrition, health care, and other support services are available for students and families and to intervene as necessary when students have serious attendance problems.

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

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

The Superintendent or designee shall **periodically report to the Board regarding the district's progress in improving**~~regularly analyze data on~~ student **attendance rates for all students and for each numerically significant student population. Such information shall be used to evaluate the effectiveness**~~absences to identify patterns of absence district wide and by school, grade level, and student population. Such data shall be used to identify common barriers to attendance, prioritize resources for intervention, and monitor progress over time. The Superintendent or designee shall report this information to the Board for purposes of evaluating the effectiveness of~~ strategies implemented ~~to reduce chronic absence~~

STUDENTS

5113.1

and truancy and to makemaking changes as needed. As appropriate, the Superintendent or designee also shall engage provide this information to key school staff and community agency partners to engage them in program evaluation and improvement and in identification of how to best allocate available community resources.

SCHOOL ATTENDANCE REVIEW BOARD

In accordance with law and administrative regulation, habitual truants may be referred to a School Attendance Review Board (SARB).

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

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

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

LEGAL REFERENCE**EDUCATION CODE**

1740	Employment of personnel to supervise attendance (county superintendent)
37223	Weekend classes
41601	Reports of average daily attendance
46000	Records (attendance)
46010-46014	Absences
46110-46119	Attendance in kindergarten and elementary schools
46140-46147	Attendance in junior high and high schools
48200-48208	Children ages 6-18 (compulsory full-time attendance)
48225.5	Work permits, entertainment and allied industries
48240-48246	Supervisors of attendance
48260-48273	Truants
48290-48296	Failure to comply; complaints against parents
48320-48325	School attendance review boards
48340-48341	Improvement of student attendance
48400-48403	Compulsory continuation education
48900	Suspension and expulsion
49067	Unexcused absences as cause of failing grade
52052	Academic Performance Index; numerically significant student subgroups
60901	Chronic absence

STUDENTS

5113.1

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor

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

830.1 Peace officers

VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

256-258 Juvenile hearing officer

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

15497.5 Local control and accountability plan template

COURT DECISIONS

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

MANAGEMENT RESOURCES**CSBA PUBLICATIONS**

Attendance Awareness Month, Fact Sheet, September 2014

ATTENDANCE WORKS PUBLICATIONS

Count Us In! Working Together to Show that Every School Day Matters, 2014

The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE: Priority Early Outreach for Positive Linkages and Engagement, 2014

~~Improving Student Achievement by Addressing Chronic Absence, Policy Brief, December 2010~~**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**School Attendance Review Board Handbook, 2015~~2012~~

School Attendance Improvement Handbook, 2000

WEB SITESCSBA: <http://www.csba.org>Attendance Works: <http://www.attendanceworks.org>~~<http://www.attendanceworks.org>~~

California Association of Supervisors of Child Welfare and Attendance:

<http://www.cascwa.org>~~<http://www.cascwa.org>~~California Department of Education: <http://www.cde.ca.gov>~~<http://www.cde.ca.gov>~~California Healthy Kids Survey: <http://chks.wested.org>~~<http://chks.wested.org>~~

California School Climate, Health, and Learning Survey System:

STUDENTS

5113.1

<http://www.cal-schls.wested.org>~~http://www.cal-schls.wested.org~~
OnTrackCA: <http://www.ontrackca.org>

STUDENTS

5125

STUDENT RECORDS

The ~~of Trustees~~ **Governing Board** recognizes the importance of keeping accurate, comprehensive student records as required by law. ~~Information~~ **The Superintendent or designee shall ensure that the district's administrative regulation and school site procedures for maintaining the confidentiality of student records are consistent with state and federal law.**

The Superintendent or designee shall establish **administrative** regulations ~~for Board approval~~ governing the identification, ~~description~~ **retention**, and ~~security~~ **of student records, as well as timely access for authorized persons.** These ~~regulations~~ shall ~~ensure~~ **parental** the rights ~~to review, inspect and photocopy~~ **of authorized persons to have timely access to student records** and shall protect ~~the student~~ **students** and ~~the student's family~~ **their families** from invasion of privacy.

The Superintendent or designee shall designate a certificated employee to serve as custodian of records, with responsibility for student records at the district level. ~~At each school, the principal or a certificated designee~~ **employee shall act be designated** as custodian of records for students enrolled ~~at that school.~~ The custodian of records shall ~~establish procedures, which maintain the confidentiality of information contained in~~ **be responsible for implementing Board policy and administrative regulation regarding student records. (5 CCR 431)**

Student Records from Social Media

~~The Superintendent or designee may gather and maintain information from the social media of any district student, provided that the district first notifies students and parents/guardians about the proposed program, offers an opportunity for public comment at a regularly scheduled Board meeting, and gathers only information that directly pertains to school safety or student safety. (Education Code 49073.6)~~

Contract for Digital Storage, Management, and Retrieval of Student Records

~~The Superintendent or designee may enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or to authorize a third party provider of digital software to access, store, and use student records, provided that the contract meets the requirements of Education Code 49073.1 and other applicable state and federal laws.~~

LEGAL REFERENCE

EDUCATION CODE

- 17604 Contracts
- 48201 Student records for transfer students who have been suspended/expelled
- 48853.5 Foster youth; placement, immunizations
- 48902 Notification of law enforcement of specified violations
- 48904 ~~Liability of parent~~

STUDENTS

5125

~~48904.3~~ ——— Withholding grades, diplomas, or transcripts ~~of pupils causing property damage or injury; transfer of pupils to new school districts; notice to rescind decision to withhold~~

48918 Rules governing expulsion procedures

48980 Parental notifications

48985 Notices in parent/guardian's primary language

49060-~~49078~~—Pupil~~49079~~ Student records

49091.14 Parental review of curriculum

51747 Independent study

56041.5 Rights of students with disabilities

56050 Surrogate parents

56055 Foster parents

69432.9 Cal Grant program; notification of grade point average

BUSINESS AND PROFESSIONS CODE

22580-22582 Digital privacy

22584-22585 Student Online Personal Information Protection Act

CODE OF CIVIL PROCEDURE

1985.3 Subpoena duces tecum

FAMILY CODE

3025 Access to records by noncustodial parents

6552 Caregiver's authorization affidavit

GOVERNMENT CODE

6252-6260 Inspection of public records

HEALTH AND SAFETY CODE

120440 Immunizations; disclosure of information

PENAL CODE

245 Assault with deadly weapon

WELFARE AND INSTITUTIONS CODE

681 Truancy petitions

701 Juvenile court law

16010 Health and education records of a minor

CODE OF REGULATIONS, TITLE 5

430-438 ——— Individual ~~pupil~~student records

16020-~~16028~~—16027 Destruction of records of school districts

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5125

~~CIVIL UNITED STATES CODE, TITLE 20~~

~~1232g Family Educational Rights and Privacy Act~~

~~1232h Protection of Pupil Rights Amendment~~

UNITED STATES CODE, TITLE 26

152 Definition of dependent child

~~4600.5 Joint custody~~

~~FEDERAL FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974~~

~~20 U.S.C. 1232~~

UNITED STATES CODE, TITLE 42

~~11434a McKinney-Vento Homeless Assistance Act; definitions~~

CODE OF FEDERAL REGULATIONS, TITLE 16

~~99.34 Conditions of disclosure~~

~~300.500 Definition of "personally identifiable"~~

~~Part 312 Children's Online Privacy Protection Rule~~

CODE OF FEDERAL REGULATIONS, TITLE 34

~~99.1-99.67 Family Educational Rights and Privacy~~

~~300.501 General responsibilities of public agencies~~

~~300.502 Opportunity to examine records for parents of student with disability~~

~~300.573 Destruction of information~~

MANAGEMENT RESOURCES

FEDERAL REGISTER

Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008, Vol. 73, No. 237, pages 74806-74855

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Data in the Cloud: A Legal and Policy Guide for School Boards on Student Data Privacy in the Cloud Computing Era, April 2014

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Joint Guidance on the Application of the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to Student Health Records, 2008

STUDENTS

5125

Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, October 2007

WEB SITES

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

National School Boards Association: <http://www.nsba.org>

U.S. Department of Education, Family Policy Compliance, <http://www.ed.gov/policy/gen/guid/fpco>

STUDENTS**HEALTH EXAMINATIONS**

The Governing Board recognizes that periodic health examinations of students may lead to early detection and treatment of conditions that impact learning. Health examinations also may help in determining whether special ~~adaptations~~ **adaptions** of the school program are necessary.

The Superintendent or designee shall verify that students have complied with legal requirements for **a comprehensive health screening, an oral health assessment, and** immunizations at school entry. In addition, the district shall administer tests for vision, hearing, and scoliosis as required by law.

All students who participate as cheerleaders, **song leaders**, or athletes in organized competitive sports shall first undergo a medical examination and submit documentation of medical clearance to the district. Upon sustaining an injury or serious illness, a student may be required to have another examination before participating further. This requirement does not apply to participants in occasional play day or field day activities.

The Superintendent or designee shall ensure that staff employed to examine students exercise proper care of each student and that examination results are kept confidential. Records related to these examinations shall be maintained and released only in accordance with law.

LEGAL REFERENCE**-EDUCATION CODE**

44871-44879	Employment qualifications
48980	Parental notifications
49400-49414.5	Student health, general powers of school boards
49422	Supervision of health and physical development
49450-49458	Physical examinations (of students)
49460-49466	Development of standardized health assessments

HEALTH AND SAFETY CODE

1685-1686	Audiometrists
120325-120380	Immunization against communicable diseases
121475-121520	Tuberculosis tests for students
124025-124110	Child Health and Disability Prevention Program

CODE OF REGULATIONS, TITLE 5

590-596	Vision screening
3027	Hearing and vision screening for special education
3028	Audiological screening

CODE OF REGULATIONS, TITLE 17

2950-2951	Hearing tests
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UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act
1232h Protection of student rights

MANAGEMENT RESOURCES

CSBA PUBLICATIONS

Expanding Access to School Health Services: Policy Considerations for Governing Boards, November 2008
Promoting Oral Health for California's Students: New Roles, New Opportunities for Schools, November 2008

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Standards for Scoliosis Screening in California Public Schools, 2007
A Guide for Vision Testing in California Public Schools, 2005

CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES PUBLICATIONS

Manual for the School Audiometrist

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Joint Guidance on the Application of FERPA and HIPAA to Student Health Records, November 2008

WEB SITES

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

WEBSITES

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

California Department of Education, Health Services/School Nursing: <http://www.cde.ca.gov/ls/he/hn>
<http://www.cde.ca.gov/ls/he/hn>

California Department of Education, Type 2 Diabetes Information

<http://www.cde.ca.gov/ls/he/hn/type2diabetes.asp>

California Department of Health-Care Services: <http://www.dhcs.ca.gov>

<http://www.cde.ca.gov/ls/he/hn/type2diabetes.asp>

U.S. Department of Education: <http://www.ed.gov>

STUDENTS**5141.31****IMMUNIZATIONS**

To protect the health of all students and staff and to curtail the spread of infectious diseases, the Governing Board shall cooperate with state and local public health agencies to encourage and facilitate immunization of all district students against preventable diseases.

Each student enrolling for the first time in a district elementary or secondary school, preschool, or child care and development program or, after July 1, 2016, enrolling in or advancing to grade 7 the district shall present an immunization record from any authorized private or public health care provider certifying that he/she has received all required immunizations be in accordance with law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law.

Each transfer student shall be requested to present his/her immunization record, if possible, upon registration at a district school.

The Superintendent or designee may arrange for an authorized health care provider to administer immunizations at school to any student whose parent/guardian has consented in writing. At the beginning of the school year, parents/guardians shall be notified of their right to provide consent for the administration of an immunization to their child at school. (Education Code 49403)

~~However, when necessary, a transfer student may be conditionally admitted for up to 30 school days while his/her immunization records are being transferred from the previous school. If these records do not arrive within 30 school days, the student shall present written documentation by an authorized health care provider showing that the required immunizations were received. If such documentation is not presented, the student shall be excluded from school until the required immunizations have been administered. (17 CCR 6070)~~

LEGAL REFERENCE EDUCATION CODE

44871	Qualifications of supervisor of health
46010	Total days of attendance
48216	Immunization
48853.5	Immediate enrollment of foster youth
48980	Required notification of rights
49403	Cooperation in control of communicable disease and immunizations
49426	Duties of school nurses
49701	Flexibility in enrollment of children of military families

51745-51749.6 Independent study

HEALTH AND SAFETY CODE

120325-120380	Immunization against communicable disease, especially:
120335	Immunization requirement for admission
120395	Information about meningococcal disease, including recommendation for vaccination
120440	Disclosure of immunization information

CODE OF REGULATIONS, TITLE 5

430 Student records

STUDENTS

5141.31

CODE OF REGULATIONS, TITLE 17

6000-6075 School attendance immunization requirements

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

UNITED STATES CODE, TITLE 42

11432 Immediate enrollment of homeless children

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

MANAGEMENT RESOURCES

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

California Immunization Handbook for ~~Schools and~~ Child Care Programs ~~and Schools, August 2015, July 2003~~
~~Guide to Immunizations Required for Child Care~~

Guide to Immunizations Required for School Entry

~~Parents' Guide to Immunizations Required~~~~the Requirements of the California School Immunization Law~~
~~for Parents of Children in or~~
~~Entering School or~~ Child Care

Parents' Guide to Immunizations Required for School Entry

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

Guide for Annual Audits of Local Education Agencies and State Compliance Reporting, July 2015

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Family Educational Rights and Privacy Act (FERPA) and H1N1, October 2009

WEB SITES

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

~~<http://www.cde.ca.gov>~~ California Department of Public Health, Immunization Branch:

<http://www.cdph.ca.gov/programs/immunize>~~<http://www.cdph.ca.gov/programs/immunize>~~

California Department of Public Health, Shots for Schools: <http://shotsforschools.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov>~~<http://www.cdc.gov>~~

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

U.S. Department of Education: <http://www.ed.gov>

DROPOUT PREVENTION

~~The Board of Trustees desires to provide a learning environment conducive to keeping in school those "highrisk" students who are susceptible to frequent absenteeism, truancy, or tardiness, or who have the potential to drop out because of pregnancy or marriage, financial needs, dislike of school, classes, or teachers, lack of basic skills, disciplinary problems, low self-esteem, emotional or physical problems, or feelings of alienation.~~

~~The Board sees every student as a valuable individual to be carefully nurtured and equipped to become a productive citizen. Because children all differ, variations of pace, topic and activity are needed to challenge and interest them. Besides seeking continual improvement in the quality and relevancy of our educational programs, the Board encourages the use of appropriate dropout prevention strategies at all age and grade levels.~~

The Governing Board expects all students to remain in school until graduation in order to acquire critical knowledge and skills and be prepared for postsecondary education and/or employment. The Superintendent or designee shall identify factors that impede student success in school and shall implement integrated, systemic support and strategies that address dropout prevention and promote timely intervention and recovery.

The Superintendent or designee, in collaboration with community agencies and organizations as appropriate, shall develop districtwide and schoolwide strategies that support regular school attendance for all students. Dropout prevention strategies shall include efforts to provide a safe and positive learning environment that engages and motivates students, encourages students' connectedness to the schools, offers meaningful educational opportunities, and promotes student health and well-being.

In addition, the Superintendent or designee shall develop strategies to provide targeted support to individual students who are at risk of dropping out of school. Students may be identified based on indicators such as chronic absenteeism, truancy, or tardiness; below-grade-level academic achievement as evidenced by student assessment results and/or teacher evaluations; and personal, social, health, or economic circumstances that may affect student performance and behavior in school.

Strategies to support students at risk of dropping out of school may include, but are not limited to:

1. Meetings and/or home visits with the student and parent/guardian to identify and address barriers to the student's success and inform them of the state's compulsory education law
2. Individualized instruction that responds to the needs and unique learning styles of students
3. Supplemental instruction during or outside the school day that is designed to help students overcome academic deficiencies
4. Enrollment in alternative or specialized educational programs
5. Assistance locating employment or work-based learning opportunities which link classroom

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learning with real-world experiences

6. Academic guidance and personal counseling services
7. Referral to a student success team, school attendance review board, or other team that addresses persistent attendance problems
8. Referral to school and/or community support services, such as a student assistance program, health services, social services, a substance abuse program, and other resources
9. Continued monitoring of student attendance
10. Employment of qualified outreach consultants to perform duties related to dropout identification, prevention, intervention, and recovery as assigned

The strategies may be incorporated into the district's local control and accountability plan and linked to district goals for student engagement, school climate, and student achievement.

The Superintendent or designee shall ensure that employees are trained to support at-risk students and are prepared to implement intervention strategies or to make appropriate referrals to support services.

When a student leaves school prior to the end of a school year, or when a student successfully completed the prior school year but did not begin attending the next grade or school that he/she was expected to attend or had pre-registered to attend, the Superintendent or designee shall make efforts to determine whether the student has dropped out or has transferred to another educational setting. The Superintendent or designee may contact the student's parents/guardians to verify school enrollment and, if necessary, shall implement intervention and recovery efforts.

The Superintendent or designee shall annually report to the Board on measures of student engagement, including school attendance rates, chronic absenteeism rates, middle school and high school dropout rates, and high school graduation rates. The Board shall monitor district progress in increasing student retention in school and may require revisions in district plans and strategies as needed.

LEGAL REFERENCE**EDUCATION CODE**

35160	Authority of governing board
48200	Compulsory education
48260-48273	Truancy
48400-48403	Compulsory continuation education
48430-48438	Continuation education
48660-48666	Community day schools
49600-49604	Educational counseling
51260-51269	Gang and substance abuse prevention curriculum
51745-51749.3	Independent study
52060-52077	Local control and accountability plan

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52300-52334 Regional occupational centers and programs
52890 Qualifications and duties of outreach consultants
54690-54697 Partnership academies
60900-60901 California Longitudinal Pupil Achievement Data System
64000-64001 Single plan for student achievement

WELFARE AND INSTITUTIONS CODE

18986.40-18986.46 Interagency children's services programs

UNITED STATES CODE, TITLE 20

6301-6322 Title I programs

MANAGEMENT RESOURCES

CSBA PUBLICATIONS

California High School Graduation and Dropout Rates, Fact Sheet, May 2013

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

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

California Dropout Research Project: <http://www.cdrp.ucsb.edu>

California Student Assistance Program Resource Center: <http://www.casapresources.org>

National Dropout Prevention Center: <http://www.dropoutprevention.org>

U.S. Department of Education: <http://www.ed.gov>

WEB SITES

INSTRUCTION

6141.1

ALTERNATIVE LEARNING OPPORTUNITIES

~~The California Education Code requires that governing boards adopt educational alternative means for students to complete prescribed courses of study. The Board of Trustees authorizes independent study as an alternative means of meeting graduation requirements through an individual educational program for students whose needs may best be met outside of the regular classroom setting.~~

~~No student shall be required to participate in independent study.~~

~~No course required for high school graduation shall be offered exclusively through independent study.~~

~~In accordance with the law, the Board of Trustees authorizes the district superintendent to develop procedures to implement educational alternatives.~~

LEGAL REFERENCE

CALIFORNIA EDUCATION CODE

~~39141.9 Exemption for Building
46300.1 46300.4 Methods of Computing A.D.A.
51745 51749.5 Independent Study Programs
56026 Individual with Exceptional Needs~~

CALIFORNIA ADMINISTRATIVE CODE, TITLE V

~~11700 Definitions (independent Study)
11702 Standards for independent Study; Agreements
11703 Records~~

INSTRUCTION

ATHLETIC COMPETITION

The Governing Board recognizes that the district's athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The athletic program shall be designed to meet students' interests and abilities and shall be varied in scope to attract wide participation.

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

Nondiscrimination and Equivalent Opportunities in the Athletic Program

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.

California Interscholastic Federation

The Board maintains membership in the California Interscholastic Federation (CIF) and requires that interscholastic athletic activities be conducted in accordance with Board policy, administrative regulations, and CIF bylaws and rules. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for site-level decisions, as appropriate.

Upon recommendation of the Superintendent, the Board shall annually designate an employee from each high school to serve as a representative to the local CIF league. Appointees shall represent the district in performing all duties required by the CIF league. In making this selection, the Board shall consider the employee's understanding of the district's goals for student learning and interscholastic and extracurricular activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and individual interpersonal communication and leadership skills.

The Superintendent or designee shall ensure that the district representatives to CIF report regularly to the Board on league, section, and statewide issues, as well as activities and prospective actions related to athletic programs.

Student Eligibility

Eligibility requirements for participation in the district's interscholastic athletic program, including requirements pertaining to academic achievement and residency, shall be the same as those set by the district for participation in extracurricular and cocurricular activities.

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by CIF satisfy CIF eligibility requirements.

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Students shall not be charged a fee to participate in an athletic program.

Sportsmanship

The Board values the quality and integrity of the athletic program and the character development of student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the Codes of Conduct adopted by CIF.

Students and staff may be subject to disciplinary action for improper conduct.

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities.

Students shall have a medical clearance before participating in interscholastic athletic programs. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

In the event that an injury occurs, the coach or other appropriate district employee shall observe universal precautions and shall remove the student athlete from the activity and/or seek medical treatment for the student as appropriate.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

17578 Cleaning and sterilizing of football equipment

17580-17581 Football equipment

32221.5 Required insurance for athletic activities

33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program

33354 California Department of Education authority over interscholastic athletics

35160.5 District policies; rules and regulations

35179 Interscholastic athletics

INSTRUCTION

35179.5 Interscholastic athletics; limitation on full-contact practices

48850 Interscholastic athletics; students in foster care

48900 Grounds for suspension and expulsion

48930-48938 Student organizations

49020-49023 Athletic programs; legislative intent, equal opportunity

49030-49034 Performance-enhancing substances

49458 Health examinations, interscholastic athletic program

49475 Health and safety, concussions and head injuries

49700-49701 Education of children of military families

51242 Exemption from physical education for high school students in interscholastic athletic program

PENAL CODE

245.6 Hazing

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs, especially:

4920-4922 Nondiscrimination in intramural, interscholastic, and club activities

5531 Supervision of extracurricular activities of students

5590-5596 Employment of noncertificated coaches

UNITED STATES CODE, TITLE 20

1681-1688 Discrimination based on sex or blindness, Title IX

CODE OF FEDERAL REGULATIONS, TITLE 34

106.31 Nondiscrimination on the basis of sex in education programs or activities

106.33 Comparable facilities

106.41 Nondiscrimination in athletic programs

COURT DECISIONS

Mansourian v. Regents of University of California, (2010) 594 F. 3d 1095

INSTRUCTION

Kahn v. East Side Union High School District, (2004) 31 Cal. 4th 990t

McCormick v. School District of Mamaroneck, (2004) 370 F.3d 275

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

CSBA PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs, Activities and Facilities, March 2014

Student Fees Litigation Update, Education Legal Alliance Advisory, May 20, 2011

A School Board Member's Guide to CIF and Interscholastic Sports, 1997

CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS

Guidelines for Gender Identity Participation

California Interscholastic Federation Constitution and Bylaws

A Guide to Equity in Athletics

Acute Concussion Evaluation (ACE) Care Plan, 2006

Pursuing Victory with Honor, 1999

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

Heads Up: Concussion in High School Sports, Tool Kit, June 2010

Heads Up: Concussion in Youth Sports, Tool Kit, July 2007

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

Intercollegiate Athletics Policy Clarification: The Three-Part Test - Part Three, Dear Colleague letter, April 20, 2010

WEB SITES

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

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

California Interscholastic Federation: <http://www.cifstate.org>

Centers for Disease Control and Prevention, Concussion Resources: <http://www.cdc.gov/concussion>

INSTRUCTION

National Federation of State High School Associations: <http://www.nfhs.org>

National Operating Committee on Standards for Athletic Equipment: <http://www.nocsae.org>

U.S. Anti-Doping Agency: <http://www.usada.org>

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

~~The Governing Board recognizes that the athletic program constitutes an integral component of the educational program, providing participants with an opportunity to promote physical well-being, enhance self-confidence, build school spirit and promote a positive school climate while learning values such as teamwork and sportsmanship. The athletic program shall be designed to meet students' interests and abilities and be varied in scope to attract wide participation.~~

SPORTSMANSHIP

~~The Board supports the ideals of sportsmanship, ethical conduct and fair play and commits the district to providing an environment which promotes good sportsmanship.~~

~~The Board expects athletes, coaches, spectators and others to demonstrate good sportsmanship during all athletic competition. Students and staff are responsible for maintaining sportsmanlike behavior at all times and may be subject to disciplinary action for improper conduct. In addition, all athletes in the district must sign and agree to comply with the Extra-Curricular Code of Conduct (5131.1/AR-1).~~

EQUIVALENT OPPORTUNITY

~~The district interscholastic athletic program and activities shall be free from discrimination and discriminatory practices in accordance with state and federal law. The Superintendent or designee shall ensure that equivalent opportunities for both genders are provided.~~

~~The Board encourages all interested students to participate in the athletic program and try out for teams.~~

CALIFORNIA INTERSCHOLASTIC FEDERATION

~~The Board maintains membership in the California Interscholastic Federation (CIF) and requires that interscholastic athletic activities be conducted according to Board and CIF rules, regulations and policies. The Superintendent or designee shall have responsibility for the district interscholastic athletic program while the principal or designee at each participating school shall be responsible for site-level decisions as appropriate.~~

INSTRUCTION**STUDENT ELIGIBILITY**

Participation in the district interscholastic athletic program is limited to those students who maintain minimum progress toward completing district graduation requirements, maintain the required grade-point average as established by the Board for participation in extracurricular and cocurricular activities and meet other district and CIF eligibility requirements.

HEALTH AND SAFETY

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities. Universal precautions shall be observed when injuries occur.

Students shall have a medical clearance before participating in the interscholastic athletic program.

Care shall be taken to ensure that all athletic training and competition is conducted in a manner which will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

SUPERVISION

All athletic teams shall be supervised by quality coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, training and preparation for competition. Athletic events shall be officiated by qualified personnel.

The following sports shall be offered at the senior high level:

BOYS' SPORTS	GIRLS' SPORTS
1. Baseball a. Varsity b. Jr. Varsity c. 9 th Grade	1. Basketball a. Varsity b. Jr. Varsity c. 9 th Grade
2. Basketball a. Varsity b. Jr. Varsity c. 9 th Grade	2. Field Hockey a. Varsity b. Jr. Varsity
*A3. Football a. Varsity b. Jr. Varsity c. 9 th Grade	3. Softball a. Varsity b. Jr. Varsity c. 9 th Grade
4. Soccer a. Varsity b. Jr. Varsity c. 9 th Grade	4. Volleyball a. Varsity b. Jr. Varsity

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Δ5. Wrestling a. Varsity b. Jr. Varsity c. 9th Grade	*5. Gymnastics a. Varsity
6. Tennis a. Varsity b. Jr. Varsity	6. Soccer a. Varsity b. Jr. Varsity c. 9th Grade
7. Track & Field a. Varsity b. Jr. Varsity c. 9th Grade	7. Tennis a. Varsity b. Jr. Varsity
8. Volleyball a. Varsity b. Jr. Varsity	8. Track & Field a. Varsity b. Jr. Varsity c. 9th Grade
*9. Water Polo a. Varsity	*9. Water Polo a. Varsity

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b. Jr. Varsity	b. Jr. Varsity
10. Golf	*10. Golf
a. Varsity	a. Varsity
BOYS' AND GIRLS' SPORTS (Combined)	
*1. Swimming	
a. Varsity	
b. Jr. Varsity	
2. Cross-Country	
a. Varsity	

ΔGirls are eligible

***LCC and TP**

LEGAL REFERENCE EDUCATION CODE

~~200-261— Prohibition of discrimination on the basis of sex~~
~~17580-17581— Football equipment~~
~~33353-33353.5— California Interscholastic Federation; implementation of policies, insurance program~~
~~33354CDE authority over interscholastic athletics~~
~~35160.5— District policies, rules and regulations~~
~~35161Powers and duties generally~~
~~35179Interscholastic athletics~~
~~48930-48938— Student organizations~~
~~49020-49023— Athletic programs; legislative intent, equal opportunity, apportionment, prohibited sex discrimination~~

CODE OF REGULATIONS, TITLE 5

~~4900-4962— Nondiscrimination in elementary and secondary education programs receiving state financial assistance~~
~~5531— Supervision of extracurricular activities of pupils~~
~~5590-5596— Employment of noncertificated coaches~~

UNITED STATES CODE, TITLE 20

~~1681-1688— Discrimination based on sex or blindness, Title IX~~

COURT DECISIONS

~~Hartzel v. Connell, (1984) 35 Cal. 3d 899~~

MANAGEMENT RESOURCES CSBA PUBLICATIONS

~~A Board Member's Guide to CIF and Interscholastic Sports~~

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CIF PUBLICATIONS

~~California Interscholastic Federation Constitution and Bylaws, 1996-97~~

~~NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS Rules on Bleeding Players~~

INSTRUCTION

6145.2

PUBLIC PERFORMANCES EXHIBITIONS

~~Public performances and exhibitions by one or more students may be held subject to the approval of the superintendent.~~

~~When considering public performances and exhibitions by students, the following conditions shall govern the decisions:~~

- ~~1. The performance or exhibition must accrue benefit to the student(s) taking part.~~
- ~~2. The performance or exhibition must be consistent with the aims and programs of the schools.~~
- ~~3. The performance or exhibition must not reflect to the discredit of the San Dieguito Union High School District.~~

INDEPENDENT STUDY

Education Code 51745-51749.6 authorizes districts to establish independent study programs to meet the educational needs of students. Independent study may be offered as a program within a school, as a charter school, or as an alternative school of choice pursuant to Education Code 58500-58512.

The Governing Board authorizes independent study as an optional alternative instructional strategy for eligible students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, a home-based format, and an online course.

A student's participation in independent study shall be voluntary. Students participating in independent study shall have the right, at any time, to enter or return to the regular classroom mode of instruction. (Education Code 51747; 5 CCR 11700)

Parents/guardians of students who are interested in independent study shall contact the Superintendent or designee. The Superintendent or designee shall approve independent study for an individual student only upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than he/she would in the regular classroom setting.

The minimum period of time for any independent study option shall be five consecutive school days.

WRITTEN AGREEMENTS

The Superintendent or designee shall ensure that a written master agreement and, as appropriate, a learning agreement for students participating in course-based independent study exist for each participating student as prescribed by law. (Education Code 51747, 51749.5)

The master agreement shall specify the length of time in which each independent study assignment must be completed. Because excessive leniency in the duration of independent study assignments may result in a student falling behind his/her peers and increase the risk of dropping out of school, independent study assignments shall be no more than one week for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student misses three assignments, unless the student's written

INSTRUCTION

agreement specifies a lower or higher number of missed assignments based on the nature of the assignments, the total number of assignments, and/or other unique circumstances.

STUDENT-TEACHER CONFERENCES

Supervising teachers should establish an appropriate schedule for student-teacher conferences in order to help identify students falling behind in their work or in danger of failing or dropping out of school. Teachers are expected to monitor student progress and work closely with each student to determine the amount and type of contact needed for the student to be successful in the program.

Missing appointments with the supervising teacher without valid reasons may trigger an evaluation to determine whether the student should remain in independent study.

HOME BASED INDEPENDENT STUDY

The Superintendent or designee shall encourage parents/guardians desiring to teach their children at home to have their children participate in independent study. Such participation allows continued contact and cooperation between the school system and the home-based student and ensures that the student will be offered a standards-based education substantially equivalent in quality and quantity to the district's classroom instruction.

PROGRAM EVALUATION

The Superintendent or designee shall annually report to the Board the number of district students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

LEGAL REFERENCE

EDUCATION CODE

17289	Exemption for facilities
41976.2	Independent study programs; adult education funding
42238	Revenue limits
42238.05	Local control funding formula; average daily attendance
44865	Qualifications for home teachers and teachers in special classes and schools
46200-46208	Instructional day and year
46300-46307.1	Methods of computing average daily attendance
47612.5	Independent study in charter schools
48204	Residency
48206.3	Home or hospital instruction; students with temporary disabilities
48220	Classes of children exempted
48340	Improvement of pupil attendance
48915	Expulsion; particular circumstances

INSTRUCTION

48916.1	Educational program requirements for expelled students
48917	Suspension of expulsion order
49011	Student fees
51225.3	Requirements for high school graduation
51745-51749.6	Independent study programs
52522	Adult education alternative instructional delivery
52523	Adult education as supplement to high school curriculum; criteria
56026	Individuals with exceptional needs
58500-58512	Alternative schools and programs of choice

FAMILY CODE

6550	Authorization affidavits
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CODE OF REGULATIONS, TITLE 5

11700-11703	Independent study
19819	State audit compliance

UNITED STATES CODE, TITLE 20

6301	Highly qualified teachers
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COURT DECISIONS

Modesto City Schools v. Education Audits Appeal Panel, (2004) 123 Cal.App.4th 1365

EDUCATION AUDIT APPEALS PANEL DECISIONS

Lucerne Valley Unified

MANAGEMENT RESOURCES:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Elements of Exemplary Independent Study

Approaches to Satisfying No Child Left Behind Act of 2001 Teacher Requirements for Independent Study in Secondary Schools, January 28, 2010

WEB SITES

California Consortium for Independent Study: <http://www.ccis.org>

California Department of Education, Independent Study: <http://www.cde.ca.gov/sp/eo/is>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

INSTRUCTION

6164.2

GUIDANCE/COUNSELING SERVICES

The Governing Board recognizes that a comprehensive counseling program ~~promotes~~~~can help promote~~ academic achievement and ~~serve~~~~serve~~ the diverse needs of all district students. ~~Counseling staff~~ ~~Students~~ shall be ~~available to meet with students regarding their educational progress toward academic and/or career goals and, as appropriate, may encouraged to arrange a meeting with counseling staff to discuss academic, social, or personal, or problems and~~ other issues that may impact student learning.

The Superintendent or designee shall ensure that all persons employed to provide school counseling, school psychology, and/or school social work services shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

ACADEMIC AND CARERR COUNSELING

The ~~district's~~~~Board expects~~ academic counseling ~~program shall be designed to assist~~~~help~~ students to establish immediate and long-range educational plans, achieve academic standards, prepare for the high school exit examination, and complete the required curriculum in accordance with their individual needs, abilities, and interests. Insofar as possible, parents/guardians shall be included when making educational plans.

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so that they may participate in the counseling sessions and decisions. (Education Code 221.5)

The counseling program for high school students may include, at appropriate grade levels:

1. ~~Information~~~~Counseling staff shall help students plan for the future and become aware of their career potential.~~ ~~Academic planning for higher education shall include information~~ about courses needed for admission to colleges and universities, standardized admission tests, financial aid, and scholarships-
2. An opportunity for each student and, if practicable, his/her parent/guardian to meet with a counselor to discuss the student's career goals, available educational and career technical education options, and community and workplace experiences to support the student's goals
3. Monitoring of each student's fulfillment of required coursework and progress toward promotion and graduation, and notification of the student and his/her parent/guardian of remaining academic requirements
4. Additional specialized counseling services for students identified as at risk of not graduating with their class

INSTRUCTION

6164.2

The ~~Superintendents~~superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all high school students ~~district minors~~ subject to compulsory continuation education. (Education Code 48431)

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. (Education Code 221.5)

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

Colleges, ~~employers~~ and prospective employers, including military ~~recruiters~~services representative, shall have the same access to students for recruiting purposes. (Education Code 49603; 10 USC 503; 20 USC 7908)

PERSONAL OR MENTAL HEALTH COUNSELING

A school counselor, school psychologist, or school social worker may provide individualized ~~Counseling staff shall identify and work with students whose~~ personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by his/her credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. ~~problems may prevent them from functioning up to their potential.~~ As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

Any information of a ~~with substance abuse, physical or emotional problems, or other~~ personal nature disclosed to a school counselor by a student age 12 years or older or by his/her parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (Education Code 49602) ~~problems.~~

A counselor ~~Counselors shall respect student confidentiality as appropriate and~~ shall consult with the

INSTRUCTION

6164.2

~~Superintendent~~ ~~superintendent~~ or designee ~~and, as appropriate,~~ ~~or~~ with the ~~district's~~ ~~district's~~ legal counsel whenever unsure of how to respond to a ~~student's~~ ~~student's~~ personal problem ~~or when questions arise regarding the possible release of confidential information regarding a student.~~ ~~Parental consultation and consent shall be obtained as appropriate.~~

CRISIS COUNSELING

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students ~~and parents/guardians~~ before, ~~during,~~ and after a crisis.

In addition, the ~~Superintendent~~ ~~superintendent~~ or designee shall identify crisis- counseling resources to train district staff in ~~effective threat assessment,~~ appropriate response techniques, and/or ~~methods~~ to directly help students cope with ~~a crisis~~ ~~such crises~~ if ~~it occurs~~ ~~they occur~~.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

LEGAL REFERENCES**EDUCATION CODE**

221.5 Prohibited sex discrimination
~~221.5~~ ~~Prohibited sex discrimination~~
 41505-41508 Pupil Retention Block Grant
 44266 Pupil personnel services credential
 48431 Establishing and maintaining high school guidance and placement program
~~48431.6~~ ~~Academic progress and counseling review program~~
 49600-49604 Educational counseling
 51250-51251 School age military dependents
 51513 Personal beliefs
 52378-52380 Supplemental School Counseling Program

FAMILY CODE

6920-6929 Consent by minor for treatment or counseling

HEALTH AND SAFETY CODE

124260 Mental health services; consent by minors age 12 and older

PENAL CODE

11166-11170 Reporting known or suspected cases of child abuse

San Dieguito Union High School District

Policy Adopted: September 8, 1988

Policy Revised: November 21, 2002

Policy Draft: January 14, 2016, 1st Read

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WELFARE AND INSTITUTIONS CODE

5850-5883 Mental Health Services Act

CODE OF REGULATIONS, TITLE 5

4930-4931 Counseling

80049-80049.1 Pupil personnel services credential

80632-80632.5 Preparation programs for pupil personnel services

UNITED STATES CODE OF REGULATIONS, TITLE 10

503 —Military recruiter access to directory information

UNITED STATES CODE, TITLE 20

1232g —Family Educational Rights and Privacy Act

7908 Armed forces recruiter access to students and student recruiting information

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 —Family educational rights Educational Rights and privacy Privacy

PUBLIC LAW 107-110

9528 —Armed forces recruiter access to students and student

recruiting information

MANAGEMENT RESOURCES

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

United States Department of Education: <http://www.ed.gov>

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

California Results-Based Association of School Counseling and Student Support

Guidelines, 2007 Counselors:

WEB SITES

<http://www.schoolcounselor-ca.org>

American School Counselor Association: <http://www.schoolcounselor.org>

California Counseling Association of School Counselors: <http://www.schoolcounselor-ca.org>

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

U.S. Department of Education, access to military recruiters:

<http://www.ed.gov/policy/gen/guid/fpco/hottopics/ht10-09-02.html>

INSTRUCTION~~6173-16173~~**EDUCATION FOR HOMELESS CHILDREN**

The Governing Board desires to ensure that homeless students have access to the same free and appropriate public education provided to other students within the district. The district shall provide homeless students with access to education and other services necessary for these students to meet the same challenging academic standards as other students.

Homeless students shall not be segregated into a separate school or program based on their status as homeless and shall not be stigmatized in any way.

The Superintendent or designee shall ensure that placement decisions for homeless students are based on the student's best interest as defined in law and administrative regulation.

~~The Governing Board recognizes its obligation to ensure that homeless children have access to the same free and appropriate public education provided to other children within the district. The district shall provide homeless students with access to education and other services necessary for these students to meet the same challenging performance standards as other students. Students shall not be segregated into a separate school or program based on their status as homeless, nor shall homeless students be stigmatized in any way.~~

~~The Superintendent or designee shall ensure that placement decisions for homeless students are based on the student's best interest as defined in law and administrative regulation.~~

TRANSPORTATION

The District shall ~~provide the prevailing district program of~~ transportation for a homeless student to and from ~~a district~~his/her school of origin when the student is residing within the district and the parent/guardian requests that such transportation be provided. ~~and when such transportation is part of the district program.~~—If the student moves outside of district boundaries but continues to attend ~~this district's~~his/her school of origin **within this district**, the Superintendent or designee shall consult with the Superintendent of the district in which the student is now residing to agree upon a method to apportion the responsibility and costs of the transportation. (42 USC 11432)

LEGAL REFERENCE**EDUCATION CODE**

1980-1986	County community schools
2558.2	Use of revenue limits to determine average daily attendance of homeless children
39807.5	Payment of transportation costs by parents
48850	Educational rights; participation in extracurricular activities
48852.5	Notice of educational rights of homeless students
48915.5	Recommended expulsion; homeless student with disabilities
48918.1	Notice of recommended expulsion
51225.1	Graduation requirements

UNITED STATES CODE, TITLE 42

INSTRUCTION

~~6173-16173~~

11431-11435 McKinney-Vento Homeless Assistance Act

MANAGEMENT RESOURCES

CALIFORNIA CHILD WELFARE COUNCIL

Partial Credit Model Policy and Practice Recommendations

CALIFORNIA DEPARTMENT OF EDUCATION

Homeless Education Dispute Resolution Process, January 30, 2007

NATIONAL CENTER FOR HOMELESS EDUCATION PUBLICATIONS

Homeless Liaison Toolkit, 2013

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Education for Homeless Children and Youth Program, Non-Regulatory Guidance, July 2004

WEB SITES

California Child Welfare Council: <http://www.chhs.ca.gov/Pages/CChildWelfareCouncil.aspx>

California Department of Education, Homeless Children and Youth Education:

<http://www.cde.ca.gov/sp/hs/cy>

National Center for Homeless Education at SERVE: <http://www.serve.org/nche>

National Law Center on Homelessness and Poverty: <http://www.nlchp.org>

U.S. Department of Education: <http://www.ed.gov/programs/homeless/index.html>

~~CDE PUBLICATIONS~~

~~Enrolling Students in~~

~~Homeless Situations, 1999~~

~~FEDERAL REGISTER~~

~~U.S. Department of~~

~~Education: Notice of school~~

~~enrollment guidelines, 67-~~

~~Fed. Reg. 10698~~

~~WEBSITES~~

INSTRUCTION

CDE:—

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

[anch/homeless/homelesstoc](#)

[.html](#) U.S. Department of

Education:

[\[/OESE-\]\(#\)](http://www.ed.gov/offices-</p></div><div data-bbox=)

[/CEP/hmlsprogresp.html](#)

National Law Center on

Homelessness and Poverty:—

<http://www.nlchp.org>

INSTRUCTION**6173.1****EDUCATION FOR FOSTER YOUTH**

The Governing Board recognizes that foster youth may face significant barriers to achieving academic success due to their family circumstances, disruption to their educational program, and their emotional, social, and other health needs. To enable such students to achieve state and district academic standards, the Superintendent or designee shall provide them with full access to the district's educational program and implement strategies identified as necessary for the improvement of the academic achievement of foster youth in the district's local control and accountability plan (LCAP).

The Superintendent or designee shall ensure that placement decisions for foster are based on the students' best interests as defined in law and administrative regulation. To that end, he/she shall designate a staff person as the district liaison for foster youth to help facilitate the enrollment, placement, and transfer of foster youth.

The Superintendent or designee and district liaison shall ensure that all appropriate staff, including, but not limited to, each principal, school registrar, and attendance clerk, receive training on the enrollment, placement, and transfer of foster youth and other related rights.

The Board desires to provide foster youth with a safe, positive learning environment that is free from discrimination and harassment and that promotes students' self-esteem and academic achievement. The Superintendent or designee shall develop strategies to build a foster youth's feeling of connectedness with his/her school, including, but not limited to, strategies that promote positive discipline and conflict resolution, the development of resiliency and interpersonal skills, and the involvement of foster parents, group home administrators, and/or other caretakers in school programs and activities.

To address the needs of foster youth and help ensure the maximum utilization of available funds, the Superintendent or designee shall collaborate with local agencies and officials including, but not limited to, the county placing agency, social services, probation officers, and juvenile court officers. The Superintendent or designee shall explore the feasibility of entering into agreements with these groups to coordinate services and protect the rights of foster youth.

At least annually and in accordance with the established timelines, the Superintendent or designee shall report to the Board on the outcomes for foster youth regarding the goals and specific actions identified in the LCAP, including, but not limited to, school attendance, student achievement test results, promotion and retention rates by grade level, graduation rates, and suspension/expulsion rates. As necessary, evaluation data shall be used to determine and recommend revisions to the LCAP for improving or increasing services for foster youth.

LEGAL REFERENCES**EDUCATION CODE**

32228-32228.5	Student safety and violence prevention
42238.01-42238.07	Local control funding formula
42920-42925	Foster children educational services
48645-48646	Juvenile court schools
48850-48859	Educational placement of students residing in licensed children's institutions
48915	Suspension and expulsion; students with disabilities, including foster youth

INSTRUCTION

6173.1

48918.1	Notice of expulsion hearing for foster youth
49061	Student records
49069.5	Foster care students, transfer of records
49076	Access to student records
51225.1	Exemption from district graduation requirements
51225.2	Pupil in foster care defined; acceptance of coursework, credits, retaking of course
51225.3	High school graduation
52052	Definition of numerically significant student subgroups
52060-52077	Local control and accountability plan
56055	Rights of foster parents in special education
60851	High school exit examination

HEALTH AND SAFETY CODE

1522.41	Training and certification of group home administrators
1529.2	Training of licensed foster parents
120341	Foster youth: school placement: immunization records

WELFARE AND INSTITUTIONS CODE

300	Children subject to jurisdiction
309	Investigation and release of child
317	Appointment of legal counsel
361	Limitations on parental or guardian control
366.27	Educational decision by relative providing living arrangements
602	Minors violating law; ward of court
726	Limitations on parental or guardian control
727	Order of care, ward of court
16000-16014	Foster care placement

UNITED STATES CODE, TITLE 20

1415 Procedural safeguards; placement in alternative educational setting

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

670-679b Federal assistance for foster care programs

11431-11435 McKinney-Vento Homeless Assistance Act

MANAGEMENT RESOURCES

CSBA PUBLICATIONS

Educating Foster Youth: Best Practices and Board Considerations, Policy Brief, March 2008

AMERICAN BAR ASSOCIATION PUBLICATIONS

INSTRUCTION

6173.1

Mythbusting: Breaking Down Confidentiality and Decision-Making Barriers to Meet the Education Needs of Children in Foster Care, 2005

CALIFORNIA CHILD WELFARE COUNCIL

Partial Credit Model Policy and Practice Recommendations

CITIES, COUNTIES AND SCHOOLS PARTNERSHIP PUBLICATIONS

Our Children: Emancipating Foster Youth, A Community Action Guide

WEB SITES

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

American Bar Association: <http://www.americanbar.org>

California Child Welfare Council: <http://www.chhs.ca.gov/Pages/CACChildWelfareCouncil.aspx>

Department of Education, Foster Youth Services: <http://www.cde.ca.gov/ls/pf/fy>

California Department of Social Services, Foster Youth Ombudsman Office:
<http://www.fosteryouthhelp.ca.gov>

California Youth Connection: <http://www.cal youthconn.org/site/cyc>

Cities, Counties and Schools Partnership: <http://www.ccspartnership.org>

INSTRUCTION**HOME AND HOSPITAL INSTRUCTION**

~~Students who are of age and who are physically unable to attend school for an extended period of time due to a physical, mental, or emotional disability are eligible for home/hospital instruction. Eligible students may receive individual instruction in the student's home or in a hospital or other residential health facility, excluding state hospitals. This instruction applies to students incurring a physical, mental or emotional disability after which they can reasonably be expected to return to regular day classes or an alternative education program without special intervention. It does not apply to students identified as individuals with exceptional needs pursuant to Education Code 56026. (Education Code 48206.3)~~

Home or hospital instruction shall be provided only by teachers with valid California teaching credentials who consent to the assignment. (Education Code 44865)

~~The Superintendent or designee may require written verification through any reasonable means that the student requires home instruction. In addition, this verification shall also state that the disabling condition will not expose the teacher to a contagious disease that can be transmitted through casual contact. Home or hospital instruction shall not be denied to students with Hepatitis B, Herpes or HIV/AIDS, as long as the home or hospital practices current preventive protocol as determined by the U.S. Centers for Disease Control.~~

~~***Note: Pursuant to Education Code 48200, students who are of school age are required to attend "full time day school" for the full time designated as the length of the school day by the Governing Board. Education Code 48206.3 provides that each hour of home or hospital instruction will count as one day of attendance; therefore, home/hospital students must receive at least one hour of instruction for every day of instruction offered by the district in the regular education program (usually five days a week). Districts may provide more than five hours of instruction per week but the apportionment purposes, cannot claim more days of attendance for such student than its calendar provides.~~

The district shall offer at least one hour of instruction for every day of instruction offered by the district in the regular education program. No student shall be credited with more than five days of attendance per calendar week or credited with more than the total number of calendar days that regular classes are offered by the district in any fiscal year. (Education Code 48200, 48206.3)

Insofar as possible, the teacher providing home or hospital instruction shall consult with the student's current classroom teacher(s) so as to provide a continuity of instruction that enables the student to stay ~~current~~ abreast with the regular school program.

~~(cf. 4119.42/4219.42/4319.42 — Exposure Control Plan for Blood Borne Pathogens)~~

~~The superintendent or designee may require verification through any reasonable means that the student requires home instruction, In addition, this verification shall also state that the disabling condition will not expose the teacher to a contagious disease that can be transmitted through casual contact. Home or hospital instruction shall not be denied to students with Hepatitis B, herpes or HIV/AIDS, as long as the home or hospital practices current preventative protocol as determined by the U.S. Centers for Disease Control.~~

INSTRUCTION

NON-DISTRICT STUDENTS

A student of another district who is temporarily disabled and confined to a hospital or health facility within this district shall be eligible to receive individual instruction in this district. (Education Code 48207)

In such circumstances, it is the responsibility of the parent/guardian to notify the district of the student's presence in a qualifying hospital. (Education Code 48208)

Upon receiving such notification the Superintendent or designee shall: (Education Code 48208)

1. Within five working days of the notification, determine whether the student is able to receive individualized instruction and, if so, when it shall begin. Instruction shall begin no later than five working days after the Superintendent or designee has determined that the student is able to receive individualized instruction.
2. Within five working days of the beginning of the individualized instruction, the Superintendent or designee shall provide written notification to the district in which the student was previously enrolled stating that the student shall not be counted by that district for purposes of computing average daily attendance, effective the date on which individualized instruction began.

Alternatively, the Superintendent or designee may enter into an agreement with the district in which the student was previously enrolled to have that district provide the individualized instruction. (Education Code 48208)

PARENTAL NOTIFICATIONS

At the beginning of the school year, the Superintendent or designee shall notify parents/guardians that: (Education Code 48208, 48980)

1. Individual instruction is available for temporarily disabled students as prescribed by Education Code 48206.3.
2. If a student becomes temporarily disabled, it is the parent/ guardian's responsibility to notify the receiving district of the student's presence in a qualifying hospital.

LEGAL REFERENCES

EDUCATION CODE

44865	Qualifications for home teachers
45031	Home teachers
48200	Minimum school day
48206.3	Pupils with temporary disabilities; individual instruction; definitions; computing average daily attendance
48206.5	Continuation of individual instruction programs for students with temp. disabilities
48207	Pupils with temporary disabilities in hospitals out- side of school district; compliance with residency requirements
48208	Presence of pupils with temporary disabilities in qualifying hospitals; notice by parents or

INSTRUCTION

~~6173~~6183

- 48980 guardians; commencement of individualized instruction
- 48980 Required notification of rights and availability of nutrition and individualized instruction programs
- 51800-51802 Employment of home teachers

CODE OF REGULATIONS, TITLE 5

- 421 Method of verification
- 423 Prolonged illness

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: December 15, 2015

BOARD MEETING DATE: January 14, 2016

PREPARED BY: Susan Dixon
Director of Classified Personnel
Torrie Norton
Associate Superintendent/Human Resources

SUBMITTED BY: Rick Schmitt
Superintendent

SUBJECT: Personnel Commission – Classified Job
Description Report

EXECUTIVE SUMMARY

The following classified job descriptions have been reviewed by the Classification Advisory Committee and subsequently approved by the Personnel Commission.

Classification Title	Personnel Commission Approval Date	Change Type
Custodian	12-15-15	Essential Functions updated to reflect current duties
Custodian-Floater	12-15-15	Essential Functions updated to reflect current duties
Custodian Crew Leader	12-15-15	Essential Functions updated to reflect current duties
Nutrition Services Production Assistant	12-15-15	Essential Functions updated to reflect current duties

RECOMMENDATION:

This item is being submitted for information only.

FUNDING SOURCE:

N/A

CLASSIFIED

CUSTODIAN

OVERALL JOB PURPOSE STATEMENT

Under the work coordination of a Custodian Crew Leader, the job of Custodian is maintaining an assigned school site and/or office space; and providing a clean, safe and healthy environment.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Custodian performs a full range of cleaning functions on a school campus and a variety of routine, simple maintenance duties for an assigned area during a day or night shift which may involve frequent contact with students, staff and other adults. Positions in this class may be assigned to day or night hours, and at times during the year they may be required to work evening hours such as at special events or winter, spring or summer breaks. The class Custodian differs from the Custodian Crew Leader which is a class responsible for organizing, coordinating and supervising the work of all custodians and related positions at a school plant.

ESSENTIAL FUNCTIONS

- Cleans building interiors, exteriors and campus grounds (e.g., sweep, scrub, strip, wax, polish floors; vacuum and shampoo carpets and rugs; dust and polish furniture, woodwork, metal work; clean chalkboards, erasers, windows, mirrors, waste receptacles; scrub and disinfect surfaces and fixtures in rest rooms, showers and related areas; empty trash containers; pick up trash and debris; etc.) for the purpose of providing clean, safe and healthy school plant. Secures alarms, windows, doors, gates and specified campus areas for the purpose of providing campus security after school hours.
- Sets up and takes down equipment and furnishings (e.g. furniture arrangements, bleachers, stages, etc.) for the purpose of providing adequate arrangements for meetings, classroom activities and events.
- Replenishes classroom and rest room supplies (e.g. paper towels, soap, etc.) for the purpose of maintaining adequate quantities for daily use.
- Unloads and distributes warehouse materials and other delivered items (e.g. books, equipment, supplies, etc.) for the purpose of storing, routing and placing needed items and supplies in designated locations.
- Reports incidents of vandalism, damages, accidents, unsafe conditions and items needing repair for the purpose of preventing accidents, keeping the campus safe and in a properly functioning condition.
- Requests and maintains custodial supplies and inventories for the purpose of ensuring their availability when needed.
- Communicates with and assists students, teachers, parents and visitors for the purpose of providing and receiving information and instructions for events, activities and carrying out the school's current plans.
- Performs minor maintenance and repairs on school equipment and furniture (e.g. change vacuum cleaner belts, bags, lighting, etc.) for the purpose of ensuring proper functioning and usability of items.
- Assists in the performance of other job-related duties as assigned.

CLASSIFIED

CUSTODIAN

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS

KNOWLEDGE, SKILLS AND ABILITIES

KNOWLEDGE is required to perform basic math; understand written procedures, write routine documents, and speak clearly; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: proper cleaning methods, materials, tools and equipment used in custodial and routine maintenance work, including basic methods of cleaning and preserving floors, black boards, carpets, furniture, walls and fixtures; cleaning materials, disinfectants and equipment used in custodial work; safety practices and work methods; and record keeping techniques.

SKILLS are required to perform multiple, non-technical tasks using existing skills. Specific skills required to satisfactorily perform the functions of the job include: handling hazardous materials; operating equipment used in industrial cleaning; and preparing and maintaining accurate records.

ABILITY is required to schedule activities; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing specific, defined processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a wide diversity of individuals; work with specific, job-related data; and utilize job-related equipment. In working with others, problem solving may be required to identify issues and to select action plans. Problem solving with data requires following prescribed guidelines; and problem solving with equipment is limited to moderate. Specific abilities required to satisfactorily perform the functions of the job include: utilizing cleaning materials, equipment and methods according to predetermined standards; understanding and following oral and written directions, including Material Safety Data Sheets (MSDS) and procedures to protect against blood borne pathogens; establishing and maintaining effective working relationships with others; meeting schedules and time lines; and communicating effectively with others.

RESPONSIBILITY

Responsibilities include: working under direct supervision using standardized procedures; providing information and/or advising others; and operating within a defined budget. There is a continual opportunity to have some impact on the Organization's services.

WORKING ENVIRONMENT

The usual and customary methods of performing the job functions requires the following physical demands:

Physical Demands Frequency Definitions Based on an 8-Hour Day:

Never = 0%

Seldom = 1-10% (<45 minutes)

Occasionally = 11-33% (up to 3 hours)

Frequently = 34-66% (up to 6 hours)

Continuously = 67-100% (more than 6 hours)

CLASSIFIED

CUSTODIAN

Seldom/Occasionally	Lifting at waist height or carrying up to 50 pounds up to 10 feet (e.g.: trash can, water bucket, moving chairs, moving stack of chairs and tables), squatting/crouching, climbing/balancing, kneeling, reach above shoulder stooping/bending, twisting back, neck flexation/rotation, pushing/pulling, power/firm grasping, reach at shoulder, reach below shoulder
Occasionally	Lifting at waist height or carrying up to 10 pounds, stooping/bending, twisting back, neck flexation/rotation, pushing/pulling, power/firm grasping, reach at shoulder, reach below shoulder
Occasionally/Frequently	Fingering/fine manipulation
Frequently	Standing, handling/simple grasping
Continuously	Walking

AUDITORY OR VISUAL REQUIREMENTS

Ability to respond to safety buzzers, communicate with coworkers and staff, operate vehicles safely.
Ability to see near, distant, color, depth and peripherally

ENVIRONMENTAL CONDITIONS

Ability to operate a motor vehicle requiring a Class C driver's license to conduct work, work near hazardous equipment/machinery, walk on uneven ground, tolerate exposure to dust, gas, fumes, vibration, extremes in temperature and humidity, biohazard materials such as sewage, work at heights.

EXPERIENCE

Job-related experience in a school or related environment is required.

EDUCATION

High School diploma or equivalent.

REQUIRED TESTING

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

CERTIFICATES

Valid California Class C Driver's License.

CONTINUING EDUCATION/TRAINING

Participation in ongoing job-related training as assigned.

CLEARANCES

California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background (fingerprint) clearance; pre-employment physical examination including tuberculosis (TB) and drug screen clearances.

CLASSIFIED**ITEM 21****CUSTODIAN—FLOATER****OVERALL JOB PURPOSE STATEMENT**

Under the work coordination of the Custodial Supervisor and/or Grounds and Custodial Supervisor, the job of Custodian—Floater is maintaining an assigned school plant, group of buildings or office space in a clean, orderly and secure manner.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Custodian—Floater is responsible for maintaining a clean, safe and healthy environment at a variety of sites throughout the District. This class differs from the Custodian which is responsible for performing the full range of custodian functions at a single site. The class Custodian—Floater differs from the School Plant Supervisor which is a class responsible for organizing, coordinating and supervising the work of all custodians and related positions at a school plant.

ESSENTIAL FUNCTIONS

- Cleans building interiors, exteriors and campus grounds (e.g., sweep, scrub, strip, wax, polish floors; vacuum and shampoo carpets and rugs; dust and polish furniture, woodwork, metal work; clean chalkboards, erasers, windows, mirrors, waste receptacles; scrub and disinfect surfaces and fixtures in rest rooms, showers and related areas; empty trash containers; pick up trash and debris; etc.) for the purpose of providing a clean, safe and healthy school plant.
- Secures alarms, windows, doors, gates and specified campus areas for the purpose of providing campus security after school hours.
- Sets up and takes down equipment and furnishings (e.g. furniture arrangements, bleachers, stages, etc.) for the purpose of providing adequate arrangements for meetings, classroom activities and events.
- Replenishes classroom and rest room supplies (e.g. paper towels, soap, etc.) for the purpose of ensuring adequate quantities for daily use.
- Unloads/distributes warehouse materials and other delivered items such as books, equipment or supplies for the purpose of storing, routing and placing needed items and supplies in designated locations.
- Reports incidents of vandalism, damages, accidents, unsafe conditions and items needing repair for the purpose of preventing accidents, keeping the campus safe, and in a properly functioning condition.
- Requests/maintains custodial supplies/inventories for the purpose of ensuring their availability when needed.
- Communicates with and assists students, teachers, parents and visitors for the purpose of providing/receiving information and instructions for events, activities and carrying out the school's current plans. Performs minor maintenance and repairs on school equipment and furniture (e.g., change vacuum cleaner belts, bags, lights, etc.) for the purpose of ensuring proper functioning and usability of items.
- Transports various items (e.g. tools, equipment, supplies, furniture, etc.) for the purpose of ensuring the availability of materials required at school sites.
- Performs functions of the Plant Supervisor and/or Crew Leader and/or Custodian when required (e.g. vacation, illness, etc.) for the purpose of providing coverage in their absence.

CLASSIFIED**ITEM 21****CUSTODIAN—FLOATER**

- Assists in the performance of other related duties as assigned.

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS**KNOWLEDGE, SKILLS, AND ABILITIES**

KNOWLEDGE is required to perform basic math; understand written procedures, write routine documents, and speak clearly; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: proper cleaning methods, materials, tools and equipment used in custodial and routine maintenance work, including basic methods of cleaning and preserving floors, black boards, carpets, furniture, walls and fixtures; cleaning materials, disinfectants and equipment used in custodial work; safety practices and work methods; and record keeping techniques.

SKILLS are required to perform multiple, non-technical tasks using existing skills. Specific skills required to satisfactorily perform the functions of the job include: handling hazardous materials; operating equipment used in industrial cleaning; and preparing and maintaining accurate records.

ABILITY is required to schedule activities; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing specific, defined processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a wide diversity of individuals; work with specific, job-related data; and utilize job-related equipment. In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data requires following prescribed guidelines; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: utilizing cleaning materials, equipment and methods according to predetermined standards; understanding and following oral and written directions, including Material Safety Data Sheets (MSDS) and procedures to protect against blood borne pathogens; establishing and maintaining effective working relationships with others; meeting schedules and time lines; and communicating effectively with others.

RESPONSIBILITY

Responsibilities include: working under direct supervision using standardized procedures; providing information and/or advising others; leading, building, and/or coordinating the work of others in the absence of the Plant Supervisor or Crew Leader, and operating within a defined budget. There is a continual opportunity to have some impact on the Organization's services.

WORKING ENVIRONMENT

The usual and customary methods of performing the job's functions requires the following physical demands:

Physical Demands Frequency Definitions Based on an 8-Hour Day:

Never = 0%

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CUSTODIAN—FLOATER

Seldom = 1-10% (<45 minutes)
Occasionally = 11-33% (up to 3 hours)
Frequently = 34-66% (up to 6 hours)
Continuously = 67-100% (more than 6 hours)

Seldom/Occasionally	Lifting at waist height or carrying up to 50 pounds up to 10 feet (e.g.: trash can, water bucket, moving chairs, moving stack of chairs and tables), squatting/crouching, climbing/balancing, kneeling, reach above shoulder stooping/bending, twisting back, neck flexation/rotation, pushing/pulling, power/firm grasping, reach at shoulder, reach below shoulder
Occasionally	Lifting at waist height or carrying up to 10 pounds, stooping/bending, twisting back, neck flexation/rotation, pushing/pulling, power/firm grasping, reach at shoulder, reach below shoulder
Occasionally/Frequently	Fingering/fine manipulation
Frequently	Standing, handling/simple grasping
Continuously	Walking

AUDITORY OR VISUAL REQUIREMENTS

Ability to respond to safety buzzers, communicate with coworkers and staff, operate vehicles safely.
Ability to see near, distant, color, depth and peripherally

ENVIRONMENTAL CONDITIONS

Ability to operate a motor vehicle requiring a Class C driver's license to conduct work, work near hazardous equipment/machinery, walk on uneven ground, tolerate exposure to dust, gas, fumes, vibration, extremes in temperature and humidity, biohazard materials such as sewage, work at heights.

EXPERIENCE

Job-related experience in a school or related environment is required.

EDUCATION

High School diploma or equivalent.

REQUIRED TESTING

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

CERTIFICATES

Valid California Class C driver's license; record of driving history issued by the California DMV on its Form H-6 less than 30 days prior to applying for the position..

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CONTINUING EDUCATION/TRAINING

Participation in ongoing job-related training as assigned.

CLEARANCES

California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background (fingerprint) clearance; pre-employment physical examination including tuberculosis (TB) and drug screen clearances.

CLASSIFIED**ITEM 21****CUSTODIAN CREW LEADER****OVERALL JOB PURPOSE STATEMENT**

Under the direction of a School Plant Supervisor-High School, the job of Custodian Crew Leader is maintaining an assigned school plant, group of buildings or office space in a clean, orderly and secure manner and for providing work direction and guidance in a lead capacity to an assigned staff of custodians.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Custodian Crew Leader is a lead worker class responsible for providing work direction and guidance to custodians on the evening shift at a high school campus and performs the full range of cleaning functions and a variety of routine, simple maintenance duties for an assigned area during an evening shift. The class Custodian Crew Leader differs from the School Plant Supervisor, generally working a day shift, which is a class responsible for organizing, coordinating and supervising the work of all custodians and related positions at a school plant.

ESSENTIAL FUNCTIONS

- Assigns and coordinates crew tasks and workload with crew teams for the purpose of maximizing efficiency of the crew, meeting shift requirements and completing tasks on time.
- Cleans building interiors and exteriors and campus grounds (e.g. sweep, scrub, strip, wax, polish floors; vacuum and shampoo carpets and rugs; dust and polish furniture, woodwork, metal work; clean chalkboards, erasers, windows, mirrors, waste receptacles; scrub and disinfect surfaces and fixtures in rest rooms, showers and related areas; empty trash containers; pick up trash and debris; etc.) for the purpose of providing a clean, safe and healthy school plant.
- Secures alarms, windows, doors, gates and specified campus areas for the purpose of providing campus security after school hours.
- Sets up and takes down equipment and furnishings (e.g. bleachers, stages, etc.) for the purpose of providing adequate arrangements for meetings, classroom activities and events.
- Replenishes classroom and rest room supplies (e.g. paper towels, soap, etc.) for the purpose of maintaining adequate quantities for daily use.
- Unloads and distributes warehouse materials and other delivered items (e.g. books, equipment, supplies, etc.) for the purpose of storing, routing and placing needed items and supplies in designated locations.
- Reports incidents of vandalism, damages, accidents, unsafe conditions and items needing repair for the purpose of preventing accidents, keeping the campus safe and in a properly functioning condition.
- Performs minor maintenance and repairs on school equipment and furniture (e.g., change vacuum cleaner belts, bags, lights, etc.) for the purpose of ensuring proper functioning and usability of items.
- Assists in the performance of other related duties as assigned.

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS**KNOWLEDGE, SKILLS AND ABILITIES**

CLASSIFIED**ITEM 21****CUSTODIAN CREW LEADER**

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and analyze situations to define issues and draw conclusions. Specific knowledge required to satisfactorily perform the functions of the job includes: proper cleaning methods, materials, tools and equipment used in custodial and routine maintenance work, including basic methods of cleaning and preserving floors, black boards, carpets, furniture, walls and fixtures; cleaning materials, disinfectants and equipment used in custodial work; safety practices and work methods; record keeping techniques; and methods of organizing, scheduling and prioritizing work loads.

SKILLS are required to perform multiple, non-technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: handling hazardous materials; operating equipment used in industrial cleaning; and preparing and maintaining accurate records.

ABILITY is required to schedule activities, meetings, and/or events; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing specific, defined processes; and operate equipment using a variety of processes. Ability is also required to work with a diversity of individuals and/or groups; work with specific, job-related data; and utilize job-related equipment. In working with others, problem solving is required to identify issues and create action plans. Problem solving with data requires following prescribed guidelines; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: evaluating the effectiveness of various supplies and equipment; utilizing cleaning materials, equipment and methods according to predetermined standards and in a safe and efficient manner; understanding and following oral and written directions, including Material Safety Data Sheets (MSDS) and procedures to protect against blood borne pathogens; establishing and maintaining effective working relationships with others; meeting schedules and time lines; planning and organizing work; working independently with little direction; communicating effectively with others; and training and providing work direction to assigned staff.

RESPONSIBILITY

Responsibilities include: working under limited supervision following standardized practices and/or methods; directing other persons within a small work unit; and operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the Organization's services.

WORKING ENVIRONMENT

The usual and customary methods of performing the job's functions requires the following physical demands:

Physical Demands Frequency Definitions Based on an 8-Hour Day:

Never = 0%

Seldom = 1-10% (<45 minutes)

Occasionally = 11-33% (up to 3 hours)

Frequently = 34-66% (up to 6 hours)

Continuously = 67-100% (more than 6 hours)

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CUSTODIAN CREW LEADER

Seldom/Occasionally	Lifting at waist height or carrying up to 50 pounds up to 10 feet (e.g.: trash can, water bucket, moving chairs, moving stack of chairs and tables), squatting/crouching, climbing/balancing, kneeling, reach above shoulder stooping/bending, twisting back, neck flexation/rotation, pushing/pulling, power/firm grasping, reach at shoulder, reach below shoulder
Occasionally	Lifting at waist height or carrying up to 10 pounds, stooping/bending, twisting back, neck flexation/rotation, pushing/pulling, power/firm grasping, reach at shoulder, reach below shoulder
Occasionally/Frequently	Fingering/fine manipulation
Frequently	Standing, handling/simple grasping
Continuously	Walking

AUDITORY OR VISUAL REQUIREMENTS

Ability to respond to safety buzzers, communicate with coworkers and staff, operate vehicles safely.
Ability to see near, distant, color, depth and peripherally.

ENVIRONMENTAL CONDITIONS

Ability to operate a motor vehicle requiring a California Class C driver's license to conduct work, work near hazardous equipment/machinery, walk on uneven ground, tolerate exposure to dust, gas, fumes, vibration, extremes in temperature and humidity, biohazard materials such as sewage, work at heights.

EXPERIENCE

At least one year of custodial experience in a school or related environment is required.

EDUCATION

High School diploma or equivalent.

REQUIRED TESTING

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

CERTIFICATES

Valid California Class C driver's license.

CONTINUING EDUCATION/TRAINING

Participation in ongoing job-related training as assigned.

CLEARANCES

California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background (fingerprint) clearance; pre-employment physical examination including tuberculosis (TB) and drug screen clearances.

NUTRITION SERVICES PRODUCTION ASSISTANT

OVERALL JOB PURPOSE STATEMENT

Under the direction of an assigned supervisor, the job of a Nutrition Services Production Assistant is performing a full range of tasks in the preparation, cooking, baking and packaging of food in a high school or middle school kitchen or food service area; assisting or substituting as assigned in the absence of the supervisor.

DISTINGUISHING CHARACTERISTICS

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

The Nutritional Services Production Assistant class is the most experienced level in the series, performing responsible and complex food service duties such as preparing, cooking from scratch using raw ingredients, baking, and packaging food, coordinating and overseeing assigned areas, assisting in record-keeping and occasionally assisting or substituting for a supervisor as necessary.

ESSENTIAL FUNCTIONS

- Determines food preparation amounts while maintaining a daily preparation list with production and inventory levels. Completes production worksheets for the purpose of meeting projected menu requirements and minimizing waste.
- Retrieves ingredients from storage areas (refrigerator, freezer, and pantry) and transports to food preparation areas for the purpose of preparing a variety of food items.
- Cooks/bakes/prepares a wide variety of food items in large quantities from standardized recipes for the purpose of meeting nutritional requirements and implementing planned menus.
- Sets-up work and food serving areas for the purpose of meeting standards for efficient and effective food assembly and serving of food items, ensuring adequate quantity and quality of items to be served at scheduled meal times.
- Assembles and serves food and beverage items for the purpose of meeting mandated nutritional requirements and projected meal requirements and/or requests of students and school personnel.
- Responds to inquiries of students, staff and the public for the purpose of providing information and/or direction regarding the type and/or cost of meals, marketing items to increase sales and to present a pleasant atmosphere for eating.
- Operates a point of sale terminal in accordance with established procedures (e.g. setup, maintenance, etc.) for the purpose of selling food items and accounting for monies received from, and change made for, customers.

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- Stores unused food items in accordance with health and sanitation standards for the purpose of maintaining items for future use.
- Cleans utensils, equipment and the storage, food preparation and serving areas throughout the day and performs targeted deep cleaning of kitchen and equipment at specified times during the year for the purpose of maintaining sanitary conditions in compliance with current health standards.
- Maintains equipment in the storage, food preparation and serving areas (e.g. stores, organizes, etc.) for the purpose of maintaining sanitary conditions in compliance with current health standards.
- Assists assigned supervisor for the purpose of overseeing volunteer and student workers, requisitioning, ordering and receiving food items, counting money and preparing cash deposits, recording and totaling data details for cash reports and substituting in the supervisor's absence as needed.
- Stocks food, condiments, beverages and supplies for the purpose of maintaining adequate quantities and security of items.
- Inspects food and supplies and rotates as necessary for the purpose of verifying quantity and specifications of orders, minimizing waste, and/or complying with mandated health requirements.
- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.
- Attends meetings (e.g. in-service training, etc.) for the purpose of receiving and/or conveying information.
- Assists in the performance of other job-related duties as assigned.

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS**KNOWLEDGE, SKILLS AND ABILITIES**

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios. Read a variety of manuals. Understand written procedures. Write documents following prescribed formats, and/or present information to others; speak clearly; and understand complex, multi-step written and oral instructions. Health standards and hazards related to cooking and storing food. Quantity cooking and safety practices and procedures. Standard kitchen equipment, utensils and measurements.

SKILLS are required to perform multiple, non-technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Adhering to safety practices pertaining to equipment used in quantity food production. Preparing and maintaining accurate records.

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ABILITY is required to schedule activities, meetings, and/or events. Gather and/or collate data. Work with a diversity of individuals and/or groups. Work with specific, job-related data. Understand and follow oral and written directions. Interpret and apply rules, regulations, policies and procedures. Establish and maintain cooperative and effective working relationships with others. Meet deadlines and schedules. Utilize a variety of job-related equipment in a safe manner following proper guidelines. Assemble, cook, serve and sell a variety of food items in large quantities in a sanitary kitchen and/or food service area. Operate a point of sale terminal and compute daily cash totals. Make change and arithmetic calculations quickly and accurately. In working with others, problem solving is required to identify issues and create action plans. Problem solving with data may require independent interpretation. Problem solving with equipment is moderate. Flexibility is required to work with others in a wide variety of circumstances. Work with data utilizing specific, defined processes.

RESPONSIBILITY

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

WORKING ENVIRONMENT

The usual and customary methods of performing the job functions require the following physical demands:

Physical Demands Frequency Definitions Based on an 8-Hour Day:

Never = 0%

Seldom = 1-10% (<45 minutes)

Occasionally = 11-33% (up to 3 hours)

Frequently = 34-66% (up to 6 hours)

Continuously = 67-100% (more than 6 hours)

Seldom	Climbing, balancing, stooping, kneeling, crouching, and/or crawling; lifting up to 40 lbs. at shoulder, and over shoulder/overhead
Occasionally	Lifting up to 40 lbs. at knee and waist; carrying items weighing up to 40 lbs. up to 10 feet; pushing/pulling carts weighing up to 50 lbs.; fingering/fine manipulation, reach at shoulder
Occasionally/Frequently	Handling/simple grasping;
Frequently	Standing, walking

AUDITORY OR VISUAL REQUIREMENTS

Auditory ability to respond to safety buzzers, communicate with coworkers and staff. Vision ability to see near, distant, color, depth and peripherally.

ENVIRONMENTAL CONDITIONS

Work with hazardous equipment/machinery, tolerate exposure to extreme temperatures; work at heights.

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EXPERIENCE

Any combination equivalent to three years increasingly responsible experience preparing or assisting in the preparation of foods in large quantities and/or college-level course work in nutrition, food preparation, quantity cooking and food service sanitation methods (on the basis of 24 semester or 30 quarter units for each year of experience not to exceed 48 semester or 60 quarter units.)

EDUCATION

High School diploma or equivalent.

REQUIRED TESTING

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

CERTIFICATES

State of California Food Handler's Certificate; Serve/Safe Certification (or other state certification deemed equivalent by the district) must be submitted at time of application. Serve/Safe certification is to be maintained with a minimum test score of 90%. This 5 year certification requires knowledge of general cleaning and sanitation practices as well as extensive knowledge of the process of hazard analysis at critical control points (HACCP).

CONTINUING EDUCATION/TRAINING

Participation in ongoing job-related training as assigned.

CLEARANCES

California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background (fingerprint) clearance; pre-employment physical examination including tuberculosis (TB) and drug screen clearances.